



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 11th August 2026 at 7.00pm for the purpose of transacting the following business.

Jane Scarrott – Town Clerk

5th August 2026

**Please note Co-option Interviews being held from 6:00pm.
Doors to the chamber will be open to the public from 7:00pm.**

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. To Co-opt one new Councillor to fill the casual vacancy on the Council
4. MINUTES
 - 4.1 To confirm that the minutes of the meeting held on 28.07.26 are a true and accurate record
 - 4.2 To receive an update on items from the previous meeting if not agenda items for this meeting
5. TO RECEIVE REPORTS
 - 5.1 Chairman's Report
 - 5.2 Vice Chairman's Report
 - 5.3 Clerk's Report
 - 5.4 Reports from Lead Councillors
6. PUBLIC PARTICIPATION
7. Update on Devolution and Local Government Reorganisation
8. To consider how to mark the 40th Anniversary of Watton Twinning Association
9. To confirm how the hares may be used again in an application for the 2026 Love Your Market Town Grant
10. To agree and sign the Deed of Novation relating to the Kittell Close Car Park (To follow)
11. To consider removal of small graffiti wall at Lovell Gardens Play Area and disposal of the MUGA removed from Lovell Gardens Play Area
12. To note concern raised regarding bus timetables
13. To agree a reserve member for the HR Committee
14. To receive the notes from the Biodiversity Working Group Meeting held on 27.07.26 and accept the revised Biodiversity Policy as presented
15. To receive update for Heritage Park and consider factors outlined in the agenda pack
16. To receive notes from Market Working Group Meeting held on 28th July 2026 and agree to compile a rota of Councillors willing to hold surgery at the market
17. PLANNING - To consult on planning applications received since the last meeting

17.1	PL/2026/095 6/DCA	Discharge of Conditions 7, 10 & 11 on PL/2025/1437/FMIN	Serco Transport Depot Norwich Road, Watton, Watton, IP25 6JB	https://publicportal.breckland.gov.uk/planning/index.html?fa=getApplication&id=199788
17.2	PL/2026/102 1/FMIN	Replacement windows, same as existing style	87 High Street, Watton, Thetford, Norfolk, IP25 6AW	https://publicportal.breckland.gov.uk/planning/index.html?fa=getApplication&id=199875&language=en

18. To pass a resolution to Exclude the Press and Public to consider confidential matters:

18.1 Annual Fireworks Event

Item 3.1

Minutes of the meeting of Watton Town Council held on

Tuesday 28th July 2026 at 7.00pm in Wayland Hall

Councillors Present: - Sarah Humphries (Chairman of the meeting), Tina Cruz, Gavin Bulmer, Keith Gilbert, Cathy Halfacre, Stan Hebborn, Sue Hebborn, Tomos Hutchings, Graham Martin, Don Saunders, Gillian Tarrant, Jack White, Jacqueline White.

Officer present: Jane Scarrott Clerk

2 members of the public.

Sgt Peter Fuller of the Watton Safer Neighbourhood Team was present prior to the start of the meeting with PC Jade Blanchflower who was introduced as the new Beat Manager for Watton. Jade plans to be seen out and about in Watton and said she will focus on anti-social drivers along Norwich Road, street drinking and ongoing reported urinating around the High Street area. The Team is keen to engage with the community and where possible will be present at events within the town. Message given was for members of the public to keep reporting any concerns as the Police cannot act on matters they are unaware of.

1. NO APOLOGIES FOR ABSENCE RECEIVED

2. NO DECLARATIONS OF INTEREST MADE

3. MINUTES

3.1 The Minutes of the meeting held on July 14th 2026 were accepted as a true record and signed by the Chairman with additional wording as requested by Cllr Tarrant included in 4.1.

3.2 Updates from items raised at the meeting on July 14th 2026 not agenda items for this meeting:

- Still waiting for contractor to remove large graffiti wall from Lovell Gardens Play Area.
It was suggested the small graffiti wall should also be removed and this will be an agenda item for the next Full Council Meeting.
- The High Street Matters Team visited the Office on 22.07.26. Information provided about the 2026 Love Your Market Town Grant in the Clerk's Report within the agenda pack for the meeting.
- Further correspondence relating to the St Giles Road Car Park received from the land agent. It is unlikely the Town Council would support lease of the St Giles Road Car Park.
- Community Champion Certificate drafted for volunteer litter picker.

4. REPORTS

4.1 Chairman's Report

The Chairman attended the Thetford Civic Ceremony on 18.07.26 and the Fun Day held at the Community Hub on 28.07.26 followed by a Market Working Group Meeting.

4.2 Vice-Chairman's Report

The Vice-Chairman has attended the Finance Committee meeting on 17.07.26, volunteered at the Museum for Watton on 18.07.26, was part of the Working Party at Loch Neaton on 19.07.26 and also attended the Watton Car Show on that day, attended the Police Safer Neighbourhood Team Meeting held at Wayland Hall on 20.07.26, the High Street Matters Meeting at the Council Office on 22.07.26 and the Community Fun Day, Market Working Group Meeting and Biodiversity Working Group Meeting on 29.07.26.

4.3 District Councillor's Report –

Prior to the meeting District Cllr Kiddell informed the Council that she had no report to give this month because “the main issue that has come out over the last month has been the Barnham camp issue. The leader has written to the Secretary of State demanding answers, and this is an ongoing situation.”

District Cllr Gilbert also stated he had no report to offer. He did however ask County Cllr Jack White if he could provide any update regarding the proposed pedestrianisation of Middle Street.

4.4 County Councillors Report – County Councillor Jack White submitted a written report prior to the meeting. Report shared in the agenda pack for the meeting. Verbal update given in that remedial work is to take place in August to rectify resurfacing works which were undertaken along the Thetford Road in June.

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

- E-mail received from resident of Wayland Fields

The resident of Wayland Fields who had sent the e-mail was present at the meeting and was invited to address the Council. His request is for the Town Council to consider adopting the LEAP (Local Equipped Area for Play) located on the Wayland Fields estate.

The Council will investigate and the matter will be placed on a future Town Council meeting.

- Noted that the Council should consider an application to the Love Your Market Town Grant Fund. Expressions of Interest will be accepted until 14.09.26.
- Afternoon tea to be held at the Thetford Road Allotment Site 13.08.26 during Allotment Week.

4.6 Reports from Councillors

- Cllr Saunders thanked the CPO and EMO for facilitating the extremely successful Summer Fun Day held at the Community Hub on 29.07.26.
- It was requested that the Finance Committee investigate the possibility of installing air conditioning in the Council Chamber and whether the audio system in the Council Chamber could be improved to give better sound quality.

5. WORKS IN PROGRESS

The Works in Progress List was received.

Points raised: Noted that Cllr Gilbert would be willing to lead a walk around Rights of Way in the parish once the weather is cooler.

6. **PUBLIC PARTICIPATION** - 2 members of the public present. Council addressed at item 4.5.

7. FINANCE

7.1 Payments for July 2026 were approved for payment as on the list presented prior to the meeting with the addition of £680 grave digging fees and £49.48 for sundries and trye repair.

7.2 The draft minutes of the meeting of the Finance Committee held on 17.07.26 were noted.

7.3 Recommendations from the Finance Committee:

7.3i **It was resolved** to accept the Grant Policy as presented.

7.3ii **It was resolved** to continue contracts with current grave diggers.

