

## Minutes of the virtual meeting of WATTON TOWN COUNCIL Finance Committee

held on April 16th 2021

Councillors Present: Kathryn Stallard (KS) – Chairman of the Committee, Peter Bishop (PB), Sue Hebborn (SH), Don Saunders (DS), and Pat Warwick (PW).

Officers Present: Jane Scarrott Town Clerk and Michelle Thompson Deputy Clerk

Members previously presented with Budget Update and Bank Reconciliation for 08.03.2021.

### 1. NO APOLOGIES FOR ABSENCE RECEIVED

### 2. NO DECLARATIONS OF INTEREST MADE

### 3. MINUTES

3(i) The Minutes of the Meeting held on 12.03.21 were accepted as a true record of the meeting and will be signed by the Chairman asap.

3(ii). Update from the meeting held on 12.03.21

- Notification has been received that Breckland District Council is to release s106 funding to support the proposed pump track at Bridle Road Play Area. An order has been made with the agreed contractor.
- A proposal (relating to the handover of the on site community land) is awaited from the developers of the Officer's Mess site as promised at the meeting held on 02.03.21
- Open space land at the Abels Hare's Green development could be handed over to Watton Town Council later this year. Confirmation relating to the responsibility for the attenuation tanks and drainage which lies beneath the land will be sought before the land is accepted.
- S106 agreements do not always seem to be available on the Breckland District Council website and a request will be made that when any s106 funding list is provided the 106 agreement document is attached to the list.
- Both the Clerk and the Deputy Clerk have received new Surface-Pro tablet computers. One Surface-Pro which was lost in transit has been replaced. The loss fell to the supplier and the Council has been assured no data loss would have occurred.
- St. Mary's Churchyard wall, which was damaged by a vehicle, has been repaired. An insurance claim was made and has been paid.

### 4. RECENT EXPENDITURE AND BUDGET POSITION

- Note that although the 2020/21 budget figures are still to be finalised it is likely that the outturn will not be significantly different from the current position as presented to the Finance Committee. It is expected that the final outturn will see quite a large underspend to be returned to the general reserve.
- A water connection has been installed at the Thetford Road allotment site. So all allotment holders can have access to the locked supply a recommendation will be made to the Full Council to site a water tank at the allotments at a cost of £250 plus VAT.
- There was a positive discussion about the use of events to promote the Town. It was noted that The Crown public house may be hosting some boot sales. It was agreed that

the Clerk write to The Crown mentioning the historic Market Charter and the Council's desire to work positively with local businesses

#### **5. CHURCH WALK/WALSINGHAM GATES UPDATE**

A survey on the condition of the Walsingham Gates has been commissioned with a view to looking at possible grant funding to repair the gates once the work needed has been established.

Information relating to the last refurbishment of the gates at the time of the Millennium will be investigated.

#### **6. THREE YEAR PLAN**

A rationale for three year planning has been compiled and will be presented to the Full Council. It is envisaged projects, such as works at Church Walk and the future plans for the market, can be costed within the three year plan.

Noted that the Temporary Road Order for closure of Middle Street each Wednesday will end in December 2021. The Council will need to research the possibility of the road closure continuing into 2022.

#### **7. DATE OF NEXT FINANCE COMMITTEE MEETING:**

**Friday May 21st 2021 @ 12.00pm**

#### **For Town Council Agenda:**

- 1. Recommendation that** a water tank is sited at the Thetford Road allotment site at a cost of £250 plus Vat.
- 2. Recommendation that** the Council supports the continuation of the temporary road closure of Middle Street to accommodate the Wednesday market.
- 3. Ratification** of the rationale for the Three Year Budget Planning Document.