

Minutes of the meeting of Watton Town Council held on

Tuesday 23rd June 2026 at 7.00pm in Wayland Hall

Councillors Present: - Sarah Humphries (Chairman of the meeting), Gavin Bulmer, Cathy Halfacre, Stan Hebborn, Sue Hebborn, Tomos Hutchings, Graham Martin, Don Saunders, Jack White

Officer present: Jane Scarrott Clerk

I. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED from

Tina Cruz, Keith Gilbert, Keith Prince, Gillian Tarrant, Jacqueline White

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3.1 The Minutes of the meeting held on June 9th 2026 were accepted as a true record and signed by the Chairman.

3.2 Updates from items raised at the meeting on May 12th 2026 not agenda items for this meeting:

- Breckland Council Business Waste Officer Duncan Partridge visited the TC Office on 16.06.26 - see agenda item 10 23.06.26. He spoke of the introduction of food waste caddies throughout Breckland which is to take place from September 2026. Caddies are to be delivered to every household but Breckland is planning a follow on amnesty day when residents will be able to return the caddies if they are not wanted. Duncan did however present a good case for food waste collection.
- The Queens Hall has been approached regarding formalising the use of the car park by the weekly market. Market Working Group to set a date to meet.
- Breckland land transfers - Heads of Terms have been passed to the solicitors.
- Car Park transfers – solicitor is confirming that terms will allow the market to be held on a car park should that be wanted. Indemnity insurance to be taken as offered.
- A date in July, after the 13th, will be arranged for Norfolk County Council Project Manager (Hospitality and High Streets) to visit Watton.

4. REPORTS

4.1 Chairman's Report

The Chairman attended a civic dinner at Bishops House, Norwich.

4.2 Vice-Chairman's Report

No report given.

4.3 District Councillor's Report – Cllr Bowes, Cllr Gilbert and Cllr Kiddell all submitted a written report prior to the meeting.

4.4 County Councillors Report – County Councillor Jack White submitted a written report prior to the meeting.

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

Casual vacancy – closing date for receipt of completed co-option forms set as July 6th.
[Council needs to set date for co-option interviews].

Reclaim the Rain – updates shared with Cllrs as received. Consultation is in progress and full design for the High Street should be forthcoming mid-August. Once this is known the Town Council can plan how the Pride in Breckland grant may be used to support the Reclaim the Rain project.

Car Parks transfer – The transfer of ownership of the three Breckland car parks in the town to Watton Town Council is being finalised by the solicitors. It is to be noted that as the transfer is at nil cost the car parks will not be able to be used for commercial/financial gain.

4.6 No further Reports from Councillors

5. WORKS IN PROGRESS

The Works in Progress List was received.

Points raised:

- An audit of all street furniture is gradually being undertaken by the Office.
- A notice will be placed with the photographs of Mayors displayed in the Chamber to say that to date it has not been possible to locate photographs of two past mayors.
- Request made that the Watton Provision of Services Directory be made available in other languages.

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

7. FINANCE

7.1 Payments for June 2026 were approved for payment as on the list presented prior to the meeting with the addition of Councillor expenses of £9.35, Arnold Baker Local Councils Administration book £175.27, Wayland Times £250 and repair of leaking water pipe from the boiler at Wayland Hall £437.15.

7.2 It was resolved to re-instate 2024/25 end of year accounts to incorporate a written off debt of £570.

7.3 The Internal Auditors Report for the year ending 31.03.26 was accepted as presented. The Report and recommendations will be considered in depth at the Finance Committee meeting scheduled for 17.07.26.

7.4 The Annual Governance Statement 2025/26 was approved and signed.

7.5 The Accounting Statements for the financial year ending 31.03.26 were approved.

8. **UPDATE ON DEVOLUTION AND LOCAL GOVERNMENT RE-ORGANISATION (LGR)** - See information on <https://www.breckland.gov.uk/LGR>

9. FLOURISHING WATTON

It was resolved to pledge to support Flourishing Watton with this being achieved through the planned 2027 Festival of Youth.

10. WASTE MANAGEMENT REPORT

The Waste Management Report was presented within the agenda pack. The Office will follow up to produce a map showing the location of bins in the parish.

11. LOVELL GARDENS PLAY AREA GRAFFITI WALL

Due to a complaint received **it was resolved** to remove the graffiti wall at the Lovell Gardens Play Area.

12. PLANNING

12.1 PL/2026/0789/HR For information only, Habitat Regulations application to support the application to determine if prior approval is required for a proposed: Change of Use of Buildings on Agricultural Units and former Agricultural Buildings to Dwellinghouses (Class C3), which may include extension of the building and/or building operations reasonably necessary for the conversion The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class Q - Office space to self contained 2 bedroom first floor flat - PL/2026/0779/PAMA, Unit 6, BRECKLAND HOUSE Norwich Road, Watton, Thetford, Norfolk, IP25 6JT

No comments

12.2 PL/2026/0827/HOU Remove existing rear conservatory and erection of a single-storey rear extension comprising garden room and wet room 15 Spencer Court, Watton, Thetford, Norfolk, IP25 6XL

No comments

13. Resolution passed to exclude the public and press to consider confidential matters.

- Council informed that a tree has fallen in what is believed to be the open part of St Mary's Churchyard. A neighbours property has been damaged. The Town Council insurers have been made aware as the tree is extremely close the boundary line with the Cemetery.
- The Council was reminded of the statement made in January 2024 to provide and protect open space land and where possible create green corridors from one parcel of land to another, WTC will consider the purchase of land should it become available in the parish.