8. UPDATE ON DEVOLUTION AND LOCAL GOVERNMENT RE-ORGANISATION (LGR) – No updates.

9. HARES

It was felt that the Town Council should keep the remaining eight wooden hares purchased for the Hares Trail to be used to promote the town. It will be an agenda item for the next Full Council meeting to confirm what should be done with the hares and whether any application to the Love Your Market Town Grant Funding 2026 should include building on the Hares Trial.

10. RESERVE MEMBERS OF THE FINANCE AND HR COMMITTEE

It was resolved that Jacqueline White and Cathy Halfacre will be reserve members of the Town Council Finance Committee and it will be an agenda item for the next Full Council meeting to appoint a reserve member for the HR Committee.

11. CLOCK TOWER

Quotes for building maintenance work to the Clock Tower were presented in the agenda pack for the meeting. It was agreed that the Finance Committee should be tasked with considering the quotes and matching them against the surveyors report before bringing a recommendation back to Full Council.

12. PLANNING

12.1 PL/2026/0959/POWA Application for approval of the Open Space Scheme as required by Schedule 1, Part 1, 1.1 of the S106 Agreement dated 8th June 2023 on the planning permission 3PL/2022/0296/F Land Off Field Maple Road, Watton, Norfolk, IP25 6GA

No comments

12.2 PL/2026/0976/DCA Discharge of conditions 7 & 8 on pp 3PL/2022/0296/F Land Off Field Maple Road, Watton, Norfolk, IP25 6GA

No comments

12.3 PL/2026/0969/DPO Variation of Schedule 2, Parts 1 and 2 of the Section 106 Agreement relating to affordable housing obligations on pp 3PL/2023/0408/VAR - all affordable units to be delivered as shared equity units Former RAF Officers Mess Site Norwich Road, Watton, Norfolk

The Council will recommend refusal of this application as it is felt the original agreement should be upheld as the need for affordable units has not diminished.

12.4 PL/2026/0998/HOU Erection on two rear Extensions plus continuation of pitched roof over existing garage plus remodel of all existing walls 4B Saham Road, Watton, Thetford, Norfolk, IP25 6EA

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

13.1 The draft minutes from the meeting of the HR Committee held on 17.07.26 were noted.

13.2 Recommendations from the HR Committee:

- i. **It was resolved** that LGRC will be engaged to provide retained HR support at a cost of £125 per month plus VAT and the employer's national insurance.
- ii. **It was resolved** staff who are Display Screen Equipment (DSE) users will be allotted £120 per occasion that can be spent for an eye test as a DSE user. Staff will need to book an appointment with Cecil Amey in Watton and the cost of the eye test and glasses, if special lenses are needed for the distance the screen is viewed at, will be met from the allocation.

Item 4.2

Update from the meeting held 27.07.26

Agenda Item No.	
3.2	• Large Graffiti wall has now been removed from the Lovell Gardens Play area. • Removal of Small Graffiti wall – item 9 on 11.08.26 agenda. • Love Your Market Town Grant – item 8 on 11.08.26 agenda. • St Giles Road Car Park – Meeting arranged with the Land Agent. • Community Champion Certificate has been produced, and Litter Picking Equipment has been ordered for the volunteer.
4.5	Wayland Fields - to be an agenda item for a future Town Council Meeting.
9	Hares - Item 8 on 11.08.26 agenda.
10	Reserve Member for HR Committee - Item 12 on 11.08.26 agenda.
13.2i	• Local Government Resource Centre (LGRC) contacted re. HR support. • Staff informed of Eye Test/Glasses allowance at the staff meeting on 29.07.26.

Item 4.3

Clerks Report

Allotment Tea

We have had a skip at the Thetford Road allotments w/b 03.08.26 and set a morning amnesty for allotment holders to be able to put rubbish from their plots into the skip.

The Town Operatives have been on site filling the skip and undertaking general grounds maintenance work in preparation for the Allotment Tea on August 13th 2-3pm when the rosettes for the Mayors Best Allotments of 2026 will be handed out.

Please join us at the Allotments on the 13th if you can.

Save the Date!

Breckland Town & Parish Forums have been scheduled to take place on:

- **Monday 21st September 2026** at 5.30pm - Great Dunham Village Hall, Litcham Road, Great Dunham, King's Lynn, PE32 2LJ
- **Wednesday, 30 September 2026** at 5.30pm - Little Ellingham Old School Hall, Church Road, Little Ellingham, Attleborough, NR17 1JN

Reclaim the Rain Update

RtR's next steps are:

- Meeting with Highways on Wednesday 5th August to hash out final considerations for the design. This information will then be sent to Green Blue Urban (GBU) to edit the design.
- After this, consultation will be sent out with around 3 weeks for responses. This will also infer design.
- Window samples & trial holes to be arranged by RtR for tank and excavation
- Full design will be complete and then the focus will be on starting the process for works.
- Aim to start work around Autumn but depending on certain thresholds such as Christmas and weather, this may have to start in January.

Cllr Hutchings is liaising with RtR re. general overall plans for the High St which will be sent on to GBU so they are aware. Costs of installs is still unknown and this will impact on what can be installed and where.

Pedestrianisation of Middle Street Update

The UK Shared Prosperity Funding has enabled Breckland to support the detailed design work to the value of £20k. This has been commissioned and undertaken by Norfolk County Council (NCC) as the highway authority. This has provided an

element of costings and design work to help progress the project. NCC were going to add a further £40k to this to complete the design phase and final consultation. This was likely to have been funded from the new Combined Mayor's Investment Fund. However, as that election has been delayed, therefore so has the funding, so the project is currently paused with timescales now uncertain. Breckland has indicated it remains keen and wants to get the project in a "ready to deliver" position so it can be move forward, but this does rely on when NCC can fund the next stage.

Memorandum of Understanding - Trees at Loch Neaton

The Council agreed a Memorandum of Understanding with the Loch Neaton Charity which is expected to run for at least the current Council term.

The MOU states:

"In conjunction with the trustees of Loch Neaton, Watton Town Council would aim to assess which trees should be subject to felling or pollarding and to arrange and fund the agreed tree surgery. The Trustees of Loch Neaton remain responsible for the maintenance of the pathway(s), removal of undergrowth etc and for any costs involved in this work not related to the tree surgery. Loch Neaton Management Committee acknowledge that the trees ultimately remain the responsibility of the Loch Neaton Management Committee."

The Council had a tree survey undertaken in June this year which only identified the need to remove some dead wood from one tree at Loch Neaton. This work would be scheduled to be undertaken in the autumn.

However, a tree surgeon who has worked for the Town Council has identified other dead trees at Loch Neaton which he is suggesting should be removed. He has quoted £2190 plus VAT to undertake this work.

The consultant who undertook the tree survey has been asked to take a look at the trees in question and the TC office is liaising with Loch Neaton Trustees.

Wayland Men's Shed 10 year Anniversary Celebration

Invite received as below

On behalf of the Wayland Men's Shed I would like to cordially invite representatives of Watton Town Council to our 10-year Anniversary Celebration. The event is to take place at the Sports Centre in Dereham Road starting promptly at 11am on Saturday 3rd October 2026.

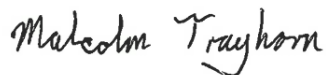
This event is primarily for members and their guests, to highlight and celebrate our success over the last 10 years since our inception in October 2016. There will be a short introduction by our treasurer and chairman followed by an opportunity to look at an exhibition of our history and displays by all the sub groups that have formed. There will also be a short performance by the Wayland Shantymen.

