



Watton Town Council

Wayland Hall, Middle Street, Watton, Thetford, Norfolk IP25 6AG Telephone: 01953 881007

Website: www.wattontowncouncil.gov.uk

Town Clerk: Mrs Jane Scarrott clerk@wattontowncouncil.gov.uk

Councillors: You are hereby summoned to attend the Town Council meeting to be held in the Council Chamber, Wayland Hall on Tuesday 12th October 2021 at 7.00pm for the purpose of transacting the following business.

Jane Scarrott – Town Clerk

October 6th, 2021

**Please note there is an Events meeting at 6:00pm before the full council meeting.
The Town Council meeting will be open to members of the public from 7:00pm**

1. To receive and accept apologies for absence
2. To note Declaration of Members personal, prejudicial and disclosable pecuniary interests in respect of items on the Agenda
3. MINUTES
 - 3.1 To confirm that the minutes of the meeting held on September 28th 2021 are a true and accurate record
 - 3.2 To receive report on items from the last minutes not already on the agenda. - App. 1
4. REPORTS
 - 4.1 Chairman's Report
 - 4.2 Vice Chairman's Report
 - 4.3 Clerks Report
5. PUBLIC PARTICIPATION
6. FINANCE
 - 6.1 To receive Finance Committee Meeting minutes and agree the below recommendations from the meeting held on 01.10.2021 – App. 2 and App. 3
 - i. **Recommendation that** one unused Surface Pro laptop be dedicated to be used for Watton Emergency Planning
 - ii. **Recommendation that** the Council supports the re-decoration of the Office Foyer and associated areas.
 - iii. **Recommendation that** a project be investigated to repair the plinth of the Watton town sign, to include the possibility that this area might also locate a town flag pole.
 - iv. **Request** to be made that the Town Council “writes-off” any unwanted furniture and crockery. Investigation will be made as how best to dispose of any goods which are not needed by the Town Council.
7. To consider purchase of Remembrance Tommy for this year's upcoming National Remembrance.
8. To accept Armed Forces Pledge – App. 4
9. To accept Health & Safety Policy and Risk Management Plan – App. 5

10. To review Lead Councillors positions and Rep positions where necessary to include addition of Emergency Planning Lead Councillor

11. To accept additional quote for works on the Brackets for the Christmas Lights 2021

12. To consider correspondence from Sam Chapman-Allen

13. PLANNING

To consult on planning applications received since the last meeting

13.1 3PL/2021/1329/HOU - Rear garden summer house (retrospective) - WATTON: 12
Sharman Avenue

<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2021/1329/HOU>