

## **COUNCIL MEETING – 18 SEPTEMBER 2013**

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 18 September 2013, the following Members were present:-

Mr K Lashley – Chairman

Mr J W Bracey	-	Mr R J Knowles
Mr W F Couzens	-	Mrs B J Lashley
Mr R B Dyball	-	Mr J H Mallen
Mrs S A A Dyball	-	Mr C L Noble
Mr R A Fowkes	-	Mrs M R Roberts
Ms M Ho	-	Ms C T Rumsby

Mrs H Tovell

In attendance

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

2 Members of the public

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### **13/230. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

No declarations of disclosable pecuniary and other interests were received.

### **13/231. APOLOGIES FOR ABSENCE**

Written apologies for absence were received from Mrs A Harper.

### **13/232. MINUTES**

The Minutes of the Council's meeting held on 28 August 2013, having previously been circulated to all Members, were confirmed and signed by the Chairman of the Council.

### **13/233. POLICE LIAISON OFFICER'S REPORT**

The Chairman welcomed to the meeting PCSO Kane Casburn who elaborated on some of the incidences recorded in the crime statistics for Sprowston since the last meeting.

### **13/234. SPROWSTON DIAMOND CENTRE CAR PARK**

Further to Minute 13/215, NPS, on behalf of Norfolk County Council, confirmation of a sale had been received to sell the remaining area of land to the rear of Sprowston Diamond Centre at £70,000 with a 100% claw back for 70 years.

### **13/235. SPROWSTON DIAMOND CENTRE RE-DEVELOPMENT PHASE 2**

Further to Minute 13/198, the Town Clerk read out a report from Bidwells relating to a hammer test carried out in the west wing, and the condition of one of the chimneys.

### **13/235. SPROWSTON DIAMOND CENTRE RE-DEVELOPMENT PHASE 2 (CONTINUED)**

Due to previous damage and de-bonding from the brickwork, the hammer test resulted in the loss of 90% of the plaster. The chimney, whilst appearing in good condition above the roofline, has significant vertical cracking below the roofline.

Having considered the proposed options suggested in the report it was

#### **RESOLVED**

- to line the walls with insulated plasterboard to increase the thermal efficiency
- to remove the chimney but salvage the chimney pot.

### **13/236. RESIDENT'S QUESTIONS**

On the motion of Mrs S A A Dyball, seconded by Mrs M R Roberts 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.

Mrs Howes:

- enquired as to whether a Strategic Flood Risk Assessment had taken place with regard to the Beyond Green planning application 2012/1516.

Mrs Howes was advised that the Town Council was not aware of one being carried out however it was felt that one was required and officers at Broadland District Council would have this information.

- expressed concern about the creation of a dog leg on Wroxham Road should the east/west High Street through the proposed development be granted planning permission

Mrs Howes was advised that the Town Council had made this point to the Planning Authority on numerous occasions and that the Chairman and Councillor Couzens would be meeting to discuss the Councils representation at the Planning Authorities Committee meeting where this application would be determined.

Mrs Leggett reported:

- that young people in care were giving presentations to Councillors about their experiences
- that Norfolk County Council were launching a 12 week consultation, commencing 19 September 2013, on budget savings and issues. Comments could be made via twitter, facebook, feedback forms in the Autumn edition of "Your Norfolk", email, Norfolk County Council website or letter
- that the Fire Service would be on strike 25 September 2013, arrangements were in place and all 999 calls would be answered
- Care UK were having problems but were working hard to resolve them

The meeting was reconvened.

The Chairman of the Council requested Members to read a confidential email, circulated at the meeting, relating to item 16 on the Agenda.

## **13/237. REPORT OF THE TOWN CLERK**

### **ALLOTMENTS, PARKS AND OPEN SPACES**

#### **1.1 Allotment Annual General Meeting**

The Town Clerk reported that the Annual Allotment Holders meeting would take place on Thursday 7 November 2013 at Sprowston Diamond Centre, with refreshments being served between 6.45pm and 7.15pm prior to commencement of the meeting.

