

Minutes of the virtual meeting of WATTON TOWN COUNCIL held on

Tuesday February 23rd 2021 at 7.00pm

Councillors Present: Pat Warwick - Chairman, Peter Bishop, Beryl Bunning, Jane Fountain, Keith Gilbert, Stan Hebborn, Sue Hebborn, Tina Kiddell, Keith Prince, Don Saunders, Kathryn Stallard, Les Waller.

Officers present: Jane Scarrott Town Clerk and Michelle Thompson Deputy Clerk.

1. **APOLOGIES FOR ABSENCE RECEIVED FROM:**

Tina Cruz and Richard Hindley

2. **NO DECLARATIONS OF INTEREST MADE**

3. **MINUTES**

Minutes of the meeting held on 9th February 2021 were accepted as a true record. The minutes will be physically signed by the Chairman as soon as possible.

4. **REPORTS**

4.1 Chairman's Report

The Chairman has virtually attended:

- RAF Lakenheath and Mildenhall briefing
- Town Council Finance Committee Meeting 12th Feb
- Officer's Mess s106 meeting with Breckland District Council officers
- Meeting to discuss Flooding leaflet which Town Council has agreed to produce

4.2 Vice-Chairman's Report

No report given

4.3 District Councillors Report

Tina Kiddell gave no report.

Keith Gilbert informed the Council that he had attended a Breckland District Council briefing on sustainability.

4.4 County Councillors Report

County Councillor not present

4.5 Police Report

No Police attending the meeting, but regular newsletters and other e-mail updates are received and passed to Councillors.

4.6 Clerk's Report

Copy of the written report included within the agenda pack is filed. A written update provided prior to the meeting is also filed.

Verbal update given:

- It was noted that the waste contractor the Council currently uses has offered a considerably cheaper price to continue the contract for a further year and **it was resolved** that, due to this new information, the contract with Veolia would be continued with a larger 1100L bin will to be sited and emptied fortnightly.

- It was noted that Watton Rotary Club is exploring the option of having a memorial in Watton to mark the Covid pandemic. The Council would support this project and a suggestion was made that the Rotary Club might also speak to the Museum4Watton about this.
- Planned additional Watton Society Green Plaques are welcomed by the Town Council.

5. WORKS IN PROGRESS LIST

The Works in progress list was received as presented.

- Noted that the Finance Committee is looking at a 3-year plan and the draft includes arranging a building survey of Wayland Hall which would be used to identify any maintenance works needed.
- The Council has already agreed that it would be willing to accept open space land at Watton Green and enquiries will be made as to when any handover is expected.
- St. Marys will be consulted regarding the draft procedure for notification of the death of the sovereign or other major public figures.

6. PUBLIC PARTICIPATION

No members of the public present.

7. FINANCE

7.1 Payments for February 2021 were approved for payment as presented. Noted that in response to the Internal Auditors Interim Report electronic copies of invoices have been sent to two Councillors who are cheque signatories for review prior to payment.

7.2 The draft minutes from the Finance Committee Meeting held on 12th February 2021 were received with the following recommendations from the Committee agreed:

- I. **Resolved that** new computer hardware will be purchased for the Deputy Clerk and Clerk with the money to cover the cost to be vired from the elections cost line within the 2020 budget. Microsoft Surface Pro 7 tablets to be supplied as quoted.
- II. **Resolved that** the Council invests £150000 of its general reserve funds in the CCLA Public Sector Deposit Fund.
- III. **Wayland Hall Electric contract. Resolved that** the council will enter into a 24 month contact with Good Energy for the supply of electricity from 5th April 2021

8. MARKET GAZEBOS

It was resolved to continue to use the current contractor to store and manage the market gazebos on behalf of Watton Town Council.

It is anticipated another 6 gazebos and a second smaller trailer will be purchased using the final Market Town Initiative money allocated to the joint venture between Watton and Swaffham Town Councils. Each town can then hold 8 gazebos and a trailer.

9. PLANNING

Noted that Keith Gilbert, as a member of the Breckland Council Planning Committee, took no part in agreeing comments made.

9.1 3PL/2021/0134/VAR - Variation of Condition No 2 on 3PL/2020/1266/F-Consent has been granted for a fuel tank 5m (l) x 3m(w) x 2.5m(h). The proposal is to change the tank dimensions to 6.65m(l) x 2.5m(w) x 3.5m(h) - Neaton Business Park North, Warehouse H Norwich Road, Watton IP25 6JB

No comment

9.2 3PL/2021/0167/HOU - Erection for 1.8m high fencing to front garden. - 9 Brandon Road IP25 6AL

No comment

9.3 3PL/2021/0209/VAR – Variation of Condition No 5 on 3PL/2015/0281/CU – Extension of Opening Hours (24 hours opening) – WATTON: Hillier House 3 – 5 Norwich Road

No comment

9.4 3NM/2021/0013/NMA - Amendment to 3PL/2020/0570/HOU - Reduction in size and layout to provide a family room and minor alterations to the existing rear elevation. - 17 Byfords Way IP25 6TB

No comment

9.5 3PN/2021/0007/PNE - Single storey rear garden room extension. - 4 Meadow Grove Watton IP25 6UY

No comment

10. Resolution passed to exclude the public and press to consider confidential matters:

10.1 Christmas Lights

It was agreed to ask the current Christmas Lights contractor to confirm in writing where the 2021 Christmas Lights will be located as the Council expects lights to run the full length of Watton High Street for Christmas 2021.

10.2 Review of Co-option procedure

It was agreed that the Co-option process will remain the same as previously but to be undertaken virtually prior to the start of the March 9th Town Council meeting (6.00pm start).

10.3 Communications

It was agreed a solicitor would be engaged to write a letter to Verve Heath to stress that Watton Town Council vehemently disagrees with the portrayal of Watton as given by Verve.

10.4 Expiry of Exclusive Rights of Burial (EROB)

It was agreed that, as other Exclusive Rights of Burial have been issued Free of Charge when no record of previous issue exists, an expired EROB granted for 30 years only would be extended for a further 20 years Free of Charge.