

Minutes of the meeting of WATTON TOWN COUNCIL held on
Tuesday October 11th 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, Keith Gilbert, Stan Hebborn, Tina Kiddell, Keith Prince, Kathryn Stallard, Pat Warwick, James Wooler.

Officer present: Jane Scarrott Clerk

2 members of the public present

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED

Tobi Amadasun, Beryl Bunning, Tina Cruz, Charlotte Greenough and Don Saunders.

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3.1 Minutes of the meeting held on September 27th 2022 were accepted as a true record and signed by the Chairman.

3.2 Written report presented updating on items from the meeting on 27.09.22

- Quotes received for refurbishment of the Public Toilets to be considered by the Finance Committee before presentation to Full Council.
- Plan submitted to NCC for possible location of new post for a SAM2 sign along the Swaffham Road.
- Site visit took place on 10.10.22 to consider grounds maintenance works at Hares Green and the Officers Mess site. Quotes are to be sought to possibly plant hedging to replace the post and rail fencing across the attenuation tank open space area at Hares Green. Discussion regarding use and maintenance of the open space at the Officers Mess site will be undertaken once the land has been transferred to the Town Council. It was suggested that a Working Group should be formed. Tina Kiddell, Keith Gilbert and James Wooler volunteered to be members of the Group.
- Kings and Barnhams have been commissioned to undertake an upgrade to the fire alarm system at Wayland Hall.

4. REPORTS

4.1 Chairman's Report

The Chairman has attended:

- 29.09.22 Remembrance Day meeting
- 02.10.22 Watton Carnival
- 04.10.22 Town Council General Data Protection Regulation (GDPR) training
- 10.10.22 site visit to the Officers Mess site

Noted that the Mayors Chain has suffered damage and enquiries are being made about repair.

4.2 Vice-Chairman's Report

The Vice-Chairman reported that he had attended:

- 29.09.22 Teams meeting regarding future IT provision for the Council
- 04.10.22 Town Council General GDPR training

- 10.10.22 Site visit to the Officers Mess site and Hares Green

4.3 Clerk's Report

Written report issued with the agenda pack:

- 5 Market Towns Meeting led by Breckland District Council on 29.09.22
Updates were given on the following:
Key Policy Updates
 - Investment Zones - Investment Zone guidance here – <https://www.gov.uk/government/publications/investment-zones-in-england/investment-zones-in-england>
 - UK Shared Prosperity Fund - The Council's decision re UKSPF here – <https://democracy.breckland.gov.uk/mgConvert2PDF.aspx?ID=62682&ISATT=1#search=%22UKSP%22>
 - Rural Prosperity Fund - The guidance about RPF here – [https://www.gov.uk/government/publications/rural-england-prosperity-fund-prospectus#:~:text=The%20Rural%20England%20Prosperity%20Fund,Fund%20\(%20UKSPF%20\)%20in%20England.](https://www.gov.uk/government/publications/rural-england-prosperity-fund-prospectus#:~:text=The%20Rural%20England%20Prosperity%20Fund,Fund%20(%20UKSPF%20)%20in%20England.)
 - Local Plan / Call for Sites - The Common Place tool for published sites from the 'call for sites' here - <https://brecklandlocalplan.commonplace.is/>
- Shared Towns Projects Update
 - Future Breckland – There will be upcoming conversations around implementation of Future Breckland, the updated plan for each Town, and a request for its adoption locally (should be happening in November).
 - Banners – Changes are to be made to the town banners with BDC looking at a different design approach for Thetford (using the Hemmingway design) and Swaffham (using Historic England / HAZ branding). Watton did not benefit from these banners as they could not be fixed to the town lamp posts.
 - Digital Screens - BDC will be in touch when we have more guidance from BT about access to the new Digital Screens. It was hinted that the suggested position for the sign in Watton is giving problems.
- Towns Update
 - ATTCARE – Attcare (Attleborough Charity) is working with the University of East Anglia [UEA] to consider and design a comprehensive research project to guide integrated care system for delivery of community wide health and care provision in Attleborough as it expands over next 15 years. This is in line with the theme 5 of the Attleborough Neighbourhood plan adopted in November 2017. Attleborough Town Council is willing to share details / info if other towns are interested in similar.
 - Whales – Swaffham has suggested themed recycling bins for the towns - BDC to review with Town Clerk Richard - Street Cleaning – please ask residents to use 'Report it' on the BDC website. The team can be emailed directly at environmental.services@breckland.gov.uk. BDC have asked that concerns raised re.

Watton High Street are checked [this was mentioned at the meeting as recently the Office has received complaints about fly tipping and the state of the High Street footways].

