

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 24th January 2023 at 7.00pm for the purpose of transacting the following business.



Michelle Thompson Deputy Clerk

January 18th 2023

Please note Officers from Breckland Council are attending to give a presentation of the Town Delivery plan. This 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 10.01.2023 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 Deputy 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 January 2023 (To follow)
8. To consider agreeing and adopting the Town Delivery Plan
9. To consider Donation Application received from The Wayland Partnership Trust (App.2)
10. To consider membership to the Rural Market Town Group
11. PLANNING To consult on planning applications received since the last meeting
 - 11.1 3PL/2023/0023/LU - Construction of outbuilding (garage) - Certificate of lawfulness - Proposed use - 4 St Marys Close IP25 6DS
<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2023/0023/LU>
12. To pass a resolution to exclude the public and press to consider Staffing Matters
 - 12.1 The Town Council requests the HR Committee to collate all existing policies relating to staffing into a Staff Policy and Procedure Handbook, to include any benefit packages that are appropriate. The Town Council further requests the HR Committee to discuss with The Finance Committee any financial implications.