

**Minutes of a Premises Committee Meeting of Watton Town Council held on Tuesday 13th
January 2009 at 7.00 pm at Wayland Hall, Watton.**

Members Present: J Carr - Chairman R Ivory
 K Gilbert J P McCarthy
 M Holmes L McCarthy - Vice Chairman

Officers Present: Town Clerk - J Seal

Members of the public: Three

52 APOLOGIES

Apologies for absence were received from Councillors B Anderson and B Freeman

53 CONFIRMATION OF MINUTES

It was agreed by Members that the Minutes be signed by the Chairman as a true and correct record.

54 MATTERS ARISING

Item 44a Day Care Centre – Councillor Holmes reported that drivers were still dropping off passengers between their home and the Centre. The Chairman read out a directive that had been put together by the Luncheon Club Committee to hand out to both drivers and passengers.

Members discussed the issues relating to insurance and responsibility. One of the Ambulance drivers attended the meeting and informed Council that he had been instructed to drop passengers off in the town by the previous management despite the Councils instruction not to.

It was agreed that it was a very serious situation that needed to be addressed and instructed the Clerk to speak to the Luncheon Club Members and drivers and that a sign be put in the ambulance so that there could be no miss-understanding.

Item 46 Software Backup System/Office Computers – The Clerk reported that the computer system would be ordered by the end of the month.

Item 49 Pigeon Problem – Mr Edwards had confirmed that he was happy to have the loft placed on his roof and that the Contractor had been informed to begin the work.

Item 50 Church Railings – St Mary’s church will discuss the railings and wall suggestion at their forthcoming PCC meeting and respond to Council.

It was pointed out that the ground level on the church side of the wall was higher than the road side and could cause a problem if the wall was removed completely.

Item 51 Guttering Wayland Hall – The Clerk had contacted the Chimney Sweep to ask if he would take on the job of clearing the gutters and is awaiting a quotation. He had stated that the building would need to have scaffolding erected for Health and Safety reasons.

It was agreed that quotations be obtained.

55 **URGENT BUSINESS**

55a Town Mural

The Clerk reported that she had exhausted all avenues suggested by Council to remove and repair the Mural.

One Member suggested that a frame be made to support the existing frame so that it could be removed and hopefully protect the tiles from breakage.

It was suggested that The Norfolk Archaeologist Association based at Gressing Hall be contacted to see if they would be interested in taking on the job.

56 **FLASHING SPEED SIGN**

Members referred this item back to Full Council for discussion.

57 **DAY CARE CENTRE REPORT**

The Clerk reported that a meeting would be held on Thursday 15 January 2009 with Town Council Representatives, Norfolk County Council, the Luncheon Club Committee and Age Concern. A full report would be given after the meeting had taken place.

Councillor Holmes reported a problem with a broken wheel on the cooker. A Member offered to look at the cooker to see if it could be repaired. The offer was declined. The Luncheon Club Manager confirmed that a new cooker was needed and that there was a problem with the ventilation system.

The Clerk reminded the Committee that the repair of the cooker was the responsibility of Norfolk County Council and not Watton Town Council and that the ventilation system was being looked at.

It was proposed by Councillor Holmes, seconded by Councillor Gilbert and

RESOLVED

That a meeting be held as soon as possible after the meeting on Thursday 15 January 2009 so that a report could be made to Council.

58 **WAYLAND HALL SECURITY**

Members discussed several security issues such as toughened glass and an alarm system relating to Wayland Hall, which houses both the Council Offices and the Day Care Centre.

It was agreed that Kings and Barnham be asked to give an assessment of the building.

59 **THETFORD ROAD SITE**

The Clerk reported that the allotments had now been allocated and that a date for the official opening and invited guests needed to be agreed. Tesco had pointed out when donating the money that they would like to organise publicity for the opening.

It was agreed that the official opening of the allotments should take place after the allocation giving time for the allotment holders to erect sheds and start preparations.

The agreed date was Friday 27 March 2009 at 12.00 noon. The Town Mayor would officially open the field and invitations would be sent to the landowner, Tesco who donated the costs of preparation, the Contractor who carried out the work, the Allotment Holders and Councillors and Staff.

60 **WALSINGHAM GATES**

The Clerk had been contacted by Wayland Prison who have in their possession a part of the Walsingham Gates, which they wished to have removed. The gates weigh approximately ½ ton and measure six (6) feet by ten (10) feet.

Councillor McCarthy offered to collect the gates and arrange for them to be shot blasted.

It was agreed that this would be discussed further at the next Full Council.

The Meeting ended at 8.10 pm
JS