

Minutes of the meeting of WATTON TOWN COUNCIL
held on Tuesday February 13th 2024 at 7.00pm
in the Council Chamber at Wayland Hall, Middle Street, Watton IP25 6AG

Councillors Present: Peter Bishop (Chairman), Tobi Amadasun, Anthony Bridges, Tina Cruz, 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**
Catherine Turley-Long, Steve Turley-Long
[late apologies received from Keith Gilbert]

2. **NO DECLARATIONS OF INTERESTS MADE**

3. **MINUTES**

3.1 The Minutes of the meeting held on 23rd January 2024 were accepted as a true record and signed by the Chairman of the meeting.

3.2 A written report was presented within the agenda pack updating on items from the meeting on 23.01.24:

- The County Councillor has confirmed that proposals for opening times etc. for recycling centres are still under consideration.

It was suggested that the Town Council should respond to the Norfolk County Council budget proposals and this will be an agenda item for the meeting on Feb. 27th.

- Safer Neighbourhood Priority Setting Meeting held 31.01.24

The latest priority for Watton is: Proactive patrols of the Public Spaces Protection Order (PSPO) area, designed to reduce anti-social behaviour.

The next Priority Setting Meeting for Watton is on Wednesday 24 April at 7pm. The location details will be available nearer the time on www.Norfolk.police.uk

4. **REPORTS**

4.1 Chairman's Report

The Chairman has attended

- 24.01.24 Consultation re. Breckland Local Plan
- 25.01.24 Multiply meeting at the Youth & Community Centre plus Charlotte Harvey Trust Management Committee Meeting and Food Hub Meeting
- 28.01.24 Dorrington House to help celebrate a residents 100th birthday
- 31.01.24 Police Priority Setting Meeting
- 03.02.24 Twinning Association Meal
- 04.02.24 Air Cadets Anniversary Parade
- 08.02.24 Church Walk Meeting

It has been suggested that Breckland Council will install an additional lighting column at Church Walk if the Town Council is willing to accept management of the light. This was accepted and it was also agreed that the Town Council will look at donating a

bench to be located in the grounds of Linmore Court following removal of the current broken bench located opposite the Home in Church Walk.

4.2 Vice-Chairman's Report

24.01.24 Consultation re. Breckland Local Plan

25.01.24 Multiply meeting at the Youth & Community Centre plus Charlotte Harvey Trust Management Committee Meeting and Food Hub Meeting

4.3 Clerk's Report

Written report included within the agenda pack with verbal update given at the meeting:

- Breckland Local Plan News – email forwarded 01.02.24
- Hedging has been planted along the front edge of the open space off Crabtree Close at the Hares Green estate.
- A request for Officers from the Reclaim the Rain project to give a presentation to Councillors was accepted with a date set for March 12th at 6.00pm prior to the Town Council meeting.
- Notes from the Wayland Partnership Meeting 15.01.24 e-mailed to Councillors with the meeting agenda pack.

Noted that the Lead Councillor for Heritage informed the Council that a former teacher at Wayland High School is to visit the Town Council Office on March 21st to undertake research for a book he is writing on the history of Watton.

5. PUBLIC PARTICIPATION

No members of the public present.

6. EVENTS

For the remembrance of D Day on June 6th 2024 the Town Council will link with Watton Sports Association and Loch Neaton Recreation Ground for an event based around lighting the beacon. A Remembrance lantern will be purchased at a cost of £55.

It was requested that the Community Projects Officer also looks an event for the weekend of June 8/9th.

7. GROUNDS MAINTENANCE

7.1 Bridle Road

It was resolved not to accept either of the quotes for clearing the boundary at Bridle Road Play Area but to wait until later in the year and consider other options, including the possibility of working with the Probation Team through Breckland Council.

7.2 Tree Works

It was resolved to accept the quote of £1890 to undertake tree works as identified in the recent Tree Report.

7.3 Allotments

It was resolved not to accept the quote to clear two allotments but to offer untended allotments free for the first year of tenancy.

7.4 Litter Bins

It was resolved to accept the quotes received to install a new litter bin along the Thetford Road and to replace the bin at the entrance to Portal Avenue and at the Swaffham Road junction.

8. **HIGH STREET BUS SHELTERS**

It was resolved to request that the two new bus shelters in the High Street have all clear panelling.

If feasible the old bus shelters will be re-located to the Charlotte Harvey Trust ground and Watton Sports Centre to be used as teen shelters.

9. **WATTON SPORTS ASSOCIATION**

It was resolved that the two representatives requested from Watton Town Council to be part of a Sports Centre Working Group would be Tina Kiddell and Tina Cruz.

10. **ANNUAL TOWN MEETING**

It was resolved to hire the Sports Hall at Watton Sports Centre to hold the Annual Town Centre meeting on April 16th 2024.

11. **LOVELL GARDENS PLAY AREA**

There is concern that the recently installed graffiti wall at Lovell Gardens Play Area is not acceptable. Enquiries will be made regarding what might be achievable to improve the wall.

11.1 Cleaning concrete surfaces

It was resolved to accept the quote of £500 received to clean the concrete surfaces at Lovell Gardens Play Area.

11.2 Surface graphics

It was resolved to accept the quote of £2647 plus VAT to paint the concrete surfaces at Lovell Gardens Play Area and install thermoplastic graphics.

12. **GENERAL DATA PROTECTION REGULATIONS (GDPR)**

Concerns were raised about points within the draft GDPR policies presented to the Council and comments will be passed back to the solicitor who prepared the policies for answers before any decision is made to accept the policies.

13. **DEFIBRILLATOR**

The Captain of Richmond Park Golf Club has requested a contribution towards a defibrillator cabinet to be installed outside the golf club house.

It was suggested a grant application should be submitted.

14. **MARKET**

In November 2023 the Council agreed to reduce the Weekly Market fees for an initial 6 months from 01.12.23:

Small pitch (up to 10sq metres) – Free of charge

Medium Pitch (up to 30sq metres) – £10.00

Large Pitch (up to 60sq metres) – £15.00

It was resolved to continue with the reduced fees until 01.12.24 and any new stallholders during this period will be granted 6 months at the reduced fees from the date they first attend the market.

It was noted that stallholders who attend Swaffham Market have been approached to attend Watton Wednesday Market.

15. **NEIGHBOURHOOD PLAN**

As Watton Neighbourhood Plan has now passed referendum it was suggested the Steering Group should re-convene to consider next steps and report back to the Council.

16. **PLANNING**

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)
No objections

17. **A resolution was passed to exclude the public and press to consider staffing and other confidential matters:**

17.1 CEMETERY

It was agreed that to resolve an issue which has arisen at the Cemetery a family will be permitted to locate their parents headstone centrally between the two graves and permission will be granted for family ashes to be interred in the area of the graves and between them.

17.2 STAFFING

The Council received the draft minutes of the HR Committee meeting held on 05.02.24.

17.2i **It was resolved** to continue to offer the Office Support Clerk an additional two hours work a week and to propose at the next HR Committee meeting that this addition be added to the employees contract.

17.3 PUBLIC TOILETS

It was resolved to engage with the Norfolk Youth Justice Service to write a letter to the young person who caused the harm at the public toilets in October 2023 to inform them of the substantial damage they caused and to request a hand written apology in response.