

Minutes of the meeting of WATTON TOWN COUNCIL held on
Tuesday 27th September 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, Keith Gilbert, Stan Hebborn, Don Saunders, Kathryn Stallard, Pat Warwick, James Wooler.

Officer present: Jane Scarrott Clerk

1 member of the public

Also present to item 5. Leader of Breckland District Council (BDC) Sam Chapman-Allen and BDC Executive Director of Place Rob Walker

1. **APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED FROM**
Tina Cruz, Jane Fountain, Charlotte Greenough, Tina Kiddell, Keith Prince.

Request made and accepted that item 10. of the agenda be discussed after the resolution to exclude the public and press (item 12.)

2. **NO DECLARATIONS OF INTEREST MADE**

3. **MINUTES**

3.1 Minutes of the meeting held on 13th September 2022 were accepted as a true record and signed by the Chairman.

An addition to the minutes of 13.09.22 was agreed: The Council received and accepted the report and proposals from the Charlotte Harvey Management Committee.

3.2 Written report presented updating on items from the meeting on 13.09.22

- Deputy Clerk and Town Operative met with Ben Levin from Norfolk County Council (NCC) regarding possible locations for a SAM2 sign along the Swaffham Road. The SAM2 sign can be located in a suitable area of the Council's choice but it needs to be half a metre away from the highway. NCC will need to put a new post in as no longer allow the speed signs on lampposts.
- Don Saunders to liaise with Councillor from Dereham Town Council regarding Country Park suggestions. Dereham Councillor to attend Town Council Meeting on November 22nd.
- Officers Mess Tree Survey received. No urgent works required.
- Further potential contractors have visited the public toilets with a view to submitting tenders for refurbishment.
- The Town Council wanted to register an interest in the Changing Places refurbishment of public toilets initiative but a register of interest cannot be submitted without detail regarding any funding that would be available for the build plus funding to cover at least 3 years maintenance and cleaning costs. Breckland Council will ensure that as soon as they are aware of the next round of funding the Town Council will be approached.
- The Finance Committee met and recommended a budget allocation of £250.00 for Emergency Planning.

- Alan Wright and Kings and Dunne Architects have been made aware the Town Council would like to engage them to undertake the project management of maintenance work identified for the Clock Tower

4. **REPORTS**

4.1 Chairman's Report

The Chairman has attended the Finance Committee meeting on the afternoon of September 15th and in the evening a service of Thanksgiving and Commemoration for the Life and Reign of her late Majesty Queen Elizabeth the Second held at Norwich Cathedral.

Also attended Emergency Planning Meeting and Charlotte Harvey Trust meeting 27.09.22.

4.2 Vice-Chairman's Report

The Vice-Chairman attended the Finance Committee meeting on 15.09.22, and the Emergency Planning Meeting and Charlotte Harvey Trust meeting 27.09.22.

4.3 District Councillors Report

District Councillor Keith Gilbert reported that he had a site visit meeting with the Breckland District Council Officer who is preparing a report regarding the provision of Electric Vehicle Charging points in Watton.

4.4 County Councillor Report

County Councillor not present and no report received.

4.5 Clerk's Report

Written report issued with the agenda pack.

Verbal update given:

- Directional sign for the public toilets has been replaced (comment noted that the pictorial sign should include wording).
- External Audit has been completed and notices posted.
- Norfolk Association of Local Councils newsletter forwarded to Councillors
- E-mail re. Breckland Local Plan Review forwarded to Councillors.

4.6 Report from Sam Chapman-Allen, Leader of Breckland District Council

- The review of the Breckland Local Plan is slightly behind but the initial stage calling for sites is underway. It is to be noted that this is a call for sites and all sites put forward will be listed but this does not mean the sites will be accepted for inclusion within the Plan. Once the review is available for consultation officers will be willing to talk through any questions which might arise.
- Market Town Initiative (MTI) funding is coming to an end. The flags along Watton High Street were funding using MTI money. The flags were removed for the recent period of national mourning but they are to be returned.
- Future Breckland [<https://www.breckland.gov.uk/Future-Breckland>] is reaching its final stages. The UK Shared Prosperity Fund has been used to support early projects within the initiative.

The Future Breckland exercise has provided an awareness of local priorities which can become the focus of plans moving forward (.

