

Minutes of the meeting of Watton Town Council held on

Tuesday 23rd April 2024 at 7.00pm in the Council Chamber at Wayland Hall

Councillors Present: Peter Bishop - Chairman, Tobi Amadasun, Tina Cruz, Keith Gilbert, Stan Hebborn, Sue Hebborn, Tomos Hutchings, Graham Martin, Don Saunders, Kathryn Stallard, Gillian Tarrant, Steve Turley-Long and Catherine Turley-Long

Officer present: Jane Scarrott Clerk

1. APOLOGIES FOR ABSENCE RECEIVED AND APPROVED from

Tina Kiddell

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3.1 The Minutes of the meeting held on April 9th 2024 were accepted as a true record and signed by the Chairman.

3.2 Updates from items raised at the meeting on April 9th 2024

Item 7 Norfolk County Council has been approached re. a cultivation licence for bulbs to be planted along Church Walk.

Item 8 Solicitor advising re. GDPR policies has offered to attend a Town Council meeting to understand what amendments are wanted to the policies. As there is likely to be a charge for this the matter will be an agenda item for the next meeting of the full Council. To assist with making a decision Councillors were asked to submit proposals to the Clerk for this agenda item.

Item 9 The Events & Marketing Officer is liaising with the Chamber of Trade re. Town Council information to be included within the 2025 Chamber Directory.

Item 10 Planners and the Developer of the Heritage Park Local Equipment Area for Play (LEAP) have been contacted re. the Right to Play Pledge.

4. REPORTS

4.1 Chairman's Report

The Chairman has attended:

- 16.04.24 Annual Town Meeting
- 18.04.24 Opening of the Resource Base at Watton Junior School
- 18.04.24 Meeting of the CHT Management Committee and Food Hub
- 21.04.24 Celebration for Watton Volunteers held by the Mayor as his end of year reception as a thank you to those who give their time.

It was noted that a letter has been received from George Freeman MP asking if the Town Council would like him to visit a Town Council meeting. It was resolved to reply thanking him for the Offer but stating that it was felt it would not be appropriate for him to attend as the Council is a non-political Council.

The Chairman voiced his thanks to Councillors and staff for their support and help throughout his term of Office as Chairman/Mayor.

4.2 Vice-Chairman's Report

The Vice-Chairman has attended:

- 16.05.24 Annual Town Meeting
- 18.04.24 Opening of the Resource Base at Watton Junior School
- 18.04.24 Meeting of the CHT Management Committee and Food Hub
- 21.04.24 Celebration for Watton Volunteers

4.3 District Councillor's Report

Keith Gilbert was the only District Councillor present and he informed the meeting that he is to attend a site visit on 26.04.24 in Middle Street regarding the proposals for future pedestrianisation.

4.4 County Councillors Report

County Councillor was not present at the meeting.

4.5 Clerks Report

Written report presented in Councillors Agenda packs:

- Watton Sports Association has notified the Council of plans for an inter school sports day to be held at the Sports Centre on June 22nd.
Noted that the Sports Centre and Watton Town Council/CHT will liaise to promote any activities to be offered at their respective venues.
- The registration of the Cemetery and Church Road Allotments is ongoing. The solicitor has asked that Land Registry expediate the application which was originally cancelled as evidence was needed that Watton Town Council is the same as the Parish Council of Watton [as on the Cemetery deeds].
- All staff are booked to attend Fire Training on May 1st 2024. The training is to be held at Wayland Hall and there will be 3 places on offer should any Councillor wish to attend the session.

Thetford Road Allotment land

The solicitor dealing with the transfer of the Thetford Road Allotment Land has asked that the Council confirms what searches it wants to be undertaken on the land.

It was resolved that a Local Search and an Environmental Search would be requested as quoted.

4.6 Reports from Lead Councillors

No reports given. Item 4.6i Report from Lead Councillors for Youth Provision will be deferred until the next meeting as the Councillor was not present.

