

Minutes of the meeting of WATTON TOWN COUNCIL held on
Tuesday July 27th 2021 at 7.00pm in the Council Chamber at
Wayland Hall, Middle Street, Watton IP25 6AG

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

Officer present: Jane Scarrott Clerk

County Councillor Claire Bowes sent her apologies.

1 minute silence held in remembrance of past Clerk Jacqui Seal

1. APOLOGIES FOR ABSENCE RECEIVED FROM

Tina Cruz, Keith Gilbert, Peter Bishop, Kathryn Stallard and James Wooler

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3.1 Minutes of the meeting held on 13th July 2021 were accepted as a true record and signed by the Chairman.

3.2 Written report presented updating on items from the meeting on 13.07.21

- Old surface-pros are ready to be given to local school. Contact to be made.
- New litter bin ordered for Bridle Road – Town Operative to install.
- Guidance re. lifting of Covid restrictions shared with Councillors within Norfolk ALC bulletin. No HR meeting to consider Covid security yet held (Chairman away), but suggestion made that staff continue working as agreed at previous HR meeting and that a request is made that face coverings continue to be worn for Council meetings in the Chamber.
- Provision of Christmas Lights 2021 was discussed at the Finance Committee meeting 16.07.21.
- Watton Sports Centre Manager has been informed of the resolution made at the meeting on 13.07.21.

4. REPORTS

4.1 Chairman's Report

The Chairman visited Buckingham Lodge on July 14th.

4.2 Vice-Chairman's Report

The Vice-Chairman visited Buckingham Lodge on July 14th and attended the funeral of former Mayor Martin Anscombe on July 26th.

4.3 District Councillors Report

Tina Kiddell gave a verbal report – copy filed.

4.4 County Councillors Report

Written report submitted passed to Councillors prior to the meeting. Copy filed.

A request was made for the Norfolk County Council Parish Partnership Scheme to be an agenda item for the next Town Council meeting.

4.5 Police Report

No Police attending the meeting but noted that the next Safer Neighbourhood Action Panel meeting is scheduled for 28.07.21.

4.6 Clerk's Report

Written report issued with the agenda pack.

Christmas Lights

Quotes have been sent out to local contractors to provide the Christmas Lights display 2021.

Shop keepers in the town are being approached to refresh permissions for electrical connection points and anchors for the lights on buildings in the High Street.

Watton Royal British Legion

John Dufton, the new Chairman of the Watton branch of the Royal British Legion has been into the Office and arrangements for Remembrance Sunday 2021 are underway.

Trees - Basic Tree Survey and Inspection

Although the Town Council regularly has tree inspections (approx. each three years) it is suggested an in-house visual inspection should be undertaken and recorded each year.

Quotes have been requested to undertake the works to trees identified in the inspection carried out earlier in the year.

Hedges

Cemetery hedges have recently been cut back by the contractor but inner hedges around the allotments still need to be trimmed back. A battery-operated hedge trimmer will be purchased for the Town Operative to use.

Museum

Breckland District Council Historic Buildings Officer, Andrew Gayton, is visiting the Museum on August 4th. It is expected that the Town Council will have received a copy of the Wayland Hall Building Condition Survey by then and the document will be shared with the Museum to provide information for the Aug. 4th visit.

RAF Lakenheath

Pat Warwick has been informed that RAF Lakenheath has been announced as winners of the 2021 Commander in Chief's Annual Award for Installation Excellence. This was pleasing to hear as Pat, during her term as Mayor of Watton, had submitted a video presentation to support their application.

Church Road

A request has been made to Norfolk County Council Highways for appropriate signage to be erected stating that Church Road is not suitable for HGVs,

Councillors were also presented with a written update on the Middle Street Temporary Regulation Order (TRO) and a Bank Reconciliation dated 12.07.21.

5. WORKS IN PROGRESS LIST

The Works in progress list was received as presented.

6. PUBLIC PARTICIPATION

Members of the public present raised questions as to whether the meeting on September 28th, when the Leader of Breckland District Council (BDC) will be attending will be a public meeting, the cost of the trees planted at the west end of the High Street, whether the town has received s106 money which has been allocated and how the appearance of the High Street, particularly at the eastern end, could be improved.

[The meeting on September 28th will be a Town Council Meeting and Councillors will be putting pre-submitted questions to the Leader. S106 funding will be checked once correspondence spoken of by a member of the public has been passed to the Town Council as was requested. BDC is currently offering a financial incentive to help owners re-vamp shop fronts but there has been little uptake. The BDC Regeneration Team however continue to look at what might be achievable through the BDC "Unsightly Sites Policy".]

7. FINANCE

7.1 Payments for July 2021 were approved for payment as presented with the addition of a payment of an £80 donation for the street organ at the Antiques Fair and payment of £2160 for providing the gazebos for the market.

7.2 The draft minutes from the Finance Committee Meeting held on 16th July were received and accepted. Recommendations from the Committee were considered within the relevant agenda item.

- I. **It was resolved** that The Town Council will collate a list of questions to be given to the Leader of Breckland District Council (BDC) prior to his planned attendance at the Town Council meeting on 28th September 2021

8. WAYLAND HALL BUILDING SURVEY REPORT

Report not yet received so item will be carried over to the next Full Council meeting.

9. CHURCHYARD/CEMETERY OWNERSHIP AGREEMENT

It was resolved that the agreement clarifying ownership and the current status of the Churchyard and Burial Ground at Church Road, Watton will be signed as presented. Thanks were expressed for those involved

10. POLICIES

10.1 The Grievance and Disciplinary Policies were reviewed and accepted as presented.

10.2 The Equality Policy was reviewed and accepted as presented.

11. SKATE PARK

It is hoped a skate park might be installed at Watton Sports Centre, but partnership working will be needed with the Sports Association, Watton Town Council and Breckland District Council (BDC). It was agreed an initial meeting will be held to establish a Working Group to investigate options. Pat Warwick, Don Saunders, James Wooler and the Clerk will form part of the Working Group and feedback to the Town Council. Tina Kiddell, as District Councillor, will also be a member of the Working Group. Tina will consult with officers at BDC to arrange a meeting date.

12. BRIDLE ROAD

It was felt that the area to the side of the newly installed pump track at the Bridle Road Play Area which has had the hedgerow scrubbed back is looking untidy and could be dangerous for uses of the pump track. With this in mind **it was resolved** that up to £1800 would be spent to clear the area before the planned official opening of the pump track.

13. PLANNING

13.1 3PL/2021/1012/HOU - Single storey front, side and rear extensions along with house remodel - WATTON: 98 Brandon Road Watton

No comments

13.2 3PL/2021/1071/HOU - Demolition of existing garage and erection of a single storage side extension. - WATTON: 2 Jubilee Road

No comments
(Query re. use of "storage")