### **CEMETERY**

#### **2.1 No matters were reported**

### **STREET LIGHTING**

#### **3.1 No matters were reported**

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 School Lane Pre-School**

The Town Clerk read a letter, thanking the Council for the new facilities at Sprowston Diamond Centre, had been received from School Lane Pre-School.

#### **4.2 Norfolk Association of Local Councils - "Wildlife in the Brecks"**

Members noted the invitation to attend an evening meeting arranged by Norfolk Association of Local Councils to consider the role of the RSPB and local communities in protecting the Brecks.

#### **4.3 Lease of Council Offices**

Having considered the report of the Town Clerk it was

#### **RESOLVED**

- to assign the draft licence for the lease of the Council Office at Sprowston Recreation Ground from CfBT Education Trust to Include
- to authorise the Chairman and Town Clerk to sign the document on behalf of the Council.

#### **4.4 Business Rates**

Members noted that a reduction in Business Rates on Sprowston Diamond Centre, during the period of refurbishment in Phase 2, had been secured from the Valuation Office decreasing the charge in the current financial period by approximately £700.

A further reduction had also been secured in respect of the Cemetery.

#### **4.5 Sprowston Neighbourhood Plan**

Members noted that Broadland District Council would commence a 6 week consultation on the proposed Sprowston Neighbourhood Plan on Friday 27 September 2013. The Plan and accompanying documents would be available from the Council Office, Sprowston Library and Broadland District Council and both the Town and District Councils websites.

**13/237. REPORT OF THE TOWN CLERK (CONTINUED)**

**PLANNING AND TRANSPORTATION**

**5.1 Broadland District Council - Sprowston Affordable Housing Needs Survey Report**

The affordable housing needs survey report for Sprowston, prepared by Broadland District Council, was noted.

**5.2 Broadland District Council - Food Waste Expansion**

Members noted Broadland District Council's expansion of their food waste collection in Sprowston, commencing 21 October 2013.

**ENCLOSURES**

- (i) Norfolk Link
- (ii) Parish Pages

**13/238. MEETING ADJOURNMENT**

On the motion of Ms M Ho, seconded by Mr R B Dyball it was

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

The meeting was reconvened.

**13/239. 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:

2013/1180 - detached garage and boundary wall (revised proposal) at 215, Wroxham Road

2013/1177 - change of use from retail/residential use to Dental Surgery at 84, Blenheim Road

2013/1193 - single storey rear extension at 31, Russell Avenue

2013/1217 - single storey rear extension at 85, Moore Avenue

- (b) not to consider planning applications:

2013/1159 - change of use from School to community use classes D1 and D2 at Sprowston Diamond Centre, School Lane

2013/1168 - installation of air conditioning unit, re-instatement of pedestrian access from Neville Road, installation of new entrance and emergency ramps and brick up two doors at front at Sprowston Diamond Centre, School Lane

**13/240. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 28 August 2013 totalling £19,842.88 and answered Members' questions arising therefrom.

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

**RESOLVED** that payment of the accounts to 28 August 2013 totalling £19,842.88 be approved and the schedule authorising payment signed by Mr R J Knowles and Ms M Ho.

**13/241. SCHEDULE OF CREDIT CARD PAYMENTS**

The schedule of credit card payments totalling £243.88 was approved and noted.

**13/242. REPORTS FROM COUNCIL'S WORKING GROUPS**

No written reports were received.

**13/243. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr W F Couzens, District Councillor and Mr J Ward, County Councillor.

**13/244. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

No written reports were received.

**13/245. EXCLUSION OF PRESS AND PUBLIC**

On the motion of Mr R J Knowles, seconded by Mrs M R Roberts 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 13/246.

**13/246. CONSIDERATION OF COMPLAINT**

Having carefully considered a complaint from a hirer of Sprowston Diamond Centre, in accordance with the Council's Complaints Procedure, Members found the allegations made by the hirer to be groundless and it was

**RESOLVED**

- to terminate the room hire contract with the hirer, with immediate effect, to be made in writing and delivered by hand by two Councillors
- to review the terms and conditions of letting

**13/247. 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.

9 October 2013

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**CHAIRMAN**