

Minutes of the meeting of WATTON TOWN COUNCIL held on
Tuesday July 11th 2023 at 7.00pm in the Council Chamber at
Wayland Hall, Middle Street, Watton IP25 6AG

Councillors Present: Peter Bishop – Chairman, Tobi Amadasun, Anthony Bridges, Keith Gilbert, Stan Hebborn, Sue Hebborn, Tina Kiddell, Graham Martin, Kathryn Stallard, Gillian Tarrant, Don Saunders.

Officer present: Jane Scarrott Clerk

0 members of the public present

1. **APOLOGIES FOR ABSENCE RECEIVED from**
Tina Cruz

2. **DECLARATIONS OF INTERESTS MADE**
Stan and Sue Hebborn declared an interest in item 9.

3. **MINUTES**

3.1 The Minutes of the meeting held on June 27th 2023 were accepted as a true record and signed by the Chairman

3.2 A written report was presented within the agenda pack updating on items from the meeting on 27.06.23.

4. **REPORTS**

4.1 Chairman's Report

The Chairman has:

28.06.23 attended the Royal Norfolk Show to support Liz Whitcher who has been recognised as a Coronation Champion.

29.06.23 attended HR/Finance meeting.

30.06.23 attended Museum4Watton meeting.

01.07.23 visited Watton Open Gardens and Yard Sales.

02.07.23 visited Watton Open Gardens and Yard Sales and the Antiques Street Fair. The Chairman felt it was a privilege to visit such beautiful gardens in Watton.

05.07.23 visited remainder of gardens in Watton as judge of Watton in Bloom.

10.07.23 attended HR/Finance meeting.

Noted that Keith Gilbert has been instrumental in assisting a new gardening club which has been established in the town.

4.2 Vice-Chairman's Report

The Vice-Chairman also attended the Antiques Market on July 2nd and has met with a business holder in the town to discuss the possible resurrection of the Christmas Fun Run.

4.3 Clerk's Report

Written report issued with the agenda pack.

- Issues with the play equipment at Hares Green have been reported to the company that installed it and a response is awaited.
- The Clerk and the Town Operative attended the Society of Local Council Clerks Norfolk Branch Conference 07.07.23.
- The Council provided a work placement for a year 10 student from Wayland Academy for the w/b 03.07.23.
- Norfolk County Council is offering the Highways Parish Partnership Scheme again in 2023. A suggestion has been made for two trods along the Norwich Road. This matter will be an agenda item for the next Town Council meeting.
- One councillor co-option application has been received. No action will be taken until the current period for the receipt of requests to hold an election as a result of the recent vacancy has ended.

4.4 Notes from the Museum4Watton Working Group Meeting held on 30.06.23 were received.

5. PUBLIC PARTICIPATION

Keith Gilbert informed other Councillors of a young resident of Carbrooke who is making great strides in the tennis world and has recently won a place in an Under 14 competition to be held at Wimbledon. It was suggested that an item for the next Town Council meeting should discuss how the Town Council might be able to support such individuals.

6. GRANT APPLICATION FROM WATTON CARNIVAL COMMITTEE

It was resolved to grant £500 to the Watton Carnival Committee as requested. Noted that Stan and Sue Hebborn and Tobi Amadasun declared an interest as all have an indirect association with the 2023 Watton Carnival.

7. GRANT APPLICATION FROM WATTON 1ST GUIDES AND RANGERS

It was resolved to grant £500 to the Watton 1st Guides and Rangers as requested.

8. WATTON CARNIVAL

It was resolved that the Council would not have a stall at Watton Carnival 2023.

9. GENERAL DATA PROTECTION REGULATIONS (GDPR)

Four quotes having been received from consultants **it was resolved** to accept the offer “in the region of £800 -£1000” from solicitors Leathes Prior to prepare key documents to assist the Council to be compliant with UK GDPR.

10. ELECTION OF:

10.1 Member of the Town Council HR Committee - Tina Kiddell

10.2 Lead Councillor for Youth Provision – Tony Bridges

It was resolved that Tony Bridges should also be the Town Council Child Protection Officer and an enhanced DBS will be arranged.

10.3 Lead Councillor for Festive Market – Gillian Tarrant

10.3 Town Council Rep. for the Wayland Chamber of Commerce – Stan Hebborn

10.4 Town Council Rep. for Norfolk Association of Local Councils – Tina Kiddell

- 10.5 Town Council Rep. for Watton Carnival Committee – to be decided
10.6 Town Council Rep. for Police Safer Neighbourhood Action Panel (SNAP) meetings – Sue Hebborn
10.7 Member of the Watton Neighbourhood Plan Steering Group – agreed not to elect a further member

Don Saunders volunteered to be the Town Council Rep. for the Wayland Partnership.

11. **ALLOTMENTS**

It was resolved to approach the preferred contractor regarding clearance of overgrown vacant allotments.

12. **PORTAL AVENUE COMMUNITY LAND**

Ownership of the area of community land at the former Officers Mess site off Portal Avenue is finally to be signed over to Watton Town Council as part of a s106 agreement.

It was agreed initial general grounds maintenance will be undertaken prior to agreement as to how the area may be landscaped and maintained in the future. A meeting is scheduled for 13.07.23 to hear from Dereham Town Council how it recently created a new public park.

13. **WATTON WAR MEMORIAL**

It was resolved to accept the quote received to renovate the Watton War Memorial. Noted that only one quote had been obtained due to the specialist work involved.

14. **BLIND FOR COUNCIL CHAMBER WINDOW**

It was resolved to accept the estimate received to install a blind for the large window in the Council Chamber at Wayland Hall.

Noted that only one company had been found willing to quote for this work.

15. **MAYORS CHAIN**

Purchase of a new Mayor's Chain is being investigated as the current chain has no space for the engraving of further names. A very basic chain made of gilt metal can be purchased at a cost of around £500 but it was agreed a bespoke chain, of similar style to the current chain, should be researched.

16. **PLANNING**

It was noted that District Councillors Keith Gilbert and Tina Kiddell are both substitute members for Breckland Council Planning Committee so should make no comment on applications at Town Council meetings.

16.1 3PL/2023/0648/HOU New single storey extension to the rear, replacement porch and new roof to the front, replacement single storey garage to the rear. - 7 Three Post Road IP25 6LE WATTON

No comments

16.2 TRE/2023/0190/TPO - Oak - O1 - Crown lift to 6m 2 main lower limbs Oak - O2 - Crown lift to 6m three smaller branches - 2 Burr Close IP25 6HF – WATTON

It was felt this application, due to its nature, would be an Officers decision.

17. A resolution was passed to exclude the public and press to consider staff matters:

17.1 HR REPORT AND RECOMMENDATION

The HR Committee, with members of the Finance Committee and Charlotte Harvey Trust Management Committee met on 10.07.23 to confirm the creation of two new staff posts:

- (1) a Community Project Officer and
- (2) a Community Hub Caretaker.

It was resolved to accept the recommendation made by the HR Committee to create the two posts with the job descriptions as agreed by the Committee.