

# Watton Town Council

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

Website: [www.wattontowncouncil.gov.uk](http://www.wattontowncouncil.gov.uk) Town Clerk: Mrs Jane Scarrott [clerk@wattontowncouncil.gov.uk](mailto: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 28<sup>th</sup> February 2023 at 7.00pm for the purpose of transacting the following business.

*Jane Scarrott*

Jane Scarrott Town Clerk

22<sup>nd</sup> February 2023

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 14.02.2023 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 Clerk/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 February 2023 (To follow)
  - 7.2 To receive the Finance Committee Minutes from the meeting held on 16.02.2023
  - 7.3 Recommendations from the meeting held on Feb 16<sup>th</sup>:
    - I. That in this instance, the 50% contribution to the work related to Pigeon Control on the Kings Arms and Wayland Hall be agreed. A separate invoice of the £2,539 for Watton Town Council should be provided.
    - II. That a letter should be sent to Mr.Woodyatt requesting that any future joint work should be fully discussed, and agreed prior to any work being initiated.
    - III. That the quote for 2023 and 2024 from TTSR for grass cutting work at Hare's Green be accepted. (Cost for 2023 £1931 plus VAT. Cost for 2024 £1989.19 plus VAT.)
    - IV. That the Contract for Jubilee Gardens, beginning again in March at the new rate of £38 per visit, be agreed.
    - V. That the Report from the Internal Auditor, including the recommended Action Plan be accepted. That a Councillor be nominated to check on payroll.
    - VI. That there will be no increase in Allotment, Cemetery and Market fees for 2023/24
    - VII. Service Level Agreement with CHT - That WTC accept the following request from the Charlotte Harvey Trust Board:-

Watton Town Council extends the hours provided within the Service Level Agreement relating to the Community Food Hub, from 15 hours per week to 20 hours per week, The SLA be amended to reflect the above in terms of hours, remuneration and other associated staff matters including the backdating of the increase in hours/pay to 1st February 2023.

8. To consider supporting the proposed speed limit in Watton High Street
9. To receive the first draft of the revised Allotment Tenancy Agreement
10. To accept the Linmore Industrial Unit rent review
11. To consider request from the Twinning Association for storage space within the Linmore Unit
12. PLANNING To consult on planning applications received since the last meeting
  - 12.1 3PL/2023/0133/LB - Replacement windows and doors - WATTON: 12 Harvey Street  
<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2023/0133/LB&from=planningSearch>
  - 12.2 3PL/2023/0130/LU - The use of Opal House, as a home for up to four looked after young persons between the ages of 8-18 - certificate of lawfulness - proposed use - Opal House 61 Griston Road IP25 6DN  
<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2023/0130/LU&from=planningSearch>
  - 12.3 3PL/2022/1080/D Application for approval of reserved matters following outline approval 3PL/2019/0251/O: Erection of 6 Dwellings - Rear 3 & 3A Dereham Road - Amended Plans - Revised location  
<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2022/1080/D&from=planningSearch>
  - 12.4 TRE/2023/0068/TPO - Selective Reduction of over extended limbs of Oak T15. Reduction works will be carried out removing 2-3m sections to appropriate growth points, bringing the canopy back in keeping with the rest of the tree. The tree is roughly 8m- 9m in radius, so by removing 2-3m sections to appropriate growth points one can expect a canopy 6-7m in radius on the areas which we have pruned. - Old Vicarage, Norwich Road IP25 6DB WATTON  
<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=TRE/2023/0068/TPO>
13. To pass a resolution to exclude the public and press to consider legal matters
  - 13.1 To consider correspondence received relating to planning