

Minutes of the meeting of Watton Town Council held on

Tuesday February 27th 2024 at 7.00pm in the Council Chamber at Wayland Hall

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

Officer present: Jane Scarrott Clerk

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED from

Tony Bridges, Tina Cruz, Catherine Turley-Long and Steve Turley-Long.

2. DECLARATIONS OF INTEREST MADE

Stan and Sue Hebborn in item 9 and Peter Bishop in item 7.1

3. MINUTES

3.1 The Minutes of the meeting held on February 13th 2024 were accepted as a true record and signed by the Chairman.

3.2 Updates from items raised at the meeting on 13.02.24

- Concrete surfaces at Lovell Gardens Play Area were cleaned on 22nd Feb and are now ready for graphics to be installed.
- A grant request will not be submitted for a financial contribution towards locating a defibrillator at the golf course as half the funding has been donated by the Round Table and the remainder is to be funded by an individual.
- An initial response has been made to Norfolk Youth Justice Service regarding the arson at the public toilets. Restorative Justice is a voluntary programme and the Town Council will be informed regarding any next stage.

4. REPORTS

4.1 Chairman's Report

The Chairman has attended:

- 19.02.23 meeting with the Grounds Maintenance Contractor re. Church Walk and the Cemetery
- 22.02.23 Finance Committee Meeting
- 23.02.23 Right to Play Conference. It was suggested that when the Town Council is consulted regarding provision of play areas that a request is made to consider inclusivity, including disabled access for parents and carers.

4.2 Vice-Chairman's Report

The Vice-Chairman had nothing to report as he has been away.

4.3 District Councillors Report

- Tina Kiddell reported that street lights owned by Breckland Council that do not already have LED lamps are being upgraded.
- Keith Gilbert reported that he voted against accepting the Breckland Budget for 2024 as he is against the special expenses charge made to Watton residents for street lighting.

Noted that no report was received from the third District Councillor.

4.4 County Councillors Report

No apologies or report received from the County Councillor.

4.5 Clerks Report

Written report presented in Councillors Agenda packs:

Cemetery

A Faculty application was made in 2019 to suppress the grass in the ashes section at the Cemetery and replace with natural stone. Not all of the area has been kerbed and it is suggested that the kerbed and stoned area is now extended to cover the whole area as originally planned. This would create room for an estimated 30 ashes plots.

Norfolk Records Office

The Records Office has requested the return of old minutes and other records which the Council has taken out on loan some time ago!

It was agreed that once the minutes have been used for research (as arranged in March), the minute books will be returned to the Records Office.

4.6 Reports from Lead Councillors

- Noted that Heritage Maps have now been put up at various locations around the Town. A small launch to promote the boards and associated walk is planned for March 6th.
- Tina Kiddell and Tina Cruz are visiting local markets to advertise Watton market with traders.
- The HR Committee is to interview four candidates for the post of Town Operative (2) on March 8th 2024.

5. WORKS IN PROGRESS

The Works In progress list was received.

6. PUBLIC PARTICIPATION

No members of the public present.

7. FINANCE

7.1 Payments for Approval for February 2024 were accepted as presented with the addition of £936 for Fire Safety Training for staff and £2707.81 for the annual contract for sanitary disposal.

Also noted that an amendment to the payments list was made: monthly invoice for IT services £653.04 rather than £544.20.

7.2 The draft minutes of the Finance Committee meeting held on 22.02.24 were received.

7.3 Following recommendation from the Finance Committee

- I. **it was resolved** to purchase 3 new litter bins. One will replace the current dog waste bin near the Lovell Gardens Play Area once agreement from Norfolk County Council has been received. A budget of £2000 to be allocated to purchase the bins and install the replacement bin.
- II. **It was resolved** that any further expenditure relating to the Lovell Garden Play Area project will need the agreement of the Full Council (noted that the Lovell Garden Play Area Project is near completion and project monies have been used).
It was resolved that the Council will accept the identified low risks as on the pre-installation report for Lovell Gardens Play Area.
- III. the Internal Audit Action Points were noted
- IV. the amended Four Year Forecast was noted

- V. **It was resolved** to set a budget of £3000 for the provision of IT and communications hardware for members of staff
- VI. The Memorandum of Understanding between Watton Town Council and the Charlotte Harvey Trust was accepted as presented and will now be passed to the Charlotte Harvey Trust for agreement.

8. BIODIVERSITY ACTION PLAN

The Biodiversity Action Plan was accepted as presented with an addition to be made that the CPRE Norfolk Standard Light Pollution Clause will be considered as part of the consultation process for planning applications.

9. TEDDER CLOSE

The Council has received notification of a pre planning proposal for development of land off Tedder Close in Watton.

The Council has received many objections from residents in the area and it was agreed the Council will not pass comments on any proposals until a formal planning application has been made.

10. D DAY 2024

It was resolved to support the 2024 D Day commemorations as being planned by Watton Sports Centre and the Loch Neaton Charity.

11. WEDNESDAY MARKET

It was resolved to investigate establishing a Facebook Page for the Watton Wednesday Market.

12. NORFOLK COUNTY COUNCIL (NCC) BUDGET PROPOSALS

It was resolved that Watton Town Council will not submit any response to the NCC budget proposals but suggested Councillors should submit comments individually.

13. WATTON TOWN GUIDE

It was resolved that the Town Council would provide content for the proposed Watton Town Guide.

14. PLANNING

14.1 3PL/2024/0117/F - Proposed replacement of existing gas heating system with 3 no air source heat pump systems & associated works to serve each separate block to the school Wayland Junior Academy Brandon Road IP25 6AL

Comment made to query whether mitigation against possible noise from the heat pump has been considered.

14.2 3PL/2024/0136/A - 2x externally illuminated fascia & 1 externally illuminated projecting sign. A directory of services sign, 1x illuminated marketing poster. 1x A4 opening hours sign, 1x A5 Assistance sign & 1x A5 CCTV sign & A4 opening hours sign. - WATTON: Barclays Bank, 56 High Street

Noted that the Town Council fully supports the proposed town banking hub.