

## Minutes of the meeting of Watton Town Council held on

Tuesday April 9th 2024 at 7.00pm in the Council Chamber at Wayland Hall

Councillors Present: Peter Bishop - Chairman, Tony Bridges, Stan Hebborn, Sue Hebborn, Graham Martin, Don Saunders, Kathryn Stallard, Catherine Turley-Long, Gillian Tarrant.

Officer present: Jane Scarrott Clerk

Officer from Breckland District Council present as an observer.

### 1. **APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED from**

Tobi Amadasun, Keith Gilbert, Tina Cruz, Tomos Hutchings, Tina Kiddell and Steve Turley-Long.

It was noted that the Councillors attendance list on the Town Council website has been corrected and where Councillor Stallard has been incorrectly missed from the list of attendees on some past minutes this has also been noted on the website and in the folder containing the signed minutes.

### 2. **DECLARATIONS OF INTEREST MADE**

Stan Hebborn declared an interest in item 9.

### 3. **MINUTES**

**3.1** The Minutes of the meeting held on March 26th 2024 were accepted as a true record but with slight amendment to the wording of item 4.8 and will be signed by the Chairman once the amendment has been made.

Amended wording

“The Memorandum of Understanding with Watton Town Council re. staffing *at Charlotte Harvey Trust (Community Centre)* was agreed by the Trustees.”

**3.2** Updates from items raised at the meeting on 13.02.24 (included in agenda pack)

To note:

- Item 4.6i Breckland Council Historic Buildings Officer Andrew Gayton has been contacted and has advised regarding possible amendment to the Historic Buildings listing relating to Walsingham Gates. This matter will be an agenda item for the Full Council Meeting on April 23<sup>rd</sup> 2024.
- Item 5 Drainage issues at Wayland Hall have been identified and hopefully remedied.

### 4. **REPORTS**

#### 4.1 Chairman's Report

The Chairman has:

- 28.03.24 Met with contractors re. possibility of installation of an electrical power point in the High Street.
- 02.04.24 Opened Lovell Gardens Play Area.
- 09.04.24 Met Multiply at Community Hub.

#### 4.2 Vice-Chairman's Report

The Vice-Chairman attended an HR Committee Meeting on 04.04.24.

#### 4.3 Clerks Report

Written report presented in Councillors Agenda Packs.

Verbal Update:

- The solicitors acting for the donor regarding the transfer of the Thetford Road Allotment Land have requested a further £600 before proceeding. It was agreed to accept this additional cost but to state that Watton Town Council will make no further contribution to the costs of the “other” solicitor.

- The clock mechanism has again been removed from the Clock Tower to be returned to the workshop for further repair.

#### 4.4 Reports from Lead Councillors

- The Lead Councillor for Youth was thanked for his input during the refurbishment of Lovell Gardens Play Area.
- Noted that a report plus a covering letter relating to the Walsingham Gates has been emailed to Historic England. Following from the response received it is suggested that the issue of how the Town Council might progress the issue of the Walsingham Gates is added to the next Full Council Agenda for proper discussion by Councillors

### 5. PUBLIC PARTICIPATION

No members of the public present.

### 6. LOVELL GARDENS PLAY AREA

Possible purchase of a chalk board for Lovell Gardens Play Area will be an agenda item again for the next Full Council Meeting. A report is to be submitted by the Lead Councillor for Youth.

### 7. CHURCH WALK

The Council would like to plant daffodil bulbs along Church Walk.

It was stated that Myhill's have been approached and would consider donating bulbs.

An application will be made to Norfolk County Council for a cultivation licence with the idea of planting bulbs in September 2024.

### 8. GDPR POLICIES

It is felt the draft General Data Protection Policies commissioned are not fit for the Council's purpose and still need amendment to be tailored to Watton Town Council.

**It was resolved** to go back to the solicitor who compiled the policies for further advice but the Council needs to be precise in asking for what is wanted.

It was noted that the solicitors invoice for the work remains outstanding.

### 9. DONATION REQUEST WAYLAND CHAMBER OF COMMERCE

**It was resolved** to grant £1750 to the Wayland Chamber of Commerce as requested to support production of the 2024 Chamber of Commerce Directory on the condition that the Directory includes information about the Town Council, including events for the year and the Charlotte Harvey Community Centre Food Hub.

### 10. PLANNING

10.1 3OB/2024/0013/DOB - Proposed application to approve Leap Specification as required in the S106 Agreement on Planning Permission 3PL/2023/0408/VAR. - WATTON: Former Officers Mess Site, Portal Avenue

The Town Council would want to see any new play area fitting the Right to Play pledge recently agreed and this message will be passed to the developer and the planning officer.

### 11. RESOLUTION PASSED TO EXCLUDE THE PUBLIC AND PRESS

11.1 The draft minutes of the HR Committee Meeting held on 04.04.24 were noted.

The recent recruitment procedure has raised concerns and **it was resolved** that the start date for a new member of staff will be deferred until further information has been received and a decision can be made at the Full Council meeting on 23.04.24.