A buffet will be served during the event with coffee, tea and soft drinks available on arrival. If you are able to attend, please let us know if you have any dietary requirements e.g. vegetarian.

As supporters of Wayland Men's Shed, we hope that representatives from the Town Council will come along and join us for this momentous occasion.

In order to be able to cater for those attending I ask you to please RSPV by 31st August, to me at address shown above or email me on address below.

Kind Regards



Malcolm Trayhorn (Trustee, Chairman & Social Secretary)

On behalf of Wayland Men's Shed

malcolm.trayhorn@gmail.com

Correspondence received;

- NALC events - e-mail forwarded to Cllrs 04.08.26
- Letter from Cllr Robin Hunter-Clarke introducing himself as having the responsibility to liaise with Town and Parish Councils on behalf of the County Council.
- From the Breckland Local Plan Policy Team

Breckland Local Plan – Pre-submission (Regulation 19) Public Consultation & Gypsy and Traveller Call for Sites

We are writing to you because we hold your contact information, as you or your organisation have previously requested to be kept informed in relation to preparing the Breckland Local Plan, and voluntarily signed up to our Local Plan Mailing List to be kept informed, or have previously submitted representations to the Local Plan process.

New Local Plan for Breckland

Breckland residents now have another opportunity to have their say on plans for the district's future, following the launch of a consultation on Friday 31st July. The consultation enables

local people to review the latest version of Breckland's Council's Local Plan, which sets out how Breckland should grow over the Plan period to 2043.

The consultation is underway after the draft Local Plan was reviewed by the authority's Cabinet at their recent meeting. It is a wide-reaching document which includes, primarily, sites for new homes and employment. It also covers issues such as water usage, agri-tech and how much affordable housing is required.

The document is mandated by Government and guides where development will take place and how the district's housing target, which is set by Central Government, will be met. The new government housing target was increased by around 45% from the previous target, now requiring the building of 920 new houses in Breckland every year. As a result, Breckland Council is required to identify sufficient land to deliver at least 16,560 new homes over the life of the Local Plan.

Call for Sites for additional Gypsy and Traveller land

In addition to the formal consultation, Cabinet also noted that to meet the Government's requirements to provide sufficient sites for gypsy and travellers to use, additional land should ideally be identified for this purpose. As a result, a separate 'call for sites' will also get underway, inviting local landowners to suggest suitable locations to help meet this need.

The consultation is set to run alongside the Regulation 19 Public Consultation from 31st July to 23:59 on 16th September 2026. As with the previous consultation, people will be able to submit their sites via the Council's dedicated consultation platform GoVocal or by completing a comment form electronically, by post or at one of the upcoming drop-in events (details below).

Consultation period

The consultation opens Friday 31st July and closes at 23:59 on Wednesday 16th September 2026.

Consultation matters

This final consultation stage is your chance to make representations on whether the document is legally compliant i.e. has been prepared in accordance with the relevant legislation and whether it is 'sound' i.e. positively prepared, justified, effective and consistent with national policy.

How to view the consultation materials

The proposed submission documents, and all supporting documents, will be available via Planning Policy - Breckland Council (www.breckland.gov.uk/planning-policy) from Friday 31st July 2026. Paper copies will be available to view over the consultation period at public libraries in the District, and during normal office opening hours at Breckland's Main Offices at Elizabeth House, Walpole Loke, Dereham, NR19 1EE and at Thetford House, Nicholas Street, Thetford, IP24 1BT.

How to respond

You can make representations using our online consultation portal. This is the best way to comment as it ensures that your comments are summarised and recorded accurately and are processed quickly. The online system allows for attachments to be uploaded (e.g. for more detailed comments, or supplementary evidence). Officers will process representations submitted online, before processing email or postal correspondence. You can access the online consultation portal at the following link: <https://breckland.govocal.com/en-GB/> or, attend a drop-in event below:

Local Plan Regulation 19 consultation drop-in events:

- 17 August (9.30am-1.30pm): Thetford Library
- 20 August (9.30am-1.30pm): Dereham Library
- 21 August (9.30am-1.30pm): Swaffham Community Centre
- 26 August (9.30am-1.30pm): Watton Library
- 28 August (9.30am-1.30pm): Attleborough Library
- 1 September (1pm-6.30pm): Bridgham and Roudham Village Hall (Chapel Lane Bridgham) – focussed on Roudham and Larling growth proposals
- 3 September (1pm-6.30pm): East Harling Old School Hall – focussed on Roudham and Larling growth proposals
- 8 September (1pm-6.30pm): Breckland Council office, Dereham – focussed on East Tuddenham growth proposals
- 9 September (4pm-7.30pm): Breckland Council office, Dereham

Other ways of responding

If you have any difficulty in making your representation by the above method, please contact us so that we can discuss how best to assist you in making a representation (e.g. 'Paper' or 'Microsoft Word' forms can be made available upon request). Paper or emailable comments should be sent on the relevant form to the address(es) below.

If you cannot reply to the consultation using the online consultation system, please complete an electronic Word version of the response form and email it to:

localplan@breckland.gov.uk

Filling in the form makes sure that we have all the correct information to register and process your views and to keep you informed of progress on the Breckland District Local Plan 2025-2043. Alternatively, you can print out a copy of the form to complete with a pen (using black ink), and then send to:

Local Plan Regulation 19 Consultation
Planning Policy Team
Breckland Council
Elizabeth House
Walpole Loke
Dereham
Norfolk
NR19 1EE

If you have any queries regarding the Regulation 19 Consultation and Call for Sites, please contact the Planning Policy Team at planning.policyteam@breckland.gov.uk

Meetings

- Market Working Group met on 28.07.26 and again on 06.08.26 – refer to item 16 on the agenda.
- Finance Committee next meeting scheduled for Friday 14th August at 9:30am
- HR Committee next meeting scheduled for Friday 14th August at 11am

Free summer events to help boost footfall across Breckland's Market towns

Gaming Bus

A state-of-the-art gaming party van will visit each town centre, offering young people the chance to enjoy popular games including Mario Kart, FIFA and Minecraft in a safe and social environment.



Dates:

- Dereham – Wednesday 19 August, Dereham Market Place
- Attleborough – Friday 21 August, Queens Square
- Swaffham – Monday 24 August, Swaffham Market Place
- Thetford – Wednesday 26 August, Thetford Market Place
- Watton – Friday 28 August, Wayland House

Outdoor Cinema

Free outdoor cinema screenings will transform local green spaces into family-friendly venues where residents and visitors can enjoy time together while exploring the town and supporting nearby cafés, restaurants, shops and other local businesses.



Dates:

- Swaffham – Tuesday 11 August, Campinglands
- Watton – Wednesday 12 August, Watton Sports Centre
- Thetford – Monday 24 August (location to be confirmed)
- Attleborough – Tuesday 25 August, Connaught Hall Park
- Dereham – Wednesday 26 August, The Meadows, Memorial Hall

Item 8

Gift from Watton Town Council to Weeze



Item 9

Love Your Market Town - Hare Walking Trails

Suggested Project to apply For Love Your Market Town Grant Funding (up to £5000)

Permanently install the wooden hares which were purchased through the initial Love Your Market Town Grant Funding at the entry ways to set walks around the town. Each hare would be mounted on a barrel, and each barrel would have a map of the walking trail and a stamp to collect.

