

Minutes of the meeting of WATTON TOWN COUNCIL held on  
Tuesday September 13th 2022 at 7.00pm in the Council Chamber at  
Wayland Hall, Middle Street, Watton IP25 6AG

Councillors Present: Sue Hebborn – Chairman, Peter Bishop – Vice-Chairman, Jane Fountain, Don Saunders, Kathryn Stallard, Pat Warwick, Stan Hebborn

Officer present: Michelle Thompson Deputy Clerk

No members of the public present

One minute silence held for the passing of Her Majesty Queen Elizabeth II

**1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED**

Tina Cruz, Keith Gilbert, Tina Kiddell, Beryl Bunning, James Wooler, Keith Prince, Charlotte Greenough and Tobi Amadasun

**2. NO DECLARATIONS OF INTEREST MADE**

**3. MINUTES**

3.1 Minutes of the meeting held on August 23rd 2022 were accepted as a true record and signed by the Chairman.

3.2 Written report presented updating on items from the meeting on 23.08.22

- Item 3.2 Town Council had a stand at the Wayland Show – The stand consisted of promotional material publicising the Town Council, the weekly Market, Community Groups, Reclaim the Rain project and the Watton and Saham Flood Action Group. It was felt that the stand was successful overall.
- Following reports of speeding issues down the Swaffham Road. A meeting with Ben Levin - Community and Environmental Services at NCC has been scheduled for September 12<sup>th</sup> to look at possible locations for the new SAM2 sign down the Swaffham Road.
- Feedback received from some councillors regarding suggestions for landscaping of the Alternative Community Land at the former officer's mess site. Sandgate Meadow Park at Welney was given as a good example of Community Open Space Land use.

It was noted that Councillor Saunders will liaise with a Councillor from Dereham Town Council to attend the Full Council meeting on November 22<sup>nd</sup> to discuss ideas of a Country Park at the Old Officers Mess Site.

**4. REPORTS**

**4.1 Chairman's Report**

On 31<sup>st</sup> August, The Chairman attended 864 Watton RAF Air Cadets AGM. The evening was informative, and the Chairman looks forward to the council working with this Squadron to achieve some of their ambitions for the young people of Watton.

On 4<sup>th</sup> September, The Chairman and Councillor Stan Hebborn attended the Wayland Show. I Sue Dent and Anne were thanked for organising the displays and commitment to setting up and taking them down.

Sadly, since the Demise of our Sovereign Queen Elizabeth 11, the Chairman has spent time in the office with Michelle implementing Operation London Bridge.

On Sunday morning, 11<sup>th</sup> September, the Chairman attended the church service at St Marys Watton. At 3 pm, she took part with the Town Crier Mike Wabe in our Proclamation Ceremony, attended by Deputy Lord Lieutenant Mary Rudd and several Watton Town Councillors, who were thanked for attending.

On 12<sup>th</sup> September, the Chairman attended the AGM of the Norfolk Scouting group, which was chaired by their President, Lady Dannatt MBE HM Lord Lieutenant.

At this point, the Chairman asked that it be minuted that she wished to thank Deputy Clerk Michelle, Office Support Clerk Little Jane and Town Operative Anne for all their hard work and the many extra hours they have put in over the last few days and the coming days. They have worked through the Operation London Bridge Order thoroughly and without the need to ask for their additional time. It has made her position as Chair of the Watton Town Council easier, knowing that they have all worked so well in ensuring that we have performed the tasks required on such a sad occasion with Pride and Dignity. Thanks also go to Mike Wabe, our Town Crier and Linda from St Mary's Church for their participation.

On other business, all Councillors received an email regarding the possibility of a Specialist Resource Space at Watton Junior school. If Councillors can visit the school on 22<sup>nd</sup> September, this could aid in discussing the item at the next meeting to put forward the council's views.

**It was resolved** to minute that the Deputy Clerk, Office Support Clerk and Town Operative be thanked for their hard work and extra hours that have been put in over implementing Operation London Bridge.

