

Minutes of the meeting of Watton Town Council held on

Tuesday September 9th 2025 at 7.00pm in the Council Chamber at Wayland Hall

Councillors Present: Gillian Tarrant – Chairman, Sarah Humphries, Keith Gilbert, Tomos Hutchings, Graham Martin, Don Saunders, Tina Cruz, Stan Hebborn, Sue Hebborn and Keith Prince

Officer present: Michelle Thompson Deputy Clerk

No members of the public present

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED from

Tina Kiddell, Tony Bridges

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3.1 The Minutes of the meeting held on August 26th 2025 were accepted as a true record, with a slight amendment to item 15.2ii – at a cost of £499.50 plus VAT per month.

3.2 Updates from the meeting held on August 26th if not agenda items:

- It is hoped that the Town Council has an answer from the Love Your Market Town fund by September 30th.
- A breakdown of the Loch Neaton invoice for VJ Day has been received and will be re-considered at the Finance Committee Meeting on 25th September.
- Whole Council training has been booked for Thursday 25th September in the Chamber, starting at 6:30pm.

4. REPORTS

4.1 Chairman's Report

The Chairman has attended:

27th August The official opening of the Skate Park at the Sports Centre

30th August - Men's Shed BBQ

2nd September - Community Fun day at CHT

6th September - Watton Library for the Summer Reading Awards

4.2 The Vice-Chairman had sent apologies for the meeting.

4.3 Clerks Report

Written report presented in Councillors Agenda Pack. No verbal update given.

4.4 Lead Councillors Reports – no reports given

4.5 Provision for the Elderly/Watton Directory Report

A report, compiled by the EMO was presented to Council. The report was to identify any gaps in the provision for the elderly in Watton. The EMO felt that labelling groups as specifically for the elderly could put off younger people from attending so the project has now developed into a general directory for Watton. Once the directory is complete it will be presented to full council.

5. PUBLIC PARTICIPATION – no matters raised.

6. DEVOLUTION AND LOCAL GOVERNMENT REORGANISATION (LGR) –

Email forwarded to Councillors on 02.09.25 re: LGR Q&A session with South Norfolk Council's Leader – Online meeting, Friday 5th September at 10am.

Deputy Clerk and Councillor Hutchings attended the Q&A session – notes filed.

7. HR COMMITTEE TERMS OF REFERENCE

It was resolved to amend the HR Committee Terms of Reference to state “membership – 5 annually elected members of the council plus one named reserve”.

It is felt that the more councillors that are members of the HR committee the less councillors there are who are independent of the committee which could cause issues if matters arise such as grievances.

8. HR COMMITTEE MEMBER

It was resolved to appoint Councillor Sarah Humphries on to the HR Committee.

9. VOLUNTEERS

9.1 Fireworks

Councillor Gilbert, Prince and Tarrant volunteered to help where possible.

9.2 Festive Market

Councillor Gilbert was asked to undertake his Santa duty as in previous years, which he was delighted to accept.

Councillor Cruz and Humphries volunteered to run the Town Council Tombola, Councillor Saunders will be available to help on the day and Councillor Hutchings offered help in the activities running up to the event and after.

10. STEVENS ALMS HOUSES TRUSTEE

It was resolved that Councillor Sarah Humphries be a Trustee on the Steve Alms-houses charity

11. DRONE IMAGES

It is felt that quality drone pictures would help reach new audiences in media outlets, help support advertising and to catalogue events.

It was resolved to sought quotes for drone images. Contractors who are asked to quote must have the appropriate licenses and indemnity insurance.

12. PLANNING

12.1 PL/2025/1287/PAMA - Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to one dwelling house (Use Class C3) - Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) Schedule 2, Part3, Class MA - 64 High Street, Watton

The council has reservations about the application and the potential loss of a small retail unit. It will wait for the formal planning application before making any decisions.