

# 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 25<sup>th</sup> October 2022 at 7.00pm for the purpose of transacting the following business.



Jane Scarrott – Town Clerk

October 19th 2022

**Please note a meeting of the Emergency Plan Working Group will be held from 6:30pm before the Town Council meeting. Doors will be open to the public from 7pm.**

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 11.10.2022 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
  - 4.5 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 October 2022 (To follow)
  - 7.2. To receive the minutes from the Finance Committee Meeting held on 12.10.22
  - 7.3 Recommendations from the Finance Committee Meeting 12.10.22:
    - i. To accept the quote of £1800 received from the preferred contractor to remove the old litter bins and install new in Watton High Street
    - ii. To accept the quote from Stulee to clean the windows at Wayland Hall (£80 every two months)

iii. To accept the quote from Stulee to clean the bus shelters in the High Street (£80 every two months)

iv. To agree how to proceed with Heritage Signs Project:

Phase 1 - Signs which will be easy to put up should be ordered and placed at the public toilets, Wayland Hall and on the bus shelters as soon as possible. Signs could also be placed at Memorial and Jubilee Gardens.

Phase 2 – The location of signs in other areas is likely to be more costly. A meeting should be arranged with the BDC Heritage Officer and grant funding should be investigated.

7.4 To accept quote to position planters at Bridle Road

7.5 To consider the quote received to repair the Mayors Chain

8. To consider quotes received to refurbish the public toilets (App. 2 and 3)

9. To consider quotes received for works identified in the Wayland Hall Legionella Report

10. To accept the revised Archive Policy Appendix (App 4)

11. To consider whether the Town Council wishes the Town Crier to make a proclamation on coronation day 06.05.23 and if so when and where

12. To review the Risk Management Plan

13. To consider how the Council might support the Warm Spaces initiative

14. PLANNING

To consult on planning applications received since the last meeting

14 .1 3OB/2022/0057/OB Discharge of para. 1.4 of schedule 1 of the s106 agreement of 3PL/2021/0032/F: Affordable Housing Land North of Norwich Road (Rokeles Green)

<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3OB/2022/0057/OB>

14.2 Watton: Wayland Junior Academy, Brandon Road, Watton, IP25 6AL: Retrospective planning application for the retention and continued use of existing two classbase modular building for a further five years (granted consent under Y/3/2016/3005).: Executive Director of Children's Services

<http://eplanning.norfolk.gov.uk/Planning/Display/FUL/2022/0049>

14.3 To receive information regarding planning appeal relating to area of Field Maple Road

15. To pass a resolution to exclude the public and press to consider Legal Matters

15.1 Church Walk Update