

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday February 25th 2020 at 7.00pm

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

Councillors Present: Pat Warwick - Chairman, Peter Bishop, Beryl Bunning, John Chocqueel-Mangan, Jane Fountain, Keith Gilbert, Richard Hindley, Tina Kiddell, Keith Prince, Don Saunders, Kathryn Stallard, Les Waller.

Officers Present: Jane Scarrott Town Clerk

1. APOLOGIES FOR ABSENCE RECEIVED:

Tina Cruz, Stan Hebborn and Sue Hebborn

2. DECLARATIONS OF INTERESTS MADE:

Jane Fountain and Pat Warwick declared an interest in item 7.2iii

3. CONFIRMATION OF MINUTES 11.02.20

3.1 The minutes of the meeting held on February 11th 2020 were agreed as a true record of the meeting and were signed by the Chairman.

3.2 Update from matters raised at the meeting on 11.02.2020

A reminder was given of a Working Group meeting to be held at 2.00pm on 26.02.2020 to consider aspects relating to the Wednesday Market.

Other updates are either reported on the Works in Progress list or will arise as discussion around agenda items.

4. REPORTS

4.1 Chairman's Report

The Chairman has attended:

12th Feb. VE Day meeting and Breckland District Council Town and Parish Council Forum (with Jane Fountain and the Clerk)

12th Feb. Meeting with Benjamin Foundation and Mercer's Charity

14th Feb. Finance Committee meeting

20th Feb. Met with Eastern Daily Press reporter regarding the successful Pocket Parks application of £25500 to replace play equipment at Bridle Road Play Area

22nd Opening of new restaurant within the High Street

4.2 The Vice-Chairman has attended:

12th Feb. VE Day meeting and Breckland District Council Town and Parish Council Forum

24th Feb. Funeral of veteran

4.3 County Councillor's Report

County Councillor not present

4.4 District Councillor's Report

Verbal report given by Tina Kiddell with copy filed.

Keith Gilbert informed the Council that the District Councillors will be undertaking a walk around the town with Steve James, Breckland District Council Communities Manager, to consider what may be wanted in Watton. No date is yet set for this initial meeting. Councillors expressed the view that Breckland District Council should also invite Don Saunders to this meeting as the Town Council has identified him to liaise with Steve James.

It was noted that the special expenses (charged to fund footway lighting) part of the Council Tax bill for residents of Watton will rise in the financial year 2020/21.

4.5 Police Report

Police Parish Newsletter included in agenda pack sent to all Councillors.

4.6 Clerk's Report.

Written report submitted in agenda pack.

4.7 Annual presentation given by the Projects, Events and Promotions Support Officer (PEPSO) to update those present of the work being undertaken. The PEPSO was thanked for her good work.

5. WORK IN PROGRESS UPDATE NOTED

Amendment will be made to the Works in Progress list to clarify that the donation of £10000 which has been made to the Benjamin Foundation is to be taken from the Community Improvement Fund.

6. PUBLIC PARTICIPATION

No members of the public present.

7. FINANCE

7.1 Payments for February 2020 were agreed for payment as presented.

7.2 Draft Finance Committee Minutes from the meeting held on 14th February 2020 were noted.

- I. **It was resolved that** an application for s106 funding be made to replace the basket of the birds nest swing at Lovell Gardens Play Area.
- II. **It was resolved** to adopt the Remit and Procedure for Lead Councillors as presented
- III. Watton Town Council congratulates both the Sports Centre and Loch Neaton Committees on the recent awarding of s106 funding to enable them to carry out community based projects. However, it is noted that the Loch Neaton Committee was obliged to withdraw part of the application, and this has an impact on the overall project. As the item withdrawn was to be a youth facility, it comes within the remit of WTC's Youth Provision target area. Therefore, **it was resolved** to purchase a Teen Pod at the cost of £2910 (plus VAT) to be sited at Loch Neaton, as originally outlined in the s106 application.

Recorded vote taken with result filed.

Tina Kiddell left the meeting.

7.3 The Bank Reconciliation dated 13.01.2020 and updated budget position were accepted.

8. GRAVE DIGGING CONTRACT

It was resolved to accept increases to the grave digging fees as presented but suggested that comparison costs should be investigated.

9. LED FOOTWAY LIGHTING

Concern has been raised that the programme of replacement of footway lighting in Watton with LED lights is not sustainable as residents are stating that they will be driving within the parish rather than walk under lights that do not provide adequate lighting to see the pathway.

An approach will be made to Breckland District Council (BDC) request a report be forwarded to the Town Council regarding the success of the replacement programme and that BDC look to suspend further replacement until a satisfactory report can be presented.

10. VOLUNTEER AGREEMENT

It was resolved to adopt the Volunteer Agreement as presented.

11. GREAT BRITISH SPRING CLEAN 2020

It was resolved to register for and promote the Great British Spring Clean 2020. Liaison with local litter picking groups will be undertaken before dates are set for the Council clean.

12. FLAG POLE LOCATION

It was resolved to accept the offer from Conservation Consultant Alan Wright to speak to the Town Council regarding ideas of where a flag pole could be located within the town. A date will be set.

13. LINMORE UNIT LEASE

It was resolved to accept a new six year lease at a rent of £6000 p.a. for the Unit at Threxton Industrial Estate and to investigate what needs to be done to improve usability.

14. COUNCIL TRAINING

It was agreed to book a whole Council training session and to make bookings for Councillors who have chosen to attend relevant training courses prior to the end of the current financial year.

15. PLANNING: To consider consultation response to planning applications received since the last Full Council meeting. Noted that District Councillor Keith Gilbert does not participate in planning agenda items as he is a member of Breckland District Council Planning Committee.

15.1 3OB/2020/0004/OB - Leap Specification to be provided prior to commencement of Development - 3PL/2014/1378/F - WATTON: Former Officers mess site Portal Avenue

No objections

15.2 3PL/2020/0112/VAR - Variation of Condition No2 on 3PL/2016/1092/F Design changes and Larger side extension - WATTON: AND CARBROOKE Meadow View Watton Green

No objections

15.3 3PL/2020/0160/O - Erection of Dwelling House and revised vehicle pedestrian access - 30 Thetford Road IP25 6BT

No objections

15.4 3PL/2020/0161/HOU - Demolition of existing conservatory and erection of garden room, lobby & utility room - Redhill Farm Redhill Lane IP25 6RE

No objections

16. A resolution was made to exclude the press and public to consider legal matters.

16.1 The draft HR Committee Minutes from the meeting held on 10th February 2020 were noted.

- I. **It was resolved that** that both the Deputy Clerk and Clerk will receive 1 incremental point within their current salary range from April 1st 2020.

16.2 **It was resolved** that the Town Council would accept an additional cost of £100 towards solicitors fees relating to the establishment of a lease for the Charlotte Harvey Trust Youth & Community Building, that an Energy Performance Certificate should be obtained (estimated cost of £230) and a Condition Survey should be commissioned (estimated cost of £800)