



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

To Councillors: You are hereby summoned to attend the Town Council meeting to be held in the Council Chamber, Wayland Hall on Tuesday 12th August 2025 at 7.00pm for the purpose of transacting the following business.

Jane Scarrott – Town Clerk

6th August 2025

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 24.06.2025 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
 - 4.4 Reports from Lead Councillors
 - I. Love Watton
 - II. To consider Play Area Report from Lead Councillor and agree s106 application
5. PUBLIC PARTICIPATION
6. Update on Devolution and Local Government Reorganisation
7. To receive Tree Report App 1
8. To agree to continue with lease of Unit at Threxton Road Industrial Estate
9. PLANNING - To consult on planning applications received since the last meeting

9.1	PL/2025/106 5/DCA	Discharge of conditions 17, 18 on pp 3PL/2022/0806/F	New Green Business Park Norwich Road, Watton, Norfolk,	https://publicportal.breckland.gov.uk/planning/index.html?fa=getApplication&id=198039
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- 9.2 To agree comments to be submitted to Breckland Council relating to the Local Plan call for sites submissions App 2
10. To pass a resolution to Exclude the Press and Public to consider confidential Cemetery and Staffing matters:
 - 10.1 Cemetery update
 - 10.2 To accept the agreed National Joint Council Staff pay increase for 25/26 of 3.2% across all pay scales from April 1st 2025.
 - 10.3 To consider Honours nomination.

Item 3.1

Minutes of the meeting of Watton Town Council held on

Tuesday 22nd July 2025 at 7.00pm in the Council Chamber at Wayland Hall

Councillors Present: - Gillian Tarrant –Chairman, Sarah Draper, Keith Gilbert, Stan Hebborn, Sue Hebborn, Tomos Hutchings, Tina Kiddell, Graham Martin, Keith Prince, Don Saunders, Jack White.

Officer present: Jane Scarrott Clerk

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED from
Tony Bridges and Tina Cruz

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3.1 The Minutes of the meeting held on July 8th 2025 were accepted as a true record.

3.2 Updates from items raised at the meeting on July 24th 2025 not agenda items for this meeting:

- An arboriculturist has made a site visit to look at the cherry trees at the west end of the High Street and his report is awaited.

4. REPORTS

4.1 Chairman's Report

The Chairman has attended:

10th July Finance Committee Meeting

13th July Watton Carnival

14th July Rainbows Presentation Evening

15th July Watton Ladies Group 5th Anniversary Celebration

15th July Breckland planning consultation

22nd July US Air Force 'Change of Wing Command' 100th Air Refuelling Wing at RAF Mildenhall

4.2 Vice-Chairman's Report

A written report from the Vice-Chairman had been circulated to Councillors prior to the meeting.

Some debate took place regarding the content of the report and the decision made at the previous Full Town Council meeting regarding the Safer Street Warden Scheme. It was stressed that this matter should not be considered for review before six months as no new information has come forward.

4.3 District Councillor's Report

Report from District Councillor Tina Kiddell had been forwarded to Town Councillors prior to the meeting.

4.4 County Councillors Report

No report received from County Councillor Claire Bowes.

4.5 Clerks Report as presented in the agenda pack with verbal update given:

Car Parks Update

Having requested an update on the possible lease of the car parks Breckland Council has replied urging the Town Council to wait until BDC comes forward with a further offer. It has been captured that Watton has rejected the leasehold as previously offered and would like a freehold.

Local Plan Update

Between April and May 2022, Breckland Council undertook a formal Call for Sites consultation as part of the full update of the Local Plan. This was a way for landowners, developers, individuals, parish and town councils and other interested parties to suggest sites for development or for protection as Local Green Space. In December 2024 the Government published the revised NPPF alongside mandatory housing targets. For Breckland this increased the target from 625 dwellings per annum to 903. Given the significant increase in housing that is required by Government to be delivered a further call for sites was necessary in relation to sourcing additional housing land. The call for sites also asked for potential sites for gypsy and traveller provision.

All site submissions can be seen on the Breckland interactive map:

<https://www.arcgis.com/apps/mapviewer/index.html?webmap=06a5294b7c654f95a7a3d0855193ed36>

A meeting for local parish and town councillors was held with representatives from Breckland at Watton Sports Centre on 15.07.25. Town Councillors Gillian Tarrant, Tomos Hutchings, Tina Kiddell, Graham Martin and the Clerk attended.

The main message to come from the meeting was, that there will be a formal consultation later in the year, but parish and town councils are being asked to submit comments before the consultation goes live as Breckland is keen to incorporate local knowledge into their decision making regarding which sites will be taken forward into the Local Plan.

Cllr Tomos provided a written report of the site submissions for Watton which had been e-mailed to Councillors prior to the meeting.

[Once a link to the public consultation on proposed sites is available it will be shared with Councillors.]

Skate Park Update

Representatives of the Town Council have been invited to attend a meeting scheduled for July 23rd regarding the opening of the skate park at Watton Sports Centre. The Deputy Chairman and the Clerk will attend.

Projects

Claire Burton, Breckland Council Placemaking and Partnerships Manager has informed the Town Council that BDC has £50K set aside as Capital Spend from the

25/26 UKSPF funds for Future Breckland projects. Spend must be complete by 31 March 2026.

Ideas are wanted for potential spend in the town – with preference given to the priorities listed in the Town Delivery Plan. [Investing in your Town - Breckland Council](#) Thoughts of projects and potential amount (£) are needed by Monday 4 August 2025.