A booklet would be provided for the stamps to be entered perhaps on the back page which could then be entered into a quarterly or 6-monthly prize draw.

The booklet would include all of the walking trail maps with a detailed map of Watton located on the double spread centre pages showing shops and amenities.

There are 8 wooden hares remaining from the Hares Trail which can be used for a new project and two fibreglass hares still to be positioned at the entrances to the town.

Cracking of Hares – all of the 6 smaller hare sculptures have cracked.

The advice from the sculptor is that due to the natural state of the timber small hairline cracks and splits may appear over time. This effect will appear quicker and be made much worse if the carvings are not kept correctly.

The best place to keep a chainsaw sculpture is in a shady spot in the garden away from direct sunlight. It's not necessary to keep a sculpture dry as the oils it's been treated with will protect it from rot, in fact natural atmospheric moisture will benefit the timber and help prevent it drying out too quickly. Ideally carvings should be placed on a free draining surface such as gravel, paving slabs, or plant pot stands.

Most cracks will naturally close again during the damp winter months. Over time the wood will settle, and no more cracks will appear.

The advice is strongly against keeping any chainsaw carvings indoors as a centrally heating is guaranteed to cause splitting which can be severe.

Unfortunately the hares have been in shops and are now located at Wayland Hall (one is still at Watton Sports Centre) rather than outdoors.



Item 10

Email received from TC's Solicitor - please note comments from TC office in bold italics

Car Park Transfers

1. Transfer

I received the attached updated car park transfer from Breckland's solicitor on Friday afternoon. They have removed the rights I added back in, further to my confirmation you were comfortable proceeding without these rights as it appears you are purchasing the remainder of Kittel Close in the open space transfer.

They have also amended the definition of Retained Land to remove reference to the remaining part of Kittel Close and instead include all of the bits of land included in the open space transfer where only part is being transferred to you (i.e. all of the land Breckland is retaining as part of the open space transfer).

The issue here is that, technically, none of this land is being "retained" by Breckland as part of the car park transfer. This "retained" land will still have the benefit of the covenant in the transfer not to use the property for anything other than car parking and not to dispose of the property without procuring the future owner enters a covenant with Breckland (or any successor body) to comply with the use restriction.

I am also not massively comfortable with there being a definition of Retained Land in the transfer, as Breckland is already relying on its ability to impose covenants under section 33 Local Government (Miscellaneous Provisions) Act 1982 which doesn't require it to hold any adjoining land. However, from another dealing I have with Breckland, I have pushed for the definition of Retained Land to be removed, and for the restriction to be removed as this will automatically pass with the land, and they have not accepted this (as explained in my report).

Realistically, you have confirmed you are happy with the restriction wording, that you will continue to use the property for public car parking and the installation of EV chargers, and that you understand you will need Breckland's consent for any future transfer, so practically the amendment does not change any of this.

In light of the above, please could you let me know if you are comfortable with the updated transfer? - ***04.08.26 Solicitor has been instructed to proceed with updated transfer as included below.***

2. Deed of Novation

I am still waiting on confirmation on Birketts as to whether they are instructed on the Deed of Novation for Kittel Close, but I assume they are not considering I haven't heard any further from the solicitor on this. On a quick look at the Deed, I think this might be one for our Corporate department, rather than Commercial Property, given it's a novation of a licence agreement to do works, rather than a licence agreement specifically to occupy property.

If you would like me to, I can liaise with the Corporate team about providing a cost estimate for reporting to you on the Deed of Novation and assisting with completion of this. Alternatively, if you are comfortable to proceed with the Deed of Novation based on

my previous report on the Licence, please do let me know. Please note, you would need to make arrangements to sign and complete this, following which we could complete the transfer.

It is an agenda item for the TC meeting to sign the Deed of Novation so the car park transfer can be completed without further ado.

3. Open Space Transfers

I have received the attached draft transfer from Breckland's solicitor, so will proceed with reviewing this.

Note – draft transfer is not included within the agenda pack but document will be shared once it has been reviewed by the solicitor.

HM Land Registry

Transfer of portfolio of titles (whole or part)

TR5

Any parts of the form that are not typed should be completed in black ink and in block capitals.

If you need more room than is provided for in a panel, and your software allows, you can expand any panel in the form. Alternatively use continuation sheet CS and attach it to this form. This form should only be used where the same transferor transfers **all the titles** to the same transferee.

For information on how HM Land Registry processes your personal information, see our Personal Information Charter.

Enter 'U' in column 1 if the land is unregistered.

In column 2 enter 'W' for a transfer of whole of a registered title, or 'P' for a transfer of part of a registered title. Leave blank if the land is unregistered.

Insert address including postcode (if any) or other description of the property, for example 'land adjoining 2 Acacia Avenue' in column 3. For transfers of part you must either attach a plan and state the reference used to identify the land transferred, for example 'edged red' or refer to an existing reference on the transferor's title plan. Any attached plan must be signed by the transferor.

In column 4 include information that cannot conveniently be included in another panel, such as whether the title is freehold or leasehold, apportioned consideration, differing title guarantees.

When application for registration is made these title number(s) should be entered in panel 2 of Form AP1.

Remember to date this deed with the day of completion, but not before it has been signed and witnessed.

Give full name(s) of **all** of the persons transferring the property.

Complete as appropriate where the transferor is a company.

Enter the overseas entity ID issued by Companies House for the transferor pursuant to the Economic Crime (Transparency and Enforcement) Act 2022. If the ID is not required, you may instead state 'not required'.

Further details on overseas entities can be found in practice guide 78: overseas entities.

1	Title number of the property NK183531 NK389920 NK426152 NK388426	(W) or (P) P W W W	Property Land at Cadman Way, Watton Thetford Road Car Park, Watton Land on the West Side of Memorial Way, Thetford Land on the South Side of 55 High Street, Watton	Other information as shown edged red on Plan 1;
2	Other title number(s) against which matters contained in this transfer are to be registered or noted, if any: None			
3	Date: 2026			
4	Transferor: Breckland District Council <u>For UK incorporated companies/LLPs</u> Registered number of company or limited liability partnership including any prefix: <u>For overseas entities</u> (a) Territory of incorporation or formation: (b) Overseas entity ID issued by Companies House, including any prefix: (c) Where the entity is a company with a place of business in the United Kingdom, the registered number, if any, issued by Companies House, including any prefix:			

Give full name(s) of **all** of the persons to be shown as registered proprietors.

Complete as appropriate where the transferee is a company. Also, for an overseas company, unless an arrangement with HM Land Registry exists, lodge either a certificate in Form 7 in Schedule 3 to the Land Registration Rules 2003 or a certified copy of the constitution in English or Welsh, or other evidence permitted by rule 183 of the Land Registration Rules 2003.

Enter the overseas entity ID issued by Companies House for the transferee pursuant to the Economic Crime (Transparency and Enforcement) Act 2022. If the ID is not required, you may instead state 'not required'.

Further details on overseas entities can be found in practice guide 78: overseas entities.

Each transferee may give up to three addresses for service, one of which must be a postal address whether or not in the UK (including the postcode, if any). The others can be any combination of a postal address, a UK DX box number or an email address.