**It was proposed** that the Town Council supporting the Wayland show will be an item on a future Town Council agenda.

#### 4.2 Vice-Chairman's Report

The Vice-Chairman reported that he had attended:

August 25<sup>th</sup> – HR Committee Meeting

September 4<sup>th</sup> – Wayland Show

September 5<sup>th</sup> Charlotte Harvey Trust Management Meeting

September 11<sup>th</sup> – Accession Proclamation Ceremony

#### 4.3 Clerk's/Deputy Clerk's Report

Written report issued with the agenda pack:

- The Christmas Lights contractor has received approval from Norfolk County Council (NCC) to install all the Xmas lighting onto all 20 x NCC Columns.  
The Contractor is looking to installing the commando sockets/timers etc on columns in October with the installation of the Xmas lighting shortly afterwards.
- Watton Town Council has been awarded a Highly Commended Certificate for the "Excellent Display of shrubs and flowers in the High Street".
- As scheduled Sam Chapman Allen and Rob Walker are expected to attend the next Town Council meeting on September 27<sup>th</sup>. If councillors have any questions, they wish to ask at the meeting please can they be forwarded to the office by September 20<sup>th</sup> so they can be passed to Sam and Rob.
- Tender of Refurbishment of the Public Toilets has been posted on the.gov.uk Find a Tender site. 2 Site visits have already been scheduled.

- A Breckland Officer has visited Watton and met with District Councillor Keith Gilbert re possible Electric Vehicle Charging points in the Town Centre Car Parks. Awaiting a report which will be shared with Councillors.
- Watton's Town Crier attended the Sleaford Town Crier Competition and defended his title and won again this year from some stiff competition from 12 other Criers from around the country.
- A Tree Survey is to be undertaken by Ravencroft on September 8<sup>th</sup>. Outcome to be shared with councillors when report is received.

Verbal update given:

- The Town Council has received a request for a bench to be removed from the Cemetery. The Family own the bench but no longer live locally to maintain it. Request for removal was granted.

#### 4.4 Emergency Plan Update

It was noted that the Emergency Plan is struggling to get the public involved.

The working group had a presence at the Wayland show and is scheduled to attend the Watton Carnival and the Festive Market.

It was asked if the Finance Committee can consider allocation in the budget for the Emergency Plan so that leaflets can be compiled and distributed around the Town, hoping to encourage the public to be involved.

#### 5. PUBLIC PARTICIPATION

No members of the public present.

#### 6. HR COMMITTEE MINUTES

The minutes from the HR Committee meeting held on August 25<sup>th</sup> 2022 were received.

#### 7. WATTON FOOD SHOP SUPERVISOR

**It was resolved** that this Council fully accepts the resolution as printed on the agenda [the Town Council gives permission to the Charlotte Harvey Trust Management Committee to draw up a job description, job specification and commence advertising for the post of Watton Food Hub Supervisor]. This Council further instructs that on their return from vacation, the Clerk and PEPSO will proceed immediately with the recruitment for the post of Watton Food Hub Supervisor.

#### 8. CLOCK TOWER

On 28<sup>th</sup> June 2022 the Town Council resolved to appoint NPS to advise on implementing the recommendations, preparing a specification, seeking tenders and overseeing the repairs as stated in the Quinquennial Report. The Town Council has recently been informed that NPS no longer offer the Conservations Services which were provided by the NPS Property Consultant Alan Wright.

**It was resolved** to continue with the appointment of Alan Wright but from his new venture at Kings and Dunne Architects.

#### 9. CHANGING PLACES TOILET

**It was resolved** to only register interest in the Changing Places Toilet programme at the moment, until further information is received. It is hoped that by registering, it will link in with the refurbishment of the Public Toilets.

10. **PLANNING**

10.1 3PL/2022/0379/F - Proposed Workshop Building, Drome Garage Norwich Road -  
AMENDMENT: Additional Information - Amended site plans and Noise Impact Assessment

No comments