From EMO:

Watton Hare Trail

8 Hares placed around different areas of Watton, each hare would have a letter that would make up a word.

Two hares would be placed at opposite ends of the High Street marking the 'gateway' to Watton, improving on the 'Welcoming Watton' ambition of the Town Delivery Plan, as well as the 'Attractive Watton' ambition. The other 6 hares would be placed at significant places around the Town (e.g. St Mary's Church, Chaston Place, Museum4Watton etc.).

The Hare trail would be ongoing for 4-6 weeks leading up to a 'Spring Fayre' High Street event (possibly during the May half term school holiday) at which those that have completed a trail form would be entered into a prize draw.

Antiques wrap up

Due to the poor weather forecast the High Street aspect of the Antiques Market this year was cancelled. Last year, after cancellations and no-shows on the day there were 15 stalls on the High Street. This year, before any cancellations and no-shows we had 15 stalls planned for the high street. It seems that the event is getting smaller each year and so it has been discussed that it might be a good idea to move the outside element of the event up to Kittell Close carpark (cost of £35 to close the car park). That way the event would be more enclosed and not look as sparse. The museum did exceptionally well this year, despite there being nothing on the High Street.

This would cut us down to two events in the High Street during the year, but there is thoughts of holding a 'Spring Fayre' in the High Street during the May half term holidays, this would essentially be a Spring Market, like the Festive Market.

4.6 Lead Councillors and Representatives Reports

No reports submitted, however it was noted that Cllr Hutchings is happy to share the report he had written for the postponed Wayland Partnership Meeting.

5. WORKS IN PROGRESS

The Works in Progress List was accepted as presented.

- It was noted that the Faculty application has been submitted regarding removal of soil from the Cemetery.
- Noted that a meeting of the Market Working Group is needed to consider the future use of the market gazebos.
- Building maintenance works are still to take place on the clock tower after which the Council will consider works to repair the clock itself.

6. NO PUBLIC PARTICIPATION - no members of the public present.

7. FINANCE

7.1 Payments for July 2025 were approved for payment as on the list presented prior to the meeting.

7.2 The draft minutes from the Finance Committee held on 10.07.25 were noted.

7.3 Recommendation from the Finance Committee:

i. **It was resolved** to pay the 25/26 subs of £1118.29 to Norfolk Association of Local Councils (Norfolk ALC).

8. UPDATE ON DEVOLUTION AND LOCAL GOVERNMENT RE-ORGANISATION (LGR)

Information is shared with Councillors as it is received.

The Clerk is scheduled to attend a Norfolk ALC meeting on LGR.

9. S106

It was noted that s106 funding of £7627.04 is held by Breckland Council and it is suggested this money should be applied for asap.

Suggestions put forward include works to Bridle Road Play Area and a trod for Heritage Park.

This matter will be an agenda item for the Full Council meeting on August 12th when more information and costs should be available.

10. PLANNING

10.1 PL/2025/1001/VAR Variation of conditions 2 and 3 on 3PL/2022/0876/F - reposition external staircase, alterations to layout and change of materials to windows 56 High Street, Watton

No comments

It was noted that the Council has received notification of unauthorised development at Otterwood Kennels, Dereham Road.

11. Resolution passed to exclude the public and press.

11.1 The draft minutes of the HR Committee held on 10.07.25 were noted.

11.2 HR Support

It was decided to revisit the choice of HR providers before any decision is made regarding which service providers to engage. Further information will be considered at the next HR Committee meeting.

11.3 Memorial request

It was agreed not to make any decision relating to the request received for a non-standard ashes memorial at Watton Cemetery.

The family will be informed that the current request is not within the rules but that the rules are to be reviewed. The Office will begin the review and bring any decisions needed back to Full Council.

Noted that if the Town Council is to make any representations regarding the retrospective planning application PL/2025/0756/FMIN for Otterwood Kennels it will reflect comments made by Saham Toney Parish Council as the development sits in Saham Toney parish.

Item 4.2 Update from the meeting held 22.07.25

Agenda Item No.	
3.2	High Street Tree Report has been received – item 7 on 12.08.25 agenda
4.5	<ul style="list-style-type: none">• Skatepark official opening is on 27th August at 11am.• Watton Hare Trail - EMO has contacted Aylsham Town Council to get in touch with their market trader who sells wood carvings to get a quote for hares. Application form for 'Love Your Market Town' fund will be filled out once exact quote has been received for wooden Hares
5.	Market Working Group meeting scheduled for August 13 th at 10:30am
8.	Clerk attended a Norfolk ALC meeting on LGR on July 24 th
9.	S106 funding - Agenda item 4.4ii on the agenda for 12.08.25
11.2	HR meeting booked for Thursday 14 th August.
11.3	The Office has started reviewing the Cemetery Rules and Regulations

Item 4.3 Clerks Report

Faculty update

The Faculty application to allow removal of soil from the Cemetery has been submitted and public notices have been displayed in the Church and on the Cemetery notice board. The notices need to be up for 28 days and if no objections are made to the proposal permission should be granted.

Heritage Park

The EMO has arranged a site meeting with the developers at Heritage Park on Friday August 15th @ 9.30am. The Office will need to know by the 13th, if you plan to attend as the developers have asked for numbers.

WASFAG

On 29.07.25 Cllr Hutchings and the Clerk attended an on-line catch up regarding the Reclaim the Rain Project. Any project for Watton High Street is dependant on the amount of money available and once this is known plans will be shared more widely.

