



# Watton Town Council

Wayland Hall, Middle Street, Watton, Thetford, Norfolk IP25 6AG Telephone: 01953 881007

Website: [www.wattontowncouncil.gov.uk](http://www.wattontowncouncil.gov.uk) Town Clerk: Mrs Jane Scarrott [clerk@wattontowncouncil.gov.uk](mailto:clerk@wattontowncouncil.gov.uk)

To All Members of the Council

You are hereby summoned to attend the Meeting of the Full Council to be held at Wayland Hall Council Chamber, Middle Street, Watton, Norfolk IP25 6AG on Tuesday 10<sup>th</sup> December 2019 at 7.00pm for the purpose of transacting the following business.

J. Scarrott – Town Clerk

4<sup>th</sup> December 2019

**Please note the Council Chamber and doors will not be open to the public until 7.00pm as there will be an Events Debrief at 6pm and co – option interviews for a new Councillor will be taking place at 6:30pm.**

ITEM	AGENDA	PAGE
1.	To accept Apologies for Absence	
2.	To note Declaration of Members personal, prejudicial and disclosable pecuniary interests in respect of items on the Agenda	
3.	Minutes	
3.1	To confirm that the minutes of the meeting held on 26 <sup>th</sup> November 2019 are a true and accurate record	
3.2	To receive update on matters arising from the minutes of the meeting held on 22 <sup>nd</sup> October 2019 not already on the agenda	
4.	To consider co-option to fill 1 vacancy on Watton Town Council following the resignation of a Town Councillor	
5.	To receive Reports:	
5.1	Chairman's Report	
5.2	Vice Chairman's Report	
5.3	Clerks Report	
6.	PUBLIC PARTICIPATION	
7.	Finance	
7.1	To agree December payments for approval	
7.2	To note draft Finance Committee Minutes from the meeting held on 29 <sup>th</sup> November 2019 and consider recommendations made:- <ul style="list-style-type: none"> <li>I. To note the errors made by Pay Roll provider in calculating NI payments, and further, to note and formally support the actions taken, as outlined in the Finance Committee Minutes.</li> <li>II. To resolve that in respect of the areas arising from incorrect calculation of NI payments, in the first instance the Town Council should pay the total arrears (i.e. both employee and employer contributions estimated at £3600), and that the employee contributions should be reclaimed from employees by the Council over a three year period.</li> <li>III. To accept the 2020/21 budget as presented, with expected expenditure of £443825 and to set the 2020/21 precept demand at £383474.</li> </ul>	
8.	To consider donation application received from the Benjamin Foundation	
9.	To consider quote received for refurbishment of Mayor's Chain of Office (estimated £800.00)	
10.	To receive report from Cemetery Working Group Meeting held on December 5 <sup>th</sup> and consider recommendations	
11.	To receive report from Market Gazebos Working Group Meeting held on December 5 <sup>th</sup> and consider recommendations	

12.	To receive report from VE Day Celebrations Working Group Meeting held on December 4 <sup>th</sup> and consider recommendations	
13.	To consider the proposal from the Museum4Watton relating to the Council Chamber	
14.	To receive update on the Pocket Parks application and consider match funding	
15.	Planning: To consider consultation response to planning applications received since the last Full Council meeting	
15.1	3PL/2019/1382/F - Retain use of Part Garage as Beauty Salon - WATTON: 20 Shire Horse Way Watton - <a href="http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/1382/F">http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/1382/F</a>	
15.2	3PL/2019/1420/F - Installation of ramped access to the front and side doors to provide suitable disabled access. - WATTON: Watton Methodist Church High Street Watton <a href="http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/1420/F">http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/1420/F</a>	
16	To pass a resolution to exclude the press and public to consider confidential and legal matters	