



## 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 12<sup>th</sup> December 2023 at 7.00pm for the purpose of transacting the following business.

**Please note there is a Charlotte Harvey Trust Meeting at 6:15pm before the Town Council Meeting. Doors will not be open to the public until 7pm.**

*Jane Scarrott* - Town Clerk

6<sup>th</sup> December 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 28.11.2023 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 Clerk's Report
  - 4.4 Update from Youth Lead Councillor regarding refurbishment of Lovell Gardens Play Area
5. PUBLIC PARTICIPATION
6. FINANCE
  - 6.1 To approve payments for December 2023 (To follow)
  - 6.2 To consider commissioning condition report for Walsingham Gates
7. To note report received from the Internal Auditor
8. To confirm the signatories for CCLA bank
9. To consider Loch Neaton Junior Park Run grant application
10. To consider quote received to repair the clock mechanism
11. To consider quote received to repair damaged High Street planter
12. To confirm dates for Watton Town Council events to be held in 2024
13. To confirm nomination of Keith Gilbert as a trustee for Watton Relief in Need
14. To accept insurance settlement for repair of the Public Toilets
15. PLANNING To consult on planning applications received since the last meeting

15.1 3PL/2023/1106/F - Installation of a new steel-reinforced concrete skate park. - Watton Sports Centre Dereham Road IP25 6EZ WATTON

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2023/1106/F>

15.2 3PL/2023/0408/VAR - Variation of condition 2 on pp 3PL/2019/0487/VAR - Vary dwelling types on Plots 41 & 42, additional variation of red line boundary of site in same region - WATTON AND CARBROOKE Ex RAF Officers Mess Site (Heritage Park) Portal Avenue - AMENDMENT: Amendments to extent of application site and Proposed Site Layout Plan.

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2023/0408/VAR>

16. To pass a resolution to exclude the public and press to consider confidential staffing and legal matters

16.1 To resolve to draw up a Memorandum of Understanding between the Charlotte Harvey Trust and Watton Town Council in relation to the legal costs of the transfer of the land and the ongoing cost of maintenance and continued use of the allotments on Thetford Road

16.2 To consider whether to continue with current temporary litter picking arrangements

16.3 To consider continuing with additional temporary staffing hours

16.4 To receive Report from HR Committee meeting held on 08.12.2023. (to follow)

16.5 To receive update on public toilet arson