

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday October 8th 2019 at 7.00pm

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

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

Officers Present: Jane Scarrott Town Clerk

Also present: 2 members of the public

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED FROM

Tina Kiddell

It was noted that Alysha Houlder-Moat has resigned as a Watton Town Councillor.

2. DECLARATIONS OF INTERESTS MADE

Jane Fountain declared an interest in item 14.

3. CONFIRMATION OF MINUTES 24.09.19

3.1 The minutes of the meeting held on September 24th 2019 were signed by the Chairman as a true record of the meeting.

3.2 Update on matters from the previous meeting:

- Two places for staff members to attend the Norfolk PTS Autumn Seminar have now been booked.
- The quote from Anglia IT Solutions to continue with the IT services has been accepted.
- Weed spraying at the Sports Centre play area has now been added to the Grounds Maintenance Contract.
- Solicitors have been instructed to write a letter to residents regarding parking at Bridle Road play area.
- The Ground Maintenance contractor has been asked to purchase and plant spring bulbs.
- Watton Sports Association has been asked to provide details of how the grant of £7000 made to the Association for kitchen refurbishment has been spent. The Sports Association accounts are being audited at present and information will be passed to the Council when it is available. A request has also been made for Councillors to see the completed kitchen project.

4. REPORTS

4.1 Chairman's Report

The Chairman has attended:

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| 11.09.19 | Bake sale at the Dragon Fly Gallery
Daisy Programme |
| 13.09.19 | Battle of Britain Commemorative Event |
| 15.09.19 | Watton Carnival |
| 18.09.19 | Presidents Reception Royal British Legion Norwich Hospital |
| 20.09.19 | Neighbourhood Plan (NP) Steering Group meeting |
| 23.09.19 | PPG meeting |
| 24.09.19 | CHT/Benjamin Foundation Steering Group meeting |
| 26.09.19 | Children's Centre farewell |



27.09.19 McMillan coffee morning at Watton Medical Centre and commemorative dinner at Broom Hall in the evening
 29.09.19 Dedication ceremony and unveiling of commemorative plaque to recognise loss of airmen in 1942 crash at Stow Bedon
 30.09.19 Wayland Partnership Meeting
 01.10.19 Benjamin Foundation meeting
 02.10.19 Wayland Show meeting, Daisy Programme and Fireworks Evening meeting
 02.10.19 CHT meeting
 04.10.19 NP meeting, judging colouring competition for Wayland Players and launch of vision and strategy for Wayland Businesses.

4.2 Vice-Chairman's Report

The Vice-Chairman has attended:

01.10.19 HR meeting
 02.10.19 Planning meeting at Breckland District Council Offices with planning officer
 04.10.19 NP meeting

4.3 Clerk's Report.

Written report submitted in agenda pack.

Verbal update given:

- The King's Arms is planning to repeat the Watton High Street bike meet held in 2019 with a road closure set for Sunday May 10th 2020.
- Notice passed to Councillors of mini conference in Attleborough for Town and Parish Councillors.

4.4 Quarterly Report from PEPSO and Events meeting notes of 24.09.19 presented to Councillors. It was noted that lots of events are taking place within Watton and it is hoped more emphasis will now be given to the two agreed target areas of youth provision and the weekly market

*Projects including
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 Behs.*

4.5 Report from meeting held at St. Mary's Church on 30.09.19 noted. Notes from the meeting are to be compiled and shared.

The Council is now in touch with Registrar Stuart Jones who has provided maps which indicate that the newer part of St. Mary's Churchyard remains an "open" Churchyard.

The Council's faculty application relating to the ashes section of the Cemetery will be decided after October 31st. The Town Council is looking to replace the grass in the ashes section with gravel.

The initial design included use of gravel to match the gravel of the driveway but it is possible a different colour of stone would be more acceptable to some and this will be considered.

5. PUBLIC PARTICIPATION

Two members of the public present asked whether the Council had any further update on planning permission 3PL/2019/0991. It was noted agenda item 15.1 refers to this application.

6. HR MINUTES

HR minutes from the meeting held on 01.10.19 were noted.

7. TERMS OF REFERENCE (ToR) FOR WATTON AND SWAFFHAM FOCUS GROUP

Amended ToR for the Watton and Swaffham Focus Group were accepted as presented.