Place 'X' in the appropriate box. State the currency unit if other than sterling. If none of the boxes applies, insert an appropriate memorandum in panel 11.

Place 'X' in any box that applies.

Add any modifications.

5 Transferee for entry in the register:

Watton Town Council

For UK incorporated companies/LLPs

Registered number of company or limited liability partnership including any prefix:

For overseas entities

(a) Territory of incorporation or formation:

(b) Overseas entity ID issued by Companies House, including any prefix:

(c) Where the entity is a company with a place of business in the United Kingdom, the registered number, if any, issued by Companies House, including any prefix:

6 Transferee's intended address(es) for service for entry in the register:

Middle Street, Thetford, IP25 6AG

7 The transferor transfers the property in panel 1 to the transferee

8 Consideration

☐ The transferor has received from the transferee for the property the following sum (in words and figures):

☒ The transfer is not for money or anything that has a monetary value

☐ Insert other receipt as appropriate:

9 The transferor transfers with

☒ full title guarantee

☐ limited title guarantee

Where the transferee is more than one person, place 'X' in the appropriate box.

Complete as necessary.

The registrar will enter a Form A restriction in the register *unless*:

- an 'X' is placed:
 - in the first box, or
 - in the third box and the details of the trust or of the trust instrument show that the transferees are to hold the property on trust for themselves alone as joint tenants, *or*
- it is clear from completion of a form JO lodged with this application that the transferees are to hold the property on trust for themselves alone as joint tenants.

Please refer to *Joint property ownership* and practice guide 24: *private trusts of land* for further guidance. These are both available on the GOV.UK website.

10 Declaration of trust. The transferee is more than one person and

- ☐ they are to hold the Property on trust for themselves as joint tenants
- ☐ they are to hold the Property on trust for themselves as tenants in common in equal shares
- ☐ they are to hold the Property on trust:

Use this panel for:

- definitions of terms not defined above
- rights granted or reserved
- restrictive covenants
- other covenants
- agreements and declarations
- any required or permitted statements
- other agreed provisions.

The prescribed subheadings may be added to, amended, repositioned or omitted.

Any other land affected by rights granted or reserved or by restrictive covenants should be defined by reference to a plan.

1 Additional provisions

1

~~(a) Definitions:~~

~~11.1 **Conditions for Entry:** the conditions with which any person exercising a right to enter granted or excepted and reserved by this transfer must comply:~~

~~(a) effecting entry at a reasonable time (or at any time in an emergency);~~

~~(b) giving reasonable notice to the person whose premises are being entered (but no notice needs be given in an emergency);~~

~~(c) causing as little damage as possible to the premises being entered and promptly making good any damage caused to the reasonable satisfaction of the person whose premises are being entered; and~~

~~(d) complying with any reasonable requirements of the person whose premises are being entered in relation to the exercise of the right of entry.~~

11.1: **LPMPA 1994:** Law of Property (Miscellaneous Provisions) Act 1994.

11.2: **Plan 1** shall mean the plan appended to this Transfer and labelled Plan 1;

11.3: **Property** shall mean the properties more particularly described in Panel 1 of this Transfer;

11.4: **Transferor's Retained Property** shall mean ~~that part of the land within title number NK183531 which is not transferred to the Transferee by virtue of this Transfer; those properties registered to the Transferor and assigned title numbers NK388658, NK388669, NK23720, NK362824, NK388564, NK365457, NK336956 and NK388403;~~

11.5: Clause and Schedule headings shall not affect the interpretation of this transfer.

11.6: Any obligation in this transfer on the Transferee not to do so something includes an obligation not to permit or allow that thing to be done and an obligation to use reasonable endeavours to prevent that thing being done by another person.

11.7: A **person** includes a natural person, corporate or unincorporated body (whether or not having separate legal personality).

11.8: Unless the context otherwise requires, words in the singular include the plural and the plural include the singular.

11.9: Unless expressly provided otherwise in this transfer, a reference to legislation or a legislative provision is a reference to it as amended, extended or re-enacted from time to time.

11.10: Unless expressly provided otherwise in this transfer, a reference to legislation or a legislative provision includes any subordinate legislation made from time to time under that legislation or legislative provision.

11.11: Any words following the terms **including, include, in particular, for example** or any similar expression shall be interpreted as illustrative and shall not limit the sense of the words preceding these terms.

Kristian Nelson [KN1] July 31, 2026
12:10 AM

The open space transfer captures the land previously referred to in this definition. This means the covenant would be extinguished by merger when that completes (regardless of which comes first) so it instead needs to refer to the Retained Property in the open space transfer as when both transfers complete, Breckland will still own some of this land and have the benefit of the restrictive covenant.

Any other land affected should be defined by reference to a plan and the title numbers referred to in panel 2.

Any other land affected should be defined by reference to a plan and the title numbers referred to in panel 2.

Include words of covenant.

11.12: Where the Transferor or the Transferee is more than one person, unless otherwise expressly provided in this transfer, they shall be jointly and severally liable for their respective obligations arising under this transfer. Either party may take action against, or release or compromise the liability of, or grant time or other indulgence to, any one of them without affecting the liability of any other of them.

Rights granted for the benefit of the property

None

~~The Transferor grants the following rights:~~

~~11.13 for the benefit of that part of the land within title number NK183531 as shown edged red on Plan 1 ("Cadman Way"):~~

~~11.13.1: the right to support and protection to Cadman Way from the Transferor's Retained Property;~~

~~11.13.3 subject to complying with the Conditions for Entry, the right to enter parts of the Transferor's Retained Property with or without agents, professional advisers, workmen and equipment so far as is reasonably necessary to inspect or carry out works to Cadman Way.~~

Rights reserved for the benefit of other land

11.13 The Transferee grants the Transferor (and any subsequent or successor local authorities) a right to enter the Property (with or without workmen) for the purposes of siting, installing and/or removing CCTV systems at the Property, alongside ancillary rights of access onto the Property at all times where necessary for the purposes of removing, maintaining and renewing or upgrading any such CCTV systems.

Restrictive covenants by the transferee

The Transferee covenants with the Transferor, for the benefit of the Transferor's Retained Property and each and every part of it with the intention of binding the Property and each and every part of it and also separately in accordance with Section 33 Local Government (Miscellaneous Provisions) Act 1982:

11.14: that the Property shall only be used for the purpose of public car parking and other ancillary amenity or community uses as the Transferee deems necessary which are not for any form of commercial and/or financial gain to any person or body PROVIDED THAT the Transferee shall be entitled to charge the general public a fee for car parking as it sees fit without being in breach this restrictive covenant and PROVIDED FURTHER THAT the Transferee shall be entitled to install, operate and derive an income from electronic vehicle (EV) chargers and/or solar panels sited at the Property as it shall see fit without being in breach of this restrictive covenant;

11.15: not to make any disposition of the Property or any part of it without procuring that the disponent prior to each disposal enters into a direct deed of covenant with the Transferor (or any successor body or organisation from time to time) in such form as the Transferor shall reasonably require:

11.15.1: to comply with the provisions of 11.14 so far as it

Include words of covenant.

Insert here any required or permitted statements, certificates or applications and any agreed declarations and so on.

affects the land that is the subject of the disposal;

11.15.2: to apply to the Land Registry for a restriction to be entered onto the registered title in the same form as the restriction set out in clause 11.20; and

11.15.3: including an obligation not to make a disposition of the part or parts of the Property the subject of the disposal without procuring that the disponee enters into a direct covenant with the Transferor (or any successor body or organisation from time to time) on the terms of this covenant.

