

Minutes of the meeting of WATTON TOWN COUNCIL held on
Tuesday 24th May 2022 at 7.00pm in the Council Chamber at
Wayland Hall, Middle Street, Watton IP25 6AG

Councillors Present: Sue Hebborn –Chairman, Tobi Amadasun, Peter Bishop, Beryl Bunning, Jane Fountain, Keith Gilbert, Charlotte Greenough, Stan Hebborn, Keith Prince, Don Saunders, Pat Warwick,

Officer present: Jane Scarrott Clerk

Town Operative also present

1 member of the public

1. **APOLOGIES FOR ABSENCE RECEIVED FROM**
Tina Cruz, Tina Kiddell, Kathryn Stallard, James Wooler

2. **DECLARATIONS OF INTEREST MADE:**

3. **MINUTES**

3.1 Minutes of the meeting held on 10th May 2022 were accepted as a true record and signed by the Chairman.

3.2 Written report presented updating on items from the meeting on 10.05.22

- Site Meeting has taken place at Hares Green - Abel's will replace any knee high fencing which fails in the year following hand over of the land to the Town Council.
- New planters installed on the High Street

4. **REPORTS**

4.1 Chairman's Report

The Chairman attended the Finance Committee Meeting on 12.05.22, the Twinning Association get together on 15.05.22 and the opening of the Carbrooke community Hub where the Lady Dannatt, MBE, Lord-Lieutenant of Norfolk, conducted the opening ceremony.

4.2 Vice-Chairman's Report

The Vice-Chairman attended the site meeting at Hare's Green with the Clerk, and the Finance Committee Meeting on 12.05.22.

4.3 District Councillors Report

Written Report received from Tina Kiddell passed to Councillors.

Verbal update given by Keith Gilbert: by elections are to take place for two Breckland District Council seats.

4.4 County Councillor Report

County Councillor not present and no report received.

It was resolved to ask the County Councillor for an update regarding the verge grass cutting around the parish and for information as to whether Norfolk County Council is to provide meal vouchers for Watton children during school holiday periods.

4.5 Clerk's Report

Written report issued with the agenda pack with verbal update given.

High Street Flagpoles

Breckland District Council is to push forward with installing flagpoles along Watton High Street. Breckland will have full ownership of the Flagpoles and Union Jack flags and will perform annual inspections and maintenance on the flagpoles for 5 years.

After that period, the flagpoles will have to either come down, or the building owners or the Town Council will have to take on their ownership.

If the Town Council wishes to change the flags on the flagpoles throughout the year, then the Town Council will have to consider taking over their ownership.

The installation is scheduled between the 26th of May and the 1st of June.

All of the costs for the installation and the 5 years inspection and maintenance costs will be covered using Market Town Initiative funds.

Breckland Local Plan - call for sites

Sites identified in the emerging Watton Neighbourhood Plan (NP) as local green space sites have been submitted in response to the Breckland Council Local Plan call for sites. If the NP is "made" the sites within will be recognised as local green spaces and will not necessarily be within the Local Plan as well as the plans carry equal weight. However, it is likely more evidence will be needed to support inclusion of the sites before any can be listed in either plan.

Breckland District Council Town and Parish Forum 23.05.22

The Forum was attended by the Clerk. Noted that reference was made to Watton receiving electric vehicle charging points but no time scale indicated.

Information was shared regarding how Breckland is supporting climate change awareness and help can be offered to parishes who may wish to declare a state climate change emergency.

BT contract

The new broadband contract from BT was accepted as presented.

Queens Platinum Jubilee

It was resolved to place an order up to the value of £250 to purchase plaques from the Royal British Legion to be placed on lamp posts in the High Street to commemorate the Queens Jubilee.

5. WORKS IN PROGRESS LIST

The Works in Progress list was accepted as presented.

6. PUBLIC PARTICIPATION

Liz Whitcher, as Chairman of the Watton and Swaffham Flood Action Group (WASFAG) was present to speak at item 11.2.

7. FINANCE

7.1 Payments for Approval for May were accepted as presented.

7.2. The minutes from the Finance Committee Meeting held on 12.05.22 were received.

7.3 **Finance** Committee recommendations to Full Council:

- I. **It was resolved that** BHIB should continue to provide the Council's insurance cover and that the renewal price of £3877.45 offered for a three year long term agreement is accepted.
- II. **It was resolved that** following review and very minor amendments the Civic Policy should be accepted as presented.
- III. **It was resolved to accept** the quote offered by Stulee for a one year contract for cleaning and opening/closing of the public toilets.

8. BRECKLAND DISTRICT COUNCIL

Report included with the agenda pack updating on matters raised with Breckland District Council in February 2022 when Rob Walker, Executive Director of Place, undertook a site visit to the town centre.

- Graffiti has been removed from the New Inn;
- Bin storage area (in front of the New Inn) – Landlord had no interest in improving the appearance but is happy for Breckland to do something. Currently investigating options to screen the area;
- Bins left in front of the Bull PH – William H Brown now keep bins at the rear of property, and residents have been sent letters regarding bin storage;
- Build-up of waste – bin provision for the flats has been reviewed, and additional bins are to be delivered.
- No planning enforcement action can be taken against the premise being used for retail/storage as it falls within the permitted use class. (this means the current use is permitted as the use categories are broadly defined);
- Bull Pub – still engaged and looking to get improvements made to the façade but slow progress.
- No update on signs in windows.

Two additional sites subsequently identified:-

- Gable Court - a large courtyard surrounded by residential properties had been used as a storage area for waste, scrap items and damaged furniture. Following engagement with the landowner, a Community Protection Warning was proposed if immediate action was not taken. We can confirm that the appropriate action was taken within the required time, and the site is legitimately clear of waste. The landowner was also issued advice and guidance as to how to correspond with his tenants in relation to proper use of council bins and provided with materials to offer his tenants to give them appropriate direction as to how to legitimately dispose of excess waste.
- West Road garages - a garage block owned by a housing provider has received considerable damage in the past and has since been fenced up. This had led to significant littering and fly-tipping. Following correspondence with relevant staff of the housing provider, the site was cleared to a satisfactory level, with the intention of auctioning the site off for new ownership.

9. MARKET

Following the Council decision not to permit traders vehicles which are not classed as part of their stall to remain on site a request has been made for market traders to be able to pay for a second pitch if they wish to keep a vehicle on site.

It was suggested this decision is deferred until after an upcoming committee meeting has been held when market issues are to be considered.

10. ARMED FORCES COVENANT

The Armed Forces Pledge was reviewed and accepted with no amendments to be made.

11. **PLANNING**

Noted that District Councillor Keith Gilbert is a member of the Breckland District Council Planning Committee and he chooses to abstain from commenting on applications brought before the Town Council for consultation.

11.1 3PL/2022/0497/HOU - Proposed two storey rear extension - WATTON: 41 Jubilee Road

No comment

11.2 3PL/2022/0353/O - Residential development - 8 Swaffham Road AMENDMENT: Updated red line plans received.

This amendment is a technical issue however WASFAG have concerns that there is inadequate information provided regarding drainage as the proposed development could result in additional surface water entering the sewers.

Both the Town Council and WASFAG have already submitted comments which will be reiterated.

12. Resolution passed to Exclude the Press and Public

12.1 Church Walk

It was agreed that no further action will be taken regarding issues around responsibilities for Church Walk until information has been received from Norfolk County Council Highways.