

Minutes of the virtual meeting of WATTON TOWN COUNCIL held on

Tuesday May 25th 2021 at 7.00pm

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

Officer present: Jane Scarrott Town Clerk

2 members of the public present

1. APOLOGIES FOR ABSENCE RECEIVED FROM

Tina Kiddell, Tina Cruz

County Councillor Claire Bowes also apologised for not attending.

2. DECLARATIONS OF INTEREST MADE

Kathryn Stallard item 7.2

3. MINUTES

3.1 Minutes of the meeting held on 18th May 2021 were accepted as a true record. It was suggested that it also be noted that Watton Town Council has approached Breckland District Council regarding the dilapidated looking shops in Watton.

3.2 No update on items from the meeting on 18.05.21.

4. REPORTS

4.1 Chairman's Report

The Chairman had no report to give having only been in Office since 18.05.2021.

4.2 Vice-Chairman's Report

The Vice-Chairman has attended the Finance Committee meeting held on 21.05.21.

4.3 District Councillors Report

Tina Kiddell had sent a written report and re-iterated that she can be contacted if Councillors are looking for information or answers from Breckland District Council.

The Chairman suggested Tina Kiddell could be asked to provide answers for how Market Town Initiative funding has been spent in Watton.

Keith Gilbert reported that he has received correspondence from a resident about parking in Watton High Street. This matter will be an agenda item for the next Town Council meeting.

Keith has attended webinars "Work Smart" and one on carbon literacy.

Keith clarified that the money to pay for planting trees in the tubs at the west end of the High Street came from Market Town Initiative funding.

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 issued is filed. Verbal update given:

- Correspondence has been received requesting that the Council consider engaging a pest controller to discourage pigeons from the High Street. Noted that it was decided a while ago that this is not something the Town Council will finance and that is up to individuals to control pigeons at their premises should they wish to do so.
- A letter has been written to the leader of the District Council asking questions about spending in Watton. A Five Market Towns Meeting is scheduled for June 2nd where questions can be addressed to the Leader. It has been noted that Watton was not featured in the latest edition of Transforming Breckland whereas the other four market towns were.

5. **WORKS IN PROGRESS LIST**

The Works in progress list was received as presented.

- Noted that the current grounds maintenance and grave digging contracts expire March 31st 2022.

6. **PUBLIC PARTICIPATION**

A member of the public was present to raise concerns regarding the speed of vehicles along the Dereham Road. Residents would like to see a permanent Vehicle Activated Speed (VAS) sign installed along the Dereham Road.

The Town Council has a mobile VAS sign which is at times located on the Dereham Road but investigation will be undertaken to see if the sign can be placed further along the road going out of the town. Data might then be obtained to support installation of a permanent sign. It was suggested residents should also approach County Councillor Claire Bowes for assistance.

7. **FINANCE**

7.1 Payments for May 2021 were approved for payment as presented.

7.2 The draft minutes from the Finance Committee Meeting held on May 21st 2021 were received with recommendations from the Committee considered:

- I. **It was resolved** that if no other quote is forthcoming within ten days, that the one quote received for work to box in the boiler in the Clerk's Office and replace the glass panel in the reception office door with perspex will be accepted.
- II. **It was resolved that** the Council will commission a building condition report for Wayland Hall (quotes to be sought and submitted to Council asap).
- III. Expenditure to provide audio equipment for the Council Chamber was ratified.

Noted that the Museum4Watton Working Group met on 24.05.21 and it is hoped plans for the Museum to extend to use the Council Chamber for displays will be brought forward. Chris Hutchins will give a presentation to Councillors prior to the next Town Council meeting (6.30pm June 8th 2021).

8. **RISK MANAGEMENT PLAN**

The Risk Management Plan was ratified as presented with no amendments.

9. BENCHES FOR CHURCH WALK

Two quotes had been received to install three benches as agreed by the Town Council. **It was resolved** to accept the quote for £1250 plus VAT.

The Council has received a request to site a fourth memorial bench along Church Walk. As Council currently has no policy relating to requests for memorials **it was resolved** that the Cemetery Working Group would be tasked with compiling a draft policy to present to Council.

10. WATTON SPORTS ASSOCIATION DONATION APPLICATION

It was agreed that any decision to award a donation to the Watton Sports Association will be deferred until further information has been obtained. **It was resolved** that the questions as presented by the Finance Committee should be asked of Watton Sports Association.

11. LIGHTS FOR NORWICH ROAD DEVELOPMENT

It was resolved that Watton Town Council will not fund or take responsibility for footway lighting at the new development Norwich Road, Watton.

12. AUDIO EQUIPMENT FOR THE COUNCIL CHAMBER

Cllr Stan Hebborn had spoken earlier on suggested audio equipment for the Council Chamber and he was thanked for his work on this.

(7.2 It was resolved to purchase equipment as suggested at a total cost of £2498.40 inc. VAT).

13. OFFICER'S MESS SITE ALTERNATIVE COMMUNITY LAND

Watton Town Council is expecting to accept transfer of the Officer's Mess Alternative Community Land and in principle is willing to accept the proposal as presented, but subject to queries raised being satisfactorily addressed.

14. PLANNING

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

14.1 3OB/2021/0B Modification of Section 106 dwellings for 3PL/2000/1132/F to allow occupation as permanent dwellings No 3-6 Fairway Drive, Saham Road, Watton

Felt that there are not sufficient grounds to modify the s106.

14.2 3PL/2021/0667/LU - Single storey rear extension to enlarge kitchen and incorporate conservatory/sunroom and external covered BBQ area. Existing conservatory roof and fenestration altered to form new sunroom. - WATTON: 14 Harvey Street

No Comments

14.3 3OB/2021/0023/OB - Application to discharge the planning Obligation on 3PL/2015/0219/F - Open space - Land to West of Saham Road IP25

Believed to be a decision for a specialist officer and the Town Council would need more information before it could comment.

14.4 TRE/2021/0133/TPO - [T1] Cedar - Remove Broken Branch in The Top Quarter of The Tree. Weight Reduce Extended Branches Through Thinning Foliage at Extremities. [T2] Hornbeam - Weight Reduce Large Branches That Hang Over the Highway Through Thinning

Foliage at End Points. [T3] Oak - Weight Reduce Large Branches That Hang Over the Highway Through Thinning Foliage at End Points. - The Old Vicarage Norwich Road Watton Thetford IP25 6DB

No Comment

15. Resolution passed to exclude the public and press to consider cemetery matters:

15.1 **It was resolved** to request that the grounds maintenance contractor will create a dog leg within the gravelled ashes area at the Cemetery to demark the edge of a burial inadvertently incorporated within the ashes area.