

## **COUNCIL MEETING – 31 OCTOBER 2012**

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 31 October 2012, the following Members were present:-

Mr K Lashley – Chairman

Mr J W Bracey	-	Ms M Ho
Mr W F Couzens	-	Mr R J Knowles
Mr R B Dyball	-	Mrs B J Lashley
Mrs S A A Dyball	-	Mr J H Mallen
Mrs A Harper	-	Mrs M R Roberts

Ms C T Rumsby

Mrs J Hunt	-	Town Clerk and Responsible Financial Officer
Mrs E Elliot	-	Committee Officer
Mrs J Leggett	-	County Councillor Old Catton and Sprowston West
Mr J Ward	-	County Councillor Sprowston Central and South East
Mr A Dickie	-	Sprowston Climate, Environment and Nature Team (S.C.E.N.T)

6 Members of the public

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### **12/263. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

No declarations of disclosable pecuniary and other interests were received.

### **12/264. APOLOGIES FOR ABSENCE**

Written apologies for absence were received from Mrs H Tovell and verbal apologies from Mr C E Cutting and Mr C L Noble.

### **12/265. MINUTES**

The Minutes of the Council meeting held on 10 October 2012, having previously been circulated to all Members, were confirmed subject to the following amendment

Minute 12/254 5.1 first paragraph, fourth line **delete** FristNorwich and **insert** FirstNorwich

and signed by the Chairman of the Council.

### **12/266. POLICE LIAISON OFFICER'S REPORT**

The Chairman welcomed to the meeting PCSO Luke Carleton-Porter and PCSO Kane Casburn who elaborated on some of the incidents recorded in the crime statistics for Sprowston, previously circulated.

### **12/267. ANDREW DICKIE SPROWSTON CLIMATE, ENVIRONMENTAL NATURE TEAM**

Mr Andrew Dickie gave a presentation on the objectives and constraints of the Sprowston Climate, Environment and Nature Team (S.C.E.N.T) so as to become an important player in the implementation of the Green Agenda and how Sprowston Town Council could support and sponsor them to achieve this goal.

**12/267. ANDREW DICKIE SPROWSTON CLIMATE, ENVIRONMENTAL NATURE TEAM (CONTINUED)**

It was suggested that Mr Dickie might approach Broadland District Council as they already produced leaflets on places to walk and had been involved in running a competition similar to the one he was proposing.

**RESOLVED** to place this item on the agenda at the next Council meeting for discussion.

**12/268. RESIDENT'S QUESTIONS**

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

There being no questions the meeting was reconvened.

**12/269. CHANGES TO BUS SERVICES**

Further to Minute 12/254 5.1, Members were advised that commercial bus operators are able to choose when and where they run bus services and do not need permission from the County Council to do so. New routes are required to be registered with the Traffic Commissioners Office 56 days before operation and it is customary for the bus operators to notify Parish and Town Councils at this time, but that appears to have been overlooked in this instance. The bus operator is also able to display bus stop flags at appropriate locations without needing permission from Norfolk County Council.

**12/270. REPORT OF THE TOWN CLERK**

**ALLOTMENTS, PARKS AND OPEN SPACES**

**1.1 No matters were reported**

**CEMETERY**

**2.1 Proposed Design for Sprowston Cemetery Building**

Members considered the plans for the proposed design work for the conversion of the existing building at Sprowston Cemetery into a visitors centre. It was felt that there was a conflict of interest with regard to mourners, visitors and allotment holders having to access the public toilet through the waiting room.

**RESOLVED** that new plans be sought incorporating an external entrance to the toilet facilities.

**STREET LIGHTING**

**3.1 No matters were reported**

**CENTRAL ADMINISTRATION AND PERSONNEL**

**4.1 Christmas Holidays**

**RESOLVED** that office and grounds staff be given Monday 24 December 2012 off as an additional days annual leave, this being a one off gesture in

## **12/270. REPORT OF THE TOWN CLERK (CONTINUED)**

view of when Christmas Eve falls in the calendar year and in recognition of the hard work of the Council's employees.

### **PLANNING AND TRANSPORTATION**

#### **5.1 No matters reported**

##### **Enclosure:**

Norfolk Community Health and Care - Could you be a Governor of our Trust

## **12/271. MEETING ADJOURNMENT**

On the motion of Mr R B Dyball, seconded by Mr J W Bracey it was

**RESOLVED** to adjourn the meeting for a short break.

The meeting was reconvened.

## **12/272. 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:

12/1422 - 2.3m high fence to rear boundary at 16, Gurney Drive

12/1431 - two storey side extension at 198, Blithemeadow Gardens

12/01172/F - aircraft testing at Norwich International Airport, construction of an associated ground run enclosure (GRE), hardstanding and drainage works at Norwich Airport, Amsterdam Way

(b) to defer consideration of planning application 12/1516 - the development of land north of Sprowston and Old Catton to provide up to 3,520 dwellings; up to 16,800 square metres of employment space; up to 3,800 square metres of space for shops, services, cafes, restaurants and drinking establishments; up to 1,000 square metres of hotel accommodation; two primary schools; up to 2,000 square metres of community space including a health centre, library and community halls; an energy centre; cycle and vehicle parking for residents, visitors and staff; landscaping and public open space for amenity, recreation and food-growing; ecological mitigation and enhancement; utilities and sustainable urban drainage infrastructure; and pedestrian, cycle and vehicular accesses until the plans were widely publicised through the Council's website, noticeboards, a special edition of Sprowston Matters and following a 2 day exhibition in January inviting residents to comment.

## **12/273. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 31 October 2012 totalling £80,077.93 and answered Members' questions arising therefrom.

**12/273. PAYMENT OF ACCOUNTS (CONTINUED)**

On the motion of Mr R J Knowles, seconded by Mr W F Couzens it was

**RESOLVED** that payment of the accounts to 31 October 2012 totalling £80,077.93 be approved and the schedule authorising payment signed by Mrs B J Lashley and Mr R J Knowles.

**12/274. SCHEDULE OF CREDIT CARD PAYMENTS**

The schedule of credit card payments was approved and noted.

**12/275. FIXED LOAN REPAYMENTS**

The schedule of fixed loan repayments was approved and noted.

**12/276. PROJECTS AND SCHEMES PROPOSED FOR INCLUSION IN THE DRAFT BUDGET FOR 2013/14**

The following projects and schemes were proposed for inclusion in the draft budget for 2013/14:

- bulk clean and change of the Council's street lights
- obtain a quotation to survey the columns (to be carried out the same time as the bulk clean and change)
- welcome to Sprowston signage

**12/277. REPORTS FROM COUNCIL'S WORKING GROUPS**

No written reports were received.

**12/278. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

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

**12/279. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

No written reports were received.

Mr W F Couzens agreed to substitute for Mrs B J Lashley at the Airport Consultative Committee Meeting to be held Monday 5 November 2012 commencing 2:00pm as Mr C E Cutting was unwell.

Mrs B J Lashley encouraged Members to attend the National Association of Local Council's AGM to be held Monday 8 November 2012 as there was an opportunity to meet the candidates for the Police & Crime Commissioner role.

Mr K Lashley circulated a flyer with details of the Sprowston Youth Engagement Project (SYEP).

**12/280. 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.

**21 November 2012**

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**CHAIRMAN**