

Minutes of the meeting of Watton Town Council held on

Tuesday November 12th 2024 at 7.00pm in the Council Chamber at Wayland Hall

Councillors Present: Don Saunders - Chairman, Tony Bridges, Peter Bishop, Tina Cruz, Keith Gilbert, Stan Hebborn, Sue Hebborn, Tomos Hutchings, Graham Martin, Kathryn Stallard, Gillian Tarrant.

Officer present: Jane Scarrott Clerk

No members of the public present.

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

Tina Kiddell.

**2. NO DECLARATIONS OF INTEREST MADE**

**3. MINUTES**

**3.1** The Minutes of the meeting held on October 22nd 2024 were accepted as a true record.

**3.2** Updates from the meeting held on October 22nd if not agenda items (as listed in the agenda pack):

- Bridle Road update – volunteers have cleared much overgrowth from the eastern boundary of Bridle Road Play Area but there is now a lot of green waste to dispose of. The Town Operatives will try chipping what they can but it may be that the preferred contractor will need to be brought in (estimated cost £1000) to clear the ground prior to the volunteers return.
- High Street bus shelters update – The RTI display company is returning on the 22<sup>nd</sup> November to install the unit outside Watton Edwards News but there is no update re. the shelter on the opposite side of the road.  
Once works are complete NCC is willing to consider other works, if requested, such as additional seating and re-location of/additional flower tubs.
- Casual vacancy – notices posted to advertise that the vacancy can now be filled by co-option. Date for receipt of applications 06.01.25.
- 20mph Advisory Speed Limit – An advisory speed limit is a recommended safe speed which may be non-obvious to the driver unless signed as it is below the legal speed limit. It is not illegal to drive above the recommendation but it could be seen as negligent to do so.
- High Street Clock is now working! Clock repairer has been asked to quote for annual service to be timed with when summer time begins.
- New Mayor's Chain should be received soon!
- Norwich Road litter bin - Norfolk County Council (NCC) would need to grant permission for the suggested location and a bin would need to be purchased. It is suggested that this should be re-visited once current highways works along the Norwich Road are completed and once a policy has been compiled re. new bin locations.
- A submission has been made to NCC Parish Partnership Scheme for 50% cost of a third SAM2 Vehicle Activated Sign. Signs are no longer permitted to be put on lamp

posts so a location will need to be agreed with Highways and a price for any new posts needed is to be investigated. Post cost has not been included in the submission.

## **4. REPORTS**

### **4.1 Chairman's Report**

The Chairman attended the Remembrance Day Parade 10.11.24.

### **4.2 Vice-Chairman's Report**

The Vice-Chairman has attended:

- Rotary Club Annual Dinner on 31.10.24, where she accepted a Certificate and Cup given to Watton Fireworks Committee in acknowledgement of outstanding service to the community.
- Commonwealth War Graves Service at St. Mary's Church 09.11.24.
- Remembrance Day Parade 10.11.24 (Vote of thanks was expressed for those who organised the event).
- Act of Remembrance Chaston Place 11.11.24.

### **4.3 Clerks Report**

Written report presented in Councillors Agenda Pack with verbal update given.

#### **IT Equipment**

The next Finance Committee meeting scheduled for November 14<sup>th</sup> will focus on the budget need for 2025/26. IT support and the possible provision of additional laptops for Councillors to use will be included within the discussion.

#### **Watton Sports Centre Junior Parkrun**

Councillors have been invited to attend the first Junior Parkrun to be held at Watton Sports Centre on Sunday 17<sup>th</sup> November at 9am. The Mayor will be starting the run.

