

COUNCIL MEETING – 11 DECEMBER 2013

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 11 December 2013, the following Members were present:-

Mr K Lashley – Chairman

Mr J W Bracey	-	Mr R A Fowkes
Mr W F Couzens	-	Ms M Ho
Mr R B Dyball	-	Mrs B J Lashley
Mrs S A A Dyball	-	Mr C L Noble
Mrs H Tovell		

In attendance

Mrs J Hunt	-	Town Clerk and Responsible Financial Officer
Mrs M Cook	-	Senior Financial Officer and Assistant Clerk
Mrs E Elliot	-	Committee Officer
Mrs J Leggett	-	County Councillor Old Catton and Sprowston West

8 Members of the public

13/302. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

13/303. APOLOGIES FOR ABSENCE

Written apologies for absence were received from Mrs A Harper, Mr R J Knowles and Mr J H Mallen and verbal apologies from Mrs M R Roberts and Ms C T Rumsby.

13/304. MINUTES

The Minutes of the Council's meeting held on 20 November 2013, having previously been circulated to all Members, were confirmed and signed by the Chairman of the Council.

13/305. POLICE LIAISON OFFICER'S REPORT

The Chairman welcomed to the meeting, PC Keith Lambert and PCSO Sarah McCue who elaborated on some of the incidences recorded in the crime statistics for Sprowston since the last meeting.

The Town Clerk referred Members to 4.2 of the Clerk's report regarding calls to the Norfolk Constabulary Control room being summarised in the future.

13/306. RECREATION GROUND BOWLS GREEN

Further to Minute 13/290 1.1, the Town Clerk reported that all Bowls Clubs playing at the Recreation Ground Bowls Green had welcomed the proposed alterations and thanked the Council for the upkeep of the green.

13/307. GRANT AID - ROYAL BRITISH LEGION

The Town Clerk reported that a letter had been received from the Royal British Legion thanking the Council for their donation.

13/308. RESIDENT'S QUESTIONS

On the motion of Mr R A Fowkes, 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.

Mr Cracknell expressed concern at the scale of development proposed in planning application 2013/1682 as he lives in the neighbouring property, which will become overlooked.

Reverend Simon Stokes:

- urged the Council, when looking at the cemetery burial fees, to widen the current understanding of what residency means.
- commented on issues regarding Church Lane and St Mary and St Margarets Church and how to cope with the number of people using it. Issues which should be taken into account as future plans in the area are progressed.
- advised that Christmas Lunch would be served at St. Cuthbert's Church at 12.15pm on 25 December 2013.

The Chairman agreed that issues relating to Church Lane should be considered, particularly in view of the Council's resistance to it becoming a through road as part of the development by Beyond Green.

Mrs Leggett reported:

- that it was the last day for comments on Norfolk County Council's budget consultation
- that libraries will be holding mini reading challenges over the Christmas holidays
- the Forum had won, for the 7th year running, most visitors to a library during the year

Mrs Mace conveyed her objection to planning application 2013/1604, advising that planning permission had been refused on two previous occasions.

The meeting was reconvened.

13/309. REVIEW OF CURRENT FEES AND CHARGES 2013/14

(a) Cemetery and Memorial Charges

The Town Clerk explained in detail the background papers previously circulated and referred Members to the European Commission's recommendation that a competent authority may not discriminate on the grounds of place of residence. This has not been tested in court, therefore it has been suggested that Local Authorities can continue to charge increased amounts for burial of individuals from outside their local area by establishing the objective criteria that it still has appropriate capacity to provide burial space.

13/309. REVIEW OF CURRENT FEES AND CHARGES 2013/14 (CONTINUED)

During an in depth discussion a number of suggestions were made including:

- due to expected imminent changes, the use of the electoral register to ascertain residency would be deemed inappropriate in the future.
- in view of complaints regarding how residency discounts are determined a single fee should now be considered.
- a significant increase in fees, both burial and exclusive rights, could be offset against the precept so that it benefits residents who pay council tax to Sprowston.
- A significant increase in fees will enable development of the cemetery extension without burdening the council tax payer.
- an exhumation fee to be applied

RESOLVED

To apply a single Cemetery and Memorial fee, an exhumation fee and increase the fees for 2014/15 as attached, effective 1 April 2014.