8. JUBILEE GARDEN

Ben

It was resolved to proceed with the grounds maintenance work at Jubilee Garden as presented. **It was resolved** to seek options for future maintenance of Jubilee Garden by a contractor. Costs to be considered as part of 2020 Town Council budget preparation.

9. CHARLOTTE HARVEY TRUST (CHT) TRANSFER

Draft minutes of the CHT meeting held on 03.10.19, giving an update of progress towards lease of the CHT building to the Benjamin Foundation, were passed to Councillors. The Chairman and Clerk are to take advice from a solicitor in respect of the terms for the lease.

10. WAYLAND SHOW 2020

The Town Council has offered use of the market gazebos for the Wayland Show 2020. Organisers would like the stalls to house a food festival type event and it is hoped Councillors Tina Cruz and Don Saunders will lead on this.

Consideration will be given to an allocation of money within the 2020 Town Council budget to support this event.

11. VOLUNTARY TREE WARDEN

It was resolved that the Town Council Office should seek advice on, and proceed with, the engagement of a voluntary tree warden.

12. CIVIC POLICY

It was resolved to accept the Civic Policy as presented with the following addition to the end of the Mayors Allowance section: "the terms of the Mayor's Allowance are set out in the Watton Town Council Expenses Policy – section 3 - Chairman's Expenses".

13. BARCLAYS BANK

It was resolved to write a letter to Barclays Bank regarding the inability to open a bank account at the Watton branch.

14. S106 SUPPORT

The Town Council had been approached by Breckland District Council to obtain its opinion as to whether an application for s106 funding would benefit the Town. Is the site able to be used by the general public, is this all the time, once a week etc., or is there another project more worthy of this money.

With three abstentions, **the Town Council resolved that** as the s106 application process appears to be competitive and it is known that more than one organisation is looking to make an application it is not willing to make a decision.

15. PLANNING:

15.1 Members of the Town Council and the Clerk have met with the Planning Case Officer regarding application 3PL/2019/0991 and it is planned to host a public meeting to allow members of the public to voice their opinions. The Council has strong concerns regarding this reserved matters application, in particular the design and height of proposed dwellings. It was agreed to submit comments as presented but to add that there is disappointment that there has been little interaction between developers and local residents regarding the proposals for this site.

Pen

15.2 3PL/2019/1163/HOU - Proposed conversion of garage into an annexe for ancillary use only -
WATTON: 9 Dereham Road Watton

No objections

15.3 PL/2019/1148/HOU - New garage/cartshed - 7 Loch Lane Watton IP25 6HE

No objections

Ben Warwick -

Item 4.3

Clerks Report 8th October

Correspondence

(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 for more information on anything not copied please contact the Office)

1. Norfolk ALC Bulletin 02.10.10 - ELECTORAL REVIEW OF NORFOLK
Briefing session to hear more about how this affects your Town or Parish. The Local Government Boundary Commission for England (LGBCE) invites you to a briefing on the current electoral review of Norfolk. This will be held at County Hall at 6:30pm on Wednesday, 9 October 2019. (I plan to attend).
2. Community Information Event on 30th October in the Sandringham Centre at RAF Marham – e-mail 25.09.19
3. Silver Social Newsletter - e-mail 26.09.19
4. PCC News September 2019 – e-mail 27.09.19
5. Norfolk ALC AGM 20.11.19 – e-mail 01.10.19
6. CAN's Sector Newsletter – e-mail 01.10.19

High Street Planter

Summer hanging baskets have been removed and planters are to be emptied ready for the winter planting. The damaged flower tub at the Brandon Road end of the High Street is to be repaired at a cost of £625 with £500 having been claimed through insurance.

Damage to railings at Shire Horse Way

The wooden railings around Shire Horse Way have been damaged, reportedly by a car. Investigation is ongoing to claim costs for repair, quoted at £225, from the driver.

Planning Guidance

On 25.09.19 I attended a planning update held by the Borough Council of King's Lynn and West Norfolk. The session was a repeat of information the West Norfolk planners share with new Councillors and was quite informative. It is interesting to know the support offered to parishes in other districts!

The attached App.1 was given to attendees and further guidance can be found at <https://www.rtpi.org.uk/planning-aid/>

Future Dates TO NOTE:

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| 11.10.19 | Finance meeting 11.00am |
| 17.10.19 | Swaffham and Watton meeting 10.30am at Swaffham |
| 22.10.19 | Town Council meeting - Jon Berry BDC Chief Planner to attend 6pm |