



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

Councillors: You are hereby summoned to attend the Town Council meeting to be held in the Council Chamber, Wayland Hall on Tuesday 23rd July 2024 at 7.00pm for the purpose of transacting the following business.

Jane Scarrott Town Clerk

17th July 2024

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. MINUTES
 - 3.1 To confirm that the minutes of the meeting held on 09.07.24 are a true and accurate record
 - 3.2 To receive an update on items from the previous meeting if not agenda items for this meeting
4. TO RECEIVE REPORTS
 - 4.1 Chairman's Report
 - 4.2 Vice Chairman's Report
 - 4.3 District Councillor's Report
 - 4.4 County Councillor's Report
 - 4.5 Clerk's Report
 - 4.6 To receive staff wellbeing report from EMO
 - 4.7 Reports from Lead Councillors
 - 4.8 To receive reports from Lead Councillors/Working Groups:
 - I. Church Walk Working Group Notes from meeting held 16.07.24
 - II. To accept Church Walk Working Group Terms of Reference
 - III. Heritage Park Working Group Notes from meeting held on 17.07.24
 - IV. To accept Heritage Park Working Group Terms of Reference
 - V. Allotments
 - 4.9 Update from the Chairman of the Watton & Saham Flood Action Group
5. To note and amend the Works in Progress List
6. PUBLIC PARTICIPATION
7. FINANCE
 - 7.1 To approve payments for July 2024 (To follow)
 - 7.2 To note draft minutes from the Finance Committee Meeting held on 12.07.24
 - 7.3 To accept recommendations from the Finance Committee Meeting held on 12.07.24:

- I. In response to the Internal Auditors suggestion that the Council should approve a Reserves Policy: that, in consideration for a worst-case scenario, the Council will ensure an amount equal to 50% of the annual budget figure is held in reserve to cover all legal responsibilities.
- II. that the Council purchases the two centre pages of the new Watton & Wayland Times each month at a cost of £400 per month.
- III. to spend £1500 on 7 new canopies and side walls for the Market Gazebos. The gazebos to be stored in the Town Council unit and erected by staff.
- IV. The contractor engaged by the Town Council has failed to cut the grass at Heritage Park and agreement is requested to accept the quote from the Town Council preferred contractor to undertake a single cut at a cost of £750.

7.4 To consider quotes received for a new Mayors Chain

8. To consider a response to Breckland Council's plans to introduce car parking charges

9. To consider involvement in Youth Conference at Watton Sports Centre

10. To consider formation of an Events Committee

11. PLANNING To consult on planning applications received since the last meeting

11.1 3PL/2024/0563/VAR - Variation of Condition No2 on 3PL/2016/1094/F - design and layout changes - WATTON: Tiffany House 24A Merton Road

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2024/0563/VAR>

11.2 3PN/2024/0027/PNE - Prior approval for proposal to erect a single storey rear extension projecting from the original rear wall by 4.05m deep, with a maximum height of 3.1m and eaves height of 2.35m The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 1, Class A - 252 Lovell Gardens IP25 6TU
WATTON

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PN/2024/0027/PNE>

11.3 3PL/2024/0542/HOU - Proposed Single Storey Front Extension - WATTON: 1 Windsor Court

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2024/0542/HOU>

11.4 3OB/2024/0026/VOB - Application to modify the planning obligation under Schedule 2 - Affordable Housing relating to the S106 Agreement on 3PL/2014/1378/F (as amended on ref 3PL/2023/0408/VAR) - to modify/remove the proportion of affordable housing on the site. - WATTON: AND CARBROOKE Land at Former Officers Mess Site, Norwich Road

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3OB/2024/0026/VOB>

11.5 3PL/2024/0423/F Proposal A) Change of Use for Unit B1 to include Sui Generis (to permit display and sale of motor vehicles). B) Amended west elevations of Units B1 & C1 - Neaton Business Park South, B1 & C1 Norwich Road IP25 6JB
Parish WATTON

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2024/0423/F>

11.6 3PL/2024/0424/A Proposal 3 new illuminated signs and new glazed personnel door and sectional door to Unit B1. - Neaton Business Park South, B1 & C1 Norwich Road IP25 6JB
Parish WATTON

<https://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2024/0424/A>

12. To pass a resolution to Exclude the Press and Public to consider confidential staffing matters

12.1 To receive draft minutes from the HR Committee Meeting 18.07.24