Once Future Breckland documents have been finally ratified (likely to be November 2022), Breckland District Councillors will be fully briefed and Sam Chapman-Allen offered to return to a future Council meeting to speak on this.

- Nutrient Neutrality [<https://www.breckland.gov.uk/planning/nutrient-neutrality>] has led to issue of a stop notice within Breckland which does not permit development applications unless it can be shown that there will be no water contamination from any new development within the nutrient neutrality zone.
- BDC is issuing Energy Support Grants and Council Tax Rebates to Breckland residents.
- BDC is also issuing grants from the Household Support Fund and debt advice is being offered to residents.
- Support for Ukrainian refugees has been embraced throughout the district.
- It was suggested the Town Council should put forward ideas as to where it might like to see any future s106 contributions directed.

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), notified the Council that WASFAG would be submitting comments relating to planning application 3PL/2022/1049/HOU.

Liz asked Sam Chapman-Allen whether developers could be asked to direct s106 contributions towards mitigation of flooding within the town and whether mental health awareness training might be undertaken by BDC within Watton.

7. FINANCE

7.1 Payments for Approval for September accepted as presented with the addition of:

- £150 for replacement of directional sign for public toilets (*Cllr. Bunning declared an interest*)
- £561.60 Scribe Cemetery software annual subscription
- £18.64 PEPSO mobile phone September 22

7.2. The draft minutes of the Finance Committee Meeting held on 15.09.22 were received. Recommendations from the Finance Committee Meeting:

- I. **It was resolved** that Councillors visit the Hares Green site with the Grounds Maintenance Contractor to check that the agreed works have been undertaken.
- II. **It was resolved** to accept the quote of £1895.00 received from Kings and Barnhams for upgrade of the Fire Alarm System at Wayland Hall.
- III. **It was resolved** to allocate £250.00 in the budget for Emergency Planning.

7. TOWN CRIER COMPETITION

It was suggested that the PEPSO and Town Crier should propose an indicative budget for a future town crier competition in the town.

9. SPECIALIST RESOURCE BASE WATTON JUNIOR SCHOOL

The Town Council is supportive of the proposed specialist resource base at Watton Junior School and **it was resolved** that the Council would submit a positive response to the consultation.

10. WAYLAND SHOW

Item 10. discussed after the resolution to exclude the public and press.

11. PLANNING

Noted that Keith Gilbert, as a member of the Breckland Council Planning Committee, took no part in agreeing comments made.

11.1 3OB/2022/0052/OB - Discharge the planning obligation on 3PL/2015/1191/O - Confirmation of compliance with conditions of all obligations in the S106, or conformation of which conditions are yet to be complied with - WATTON: Land Off Town Green Road

No Comments

11.2 3PL/2022/1049/HOU - Infill recess to front of bungalow and internal alterations. Construction of double garage. 21 Wayland Avenue, Watton IP25 6LF

The Town Council will support comments submitted by WASFAG.

12. Resolution passed to Exclude the Press and Public

12.1 Former Officers Mess Site land transfer

The solicitor engaged by Watton Town Council to assist with the transfer of the Alternative Community Land at the Former Officers Mess Site, Norwich Road, has now received a response from the developer's solicitors to her proposed amendments to transfer documents, which have been accepted by Birketts on behalf of Breckland. The developer has accepted the proposed amendments with the exception of the clauses which had been added back into the agreement (clauses 7.4 and 9.4) which require the developer to maintain the LEAP between the period it is installed to the period it is transferred to the Town Council. The reason the solicitor advised that these clauses should be added into the agreement was to prevent a situation where the Developer installed the LEAP and allowed the LEAP to fall into a state of disrepair and poor condition due to lack of maintenance in the interim period between installation and completion of the transfer.

It was resolved to accept removal of the clauses as requested and proceed with the transfer.

Item 10. Wayland Show

It was resolved that Cllr. Stan Hebborn would informally approach organisers of the Wayland Show to consider how the Town Council might be more involved with the show. It is possible more formal talks could then take place should the Council decide to progress any suggestions.

Church Walk

Noted that information regarding who is responsible for Church Walk has been received and will be shared with Councillors. This matter will be an agenda item for the Full Council meeting on October 11th 2022.