Restrictive covenants by the transferor:

None.

Other

11.16: The disposition effected by this transfer is subject to:

11.16.1: any matters contained or referred to in the title entries or records made in registers maintained by HM Land Registry under title numbers: (i): NK183531 as at 17th March 2026 at 15:40:52; (ii): NK389920 as at 17th March 2026 at 15:41:57; (iii): NK426152 as at 17th March 2026 at 15:43:34; and (iv): NK388426 as at 15:44:22;

11.16.2: any matters discoverable by inspection of the Property before the date of this Transfer;

11.16.3: any matters which the Transferor does not and could not reasonably know about;

11.16.4: any matters disclosed or which would have been disclosed by the searches and enquiries which a prudent buyer would have made before entering into a contract for the purchase of the Property;

11.16.5: any notice, order or proposal given or made by a body acting on statutory authority; and

11.16.6: any matters which are unregistered interests which override registered dispositions under Schedule 3 to the Land Registration Act 2003;

11.17: Notwithstanding section 6(3) of the LPMPA 1994, all matters recorded at the date of this transfer in registers open to public inspection are deemed to be within the actual knowledge of the Transferee for the purposes of section 6(2)(A) of the LPMPA 1994;

11.18: This transfer does not create by implication any easements or other appurtenant rights for the benefit of the Property and the operation of section 62 of the Law of Property Act 1925 is excluded.

11.19: The Transferee covenants by way of indemnity only, on the Transferee's own behalf and on behalf of the Transferee's successors in title, to observe and perform the charges, incumbrances, covenants and restrictions contained or referred to in the property and charges registers of title numbers NK183531, NK389920, NK426152 and NK388426 insofar as they are subsisting and capable of taking effect and to keep the Transferor indemnified against all liabilities, expenses, costs (including, but not limited to, any solicitors' or other professionals' costs and expenses calculated on a full indemnity basis), claims, damages and losses suffered or incurred by the Transferor arising out of or in connection with any failure to do so.

11.20: The Transferor and the Transferee hereby apply to the Land Registry for the entry of the following restriction upon the Proprietorship Registers of the titles to the Property in the following terms (or as near thereto as the Land Registry will permit):

"No disposition of the registered estate by the proprietor of the registered estate or the proprietor of any registered charge is to be registered without a written consent signed by Breckland District Council of Elizabeth House, Walpole Loke, Dereham, NR19 1EE."

11.21: Upon a request for a certificate to satisfy the restriction referred to in clause 11.20 the Transferor shall provide such written certificate within a reasonable period and without charge where it is appropriate (the determination of which shall be in the Transferor's absolute discretion) to issue such a certificate.

11.22: For the avoidance of any doubt, the Transferor and the Transferee hereby acknowledge that the Transferor shall have no residual liability for the repair, maintenance and upkeep of the Property, including (but without prejudice to the foregoing) any liability for any ground maintenance, trees, hedges, foliage, surfacing and that any such maintenance or repair shall be the sole liability and responsibility of the Transferee.

11.23: In the event that the activities and dealings of the Transferor are absolved into a successor body or organisation, the Transferor and the Transferee shall use reasonable endeavours to replace the restriction referred to at clause 11.20 with a similarly worded restriction but instead referring to such successor body or organisation in place of Breckland District Council.

The transferor must execute this transfer as a deed using the space opposite. If there is more than one transferor, all must execute. Forms of execution are given in Schedule 9 to the Land Registration Rules 2003. If the transfer contains transferee's covenants or declarations or contains an application by the transferee (e.g. for a restriction), it must also be executed by the transferee.

If there is more than one transferee and panel 10 has been completed, each transferee must also execute this transfer to comply with the requirements in section 53(1)(b) of the Law of Property Act 1925 relating to the declaration of a trust of land. Please refer to *Joint property ownership* and practice guide 24: *private trusts of land* for further guidance.

Examples of the correct form of execution are set out in practice guide 8: execution of deeds. Execution as a deed usually means that a witness must also sign, and add their name and address.

Remember to date this deed in panel 3.

1 Execution
2

EXECUTED as a)
Deed by)
BRECKLAND)
DISTRICT COUNCIL)
by affixing its)
common seal in the)
presence of:)
)
)

Signature of
Authorised Officer:

Name:

EXECUTED as a)
Deed by **WATTON**)
TOWN COUNCIL by)
affixing its common)
seal in the presence)
of:)
)
)
)

Signature of
Authorised Officer:

Name:

WARNING

If you dishonestly enter information or make a statement that you know is, or might be, untrue or misleading, and intend by doing so to make a gain for yourself or another person, or to cause loss or the risk of loss to another person, you may commit the offence of fraud under section 1 of the Fraud Act 2006, the maximum penalty for which is 10 years' imprisonment or an unlimited fine, or both.

Failure to complete this form with proper care may result in a loss of protection under the Land Registration Act 2002 if, as a result, a mistake is made in the register.

Under section 66 of the Land Registration Act 2002 most documents (including this form) kept by the registrar relating to an application to the registrar or referred to in the register are open to public inspection and copying. If you believe a document contains prejudicial information, you may apply for that part of the document to be made exempt using Form EX1, under rule 136 of the Land Registration Rules 2003.



Watton Town Council

Biodiversity Working Group Notes from the meeting held

Tuesday 21st July 2026

In Attendance:

Gavin Bulmer, Tina Cruz, Cathy Halfacre, Tomos Hutchins (Chairman of the Working Group), Graham Martin, Don Saunders

1. Apologies for absence received from Stan and Sue Hebborn.
2. No Declarations of Interest made.
3. The notes from the meeting of the Biodiversity Working Group held on 26.05.26 were received.

Updates from the meeting:

- The wooden planter located at Jubilee Garden has been filled with compost and will be planted once the weather is not so hot!
- Can volunteers be recruited to help water plants?
- How can biodiversity be promoted? Could a project be set up which might appeal to certain people/groups who would then remain engaged. In time the Gardening Club at CHT could possibly be extended. Should a public allotment be created? There is an unused plot at Church Road, but it was felt that any activity would likely to be more successful if it took place at a less secluded location such as Jubilee or Memorial Garden.
- Water would be needed for any growing project. This could be sourced from a bore hole. Information needed. Would UEA assist? The Reclaim the Rain project for the High Street which would have created a reservoir from which water could be used for plants on the High Street is ongoing but there is no certainty with delivery.
- Where can plants be sourced? Donations?
- Suggestion that poppies could be planted on verges.
- Other parishes take part in 'In Bloom' and this is something the TC could investigate.

4. Biodiversity Policy

The Watton Town Council Biodiversity Policy suggested amendments were accepted as presented. Minor wording changes will be made prior to presentation to Full Council.

5. Footpath Audit

No further communication has been made with the Norfolk Ramblers Association who suggested an audit of the footpaths in the parish. It was suggested that a representative of Norfolk Ramblers could be invited to attend a future meeting.

6. Sustainability Audit

To be considered at the next meeting of the Biodiversity Working Group.

7. Preferred Planting Species

The list of preferred planting species was noted.

8. Wayland Academy Field.

Photographs of the Wayland Academy Field were provided within the agenda papers.

It was agreed the Finance Committee would be asked to consider the feasibility of the Town Council adopting the field adjacent to Wayland Academy.

