

COUNCIL MEETING – 18 JULY 2012

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 18 July 2012, the following Members were present:-

Mr K Lashley – Chairman

Mr W F Couzens	-	Ms M Ho
Mr C E Cutting	-	Mr R J Knowles
Mr R B Dyball	-	Mrs B J Lashley
Mrs S A A Dyball	-	Mr C L Noble
Mrs A Harper	-	Ms C T Rumsby
Mrs J Hunt	-	Town Clerk and Responsible Financial Officer
Mrs E Elliot	-	Committee Officer
Mr J Bloomfield	-	Environment Agency

8 Members of the public

12/166. MEMBERS' CODE OF CONDUCT

On the motion of Mr R J Knowles, seconded by Mrs S A A Dyball it was **RESOLVED** to adopt the Members' Code of Conduct as amended.

12/167. REGISTER OF MEMBERS INTERESTS

- (i) Those Councillors present completed and signed the Register of Members' Interests
- (ii) Those Councillors present completed and signed the Members' and Co-Opted Members' Disclosable Pecuniary and Other Interests

12/168. DECLARATIONS OF INTEREST

No declarations of interest were received.

12/169. APOLOGIES FOR ABSENCE

Written apologies for absence were received from Mr J H Mallen and Mrs M R Roberts and verbal apologies were received from Mr J W Bracey and Mrs H Tovell.

12/170. MINUTES

The Minutes of the Council meeting held on 27 June 2012, having previously been circulated to all Members, were confirmed and signed by the Chairman of the Council.

12/171. RESIDENT'S QUESTIONS

On the motion of Mr C E Cutting, seconded by Mr W F Couzens it was **RESOLVED** that the meeting be adjourned to receive residents' questions on matters concerning the town. Residents were reminded that their questions should be addressed to the Chairman who would, assisted by the Town Clerk, reply.

The meeting was reconvened.

Mr Mortimer enquired as to whether information regarding development proposals for Sprowston Diamond Centre would be available on the Council's website.

12/171. RESIDENT'S QUESTIONS (CONTINUED)

The Town Clerk advised that the Council's website would be updated shortly but the plans on view were an artist's impression and planning permission had only been sought and granted for an extension to the eastern wing of the building.

Mr Wright asked what contingency plans the Council had put in place for parking at Sprowston Diamond Centre as re-development of the building would reduce the number of spaces available and additional visitors would increase demand leading to on road parking.

The Chairman advised that any planning application presented by the Council would be subject to an environmental and traffic assessment. Although there were no contingency plans in place at the moment for overflow parking, should a booking of Sprowston Diamond Centre necessitate additional parking this would be instigated and alternative provision made.

Mr Wright thanked the Town Clerk for her help in gaining permission and arranging for signage to be erected on Neville Close in order to deter HGV vehicles from turning into the cul de sac in error.

Mr Judge asked what plans the Council had for the open space on the corner of Neville Road and School Lane. The Town Clerk advised that the area in question had not been discussed by Members and subsequently no decision made.

12/172. POLICE LIAISON OFFICER'S REPORT

The Chairman welcomed to the meeting PC Lambert, who elaborated on some of the incidents recorded in the crime statistics for Sprowston, previously circulated.

12/173. ENVIRONMENT AGENCY PRESENTATION

Mr Jeremy Bloomfield, Senior Adviser PSO Norfolk and Suffolk Environment Agency gave a detailed presentation outlining the various responsibilities of the Environment Agency and other public sector organisations with regard to flood risk and the planning process.

12/174. SPROWSTON YOUTH ENGAGEMENT PROJECT

Further to Minute 12/114. 4.3, the Town Clerk reported that the Sprowston Youth Engagement Project would not be using Sprowston Diamond Centre as previously requested due to the size and location of the room, facilities and the possibility of other users being present in the building at the same time.

12/175. COMMUNITY FESTIVAL WORKING GROUP MEETING

Further to Minute 12/135, details of the income and expenditure for Sprowston's Annual Summer Fete were circulated at the meeting which would be considered at the next meeting of the Community Festival Working Group, on Wednesday 1 August 2012 at 7:00pm.

12/176. NEW HOMES BONUS BROADLAND DISTRICT COUNCIL

Referring to Minute 12/150 1.1, Mr C L Noble asked if Broadland District Council had been contacted with regard to the inaccurate calculation of new homes in Sprowston and subsequent bonus allocation. The Town Clerk advised she had discussed this with the officers concerned but there would be no redress as these were the figures submitted to the DCLG and on which the bonus was based.

12/176. NEW HOMES BONUS BROADLAND DISTRICT COUNCIL (CONTINUED)

However, she had arranged a meeting with Phil Kirby, Chief Executive on Monday 23 July 2012, to discuss this among other Sprowston issues.