A training session has been booked to help us manage the WASFAG website in house.

Thetford Road Allotments

We have arranged an afternoon at the Thetford Road Allotments to celebrate and inform allotment holders of the transfer of ownership of the site. If any Councillors wish to come along on August 14th between 2 and 4pm tea and scones will be on offer! Representatives from Wayland Prison will be attending and they should be bringing a notice board for the allotments with them.

HMP Wayland

The Chairman, Clerk and Deputy Clerk visited HMP Wayland on August 6th to attend a Community Matters meeting. The prison is keen to engage with the local community and is willing to provide items from the carpentry workshop such as planters and notice boards. Staff from the prison involved in the project are to attend the Open Afternoon at Thetford Rd Allotments when a notice board for the allotments, made at the prison, will be unveiled.

Together with several bird boxes which have been placed at Town Council owned sites a planter made at Wayland has already been installed at Jubilee Garden. It is possible a pagoda type seating structure may also be produced for the centre of the garden.

More to follow!

VJ Day - Friday August 15th

To commemorate VJ Day the beacon at Loch Neaton will be lit at 9.30am once attendees have gathered.

Item 4.4i

Love Watton

Cllr Hutchings has received the following update from Love Watton:

“We've had a busy time recently!

Up to now, we have had involvement from 19 local businesses, all wanting to support the community by giving us gifts/vouchers either as donations or at discounted prices, which we then pass onto local community groups or families. We've also distributed a number of 'I Love Watton' stickers across shops on the High Street - more on order! We really want to spread the love!

Our latest project is a banner that we bought from Weatherill's which has been populated with lovely words about Watton by an artist friend of ours. The words were taken from conversations we had with people at the carnival a couple of weeks ago and we're in negotiations seeking permission to display the banner across Chaston Place for the month of August. We've just put the finishing touches to the banner which we hope, if displayed, will be something bright, cheerful and positive for the community.

Last year, over a hundred people spoke to us at the Carnival telling us what they love about Watton. We've made this into a poem and soon hope to create a video that we can put out on lots of social media sites etc to promote what's lovely about our town.

We are also growing an idea to support young people who are at risk of not being in education, training or employment by giving them a 'step up' in some way that will

give them tools, confidence and aspiration to achieve and progress in life. This is very much in the 'thinking stages' and will mean bringing together various groups (including Wayland Academy) and NCC who also work in this area, but it's something we're really passionate about.

Something else we would like to aspire to is having a permanent space, ideally on the High Street. There are unfortunately a few empty shops but I'm not sure they are within our price bracket currently but we'll keep thinking about it and hoping an opportunity comes up. “

Item 4.4ii

A COMPREHENSIVE REPORT ON THE TOWNS PLAYPARKS

A DETAILED OVERVIEW OF RECENT IMPROVEMENTS, ENHANCEMENTS, AND FUTURE PLANS

Introduction

Playparks are vital community spaces, offering children, families, and individuals a safe and engaging environment for recreation, social interaction, and physical activity. As public awareness of the importance of outdoor play and communal areas continues to grow, it's imperative that the playparks we look after continue to evolve to meet the diverse needs of their users. This report presents a comprehensive overview of the recent updates to the local playparks, discussing enhancements, community feedback, safety upgrades, inclusion initiatives, and future development plans.

Recent Improvements

1. Upgraded Play Equipment

The past year or so, significant investments have been made in updating play equipment within the parks. Outdated and worn apparatus has been replaced with new, innovative structures that cater to various age groups and abilities. Noteworthy additions include:

- Multi-level climbing frames
- Interactive play panels designed to stimulate cognitive development
- Modern swings, including basket swings and accessible harness seats
- Springers and seesaws with ergonomic designs for safe balancing
- Adventure towers for older children, with climbing walls
- Graffiti walls for both senior and junior members to facilitate artistic impressions
- Painted floor surfaces with visual stimulation

These upgrades not only enhance the fun factor but also promote the development of motor skills, coordination, and confidence in young users.

2. Safety Enhancements

Safety remains a top priority in all our playparks. The following measures have been implemented to minimise risk:

- Installation of impact-absorbing rubber surfacing beneath play equipment
- Gated entry points to prevent children from wandering off
- Clear signage displaying safety guidelines
- Routine inspections and maintenance schedules to identify and mitigate hazards.

Feedback from parents and guardians indicates a high level of satisfaction with these improvements, with parents notifying the council when issues occur.

3. Accessibility and Inclusion

Recognising the importance of inclusive play, recent updates have prioritised accessibility for children and adults with diverse needs. Key initiatives include:

- Accessible pathways made from smooth, non-slip materials for wheelchair users
- Inclusive play structures with sensory panels
- Adaptive swings and carousel seats that accommodate users with mobility challenges
- Quiet zones with soft landscaping for children who benefit from sensory breaks

These changes foster a welcoming environment where everyone can participate and enjoy the benefits of outdoor play.

Community Engagement and Feedback

I have taken a new collaborative approach to ensure our playparks and the council updates align with the needs and aspirations of our local community. A new engagement initiative will include:

- Public consultations and surveys to gather input on desired features
- Dedicated feedback sessions for children, parents, and carers
- Regular communication via social media and community notice boards

The resulting feedback both positive and negative will help to shape any future park plans and upgrades. Many residents expressing appreciation for the improved facilities and the inclusive design philosophy.

