



Watton Town Council

Wayland Hall, Middle Street, Watton, Thetford, Norfolk IP25 6AG Telephone: 01953 881007

Website: www.wattontowncouncil.gov.uk Town Clerk: Mrs Jane Scarrott 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 8th November 2022 at 7.00pm for the purpose of transacting the following business.

Jane Scarrott – Town Clerk

November 2nd 2022

Please note a Finance meeting 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 October 25th 2022 are a true and accurate record
 - 3.2 To receive report on items from the last minutes not already on the agenda
4. REPORTS
 - 4.1 Chairman's Report
 - 4.2 Vice Chairman's Report
 - 4.3 Clerks Report
5. PUBLIC PARTICIPATION to include Sarah Macleay Macmillan Engagement Lead for Norfolk & Suffolk
6. To consider the recommendations from the Emergency Finance Committee meeting held on 8th November 2022
7. To consider how the Town Council will support the Warm Places initiative
8. To receive draft minutes from the HR Committee meeting held on 1st November 2022
 - 8.1 To ratify Communications Policy as presented App. 1
 - 8.2 Recommendations from the HR Committee:
 - I. an agreement is made in principle that all Councillors are to be provided with appropriate training and a laptop to use for Council business. Implementation to be for the new Council from May 2023.
 - II. Standing Orders to be amended to include an expectation that Councillors will undergo relevant training.
9. To agree a donation towards the Wayland Academy Achievement Evening
10. To consider grant application received from 864 (Watton) Squadron App.2
11. To consider repair of the Mayors Chain
12. To accept the amendments to the Risk Management Plan App. 3
13. To receive quote to repair the Town Clock and fit auto winding mechanism App. 4

14. To consider if Councillors permission is needed if personal photographs are to be used

15. PLANNING - To consult on planning applications received since the last meeting

15.1 3PL/2022/1134/VAR - Variation of Condition 1 on 3PL/2018/1078/CU Change of use from warehouse to leisure - WATTON: Breckland Business Park, Unit 2 Norwich Road

<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2022/1134/VAR>

15.2 3PN/2022/0034/UC - Prior approval for change of use of ground floor shop (Class E) to dwelling (Class C3) Schedule 2 Part 3 Class MA of the Town and Country Planning (General Permitted Development) (England) Order 2015 - WATTON: 10 High Street

<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PN/2022/0034/UC>

15.3 3PL/2022/1183/HOU - Single Storey Wrap around extension replacing current conservatory - WATTON: 4 Churchill Close

<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2022/1183/HOU>

15.4 3PL/2022/1149/HOU - Convert garage to kitchen extension & utility room – retrospective - WATTON: 1 Garden Close

<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2022/1149/HOU>

15.5 3OB/2022/0060/OB - Application to discharge Paragraph 1.4 a) i) and ii) of the Thrid Schedule of 3PL/2018/0952/O - WATTON: Land At Thetford Road

<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3OB/2022/0060/OB>

16. To pass a resolution to Exclude the Press and Public to consider staffing matters

16.1 To ratify appointment of Food Hub Supervisor