



Watton Town Council

Wayland Hall, Middle Street, Watton, Thetford, Norfolk IP25 6AG

Telephone: 01953 881007

Website: www.wattontowncouncil.gov.uk Town Clerk: Mrs Jane Scarrott 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 26th March 2024 at 7.00pm for the purpose of transacting the following business.

Please note there is a Charlotte Harvey Trust Meeting at 6pm. The Chamber will be open to members of the public from 7pm.

Michelle Thompson Michelle Thompson Deputy Clerk

20th March 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 09.01.24 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 District Councillor's Report
 - 4.4 County Councillor's Report
 - 4.5 Deputy Clerk's Report
 - 4.6 Reports from Lead Councillors
 - I. Heritage
 - 4.7 To receive the Final Breckland Council Watton High Street Task Force Report
 - 4.8 To receive update from Charlotte Harvey Trust
5. To note and amend the Works In Progress List
6. PUBLIC PARTICIPATION
7. FINANCE
 - 7.1 To approve payments for March 2024 (To follow)
 - 7.2 To receive draft minutes from the Finance Committee Meeting held on 14th March 2024
 - 7.3 To consider recommendations made at the Finance Committee Meeting held on 14th March 2024
 - I. That the Office Support Clerk is offered extra hours to help cover staff absence.
 - II. That in the absence of the Clerk, if the Deputy Clerk needs Professional Support in completing the end of year accounts process, then this can be covered from the Administration budget.
 - III. That prior to purchase of a new van/vans, a short term hire of a van is sought for temporary use by the new Town Operative.
 - IV. To ratify the following payments: -

Electrical work in the Council Offices (Health& Safety)	£970.21
Plaques to complete the High Street Furniture Project	£920 plus vat
Matting for Lovell Gardens Play Area Project	£458.15

8. GRANTS

8.1 To consider the Grant Application received from the Wayland Mens Shed

8.2 To consider the Grant Application received from the Watton Society

8.3 To consider the Grant Application received from Watton Family Group

9. To consider amendments made to GDPR Policies and agree payment of the solicitor's invoice for services received

10. PLAY EQUIPMENT AND STREET FURNITURE

10.1 To consider mini refurbishment of the Bridle Road Play Area

10.2 To consider a plan for the 2 benches that were removed from Memorial Garden

11. To note correspondence to and from the Eastern Daily Press

12. To consider a no litter signage design competition for Lovell Gardens Play Area

13. To consider Council recognition of Armed Forces Day

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

14.1 3NM/2024/0010/NMA - Amendment to pp 3PL/2022/1375/F - Installation of front entrance canopy and window cill height to front elevation. Installation of additional air handling unit to rear elevation. Installation of heat exchanger air intake and exhaust stacks to roof-line and Change in number of garage doors to two from three and installation of personnel door to side - Land off Thetford Road IP25 6BQ WATTON

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3NM/2024/0010/NMA>

14.2 3PL/2024/0199/F - Change of use from Class E(d) (Indoor Sport, Recreation or Fitness) to Class B8 (Storage or Distribution), together with associated external alterations. - WATTON: Unit 1 Breckland Business Park Norwich Road

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2024/0199/F>

14.3 3PL/2024/0213/F Proposed Installation of 2 no. external air source heat pump units - WATTON: Unit 1 Breckland Business Park Norwich Road

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2024/0213/F>

14.4 3PL/2024/0225/F - Change of use of residential attached garage to Massage Salon (Class E) WATTON: 3 Sandringham Court

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2024/0225/F>

14.5 3PL/2024/0020/HOU - Demolition of existing garage and replaced with 2 storey side extension - 22 George Trollope Road AMENDMENT: Revised design.

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2024/0020/HOU>

15. To pass a resolution to Exclude the Press and Public to consider confidential staffing and legal matters

15.1 Staffing update

15.2 Market update