Notable Playpark Transformations

Two of our playparks have undergone particularly noteworthy upgrades that exemplify current trends and best practices with one of the parks being updated at the current moment.

Lovell Gardens Playpark

Previously underutilised, it now boasts facilities and accessibility for all. It features two new pieces of Muga equipment, painted footpaths, a totally new footpath allowing access to all play equipment, new safety matting and climbing frames. New swings and safety harness Graffiti walls for both senior and juniors alike. Attendance has increased by at least 40% since the renovations, with families noting the diversity of play experiences available.

Harvest Road Park

This is a new park that we as council look after we have had some issues along the way, this has been caused by a failing rubber safety matting that under certain weather conditions started to degrade. Its degradation did cause issue to clothing. The park was closed whilst investigations took place and subsequently all steps were taken to rectify the issue. Rubber matting has been replaced, and the park is now open once again. Unfortunately, we will need to continue to monitor this park as parents have reported persistent issues. We will record times, dates and weather to help with identifying when these problems are at their worse.

Sports Centre Play Area

This park is one the council supports by carrying out weekly and yearly inspections as appropriate. The park equipment was provided through funds raised through various events, and when it needs replacing it would then fall on the sports centre, and the council, to collaborate together to come up with a workable solution. In the meantime it has been noted that this is one of the worst accessible parks for people of inadequate mobility with previous incidents taking place with a wheel chair user. We will need to discuss with the sports centre the possibility of replacing the woodchip flooring or facilitating some form of path at some point int the future. Equipment in this park is older and worn and as such could do with much needed paint. This in itself will prevent early replacement, maintain equipment in good stead and generally improve the area.

Bridle Road Play Area

Bridle Road incorporates a large open space surrounded by trees. This park is open to dog walkers and wildlife. Though the council has a no dogs in playpark attitude this park is difficult to control as it is open and not surrounded by a fence. Appropriate signs have been erected and all we can hope is at this current time dog walkers collect any mess their dogs leave. The small children's play area is fenced in, and gates are in good working order. The park boasts a Zip line, a hill and slide, swings and rope climbing equipment. Many children build dens in this area which gets cleared periodically. Volunteers have cleared a path behind the hill and the small stream area is being tidied as well. We have adult gym equipment and recently a new layout for the mountain bike and bmx bikes have been moved to facilitate better use. We are currently still waiting for the install of the Muga equipment, which was removed from Lovell gardens Play Area. A small amount of refurbishment is needed to the equipment.

Future Plans

To ensure continued success, several forward-looking projects are in the pipeline:

- Look at installing a shade or some form of cover area where children and families can take shade on sunny days. To be installed over the seating area at Bridle Road.
- To install a footpath so parents with push chairs, wheel chair users and those with limited mobility can easily access the park and childrens play area.
- Introduction of digital play features, such as interactive games requiring physical movement
- Upgrades to lighting and security for evening and winter use
- Exploration of natural play environments, incorporating logs, boulders, and water play

The aim will be to try and future-proof playparks, ensuring they remain relevant, exciting, and accessible to generations to come.

Challenges and Solutions

Despite many successes, several challenges have been identified:

- Securing sufficient funding for ongoing maintenance and upgrades
- Balancing the needs of different age groups within a single space
- Ensuring continued community involvement and stewardship
- Addressing environmental concerns, such as water management and habitat preservation

Strategic partnerships with community groups have proven effective in addressing these issues, leveraging resources, and fostering a shared sense of responsibility.

Conclusion

The recent updates to playparks represent a significant step forward in enhancing the quality of public recreation spaces. By focusing on safety, inclusivity, environmental stewardship, and community engagement, playparks are being transformed into vibrant hubs for play, learning, and social connection. With thoughtful planning and sustained investment, these spaces will continue to enrich the lives of children, families, and communities for years to come. Below is a list of the following additions that need to be made to Bridle Road.

For Council Approval.

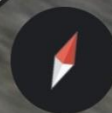
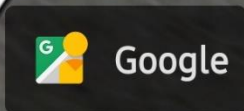
Recently this council approved of us placing a dropped curb in at Bridle Road, to facilitate access for mothers with push chairs and the less abled and wheel chair users. Our staff within the office have consulted with Highways and it was found that it may require extra work and money to have one placed, in the location we were looking at.

I would like you to refer to the attached pictures of a current dropped curb at this location. It has been discussed by myself and the Clerk that we could facilitate the use of the current dropped curb and look at placing rubber or plastic matting embedded into the ground so the grass can grow through creating a form of trod at no real expense to this council, other than the cost of the matting. With the help of current staff and volunteers we could then install the matting behind the current flower beds.

