

Minutes of Watton Town Council Finance Committee Meeting held on July 16th 2021
in the Council Chamber, Wayland Hall.

Present: Kathryn Stallard – Chairman, Don Saunders, Pat Warwick

Jane Scarrott – Clerk

1. Apologies for Absence received from Peter Bishop.
2. No Declarations of Interest made.
3. Minutes of the previous meeting
 - (i) The Minutes of the meeting held on 18.06.21 were confirmed as a true record and signed by the Chairman.
 - (ii) Update from items in the Minutes of the Meeting held on 18.06.21
 - The pump track has been installed at Bridle Road Play Area. An official opening will be organised during the summer holiday period.
 - NCC Highways has stated that reflective posts will be installed along Church Road by St. Mary's Churchyard wall but no date for the works has been forthcoming.
 - The Town operative will check the water meter reading each month at the Thetford Road Allotment site and compile a spread sheet to analyse water usage.
 - A report on the condition of the Walsingham gates has been commissioned but not yet undertaken. Breckland District Council Historic Buildings Officer is to visit Wayland Hall and his opinion of the gates and possible work needed will be sought. There are also other areas around the town which could be improved through painting, with a request made for the Town Operative to investigate re-painting of the Town Council notice-boards.
 - Noted that the sound of the most recent streaming of the Town Council meeting was extremely poor. Hearing within the Council Chamber has been greatly enhanced however by the use of the installed microphones.
 - The Council has a project for the possible installation of Heritage Signs and new notice boards. It was felt this project could be kept discreet from other plans Breckland District Council may have for Watton High Street as it is something hopefully achievable by the Town Council.
 - A suggestion was made that a link to the current Breckland District Survey regarding the Town Delivery Plan should be posted on the Town Council website.
4. Expenditure made since the last meeting and current budget position
 - Bank Reconciliation dated 10.05.21 has not yet been updated.
 - Noted that hedges have been trimmed back at the Cemetery and Churchyard at a cost of £180.
 - Preliminary discussion has begun regarding the grounds maintenance and gardening contracts which will cease at the end of the current season.
 - Quotes are currently being sought for tree works suggested in the tree survey undertaken earlier in the year.
5. CHRISTMAS LIGHTS 2021

The members of the Finance Committee were asked to review the first draft of the document requesting quotes for the 2021 Christmas Lights.

Plan of Action for Christmas Lights 2021

- I. Finance Committee to fine tune the draft document requesting quotes for the installation of the 2021 Christmas Lights display in Watton High Street
 - II. Research of possible grant funding to assist with the installation of electrical points and provision of an artificial tree will be undertaken.
 - III. Ensure anchor points on buildings are checked - to include review of building owners permissions to use and repair anchorages as may be necessary.
6. 3yr Budget Planning

Future consideration will be given to how issues raised in the Watton Neighbourhood Plan Executive Summary might be incorporated into the Town Council's 3yr budget. It was noted that support for developments around pedestrian and cycle paths was referred to in the Plan.

Other possible projects identified in the NP:

- Market and High Street development
- Tree planting
- Heritage - promotion of awareness and tourism to include registration of town assets
- Support for the Watton and Saham Toney Flood Action

A recommendation will be made to Full Council that the Town Council should consider collating 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. BDC plans for Watton High Street could impact on the Town Council's 3yr budget plans.

7. Date of next Finance Committee Meeting: Friday August 6th at Midday.

Recommendations to Full Council:

1. The Town Council to 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.