

Minutes of the meeting of WATTON TOWN COUNCIL held on
Tuesday January 25th 2022 at 7.00pm in the Council Chamber at
Wayland Hall, Middle Street, Watton IP25 6AG

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

Officer present: Jane Scarrott Clerk

1 member of the public

1. APOLOGIES FOR ABSENCE RECEIVED FROM

Stan Hebborn, Tina Cruz, Tina Kiddell, Charlotte Greenough

2. DECLARATIONS OF INTEREST MADE:

Sue Hebborn item 11.

3. MINUTES

3.1 Minutes of the meeting held on 11th January 2022 were accepted as a true record and signed by the Chairman.

3.2 Written report presented updating on items from the meeting on 11.01.22

- Highways Programme Engineer has visited Middle Street and the permanent Wednesday Closure for the weekly market will be progressing.
- 2022/23 precept request has been submitted to Breckland District Council.
- Play equipment rep. has visited Lovell Gardens and suggestions for new equipment have been received. Other equipment providers are also being approached.
- Production of a Town Council newsletter is to be an agenda item for the Finance Committee meeting on 10.02.22.
- The Charlotte Harvey Trust accounts for the year ending 31.03.21 have been examined by an independent person and published on the Charity Commission website.

4. REPORTS

4.1 Chairman's Report

The Chairman has attended:

19th Jan. Loch Neaton Charity Trustees Meeting.

24th Jan. virtual meeting with the Future Breckland consultants. Other Councillors were also present to give initial feedback to the draft Watton Town Delivery Plan which is now open for consultation [Town Delivery Plan will be an agenda item for the Town Council meeting on Feb. 8th for formal feedback to be agreed].

25th Jan. Hosted a visit to Watton from the High Sheriff Michael Gurney. The visit included a tour of Watton Museum followed by a town walkabout, incorporating Wayland House and finishing at the Charlotte Harvey Trust Community Hub. Invited representatives from other organisations within the town also met with the High Sheriff during his visit.

Field Maple Road

The Neighbourhood Plan (NP) Working Group has considered information received relating to open space land at Field Maple Road and has concluded that the land can be incorporated within the NP as open space land. As the draft Plan has already been approved by Full Council the

addition of the area within the NP needs to be authorised by Full Council (considered at item 10. on the agenda).

Watton Rotary Club Young Citizen Award

Nominations are being sought for the Young Citizen Award 2022 and the Mayor will pass information to relevant organisations.

4.2 Vice-Chairman's Report

The Vice-Chairman also attended the visit by the High Sheriff.

4.3 District Councillors Report

Keith Gilbert was the only District Councillor present but he had no report to give.

He was asked if he could give any update regarding the provision of electric vehicle charging points in the town or any information on the Norwich Road Lidl planning application. This request will also be made to other District Councillors.

4.4 County Councillors Report

County Councillor not present.

4.5 Police Report

No Police attending the meeting.

It was agreed this item will be removed from future agendas as Police newsletters are e-mailed to Councillors and Safer Neighbourhood Action Panel Meetings are held regularly and reported on-line.

4.6 Clerk's Report

Written report issued with the agenda pack.

Flagpole

Initial enquiry made to Breckland District Council (BDC) regarding the possibility of locating flagpole(s) at the Memorial Car Park.

Council will need to provide more information such as exact location wanted, size and what flags would be flown. Depending on the location chosen it may not be BDC who would grant a license.

Estimated cost to install a 6m flagpole £1500. Could this be Jubilee Project?

Report from PEPSO dated August 21 re-issued.

Rubbish!

Of note there has been some considerable fly tipping of household rubbish at Jubilee Garden.

Cemetery Software

To assist with mapping of the graves at the Cemetery the Town Crier has been commissioned to take drone photos of the site which can be used to plot grave spaces.

Events

Clerk and PEPSO met with Harvey Woodyatt on 18.01.22. Notes from the meeting circulated to Councillors. It was agreed to hold an Events Meeting at 6.00pm prior to the Town Council meeting on Feb. 8th. The possibility of a flagpole to be erected in time to celebrate the Queen's Platinum Jubilee will be considered at the Events meeting.

5. WORKS IN PROGRESS LIST

The Works in Progress list was accepted as presented.

6. PUBLIC PARTICIPATION

Liz Whitcher was present as Chairman of the Watton and Saham Flood Action Group to address the Council on item 9.

7. FINANCE

7.1 Payments for Approval were accepted as presented.

7.2. Minutes from the Finance Committee Meeting held on 13.01.2022 received.

7.3 Recommendations from the meeting held on 13.01.2022 **resolved:**

I. Christmas Lighting Report from the 2021 contractor accepted.

II. Options for future Christmas Lighting to be considered at the Town Council meeting on Feb. 8th as previously agreed. The Office will research possible provision prior to the meeting.

8. WATTON TOWN SIGN

Watton Rotary Club has approached the Town Council regarding some refurbishment of the town sign to replace the Rotary wheel as was attached to the original post for the town and to repair the plinth.

It was resolved to investigate what work is needed and liaise with both the Rotary Club and Watton Society in any refurbishment project.

9. EMERGENCY PLANNING

Liz Whitcher as Chairman of the Watton and Saham Flood Action Group gave an update regarding Emergency Planning talks she has been involved with and suggested ways forward. Liz was asked to investigate Terms of Reference for an Emergency Planning Group before this matter is progressed further.

10. FIELD MAPLE ROAD

It was resolved to add the “embankment” area of land at Field Maple Road as designated open space land within the emerging Watton Neighbourhood Plan.

11. GDPR TRAINING

It was resolved to accept the quote for General Data Protection Regulations training from Hebborn Consultancy.

12. STANDING ORDERS

It was resolved that following routine scheduled review no amendment is needed to the Watton Town Council Standing Orders at present.

13. LOCH NEATON EMBANKMENT

It was resolved to accept the quote received from the preferred contractor to undertake further tree works to the embankment at Loch Neaton. Spend will be limited to 5 days work at a cost of £500 per day.

It was noted that the Loch Neaton Trustees are to be congratulated on the work which has been undertaken at the Loch.

14. **WATTON THURSDAY CLUB**

The Council has been notified that the Watton Thursday Club is to cease running after nearly 50 years.

Those who have helped to run the club over the years will be formally thanked for their contribution and service to the community.

It was noted that should any similar group be established the Town Council would be as supportive as it could be.

15. **PLANNING**

15.1 3PL/2021/1710/HOU Proposed rear/side extension. WATTON: 36 Jubilee Road

No comment

16. Resolution passed to Exclude the Press and Public

16.1 Report received from Church Walk Working Group.

Resolution made to approach Birketts solicitors to request registration of land at Church Walk.

Noted that the open space land at Hares Green is to be transferred to the Town Council in the near future and it was agreed that Birketts would be engaged to oversee the transfer on behalf of Watton Town Council.

It was agreed in principal that the Town Council will appoint a new Town Operative as selected by interview, with a start date of 01.02.22. The appointment will be formally confirmed at the Town Council meeting on 08.02.22.