15:36



← Bridle Rd Watton, England



(52°34'07"N 0°48'36"E) 46 m ▲



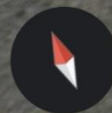
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← Bridle Rd Watton, England



Google



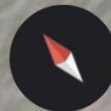
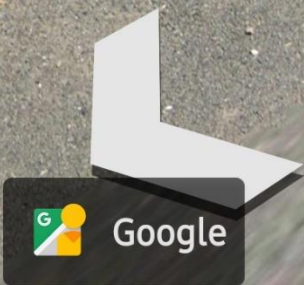
(52°34'07"N 0°48'37"E) 46 m ▲



15:37

95

← Bridle Rd Watton, England



(52°34'07"N 0°48'38"E) 47 m ▲



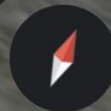
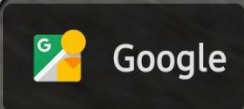




15:36

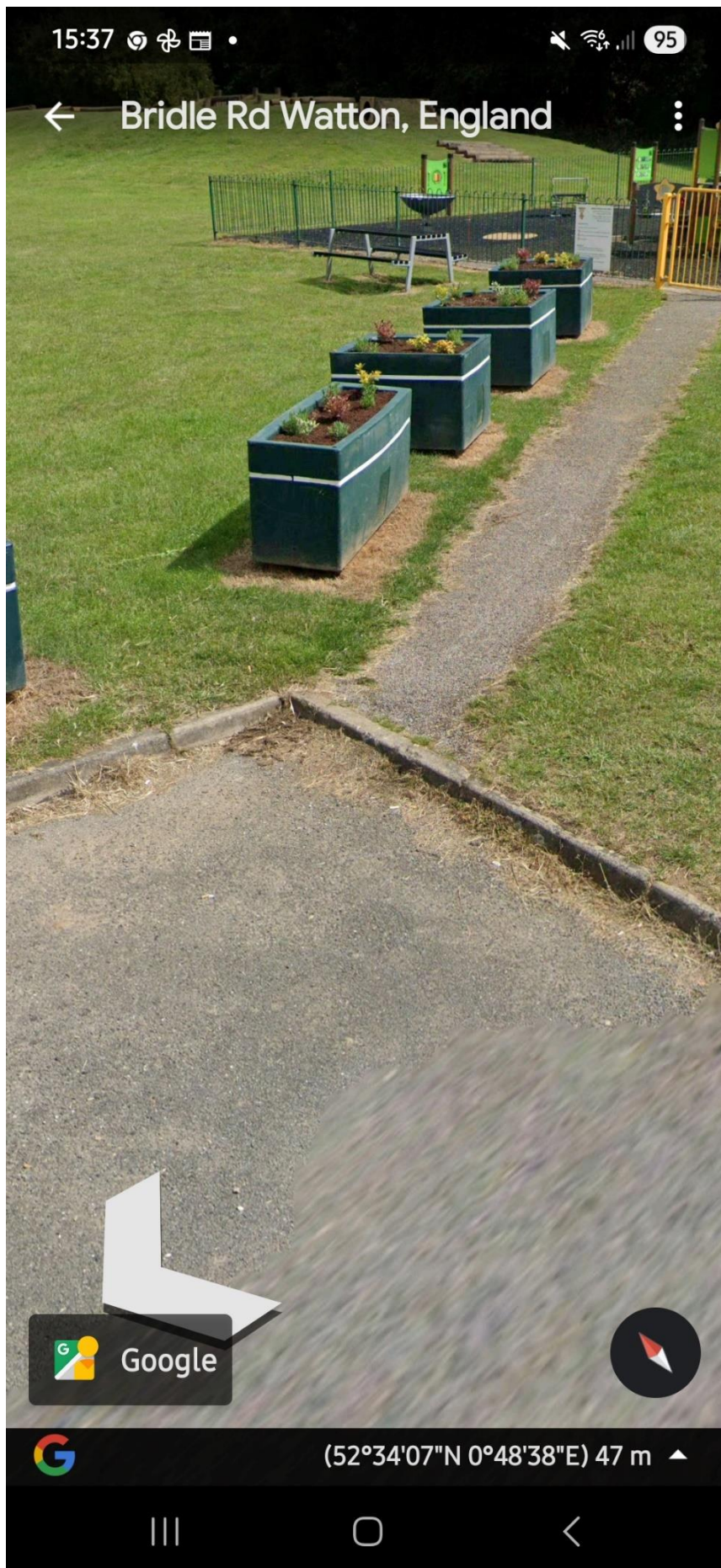


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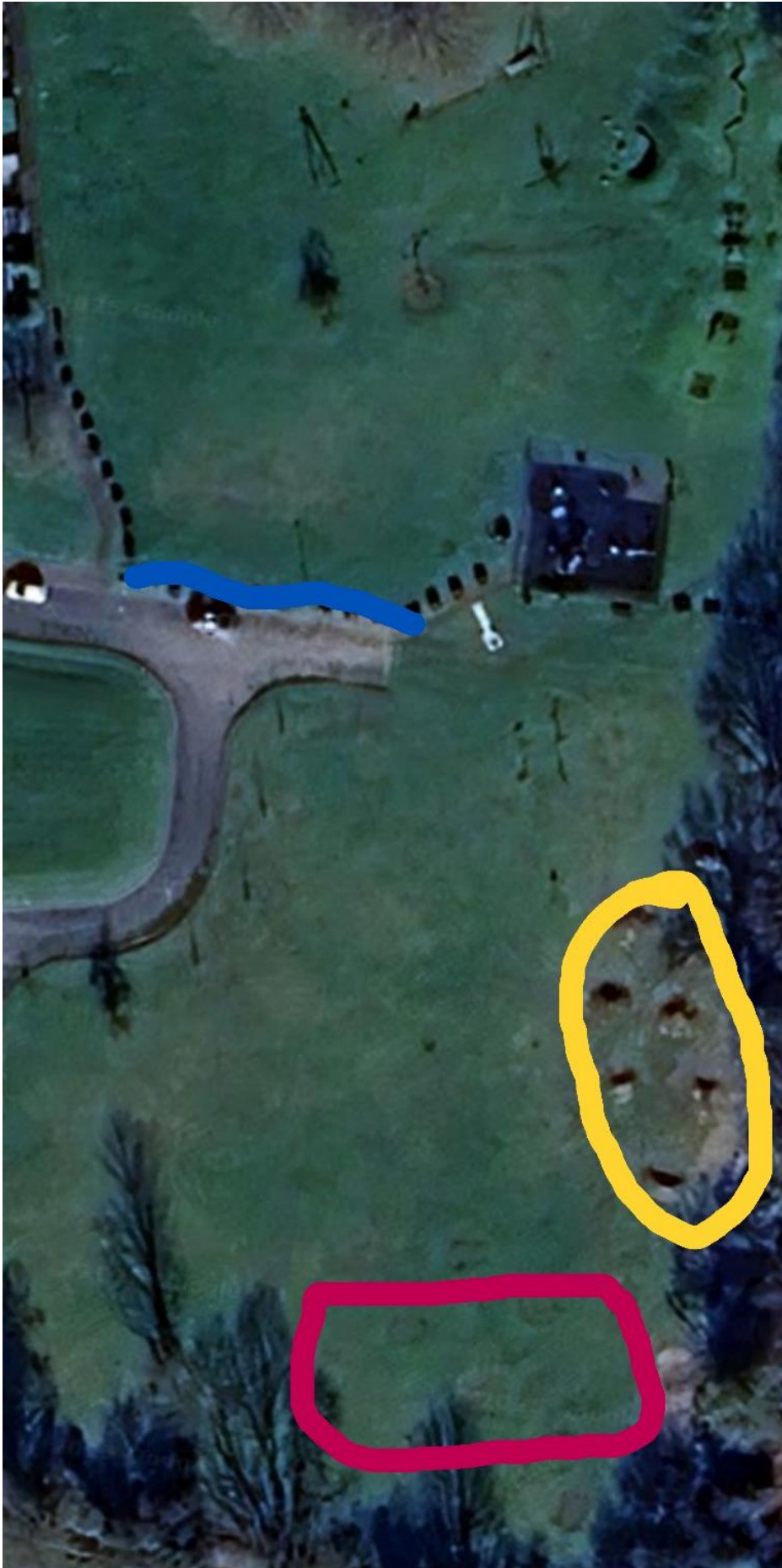


(52°34'07"N 0°48'36"E) 46 m ▲





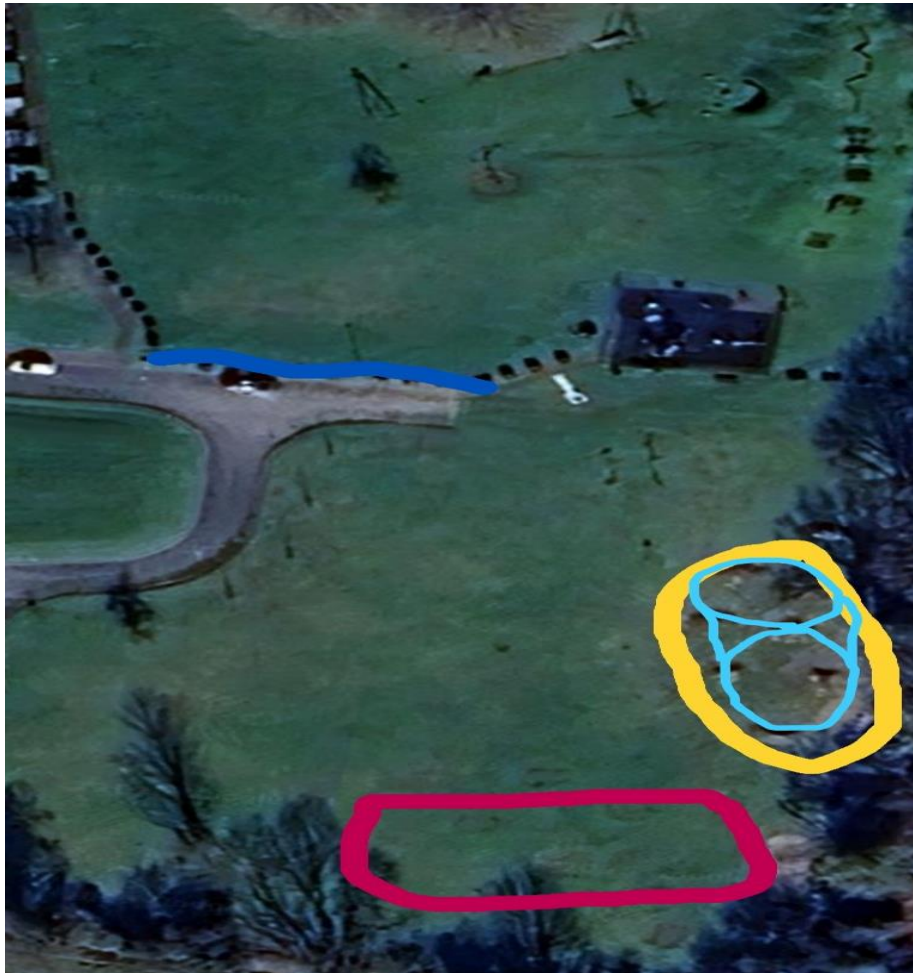
Due to the footpath ending in the corner highways have advised that we would be required to make a larger area to accommodate a drop curb.