9. Memorial Garden

A suggestion was made to plant poppy seeds on small unused areas of land including roadside verges. Highways will be approached regarding this.

Residents could be asked to provide seeds.

10. Enhancement of Biodiversity

Consideration will be given to how the open spaces, which the Town Council is planning to take ownership of from Breckland Council, will be managed. The Finance Committee will be looking at what grounds maintenance provision will be needed for the sites.

11. Master Document

It was noted that the Biodiversity Master Document will be updated with the amended Biodiversity Policy once it is ratified by Full Council.

11. Date of next meeting: Tuesday 27th October 2026 at 6.15pm

Watton Town Council

BIODIVERSITY POLICY

Adopted 19th January 2024

BACKGROUND:

In accordance with the duty imposed on town and parish councils by Section 40 of the Natural Environment and Rural Communities Act 2006, updated by Section 102 of the Environment Act 2021, Watton Town Council (hereinafter referred to as the Council) which has any functions exercisable in relation to England must from time to time consider what action the authority can properly take, consistently with the proper exercise of its functions, to further the general biodiversity objective. This duty means that town and parish councils are able to spend funds in conserving biodiversity, in a joint effort across multiple sectors and authorities.

DEFINITION:

According to Defra (Biodiversity 2020), biodiversity is the variety of all life on Earth. It includes all species of animals and plants – everything that is alive on our planet. Biodiversity is important for its own sake and has its own intrinsic value.

Biodiversity is the foundation block of our 'ecosystems' that provide us with a wide range of essentials that support our economic and social wellbeing. These include food, fresh water and clean air, but also less obvious services such as protection from natural disasters, regulation of our climate, and purification of our water or pollination of our crops. Biodiversity also provides important cultural services, enriching our lives. Going above and beyond what is required by law to enhance and protect biodiversity can save money, resources and in extreme cases, the lives of our residents.

AIMS AND OBJECTIVES:

The object of this policy is to work towards conserving and enhancing the biodiversity of the Council's area. The Full Council and any committees of the Council will consider sustainability, environmental impact and biodiversity when making decisions and will develop and implement policies and strategies as required. In particular, the Council will aim to improve the biodiversity of the area in the following ways:

- Consider the potential impact on biodiversity and habitat loss represented by planning applications with the knowledge available to the council.
- When financially viable to manage its land and property using environmentally friendly practices that will promote biodiversity.
- Encourage and support other organisations within the town to manage their areas of responsibility with biodiversity in mind.
- Raise awareness of biodiversity success stories, or large-scale ecological changes within the town. To help inform residents and local organisations and promote biodiversity.
- To endeavour to protect public footpaths within the geographical town area from development and ensure that they are maintained to a proper degree of safety by the relevant authorities. Footpaths are vital to the enjoyment of open space and accessibility of residents.
- To acknowledge the importance of green and blue infrastructure. Green and blue infrastructure is multi-functional and benefits people and nature. It makes active travel routes more attractive and helps to create social and community spaces. It also helps to enhance biodiversity and benefits the wider environment. Watton has faced major flooding events in the past, although some work has been carried out, some areas still flood. (The WSP project carried out detailed surveys of flooding in Watton.)

(There is no recourse in the Council that can implement the pursuit of low impact / nature positive practises or maintenance by local business, especially as most local business do not have access to any green or open space. In addition, the town council only offers grants to charitable organisations.)

Town Council ACTIONS:

Planning:

- Support designs that benefits biodiversity through the conservation and integration of existing habitats or provision of new habitats.
- Support designs that contribute towards nature recovery in Norfolk by protecting and strengthening ecological networks, delivering ambitious biodiversity net gain (more than the minimum of 10%) while ensuring the protection of internationally, nationally and locally designated sites.
- Seek public opinion or/and expert advice on ecology when commenting on planning applications adjacent to local protected sites or valued local green spaces. A 'local protected site' is defined as a non-statutory area designated for nature conservation, relying on local planning policies and voluntary management for protection.
- Support protection of sensitive habitats from development and will consider whether the development would mean the loss of important habitats for wildlife in respect of all applications. Sensitive habitats are defined as the specific areas within the geographical area historically or currently occupied by a species or community of species in which are found those physical or biological features essential to the establishment or continued existence of the species and which may require special management, conservation or protection considerations.
- Have regard for the objectives within Watton Neighbourhood Plan.

Land and property management:

- Carry out a biodiversity audit of its landholdings as and when required by the Council or any committee of the Council.
- Carry out an outdoor asset list audit when required by the Council or any committee of the Council.
- Consider the conservation and promotion of local biodiversity management in open spaces. When financially viable this will include adopting beneficial practices with regarding to cutting and removal of vegetation, application of chemicals and timing of maintenance work and paying attention to the Government's regulations for plant protection products. Also considering the balance between recreational and green space.
- Take special care in the specification of grounds maintenance contracts to ensure that the work, whilst reaching acceptable standards, does not harm the natural environment.
- Source sustainable, or locally made materials when procuring supplies for the Council's use.
- Consider sustainability issues and the implementation of changes when managing its buildings.
- When delivering on changes to land and property adjacent to highways, to consult the authority responsible for highways where appropriate.

Local community:

- Raise public awareness of biodiversity issues and success stories, including through its website, the local newspaper, online and through collaboration with partners.

(There is no recourse or specific expertise in the Council that can implement engaging and informing members of the community on how to 'assist and make a difference'. This does not prevent us from engaging on individual basis – but it is not something we can adequately fulfil. The following policy ensures communication with the community continues regardless.)

- Where feasible, involve the community in biodiversity or maintenance projects on its land including for example tree planting, wildflower meadows, bird box making, clearing invasive species or litter picking.

The Council will seek to work in partnership with key stakeholders to protect, promote and enhance biodiversity within the council area. Full Council delegates where appropriate, a lead councillor, or working group to support the Councils functions.

Any delegation of the Council can review any local nature recovery strategies, species conservation strategies, or protected site strategies in respect of local 'Sites of Special Scientific Interest' (SSSIs) and suggest how the Council may become more involved in implementing the strategies' recommendations.

MONITORING:

This policy was adopted on 19th January 2024 (Minute reference 9) and will be reviewed in two years or sooner should legislation dictate, or if required by Full Council. Reviews of the Biodiversity Policy can be undertaken by a committee of the Council to then be ratified by Full Council

Town Councils are exempt from legislation (NERC Act 2006) that requires reports of biodiversity policy action.

