

Minutes of the meeting of WATTON TOWN COUNCIL held on
Tuesday April 25th 2023 at 7.00pm in the Council Chamber at
Wayland Hall, Middle Street, Watton IP25 6AG

Councillors Present: Sue Hebborn – Chairman, Peter Bishop – Vice-Chairman, Kathryn Stallard, Beryl Bunning, Jane Fountain, Keith Gilbert, Stan Hebborn, Don Saunders, Keith Prince, Graham Martin, Tina Kiddell, Pat Warwick

Officer present: Jane Scarrott Clerk

4 members of the public present

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

Tobi Amadasun and Tina Cruz

2. **NO DECLARATIONS OF INTEREST MADE**

3. **MINUTES**

3.1 Minutes of the meeting held on March 28th 2023 were accepted as a true record and signed by the Chairman.

3.2 Written and verbal report given updating on items from the meeting on 28.03.23

- The solicitors have been awaiting comments from the MOD on the variation to the s106 agreement for the Officers Mess site. The Office was informed on 13.04.23 that this has now been received and thus the land transfer should now be able to proceed. Documents to sign are awaited!
- A consultant has been engaged to lead the refurbishment of equipment at the Lovell Gardens Play Area. Site meeting arranged for 11am on May 17th.
- Market rules have been circulated to traders and updated on the TC website.

4. **REPORTS**

4.1 **Chairman's Report**

The Chairman has attended:

- 30th March Teams Meeting regarding the proposed changes to the bus stops in the High Street (meeting agenda item 10).
- 11th April Coronation Meeting at the Town Hall.
- 17th April, Meeting at the Sports Centre regarding further planning for the Coronation 'King of Parties' to be held there on Saturday, 6th May 2023.
- 19th April Safer Neighbourhoods Action Panel (SNAP) Meeting, which was well attended.
- 28th April Civic Reception of the Chairman of Norfolk County Council to celebrate the achievements of Norfolk's children and young people and those who inspire them to flourish.

Noted that the Town Meeting will be on Tuesday 9th May at the Sports Centre.

As this was the final council meeting before the local elections and the forming of a new council the Chairman thanked all the staff for their support throughout her term of office. She also thanked the councillors, for wanting to contribute to making Watton a better place to live and work, and not least for losing the 'forgotten Watton' tag.

Thanks also expressed to Beryl Bunning and Jane Fountain, who, throughout their terms, have been proactive council members.

4.2 Vice-Chairman's Report

The Vice – Chairman has attended:

- 11th April Coronation Meeting
- 13th April The Finance Committee Meeting
- 17th April CHT Management Committee Meeting, Food Hub Meeting and meeting with Belvoir re. the Food Hub
- 19th April Police Safer Neighbourhood Action Panel Meeting

4.3 District Councillor's Report

Neither Keith Gilbert or Tina Kiddell had any updates from Breckland Council. All is quiet in the lead up to the local elections to be held on May 4th.

Claire Bowes was not present at the meeting and had sent apologies

4.4 County Councillor' Report

County Councillor Claire Bowes was not present at the meeting but had sent a written report which was shared with Councillors.

4.5 Clerks Report

Written report presented in Councillors Agenda packs included:

- Watton Neighbourhood Plan (NP) Update
- Response received from the Assistant Director, Operations & Commercial, Parking Operations regarding concerns raised with parking in Harvey Street.
- Norfolk Association of Local Councils has contacted the Town Council as they have been approached by Anglian Water to help them in updating their guidance to parish and town Councils who are drawing up or amending their neighbourhood plans. Norfolk ALC has agreed to set up a small working group to look at the existing guidance, make suggestions for improvements and have a further look at a new set of guidelines drawn up on the basis of the comments made. Watton Town council has been asked if we have somebody who has been involved in the NP process who would be able and willing to work with Norfolk ALC and Anglian Water in drafting a new set of guidelines. With her consent, Liz Whitchers name has been put forward.
- The Town Council is expecting to host a Year 10 Work Experience Student from Wayland Academy during the first week of July 2023.

4.6 Verbal report given by Flying Officer RAFAC Alex Stapleton informing the Town Council how 864 Squadron has used the grant of £5000 given by the Town Council in October 2022.

5. **WORKS IN PROGRESS LIST**

The Works in Progress List was accepted as presented.

6. **PUBLIC PARTICIPATION**

Liz Whitcher, Chairman of the Watton & Saham Flood Action Group (WASFAG) reported that the Group will be responding to the Breckland Local Plan Issues & Options consultation. Liz also informed the Council that, having been nominated by the Town Council, she has been made one of 500 Coronation Champions for her work with WASFAG.

It was noted that members of the public have raised concern with issues at Watton Surgery around the apparent difficulty in obtaining an appointment to see a doctor at the surgery. The Town Council cannot resolve the issues but it can ask the surgery for an explanation and re-assurance. A letter will be sent to the surgery.

7. FINANCE

7.1 Payments for Approval for April 2023 accepted as presented with the following additions:

- Repair of fencing at Lovell Gardens Play Area £535.20
- Annual subscription for Scribe accounting software £1116
- Mugs/sundries for Coronation event £242.87

7.2 Finance Committee Minutes from the meeting held 13.04.23 were accepted as presented.

7.3 Recommendations from the meeting held on 13.04.23

i. It was resolved not to accept the recommendation to accept the best value quote received for IT services for the Council to include.gov.uk e-mail addresses for all councillors. Further information will be sought from the company which provided the quote before this matter is progressed any further.

It was resolved that, as Councillors will not have a .gov e-mail prior to the May Full Council meeting that a hard copy of the agenda pack for that meeting will be delivered to all Councillors and not be sent out electronically.

8. CHARLOTTE HARVEY TRUST DONATION APPLICATION

It was resolved to make a donation of £4000 to the Charlotte Harvey Trust as requested.

9. WATTON & SAHAM FLOOD ACTION GROUP (WASFAG) DONATION APPLICATION

Keith Gilbert declared an interest as member of WASFAG.

It was resolved to make a donation of £510 to WASFAG as requested.

10. TOWN SIGN PLINTH

Works are needed to repair the plinth of the Watton town sign in the High Street. An estimate of the costs of the work has been received from the preferred contractor but a request will be made for a written quote to be submitted to be presented at the May meeting of the Full Council.

11. HIGH STREET BUS SHELTERS

It was resolved to adopt the new infrastructure to be provided by Norfolk County Council (NCC) as part of the replacement of the bus shelter on the north side of Watton High Street and to promote the works in conjunction with NCC.

12. LOCAL PLAN CONSULTATION – ISSUES AND OPTIONS

It was resolved that the Clerk will draft a response to the Breckland Local Plan Issues & Options consultation.

13. LOVELL GARDENS PLAY AREA

Fencing around Lovell Garden Play Area has been vandalised

It was resolved that if further fencing panels are damaged they will be removed and not replaced. The situation will be monitored with a view to including fencing or a new gate to the Lovell Gardens refurbishment project to be funded through a s106 contribution.

14. PLANNING

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

14.1 3PL/2023/0319/HOU - Erection of Garage/Workshop - 6 Nelson Court IP25 6EL

No objection

14.2 3PL/2023/0345/HOU - Side Extension to existing home, addition 4.5m x 4.8m office - 5 Coburg
Close IP25 6XW WATTON

No objection

14.3 For information only - 3DC/2023/0083/DOC - Discharge of Condition Nos 3 & 6 on
3PL/2021/0796/D. 8 Saham Road IP25 6EA