

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 12 December 2012 at 7.30pm**

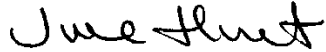
AGENDA

Item No.

1. To receive declarations of interest under Procedure Rule no. 10.
2. To receive written apologies for absence. (proforma enclosed)
3. To confirm the minutes of the Council's meetings held on 21 November 2012. Pages 1 - 4
4. To receive any Police Liaison Officer's report. Pages 5 - 6
5. To adjourn the meeting to allow members of the public & Councillors with prejudicial interests to speak¹.
6. To receive correspondence & agree action/response arising from the minutes.
7. To receive the report of the Town Clerk and make decisions on: Pages 7 - 33
 - 1.1 Bowls Green
 - 2.1 (i) Proposed Design for Sprowston Cemetery Building
 - (ii) Proposed Memorial Garden Layout
 - (iii) Proposed Layout of Section 11 and 12
 - 4.1 Internal Audit Report 2012-13 (Interim)
 - 4.2 Grant Aid
 - (i) Macmillan Cancer Care
 - (ii) Age UK Norfolk
 - (iii) Norfolk Accident Rescue Service
 - (iv) Broadland Home Watch Association
8. To adjourn the meeting for a short break.
9. To consider planning applications to 12 December 2012. Pages 34 - 35
10. To confirm the payment of accounts to 12 December 2012. (schedule enclosed)
11. To receive the schedule of credit card payments (schedule enclosed)
12. To receive any written/verbal reports from the Council's Working Groups.
13. To receive any written reports from Sprowston County and District Councillors. (proforma enclosed and reports from District Councillor W F Couzens and County Councillor J Ward attached) Pages 36 - 38
14. To receive any written reports from Members representing

the Council on or at outside organisations. (proforma enclosed)

15. 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

7 December 2012

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Footnote:

¹ 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 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 (go to Council Meetings page). They are available (unless marked confidential) for public inspection at the Council Offices during public opening hours.