

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday July 9th 2019 at 7.00pm

at Wayland Hall, Middle Street, Watton, Norfolk IP25 6AG in the Council Chamber

Councillors Present: Pat Warwick – Chairman, Peter Bishop, John Chocqueel-Mangan, Tina Cruz, Jane Fountain, Keith Gilbert, Stan Hebborn, Sue Hebborn, Alysha Houlder-Moat, Keith Prince, Don Saunders, Kathryn Stallard, Leslie Waller

Officers Present: Jane Scarrott Town Clerk

Also present: 3 members of the public

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED FROM

Tina Kiddell and Beryl Bunning

2. NO DECLARATIONS OF INTERESTS MADE

3. CONFIRMATION OF MINUTES 26.06.19

3.1 The minutes of the meeting held on June 26th 2019 were signed by the Chairman as a true record of the meeting.

3.2 Update on matters from the previous meeting:

- Letter sent to SAAA relating to 2017/18 Audit. No response yet received.
- Breckland District Council has acknowledged that, as requested, an officer will attend a Town Council meeting in September to report on special expenses for Watton.

4. REPORTS

4.1 Chairman's Report

Verbal report given:

Since the last full Council meeting, I have attended the following events:

On Wednesday, 26th June, I attended Cemetery training in Wereham, with Cllrs Fountain and Bunning. This was quite informative and we have the slides, should anyone wish to see them. Notably, with effect from July 2019, funerals for under 18 year olds, will be free of charge (this is via a 'claim back' system. We may wish to revisit our charges at a later date.

On Saturday, 29th June, I had agreed to open the Carbrooke Village Fete and to give out prizes, this event started at 10am. The evening before, I received an email asking if I would attend the Blenheim Centre Fete, Tedder Place, to celebrate Armed Forces Day. This event commenced at 11am. We arrived at Carbrooke Village just before 10, stayed for an hour, then got to the Blenheim Centre for 11am. We spent the whole day going between both events. Must have been a success, because I was thanked by both parties, for staying for the whole day!

On Sunday 30th June, we relaxed with lovely company, food and drinks, round at Keith and Rita's. Thanks Keith.

On Monday 1st July, I attended Watton Medical Practice Patients Participation Forum which was interesting.



On Tuesday, 2nd July, I attended a meeting with The Breckland Youth Advisory Board, together with Councillors Fountain, Cruz and Houlder-Mout. The meeting was chaired by The Youth of Watton, which consisted of 5 girls and 1 boy. It was interesting to hear what they have been up to. Alysha suggested an idea that had never occurred to me, and by the sound of it, nor to anyone else there. This was to hire in a temporary Skatepark, then try to Crowd Fund to raise money for a permanent one. This could provide evidence of need. I also suggested trying to get local firms or builders to sponsor the hire of the temporary Skatepark, by using their banners etc.

On Wednesday 3rd July, I attended a meeting, together with Cllr Cruz, with Claire Bowes and other members of the Wayland Show Committee.

A discussion took place about the possibility of Watton Town Council helping with a 'Food Festival' type event, in a marquee. Tina Cruz discussed with them what she would be able to do to facilitate this. We also discussed the idea of using the MTI gazebos at the event, which would help the committee and would showcase the Gazebos. Both of these initiatives would need some Council funding. I hope this can be discussed as an agenda item at the next Council meeting.

On Thursday 4th July, I attended a meeting at Westfield Junior School, with Cllr Fountain, where The Benjamin Foundation discussed how the Charlotte Harvey Centre (CHT) would be used firstly, from September for the under 5s, followed shortly after with events for Young Carers. It will take several months further, to get the funding to get good Youth Provision started there. There will be an Open day at CHT, on Sunday 4th August, 10am-4pm (which ties in with the Watton Pantomime Group Dog Show being held there). Please come along if you can.

On Saturday 6th July, I attended St. Mary's Church Car Boot Sale held to raise money for their Families Keyworker. Following this, I went to The Wayland Men's Shed, who had invited me along to 'open' their new garden. The weather wasn't ideal, but they had put up gazebos, so the rain didn't detract from everyone's enjoyment. I have to say, the barbecue was fantastic!