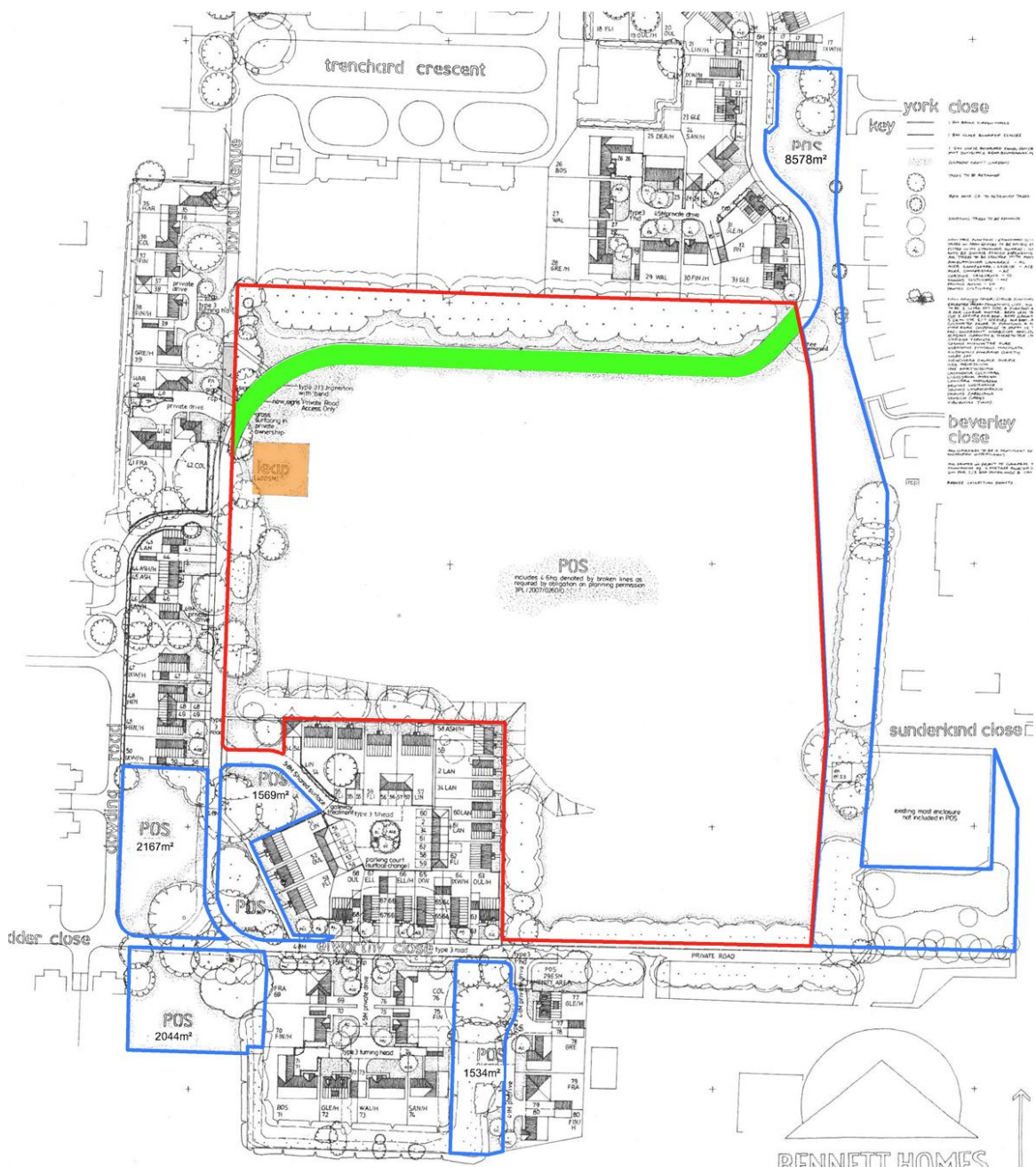
(No summary on this policy has ever been made or implemented. There is no need for any report or summary to be made as parish and town councils are exempt from this legislation which requires larger authorities to comply with the full NERC Act 2006. The current working group reports its findings and motions to full council following every meeting regardless.)

Item 15

Heritage Park

The EMO is starting to look at going out to landscape architects to get some plans drawn up for Heritage Park, but there are some factors to consider and parameters that the EMO is asking for clarification on before proceeding:

- What is the budget for getting plans drawn up by a landscape architect?
- Does the project want to be completed in stages, as and when we get the land, or are we going to wait until the building works have finished and all of the land has been passed over? It needs to be considered that any works that are done in stages are then at risk of being damaged by continued construction works and the implementation of the playground when the estate is finished.
- What timescale are we looking at to start works – how soon would the Council like to get started with landscape architects and starting work?



Land outlined in red is already owned by the Town Council and land outlined in blue will be transferred to the TC at a later date.

S106 money of £83,165.43 has already been received and it is expected an equal amount will also be received when the open space land is transferred. The maintenance contribution is expected to cover 10 years of maintenance costs.

Item 16



Watton Town Council Market Working Group

Tuesday 28th July 2026

In Attendance: Tomos Hutchings (acting at Chairman of the Working Group), Tina Cruz, Keith Gilbert, Sarah Humphries, Cathy Halfacre, Jacqueline White, Stephen Bryce, Jane Scarrott, Michelle Thompson, Anne Watson

Apologies: None

1 | No apologies for absence received.

2 | No Declarations of Interest made.

3 | Updates from last meeting held 25.02.26

- Idea to move the market to a car park came from necessity rather than desire to relocate to the rear of the Queen's Hall. This site is not deemed successful and it was noted that if the market were to be located in a car park the Town Council would not be able to charge stallholders a pitch fee due to conditions placed on the car park transfer agreement by Breckland Council.
- Stall holders have indicated they would be willing to move to Memorial Car Park but there is concern that the car park would not be able to be easily cleared of vehicles each week, there is no electricity available and the Council would be unable to charge stallholders.

4 | Location of Market

- Much discussion took place regarding the future location of the Watton Weekly Wednesday Market.
- Those present were in agreement that the market needs to be revitalised and if at all possible it should be relocated to an area within Watton High Street.
- Noted that the market is unlikely to be able to return to Middle Street unless a permanent road closure can be established and this would not happen in the short term. There are plans for pedestrianisation of Middle Street but no funding to take the scheme forward at this time.

- When approached previously neither the Methodist Church nor Wayland House felt able to offer use of their car parks as they are needed by users of the buildings.
- Other suggestions made for where the market could be located included the Charlotte Harvey Trust, Chaston Place and the Crown Car Park.

ACTION

1. To arrange to meet representative of the landlord of Chaston Place
2. AW/SB to make informal approach to the Crown re. use of the Crown Car Park
3. Approach Breckland Council Business Team for assistance – SH to contact Breckland Officer Dave Notley.
4. To ask Highways if the Market could be located in the High Street.
5. To promote the Market in as many ways as possible, particularly with signage and through social media bombardment. Also need to promote that car parking in Watton is free.
6. To research funding for new traditional style market stalls as at Attleborough Market.
7. Plan re-launch of Market – event with Town Crier.
8. Council to have a presence on the Market. Rota of Councillors to man the stall suggested.
9. Put project together to present to Full Council.
10. If Market is to remain at Queens Hall a hire agreement must be put in place.

5	Feedback from Market Stallholders
	Noted that all those who have spoken with market traders are receiving the same message that the stallholders feel they are not doing well at the new location at Queen's Hall. Footfall is down. They would like to see the Market return to Middle Street or relocate to Memorial Car Park. Also noted that more advertising and general support for the Market is wanted.
6	Revocation of lost Market Charter
	Market needs to remain weekly on a Wednesday.
7	Advertising Material
	Recognised that the Market needs greater advertising/promotion. Social media needs to be flooded with posts -Facebook, Linkedin, Instagram and TC needs to join all relevant groups. Engage with stallholders to also encourage them to promote the Market.
8	Any Other Business
	Request made for pictorial no drinking signs for the High Street and to inform Breckland Council of concern that shop keepers are continuing to sell alcohol to those already intoxicated.
9	Next Meeting: August 6th 2.30pm (Lorcan Forde from land agents who manage Chaston Place to attend via Teams).