

**NOTICE OF MEETING**

**AND SUMMONS TO ATTEND**

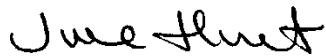
**The meeting of Sprowston Town Council  
will be held at Sprowston Diamond Centre School Lane  
Sprowston on Wednesday 19 September 2012 at 7.30pm**

**AGENDA**

Item No.

1. To receive verbal declarations of disclosable pecuniary and other interests.
2. To receive written apologies for absence. (proforma enclosed)
3. To confirm the minutes of the Council's meeting held on 29 August 2012. Pages 1 - 4
4. To receive any Police Liaison Officer's report.
5. To adjourn the meeting to allow members of the public & Councillors with prejudicial interests to speak<sup>1</sup>.
6. Jason Menezes, Bidwells to present tenders for phase 1 of the redevelopment of Sprowston Diamond Centre Pages 5 - 8
7. To receive correspondence & agree action/response arising from the minutes.
8. To receive the report of the Town Clerk and make decisions on: Pages 9 - 24
  - 1.1 Air Conditioning Meeting Room at Sprowston Diamond Centre
  - 1.2 Dog Gloves
  - 1.3 Norwich Fringe Project Survey
  - 1.4 GNDP (Greater Norwich Development Partnership) Green Infrastructure Management and maintenance)
  - 1.5 Donation of Park Bench by Brethren Christian Fellowship
  - 1.6 Tree Survey of Council's Liability on Open Spaces
  - 2.1 Report on Cemetery Building
  - 4.1 Broadland District Council Annual Meeting with Town and Parish Councils
  - 4.2 Localism, Neighbourhood Planning and Self Build Conference
9. To consider and adopt the revised Allotment Terms and Conditions (enclosed)
10. To adjourn the meeting for a short break.
11. To consider planning applications to 19 September 2012. Pages 25 - 26
12. To confirm the payment of accounts to 19 September 2012. (schedule enclosed)
13. To receive the schedule of credit card payments (schedule enclosed)

14. To receive any written/verbal reports from the Council's Working Groups.  
Neighbourhood Plan Working Group - Programme of Support by The Prince's Foundation Page 27
15. To receive any written reports from Sprowston County and District Councillors. (proforma enclosed and report from County Councillor J Ward attached) Page 28
16. To receive any written reports from Members representing the Council on or at outside organisations. (proforma enclosed)
17. To answer any questions under Standing Order No. 8  
(written questions should be submitted to the Clerk at least 3 days before the meeting).



**June Hunt**  
**Town Clerk**

**14 September 2012**

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**Footnote:**

*<sup>1</sup> Members have a statutory legal duty under the Localism Act 2011, to declare any disclosable, pecuniary and other interests they have in items contained in the above agenda. Failure to do so may result in the individual Councillor being reported to Broadland District Council's Monitoring Officer.*

*Planning Applications listed above are those in the office at the time of publication of the Agenda. The Council may consider others received up to the date of the meeting if appropriate. Plans may be viewed in the Council office during office hours, and are available from 7 pm on the date of the meeting. Alternatively, to view on line please go to [www.broadland.gov.uk](http://www.broadland.gov.uk) and follow the links through to planning.*

*This Meeting is open to the Public and the Press. Copies of this Agenda and Draft Minutes referred to above are available from the Council Office. Signed copies of the Minutes may also be downloaded from the Council's website [www.sprowston-tc.gov.uk](http://www.sprowston-tc.gov.uk) (go to Council Meetings page). They are available (unless marked confidential) for public inspection at the Council Offices during public opening hours.*