

# Watton Town Council

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

Website: [www.wattontowncouncil.gov.uk](http://www.wattontowncouncil.gov.uk) Town Clerk: Mrs Jane Scarrott [clerk@wattontowncouncil.gov.uk](mailto: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 22<sup>nd</sup> February 2022 at 7.00pm for the purpose of transacting the following business.



Jane Scarrott – Town Clerk

February 16th 2022

**Please note Breckland District Council Leader Sam Chapman-Allen will be attending from 6pm-7pm prior to the Full Council Meeting.**

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 08.02.2022 are a true and accurate record
  - 3.2 To receive an update on items from the previous meeting if not agenda items for this meeting
4. TO RECEIVE REPORTS
  - 4.1 Chairman's Report
  - 4.2 Vice Chairman's Report
  - 4.3 District Councillor's Report
  - 4.4 County Councillor's Report
  - 4.6 Clerk's Report
5. To note and amend the Works In Progress List – App. 1
6. PUBLIC PARTICIPATION
7. FINANCE
  - 7.1 To approve payments for February 2022 (To follow)
  - 7.2. To receive the minutes from the Finance Committee Meeting held on 10.02.22
  - 7.3 To agree recommendations from the meeting held on 10.02.22Recommendations to Full Council:
  - i. To set a budget of £3000 to cover costs for the planned Platinum Jubilee picnic – to be taken from within the events cost centre in the 22/23 budget or from the Community Improvement Fund if necessary.
  - ii. That the 2023 allotment fees should not be increased
  - iii. To initiate a project, led by a nominated Councillor, to replace street furniture in the High Street. Funding to be met from reserves.
  - iv. To seek quotes to link the Christmas Lights display to the street lighting columns on both the south and north side of the High Street, incorporating Middle Street, from the Bull at the east end to the Health Centre at the west end. A real or artificial Christmas tree to be included.
  - v. The Office to publish an electronic newsletter in May, September and January each year to include contributions from Councillors.
  - vi. Delegation of expenditure to the Clerk to be increased to £1000 and that Financial Regulations (Regulation No. 4) to be amended to reflect this.
  - vii. Following review, the Investment Policy needs no amendment at this time.

8. To consider Donation Application received from the Wayland Chamber of Commerce
9. To accept notes from Events meeting held on 08.02.22
  - 9.1 To formally agree to plan for Bike Event on 01.05.22
  - 9.2 To agree to apply for road closures for events on 01.05.22, 18.06.22, 03.07.22, 13.11.22, 27.11.22
10. To consider replacement of CCTV in office
11. To agree replacement of Ladder in Clock Tower
12. To agree to support Swaffham Town Council with request for TPO's or similar between Watton and Swaffham
13. To agree submission of comments for the Watton Town Delivery Plan
14. To decide whether the Town Council wishes to review local carparking enforcement options
15. PLANNING

To consult on planning applications received since the last meeting

  - 15.1 3PL/2021/1710/HOU Proposed rear/side extension. WATTON: 36 Jubilee Road  
<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2021/1710/HOU>
16. To pass a resolution to Exclude the Press and Public to:
  - 16.1 To receive quote for future maintenance at Hares Green