(b) Sports Hire Fees

RESOLVED

- that a 2.7% increase be applied to block booking fees for 2014/15
- that a 2.7% increase be applied to adult casual hire, rounded up to the nearest 50 pence, for 2014/15
- that children's casual hire remain unchanged

effective 1 April 2014.

(c) Facility Hire Fees

RESOLVED

to decrease Facility Hire Fees for 2014/15 as attached, effective 1 April 2014.

(d) Allotment Rents and Water Charges

RESOLVED to increase allotment rents for 2014/15 by £1.00 and water charges by 50 pence with effect from 1 October 2014.

13/310. REPORT OF THE TOWN CLERK

ALLOTMENTS, PARKS AND OPEN SPACES

1.1 No matters were reported.

CEMETERY

2.1 Tender Provision of Construction Services - Alteration to Cemetery Building

Having considered the report of the Town Clerk it was

13/310. REPORT OF THE TOWN CLERK (CONTINUED)

RESOLVED to award the Cemetery Building Alterations Contract to T Gill and Son (Norwich) Ltd in the sum of £54,794.00 plus VAT.

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Grant Aid - Norfolk Age UK

RESOLVED that a donation of £200 be made to Age UK Norfolk.

4.2 Police Information

Members noted that calls received in the Norfolk Constabulary control room will in the future be summarised with a total number, rather than itemised.

4.3 Parish Boundary Change

Having considered the report of the Town Clerk is was

RESOLVED

To formally accept the realignment of the boundary between the parishes of Sprowston and Beeston St. Andrew.

PLANNING AND TRANSPORTATION

5.1 CPRE Norfolk Alliance Meeting

Members noted the report of the Town Clerk on her attendance at the CPRE Norfolk Alliance meeting held on Tuesday 26 November 2013.

5.2 Joint Core Strategy for Broadland, Norwich and South Norfolk: Broadland part of the Norwich Policy Area Local Plan

Members noted that the Inspector's report on the examination of the Joint Core Strategy for Broadland, Norwich and South Norfolk: the Broadland part of the Norwich Policy Area Local Plan had been published.

ENCLOSURES

6. Broadland District Council Parish Pages Issue No. 61 December 2013.

13/311. TO REVIEW THE INTERNAL AUDIT REPORT 2013/14 (INTERIM)

Members noted and accepted the internal audit report 2013/14 (interim), noting no recommendations to be carried out, and congratulated the Town Clerk, Assistant Clerk and staff involved in preparation.

13/312. MEETING ADJOURNMENT

On the motion of Mr K Lashley, seconded by Mrs H Tovell it was

RESOLVED to adjourn the meeting for a short break.

13/312. MEETING ADJOURNMENT (CONTINUED)

The meeting was reconvened.

13/313. 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 following applications:

2013/1616 - first floor rear extension at 156, Wroxham Road
2013/1642 - first floor front extension at 3, Hornbeam Close

(b) to oppose the granting of planning application 2013/1604 - erection of detached dwelling at 67, Corbet Avenue on the grounds that it is an over development of the site, there is insufficient curtilage for the size of the property and it is an unneighbourly form of development. Concern was also expressed with regard to access at a very busy junction near a large school.

(c) to oppose the granting of planning application 2013/1682 - two storey side & rear extension, single storey front extension & rear extension at 11A, Blenheim Road on the grounds that it is an over development of the site, not subservient to the original dwelling, unneighbourly, out of keeping with surrounding properties and detrimental to the street scene.

13/314. SUSPENSION OF STANDING ORDER 1Y

On the motion of Mr R B Dyball, seconded by Mrs B J Lashley it was **RESOLVED** to suspend Standing Order 1Y to complete the business of the evening.

13/315. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 11 December 2013 totalling £75,748.26 and answered Members' questions arising therefrom.

On the motion of Mrs S A A Dyball, seconded by Mrs B J Lashley it was

RESOLVED that payment of the accounts to 11 December 2013 totalling £75,748.26 be approved and the schedule authorising payment signed by Ms M Ho and Mrs B J Lashley.

13/316. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £10.29 was approved and noted.

13/317. REPORTS FROM COUNCIL'S WORKING GROUPS

No written reports were received.

13/318. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

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

13/319. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

13/320. 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.

8 January 2014

CHAIRMAN