5. WORKS IN PROGRESS

The Works In progress list was received. An addition to the list will be made to note that the preferred contractor has advised that damage could occur to the pillars of the Walsingham Gates if an attempt is made to remove the gates. A decision as to how to proceed with any work to the gates will be made once the listing of the gates has been determined (see item 10).

6. PUBLIC PARTICIPATION

No members of the public present.

7. FINANCE

7.1 Payments for Approval for April 2024 were accepted as presented with the additions of:-

£76.00 to NT Garden Services – Jubilee Garden.

£1031.54 to Glasdon for new litter bins

7.2 **It was resolved** that the outstanding invoice to Fun & Active for the ground graphics at Lovell Gardens Play Area should be paid,

8. CHRISTMAS LIGHTS

The Council will investigate the feasibility of Christmas Lights being erected along Church Walk. Norfolk County Council will be approached for permissions/licences that may be needed.

9. LOCH NEATON GRANT REQUEST

It was resolved to grant £250 to Loch Neaton Recreation Ground to assist with funding of the planned 2024 D Day event.

10. WALSINGHAM GATES

Kathryn Stallard, the Lead Councillor for Heritage explained possible options regarding management and maintenance of Walsingham Gates including whether or not the Town Council should request amendment to the Historic Buildings Listing for the gates.

It was noted that the Lead Councillor has lodged a report of her findings relating to the gates with the Museum4Watton.

It was resolved that the Council will seek amendment to the Historic Buildings Listings of Walsingham Gates.

11. WATTON NEIGHBOURHOOD PLAN

The recommendations from the Watton Neighbourhood Plan were noted and agreed as an action plan with the Neighbourhood Plan Group to look at the actions again in 6 months time.

12. HIGH STREET TRAFFIC

Some discussion took place regarding HGV's passing through Watton High Street. There was no seconder for the motion to write to Cranswick concerning traffic flow and thus no action will be taken.

13. PLANNING

13.1 3PL/2024/0295/HOU - Proposed front porch, removal of existing chimney stack, garage to rear (inc. link structure to house) and masonry boundary wall reconstruction (to new design). WATTON: 1 Monkams Drive

No comments

13.2 3DC/2024/0062/DOC - Discharge of Conditions 3,4,5,6,7,8,9 on 3PL/2022/1080/D - Rear of 3/3A Dereham Road IP25 6ER WATTON

Resolved to submit the report received from the Watton and Saham Flood Action Group.

13.3 3PL/2023/1106/F Installation of a new steel-reinforced concrete skate park. - Watton Sports Centre Dereham Road - Watton Sports Association - AMENDMENT: Amended Plans Further Consultations

The Town Council unanimously supports the installation of a much awaited skate park.

13.4 3PL/2024/0315/VAR - Variation of Condition No10 on 3PL/2019/1554/D - Wording of condition 10 is revised to allow for the alternative acoustic mitigation now proposed to be incorporated to plots 4-14 (inclusive), to be implemented post occupation.- WATTON: Land at Thetford Road 591924, 299970

No comments

14. It was resolved to exclude the public and press to consider confidential matters

14.1 Staffing Matters

The Chairman of the HR Committee gave an update on the recruitment of a second Town Operative:

“Having reviewed further information and sought professional advice, the Committee recommends that the offer made to the successful candidate for the position should stand”

It was resolved to accept the recommendation.

14.2

It was resolved to: In the light of issues raised at the recent HR Committee, the Council, as a matter of urgency, should engage the services of a fully qualified CIPD HR consultant to advice on contracts, job specifications and employment practices. A list of such consultants and their costs to be brought to the next Council Meeting following the Annual Meeting.

The HR Committee will advise regarding the specification of the HR consultancy service wanted.

14.3 It was resolved to give consent to continue with the Restorative Justice programme relating to the arson offence at the public toilets.