



# 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 13<sup>th</sup> February 2024 at 7.00pm for the purpose of transacting the following business.

*Jane Scarrott* - Town Clerk

7<sup>th</sup> February 2024

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 23.01.24 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
5. PUBLIC PARTICIPATION
6. To consider Events for 2024 including D-Day June 6<sup>th</sup> 2024
7. Grounds maintenance
  - 7.1 To consider quotes received for clearing the boundary at Bridle Road
  - 7.2 To consider quotes received for Tree works
  - 7.3 To agree quote of £400 to clear and strim two allotment plots ready for cultivation
  - 7.4 To agree quote of £250 to install new litter bin by the Thetford Road trod, £250 to install a new litter bin on the Norwich Road by the Portal Avenue junction and £100 to replace bin at the Swaffham Road junction
8. To consider panelling for the new High Street bus shelters and re-location of the old shelters
9. To agree two representatives Sports Centre Working Group TC representatives
10. To agree to hold the Annual Town Meeting at Watton Sports Centre on April 16<sup>th</sup> 2024
11. Update on refurbishment of Lovell Gardens Play Area:
  - 11.1 To consider quotes received for cleaning of surface at Lovell Gardens Play Area
  - 11.2. To agree surface graphics for Lovell Gardens Play Area
12. To accept General Data Protection Regulation (GDPR) policies as presented (App.1 – App.5)
13. To consider request received to fund a defibrillator cabinet to be posited at Richmond Golf Club.
14. To consider extending the pricing offer for the Wednesday Market
15. Watton Neighbourhood Plan Update and next steps

16. PLANNING To consult on planning applications received since the last meeting

16.1 [TRE/2024/0039/TPO](#) Location: WATTON Land Beside Serco Yard

Proposal: Tree Works to be carried out as per survey (Tree Work App TPO)

17. To pass a resolution to exclude the public and press to consider confidential matters;

17.1 Cemetery

17.2 Staffing: To receive draft minutes from HR Committee meeting held 05.02.25

17.2i To confirm continuation of additional 2 hours per week for Administration Support Clerk

17.3 Update on arson at Public Toilets