- Saham Road gas works
Cadent is improving the gas pipes in the area and held a drop in session at Wayland Hall on 04.10.22 to inform residents of what is happening in Saham Road especially in relation to road closure.
The Clerk and Deputy Clerk attended a virtual meeting with Cadent 03.10.22 with the expectation being that parts of the Saham Road will be closed possibly until November 25th, but residents will be given access when safe to do so.
- Cloudy IT
Virtual meeting attended by Cllrs Stan Hebborn and Bishop plus the Clerk on 29.09.22. Quotes have now been received to provide IT services for the Office and 15 Councillors.
- Litter Bins
New High Street litter bins have been delivered to contractor.
- Notes from Emergency Planning Group Meeting held 27.09.22 shared in the agenda pack

Verbal update given:

- The contractor has undertaken a sweep of the Cemetery to remove unauthorised grave adornments.
- The contractors who will be installing the Christmas lights from October 27th. It was agreed to order static white LED icicle lights and 2 sets of star bursts for the tree by the book shop in the High Street. It is possible some sponsorship may be received towards the cost of the lights.

5. PUBLIC PARTICIPATION

- A representative from Norfolk Clubhouse spoke about the group and its aims. Open to all wellbeing meetings are held at the Methodist Hall each Monday 2-4pm and Thursday 10-midday.
- A member of the public had previously reported that the High Street pedestrian crossings no longer beep. This is because if two crossings are close to each other neither will beep in case pedestrians are misled into walking out into oncoming traffic on the wrong road.
- It was reported that the seat at the entrance to Lime Tree Walk is broken. The Town Council will conduct an audit of seats around the parish with a view to establishing responsibility and a future maintenance programme.

6. OPEN SPACE AT FIELD MAPLE ROAD

Councillor Kiddell reported that a refused planning application to erect 4 dwellings on land at the rear of Field Maple Road is to be appealed by the developer.

The Town Council may be asked to enter into a s106 agreement to maintain the current fenced area of open space land at Field Maple Road which remains owned by the developer.

It was noted that the Town Council has previously agreed that it will not be accepting further open space land from developers and a compelling reason would be needed to overturn that decision.

Cllr Kiddell offered to ask the planning officer to provide the Town Council with information regarding this development and the matter will be an agenda item again for the Town Council meeting on 25.10.22.

The Town Council should not make a decision until the planning appeal has been received and any s106 proposal seen.

7. DONATION REQUEST

It was resolved to donate £5000 to 864 (Watton) Squadron RAF Air Cadets as requested.

Although the donation request was verbally supported by information presented by Cllr Prince (as Councillor representative of the Civilian Committee of the Air Cadets) it was noted that applicants making a donation request are expected to present their request at a Watton Town Council meeting before the application can be agreed. It was therefore stated that the applicant should be asked to attend a future Town Council meeting to give a verbal update on how the money has or will be used. Copies of invoices for purchases made from the donation must also be forwarded to the Town Council.

8. PLAY EQUIPMENT INSPECTION REPORTS

The annual play equipment inspection reports 2022 were received.

8.1 **It was resolved** to commission the works identified on the play equipment inspection report for the Bridle Road Play Area.

Works identified for Watton Sports Centre Play Area and Lovell Garden Play Area will be further considered before any decisions are made.

9. PLANNING

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

9.1 3PL/2022/1080/D - Application for approval of reserved matters following outline approval 3PL/2019/0251/O: Erection of 6 Dwellings - WATTON: Rear 3 & 3A Dereham Road
<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2022/1080/D>

No comments but it was noted that the Watton and Saham Flood Action Group has raised concerns.

Applications 3PL/2022/0717/A and 3PL/2022/0718/F to install a BT street hub with digital display screens on the footpath outside 7 Chaston Place have been received. Watton Town Council is supportive of the proposals but is concerned that the application refers to "removal of existing BT phone box" when there is no phone box in the High Street. The case officer will be informed of this.

10. Resolution passed to exclude the press and public to consider legal matters

10.1 Church Walk

Correspondence has been received from Norfolk County Council (NCC) stating that NCC controls the whole surface of the extent of the Church Walk footpath and any works or alterations to that surface can only be carried out with consent from NCC.

The Town Council is disappointed that a request to meet with officers from NCC to discuss responsibility for Church Walk has been denied and members would like to see copies of documents showing when the footpath was adopted by NCC.

The Clerk will again write to NCC to request a meeting and also request assistance from County Councillor Claire Bowes.

10.2 Market

A new trader who is set to trade at the Wednesday market is requesting that he be permitted to retain his van on his pitch.

It was resolved that traders will be permitted to keep a van on site until the market rules have been reviewed with new rules to be in place by April 1st 2023.

A Market Working Group meeting will be called to begin review of the rules.

Addition to agenda: Officers Mess Site

The solicitor acting for the Town Council regarding the transfer of the Alternative Community Land at the former Officers Mess Site, Norwich Road has provided a plan showing where the surface water attenuation tanks are to be located. **The Council resolved** to accept the location of the tanks with acknowledgement that there is a need for flexibility to re-position them should Anglia Water require this.