Ok a brief explanation. the area in red is the area that has been chosen for the Muga to sit in

this has already been costed and approved we are still waiting for our current contractor to complete the job that this council has authorised. The hold up, at the moment, is that new fixing bolts are required and we have a supplier shortage. This is bad planning on the councils part and I am partly to blame for not checking the hold up with the project. We are currently addressing this issue but like all things we are at the mercy of the play equipment suppliers. The area in blue matches to the attached photos, and is the area we are looking at to install a track to consist of rubber or plastic matting, We would like to remove the grass lay the matting either fill with pea shingle or top soil and grass seed. Using google earth it is 30 meters in length by 3 to 4 ft wide, this will maintain this area in the current condition without the need for more asphalt or concrete. Lastly the area in yellow this is the moved bike obstacles. A new sign will need to be put in place and once again I am asking this council to consider allowing the use of 106 funds to complete this project and actually make it a track, This will involve scrapping the grass back and applying soil and compacting it for the youth to ride on it as it was envisioned in my original proposal. The track will actually be a figure eight configuration in keeping with the existing obstacles. Unfortunately, we are waiting for our current contractor to provide a costing as he has been asked on multiple occasions. Finally I would like to ask the council to consider a simple sun shade for parents at the newly placed seating area. The cost of the shade is from the Range. A small adjustment to the roof might have to be made to ensure strength in the event someone decides to climb on top. And four small concrete pads laid to accommodate securing the feet too.

Using Grass matts limited who provide rubber matting ideally suited to wheel chair users we can get a roll of matting at: £150 for a length 1m by 10m. So for a cost of £600 grass seed and top soil we can get enough materials to cover the area we are asking to turn into an accessible path.



[Home](#)

Meridian Gazebo - Natural / 10ft

by [Yardistry](#)

Product code: 6651843



Sold & Shipped by [SGP Garden Ltd](#)



£1999.04



•

£600 required for path

£2500 for shelter roof mods concrete pads

£? Money required for pump track this is unknown as we have no contact with our contractor

Item 8

SCHEDULE LANDLORD'S PROPOSALS FOR A NEW TENANCY

Term:	Six years from 1 March 2026
Rent:	£7,000 per annum
Rent Review:	At the end of the third year to the higher of rent passing or Market Rent
Break Clause:	Tenant only at the end of the third year on the service of at least six months' notice in writing.
Other terms:	As per the existing tenancy agreement dated 27 July 2020 subject to modification required by modern drafting and / or current statutes

Item 9.2

Breckland District Council's Local Plan Call for Sites 2025

The submitted sites should be set against the objectives in the Watton Neighbourhood Plan (WTN) as the local vision for Watton. [Click here to see.](#)

Planning Policies from the Plan:

Policy WTN1 - Managing Flood Risk

When assessing planning applications for flood risk, consideration will be given to the latest published Government Flood Map for fluvial and surface water flooding.

In addition to meeting the policy requirements set out in Policy ENV 09 of the adopted Local Plan and having regard to paragraphs 159 to 168 of the NPPF (July 2021), proposals for major development will need to demonstrate, through a site-specific Surface Water Drainage Strategy, that the development will not increase flood risk on site or elsewhere by the installation of a site-specific sustainable drainage scheme.

For minor development, applicants will be expected to provide, through proportionate information, details of its surface water drainage proposals.

All schemes shall justify the appropriateness of the proposals which shall include an allowance for climate change, in accordance with the most up to date Environment Agency advice.

Surface water run off mitigation measures shall address any identified risk of flooding, and based on the Lead local Flood Authority's order of priority; namely Assess, Avoid, Manage and Mitigate.

Proposals for appropriate on-site storage and run off rates will be expected to meet the standards set in technical guidance issued by Norfolk County Council as LLFA and as set out in DEFRA's Non-Statutory Standards for Sustainable Drainage, the CIRIA SuDS Manual and other relevant codes of practice.

Any additional run off, apart from in exceedance events, should include measures to protect the sensitivities of the receiving water bodies including protected aquifer or the Breckland Special Protection Area and the Breckland Special Area of Conservation.

Policy WTN2 – Infrastructure Provision

Proposals will only be supported where it can be demonstrated that adequate capacity exists for relevant infrastructure or where that capacity can be made available by the time the development is brought into use.

Site-specific and off-site contributions for the provision of new and/or improved infrastructure will be secured by Breckland Council in accordance with Policy INF02 in the adopted Breckland Local Plan.

Policy WTN 3 - Design Considerations

Proposals for new development must reflect the local characteristics and circumstances in the Neighbourhood Plan Area, including those identified in the Watton Character Appraisal, and create and contribute to a high quality, safe and sustainable environment. They should also demonstrate regard to the National Design Guide (January 2021).

In addition, proposals will only be supported where they:

- i. recognise and address the key features, characteristics, landscape/building character, local distinctiveness and special qualities of the area and, where necessary, prepare a landscape character appraisal to demonstrate this;
- ii. maintain the town's sense of place and/or local character and respect the character, scale and density of the locality;
- iii. do not involve the loss or partial loss of gardens, important open, green or landscaped areas, which make a significant contribution to the character and appearance of that part of the town;
- iv. taking mitigation measures into account, do not affect adversely:
 - a. any historic, architectural or archaeological heritage assets of the site and its surroundings; and

- b. important landscape characteristics including trees and ancient hedgerows and other prominent topographic features; and
- c. important views into, out of, or within the town;
- v. do not locate sensitive development where its users and nearby residents would be significantly and adversely affected by noise, smell, vibration, or other forms of pollution from existing sources, unless adequate and appropriate mitigation can be implemented;
- vi. produce designs, in accordance with standards, that maintain or enhance the safety of the highway network and seeking to ensure permeability through new housing areas, taking opportunities to connect new development into the heart of the existing settlement by sustainable modes of travel;
- vii. where appropriate, make adequate provision for the covered storage of all wheelie bins and dedicated cycle storage;
- viii. include suitable ducting capable of accepting fiber to enable superfast broadband; and
- ix. provide one electric vehicle charging point for each new off-street parking place created.