#### **Staff Training**

Due to training, dates when the Clerk and Deputy Clerk will be unavailable:

Tues. 12<sup>th</sup> Nov 9.30-4.00

Weds 13<sup>th</sup> Nov 9.30-4.00

Thurs 14<sup>th</sup> Nov 10.30 – 12.30 and 1.30-3.30

Thurs 21<sup>st</sup> Nov 10.30 - 12.30 and 1.30-3.30

Thurs 28<sup>th</sup> Nov 9.30 – 12.30

3<sup>rd</sup> December 2024 Town Operatives booked for PAT training

Training attended:

25.09.24 Clerk and Deputy Clerk networking session for Clerks to larger councils

18.10.24 Clerk, Deputy Clerk and EMO NTPS Seminar

ACAS on-line training:

15.10.24 Clerk Mental Health & Stress

29/30.10.24 Clerk HR for beginners

#### **4.4 Reports from Lead Councillors**

- Youth Provision – a report from the Lead Councillor for Youth was included within the agenda pack for the meeting. A request to consider additional works to the pump track at Bridle Road, as suggested in the report, will be presented to the Council after Christmas.

Noted that temporary “No Dogs” signs have been erected at Lovell Gardens Play Area with the intention to purchase more permanent metal signs.

**It was resolved** to accept the quote received for £750 to undertake tree works at Bridle Road.

- Report received from Cllr Hutchings: Watton Youth Festival 09.11.24
- Gillian Tarrant as Lead Councillor for the Festive Market requested that further donations for the Council tombola would be gratefully received up until 15.11.24. Noted that Father Christmas will arrive at the Clock Tower by jeep as in previous years.

#### **4.5 Feedback 2024 Fireworks Event**

Report received from the Events & Marketing Officer re. the 2024 Fireworks Evening. Thanks were voiced to all those involved with the event.

### **5. PUBLIC PARTICIPATION**

No members of the public present.

### **6. CAR PARKS**

A first Expression of Interest regarding the Town Council taking over management of the three Breckland Council (BC) car parks in the town was accepted and with the inclusion of additional information received will be presented to BC prior to a scheduled meeting with Breckland Officers on November 25<sup>th</sup>.

### **7. TREE RISK ASSESSMENT**

It was resolved to accept the quote of £775 plus VAT for the annual tree inspection to be undertaken.

### **8. DONATION WAYLAND ACADEMY**

**It was resolved** that a donation of £50 will be made to the Wayland Academy Class of '24 Graduation Evening.

### **9. LOVE WATTON**

Communication received from Love Watton was noted and it was stated that a further meeting will be arranged with Love Watton at some point.

**10. CHRISTMAS LIGHTS**

**It was resolved to** defer any decision regarding the provision of Christmas Lights along Church Walk until a full analysis could be undertaken including possible sponsorship for a display in 2025.

**11. WATTON SPORTS ASSOCIATION**

**It was resolved to** provide written support, as requested by Watton Sports Association, to assist with an application for rate relief, stating that Watton Sports Centre provides a valuable service to the community.

**12. NORFOLK COMMUNITY LAW SERVICE**

Following a request for financial support from Norfolk Community Law Service (NCLS) it was agreed that NCLS should be advised of the Council's grant application policy.

**13. INTERNAL AUDIT 24/25**

**It was resolved to** accept the proposal received for the Town Council's Internal Audit 24/25.

**14. 50<sup>th</sup> YEAR OF THE TOWN COUNCIL**

**It was resolved to** schedule a small event to acknowledge 50 years of the Town Council, to be held in the Council Chamber on 11.12.24.

**15. RISK MANAGEMENT PLAN**

**The Risk Management Plan was accepted as presented.**

**16. 20MPH SPEED LIMIT ZONE**

The proposed 20m.p.h speed limit zone along Harvest Road, Crabtree Close and Bramble Way was noted with no comments raised.

**17. OPEN SPACE PROVISION FIELD MAPLE ROAD, WATTON**

**It was resolved that,** in line with previous voiced policy not to accept any open space land from developers, the Town Council would not become the nominated body to receive the open space provision within application 3PL/2022/0296/F.

**18. PLANNING**

Planning applications received for consultation will be included on the agenda for the meeting on 26.11.24.

Noted that Keith Gilbert, Lead Councillor for Planning, has been unable to view applications via the new Breckland Council Planning Portal.

**19. NO RESOLUTION PASSED TO EXCLUDE THE PUBLIC AND PRESS**