On Sunday 7th July, starting in The Queens Hall, we thoroughly enjoyed the first Watton Antiques and Collectables Street Market. It was lovely to see so many people out enjoying the market and the great weather. There were a lot more stalls than I had expected and the event was a lot more successful than I thought it would be. I'm delighted to be wrong.

In the afternoon, we had to leave the market, to attend the Civic Service of the newly elected Chairman of Breckland Council, Lynda Turner. It was a lovely service, followed by afternoon tea.

On Monday 8th July, I attended a meeting of the Twinning Association. The Chairman of Twinning asked me to remind everyone that their annual Cream Tea will take place on Sunday 21st July, commencing at 2pm. Twinning also hold their annual Oktoberfest at the Bell, Saham Toney which this year will be on Saturday 19th October starting at 1pm.

4.2 Vice-Chairman's Report

The Vice-Chair has attended meetings with the Chairman as stated in the Chairman's Report. Cllr. Fountain re-iterated the success of the Watton Antiques Street Market held on July 7th.

4.3 Clerk's Report.

Written report submitted in agenda pack.

Verbal update given:

- Bank Reconciliation 20.06.19 presented to Councillors.
- Community Action Norfolk is looking to include Watton in a recycling project to be run with SERCO, which will possibly start in December 2019.



5. PUBLIC PARTICIPATION

No matters raised.

6. NORFOLK COUNTY COUNCIL PARISH PARTNERSHIP SCHEME

Concern was raised at the previous Town Council meeting regarding the safety of the new Watton Green/Norwich Road junction and it has been suggested by Norfolk County Councillor Claire Bowes that the Town Council could support improvements to the junction through an application to the Norfolk County Council Parish Partnership Scheme. The scheme can contribute 50% funding for suitable Highway projects.

The cost to construct a footway about 50m long at Watton Green, complete with a tactile pedestrian crossing point and bollards, has been estimated at £6500.

It was resolved to defer any decision on a contribution to improvement of the junction until Councillors have looked at the site and a full costing for the proposed works has been obtained from Norfolk County Council.

7. CHURCH ROAD GRIT BIN

For the past few years there has been complaints received regarding the grassed area around the grit bin along Church Road not being cut. This area is managed by Highways who have now suggested that they would be willing to remove the grassed area and reinstate in asphalt. There is a perceived issue in that the grit bin, if moved, could split.

It was resolved that, if necessary, the Town Council will purchase a replacement grit bin once Highways have undertaken the asphalt patching.

8. GRANTS/DONATIONS

8.1 **It was resolved** to grant £200 to Watton & District Rotary Club as applied for.

8.2 **It was resolved** to grant £500 to Watton Twinning Association as applied for.

It was noted that on the grant application form it states that grant applications will be considered by the Council at the end of the month meetings in June, September, November and March and this rule should be adhered to.

8.3 **It was resolved** to make a donation of £3500 to Wayland First Response as applied for. The Council has allocated money in the Community Improvement Fund to support projects which benefit the community.

9. FINANCE

It was resolved that an expenditure of up to £200 to support a Norfolk Day trail in Watton High Street would be taken from the Events contingency set in the 2019 budget.

10. TRUSTEE NOMINATIONS WATTON RELIEF IN NEED

Beryl Bunning and Derek Smith were confirmed as Council nominated Trustees for the Watton Relief in Need Charity.

11. TRUSTEE NOMINATION LOCH NEATON COMMITTEE

It was resolved that Jane Fountain is the Council nominated Trustee for the Loch Neaton Committee Charity.



12. ARMED FORCES DAY 2020

It was resolved that the Town Council will acknowledge appropriate services which are held on or around Armed Forces Day and that the Events Working Group will consider supporting an Armed Forces Day event to recognise the work of service personnel.

13. ALLOTMENTS

Councillors had been provided with a copy of correspondence received relating to the poor state of a few allotment plots at the Church allotment site. An offer has also been received from a resident of the town who would be willing to act as an Allotment Representative/Co-ordinator and be the focal point for the Council and Allotment Holders.

It was resolved to accept the offer from Mr Gough to take on the role of volunteer Allotment Co-ordinator providing allotment holders are also in agreement with this.