Policy WTN 4 – Residential Amenity Space

All new residential units will be expected to have direct access to an area of private amenity space. The form of private amenity space will be dependent on the form of housing and could include a private garden, balcony, or ground-level patio with defensible space from any shared amenity areas.

In providing amenity space, development should:

- a. consider the location and context of the development, including the character of the surrounding area;
- b. take into account the orientation of the amenity space in relation to the sun at different times of year;
- c. address issues of overlooking and enclosure, which may otherwise impact detrimentally on the proposed dwelling and any neighbouring dwellings; and
- d. design the amenity space to be of a shape, size and location to allow effective and practical use of the space by residents.

Proposals that include shared amenity space and / or landscaping will only be supported where they:

- i. utilise and enhance existing planting and topography, and contribute to local biodiversity through new planting;

- ii. are integrated into the overall design in order to create natural boundaries, variety, colour and texture;
- iii. are of a useable size and configuration relative to the needs of the building's occupants;
- iv. contribute to an attractive and functional development; and
- v. are properly maintained with arrangements in place for the maintenance of communal garden space or landscaped areas.

Policy WTN 5 - Housing Mix

In all housing developments in excess of ten dwellings there shall be an emphasis on providing a mix of dwellings in accordance with the needs identified in the Central Norfolk Strategic Housing Market Assessment (2017) unless it can be demonstrated that:

- i. the particular circumstances relating to the tenure of the housing dictate otherwise; or
- ii. the latest publicly available housing needs for the Neighbourhood Plan Area identify a need for a different mix.

To Note: Policies WTN 6, WTN 7, WTN 8, WTN 9 and WTN 10 of the Watton Neighbourhood Plan should also be acknowledged but may not be as significant in the context of the suggested sites being considered in this document.

LPRC4S25DEV089 25-40 dwellings.

Land to the West of Swaffham Road. The site is within Saham Toney but adjacent to the Town Boundary. Protections may be wanted for Watton Brook as many species native to Watton and surrounding areas rely on the river including migratory birds such as harriers and occasionally egrets.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPRC4S25DEV083 & LPRC4SDEV380 9 and 29 dwellings

Land at Rear of 8 Swaffham Rd.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPRC4S25DEV087 & LPRC4S25DEV084 100 and 36 dwellings

Land North of Sharman Avenue, East of Saham Road, adjacent to the Sports Center. These sites are also adjacent to sites of saved housing allocation from the previous Local Plan which touch the Charlotte Harvey Field on the southern boundary.

Previously there has been talk of putting attenuation tanks onto the Charlotte Harvey Field so there may well be a need for serious consideration of drainage for these sites.

The Council should be mindful of the proximity of both the CHT premises and Watton Sports Centre and whether appropriate funding to support community recreation can be secured through development of these sites.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPRC4SDEV004 100 dwellings

Willow Farm, Dereham Road

This land is on the edge of the town and spills into Ovington. However, it is over 1.2 miles away from the High School and the site can probably be seen from Ovington. Unless the adjacent site is also to be developed 004 will be quite in isolation and in what would otherwise be a rural setting.

Watton Brook is in close proximity and protection of the brook would need consideration.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPRC4S25DEV086: 400 dwellings

Land north of Church Rd

This land provides Watton's only view of the countryside and is paramount to the enjoyment of Church Walk. Development would not be in keeping with the historic St Mary's Church. Church Rd has recently undergone construction of a new footpath leading up to Redhill Lane resulting in the former tight two-way road being now almost impossible for dual lane traffic. The land is cultivated farming land that ought not to be lost.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPR/C4S/DEV/316: 35 mixed housing

Town Green Road, this site of would require some attention to detail to stay in keeping with historic St Mary's Church.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPRC4S25DEV082: 9 dwellings

Town Green Road

This brown field site already has buildings on it.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPRC4SDEV379: 176 dwellings

South of Mallard Rd

Outline permission granted in 2017. The site is next to the infant school, adjacent to Bridle Rd Play Area, and South of Heron Way open space.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPRC4S25DEV095: 10 dwellings

Merton Rd.

Possible access issues.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPRC4SDEV: 140 dwellings

Land between Merton Rd & Thetford Rd, Watton. This field is known to flood, and 140 dwellings would increase the surface area of concrete dramatically.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

LPRC4SDEV375 & LPRC4S25DEV088: 350 dwellings

This large site is adjacent to Wayland Woods, accessed by Thetford Rd and Wood Lane.

WNP Policies which should apply: WTN 1, WTN 2, WTN 3, WTN 4 and WTN 5.

Item 10.3 Honours Awards

Anyone can nominate someone they know who makes a difference and who does go above and beyond the call of duty to help others.

It is not a complicated process and anyone can nominate a person for an honour.

Just two letters of support are needed to back up the nomination from people who know the nominee.

<https://www.gov.uk/honours/nominate-someone-in-the-uk>