

Minutes of the meeting of Watton Town Council held on

Tuesday 23rd September 2025 at 7.00pm in the Council Chamber at Wayland Hall

Councillors Present: - Tina Kiddell (Chairman of the meeting), Tina Cruz, Stan Hebborn, Sue Hebborn, Sarah Humphries, Tomos Hutchings, Graham Martin, Don Saunders, Jack White.

Officer present: Jane Scarrott Clerk

I. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED from

Tony Bridges, Keith Gilbert, Gillian Tarrant

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3.1 The Minutes of the meeting held on September 9th 2025 were accepted as a true record.

3.2 Updates from items raised at the meeting on September 9th 2025 not agenda items for this meeting:

- One quote for drone photography to record events received to date.
- Correspondence received from applicant relating to planning permission for change of use for 64 High Street, Watton. It was agreed that the applicant would be invited to speak in public participation at the meeting where the application appears on the agenda.

4. REPORTS

4.1 Chairman's Report

The Chairman had sent apologies for the meeting.

4.2 Vice-Chairman's Report

The Vice-Chairman combined her report with her District Councillors report. Copy e-mailed to Councillors prior to the meeting and filed with the minutes of the meeting.

4.3 District Councillor's Report

As above.

4.4 County Councillors Report

No report received.

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

Middle Street Pedestrianisation

Notification has been received that plans for the pedestrianisation of Middle Street are to be sent to stakeholders, but it was noted that currently there is no funding for the project to be undertaken.

Norfolk Market Forum

Norfolk Parish Training & Support are planning a 'Norfolk Market Forum' on Wednesday 1st October 10am – 1pm, at Watton Wayland Hall.

Car Parks

Further communication has been received from Breckland District Council regarding the possible transfer of the Breckland Council owned car parks in the town to the Town Council. The information has been shared with Councillors, and the matter will be an agenda item for the Full Council meeting on October 14th.

It was suggested that the Councillor Saunders and the Clerk accept the invitation to meet with Breckland Council about the transfer prior to October 14th if possible.

Norfolk Youth Justice

A site meeting has been arranged with an Officer from the Norfolk Youth Justice Team to look at whether help could be provided to re-paint equipment at the play areas.

HMP Wayland

A request has been made from an Officer from Wayland Prison to meet with Town Councillors to update on the community engagement project the prison is undertaking.

Councillor Training

Reminder given that Councillor Training is booked for Thursday 25th September 2025. It would be beneficial for Councillors to attend.

4.6 Lead Councillors and Representatives Reports – no reports made.

5. WORKS IN PROGRESS

The Works in Progress List was accepted as presented.

6. PUBLIC PARTICIPATION

No members of the public present.

7. FINANCE

7.1 Payments for September 2025 were approved for payment as on the list presented prior to the meeting with the addition of payment of £352.56 for the annual Fire Alarm servicing, £95.28 fuel for the town vans and £149.42 grounds maintenance sundries.

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

E-mail from Norfolk Association of Local Councils forwarded to Councillors 18.09.25.

9. GRANTS

9.1 **It was resolved** that as requested on the grant application received from Watton Ladies Group the Town Council will pay for gifts to be given at the 2025 Christmas lunch being organised by the Ladies Group. Money will be released against invoices produced. It was suggested the Town Council could possibly support this event further in future years.

9.2 **It was resolved** not to give a grant to 864 (Watton) Squadron, RAF Air Cadets on this occasion. It is however anticipated that a donation will be made to the Air Cadets following their assistance at the 2025 Fireworks Evening.

10. BIODIVERSITY

It was resolved that the Finance Committee will be asked to include a small amount of funding for biodiversity projects within the 26/27 budget and that the current Biodiversity

Policy will be reviewed before being presented to Full Council for ratification in January 2026.

11. INTERNAL AUDIT 25/26

It was resolved to accept the proposal as presented from Trevor Brown to undertake the Internal Audit for Watton Town Council for the year ending 31st March 2026.

12. PLAY AREA INSPECTION REPORTS

It was resolved that once the Council has completed the works it is able to, as identified on the recent annual play area inspection reports, a further set of reports will be commissioned for the Bridle Road, Lovell Gardens and Sports Centre Play Areas.

13. PLANNING

13.1 PL/2025/1333/FMIN Proposed conversion and change of use of garage to form one new dwelling at 37 Harvey Street, Watton

No comments made as it was felt further information is needed.