14. MARKET TOWN INITIATIVE MEETING

District Councillors Claire Bowes and Tina Kiddell are arranging a meeting of representatives of key community stakeholders in the town to discuss ideas regarding allocation of s106 monies and Market Town Initiative (MTI) Funding. Provisional date for meeting - Monday 12th August.

It was resolved that Keith Gilbert, also a District Councillor, would be tasked with speaking to his District Council colleagues to clarify the remit for the meeting.

It was also suggested the new Breckland District Council Market Town Initiative Officer should be invited to attend a future Town Council meeting to outline any changes to the MTI.

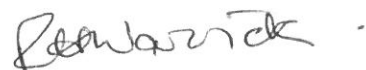
15. FACULTY APPLICATION

An objection, and possibly one other, has been raised to the Town Council's proposal to suppress grass in the ashes area of the Cemetery and replace with natural stone.

It was resolved that a meeting of the Cemetery Working Group would be called when the Town Council has received copies of any further objection.

16. PLANNING:

Noted that the only planning application received since the last Full Council meeting is an amendment to application 3PL/2018/0952/O - erection of up to 180 dwellings, the provision of open space and recreational facilities, with site access and associated highways and infrastructure works at land off Thetford Road. The amendment is for submission of culvert assessment which the Town Council is happy for the Watton Drainage Group to pass comment on behalf of the Town Council as previously agreed.



23.7.19

Item 4.3 Clerk's Report 03.07.19

Correspondence forwarded by e-mail:

(Please note some e-mails/newsletters are not received in a format that can be easily printed and thus they have not been included in agenda packs. Should you wish more information on anything not copied please contact the Office)

1. E-mail received from resident c/o parking issues in William Close, West Road and South Road.
2. Community Action Norfolk (CAN) July Newsletter 01.07.19
3. Operation Randall Rural Crime Newsletter 28.06.19
4. Norfolk Police and Crime Commissioner Round Up June 01.07.19
5. Rural Services Network Funding Digest July 2019 03.07.19

Bridle Road Play Area

Quotes are awaited from the Wicksteed Rep who visited Bridle Road Play Area to assess the work needed to repair the safety surface in the small children's fenced area.

The Town Council will also be provided with options regarding possible replacement of the equipment in this area.

Projects, Events and Promotions Support Officer (PEPSO)

Appraisal undertaken 04.07.19

Watton and Swaffham meeting notes 20.06.19 attached as App.1 and Event Notes 25.06.19 App 2.

Children's Funeral Fund for England

In April 2018, the Prime Minister announced that fees charged for the cremation or burial of children up to 18 years would be free to parents at the point of need.

The Ministry of Justice is now working with stakeholders to establish a National Children's Funeral Fund (CFF). Burial and cremation authorities will apply to the CFF for reimbursement of fees charged up to a maximum of £300.

The fund will also cover specified association expenses such as cremation certification and a capped amount towards the cost of a coffin, shroud or casket provided by funeral directors who will claim reimbursement from the CFF.

Parents choosing not to use a funeral director for burial or cremation can claim associated expenses directly from the CFF online or by postal application.

The CFF will apply to children under 18 years and babies stillborn after 24 weeks gestation. Payments from the CFF, which will be a universal benefit, will not be means tested and available to all parents, regardless of their nationality or that of their child, as long as the burial or cremation takes place in England.

The Statutory Instrument (SI) implementing the CFF is expected to be approved by 23 July 2019 with the CFF going "live" by the 2019 parliamentary summer recess.

Once more is confirmed it may be that the Council will need to consider slight amendment to Cemetery charges to reflect the CFF.

Small Claims Court

Action to reclaim historic overpayment of wages has been stopped as claim has been settled in full.

Dates to note:

July 11th – Finance Committee Meeting

July 12th – Norfolk Councils Seminar Carrow Road (PW, JF and Clerk attending)

July 23rd – Town Council Meeting preceded by Events Meeting

July 27th – Norfolk Day (shop trail being compiled)

July 29th - Alex James and Jane Lambert to attend Portable Appliance Testing (PAT) course