**Minutes from the Watton Town Council Finance Committee Meeting held on Friday September 25th 2026 at Wayland Hall**

Present: Don Saunders (Chairman), Sarah Humphries, Tomos Hutchings
Officer Present: Jane Scarrott

1. No Apologies for absence received.

2. No Declarations of Interest made.

3. Minutes of the meeting held on 14.08.26

i. The Minutes of the Finance Committee Meeting held on 14.08.26 were confirmed as a correct record of the meeting and signed by the Chairman of the Finance Committee.

ii. Update from the Minutes of the Meeting 14.08.26

- Cllr Saunders to set a date with Watton Sports Centre to discuss the Sports Centre Play Area. Consideration needs to be given to replacement of the equipment and provision of an appropriate safety surface giving better access for all. Quotes will be sought to include within the four year plan.
- The Wednesday Market has been re-located to the car park of the Crown Hotel in the High Street but a plan B location is also being sought. The cost of obtaining a Deed of Variation to use the Thetford Road car park is looking to be too great and investigation is ongoing regarding whether a road closure can be established for Middle Street. More signage is needed to advertise the market and consideration needs to be given to how the market gazebos will be erected when staff are off work.
- The Town Council has donated £7500 to support the planning application for the Digital and Creative Media Centre which is hopefully to be built on the site of Wayland House. Along with release of the grant a request was made to the Wayland Partnership to resume regular meetings with its partner organisations. This is proving difficult for the Partnership at the present time due to pressure on the current trustees and staff.

4. Items raised at the meeting of the Full Council 22.09.26

- The original plan to use the Pride in Breckland grant to support the Reclaim the Rain Project is being re-considered due to delays with delivery of the Project. Council has requested ideas for how the £12210 might be spent and this matter will be an agenda item again at the next meeting of the Full Council.
- It has been resolved that Online Playgrounds will be commissioned to undertake repairs as suggested in the Annual RoSPA but the removal of wooden play equipment at Bridle Road Play Area which is beyond repair was not included within the quote. The preferred contractor has been approached to provide a quote and works will be commissioned if the quote falls within the Clerks agreed spend of £1000.

5. Bank Reconciliation

The Finance Committee members were issued with the Bank Reconciliation dated 31.08.26 and figures showing the current budget position. The Bank Reconciliation was accepted and signed by the Chairman of the Finance Committee.

Members of the Committee have begun to consider the current budget position with regard to next years need.

The 2027 budget and the Four Year Plan will be the only items on the agenda of the next meeting of the Finance Committee.

It was agreed, as expenditure would be within the Clerks delegation, that a card reader will be purchased for use by the Town Council to support the want not to accept any cash payments. Provider Square has a feature which can create payment links in the form of QR codes that could be used for donations at events.

6. High Street bin and bench

A quote has been requested from the preferred contractor to re-instate the bench and a new bin outside the Old Post Office in the High Street which was damaged in a ram raid attack. If the quote is within the Clerks delegation it will be accepted.

7. Grant Funding

Noted that use of the Pride in Breckland grant will be considered at the next meeting of the Full Council and funding for projects which may be suggested can then be investigated.

8. Date of the next meeting: Finance Committee:

**Friday 16th October 2026 @ 9am – agenda items to be the Four Year Plan and 2027 budget.**