12/177. SPROWSTON DIAMOND CENTRE - BIDWELLS CONSULTANCY

Further to Minute 12/150 1.2, the Town Clerk advised that Paul Clarke, Senior Partner Bidwells had requested to attend the next meeting of the Council to discuss the development proposals suggested for Sprowston Diamond Centre.

12/178. ADMINISTRATIVE AND FINANCE OFFICER (P/T)

Referring to Minute 12/150 4.1 (ii), Mr C L Noble commented that Thorpe St Andrew Town Council were advertising for an Assistant Clerk and asked if there was any benefit in liaising with that Council with regards to applicants.

12/179. REPORT OF THE TOWN CLERK

ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Norfolk Homes Site Blue Boar Lane Phase 2

Members considered the option to adopt the open space, play equipment, flower beds and water culvert at Blue Boar Lane for a one off commuted sum of £19,087.00 and were of the opinion that the s.106 sum was insufficient to cover on-going maintenance and replacement costs, particularly given that this was based on 10 years and not the normal 20 years. Although not receptive to adopting the water culvert, which would set a precedent of future SUDS in the Sprowston area, Members were open to negotiation with regards to the play area, open space and flower beds and it was

RESOLVED to liaise with Broadland District Council on the adoption of the play area, open space and flower beds but should the District Council feel unable to separate these from the water culvert then decline to adopt any of the areas suggested.

CEMETERY

2.1 Mausoleum

Having given careful consideration to a request to erect a black polished granite Mausoleum (a monument and burial above ground) at Sprowston Cemetery which would deviate from the Council's current regulations, Members

RESOLVED to refuse permission for this and any similar requests given the visual impact, size and precedent it would set for this and other types of construction in the cemetery.

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Staffing Park Supervisors (p/t)

12/179. REPORT OF THE TOWN CLERK (CONTINUED)

RESOLVED to accept the recommendation of the Town Clerk to advertise and interview for replacement supervisor after consideration to the new season.

4.2 Sprowston Diamond Centre - Seating

RESOLVED to purchase from Millar West, Norwich

- (i) 25 blue and 25 green chairs at a cost of £4,925.00 plus VAT
- (ii) chair trolley at a cost in the range of £150.00 to £200.00 plus VAT

4.3 Norfolk Pension Fund - Local Government Pension Service Employer Consultation

RESOLVED to respond to the Local Government Pension Scheme 2014 consultation with the comments of the Council's employees regarding proposals for a new LGPS scheme.

PLANNING AND TRANSPORTATION

5.1 No matters were reported

12/180. MEETING ADJOURNMENT

On the motion of Mr R B Dyball seconded by Mrs S A A Dyball it was

RESOLVED to adjourn the meeting for a short break.

12/181. PLANNING

The Town Clerk reported that observations had been requested by the District Council's Head of Development Management & Conservation on planning applications received since the last meeting.

Having considered each application and the accompanying plans the Council

RESOLVED

- (a) to raise no observations or objection to the granting of the following applications:

- 12/0900 - erection of 5 No. Silos at U C P Zeller Plastik, Salhouse Road
- 12/0929 - two and single storey rear/side extension at 22, Blenheim Road
- 12/0943 - two storey rear extension at 27, Foxburrow Road
- 12/01172/F - aircraft engine testing, construction of an associated ground run enclosure (GRE) at Norwich Airport, Amsterdam Way

12/182. SUSPENSION STANDING ORDER 1Y

On the motion of Mr R J Knowles, seconded by Mrs S A A Dyball it was

RESOLVED to suspend Standing Order 1Y to complete the business of the evening.

12/183. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 18 July 2012 totalling £32,386.18 and answered Members' questions arising therefrom.

On the motion of Mr R J Knowles, seconded by Mrs S A A Dyball it was

RESOLVED that payment of the accounts to 18 July 2012 totalling £32,386.18 be approved and the schedule authorising payment signed by Ms M Ho and Mr R J Knowles.

12/184. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £993.74 was approved and noted.

12/185. REPORTS FROM COUNCIL'S WORKING GROUPS

No written reports were received.

12/186. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Written reports were received from Mr W F Couzens, District Councillor and Mr J Ward, County Councillor.

12/187. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

12/188. QUESTIONS UNDER STANDING ORDER NO. 8

No questions under Standing Order 8 were received.

There being no other necessary business the Chairman of the Council thanked Members for their attendance and declared the meeting closed.

12/189. EXCLUSION OF PRESS AND PUBLIC

On the motion of Mr R J Knowles, seconded by Mrs S A A Dyball it was

RESOLVED to exclude the Press and Public in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act of 1960 due to the confidential nature of the business to be transacted under Minute 12/190.

12/190. STAFFING

Having considered the confidential report of the Town Clerk it was **RESOLVED** to approve the request of the Assistant Clerk and Financial Officer to reduce her hours to 32 a week to be performed Monday to Thursday

8 August 2012

CHAIRMAN