

COUNCIL MEETING – 12 AUGUST 2015

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 12 August 2015, the following Members were present:-

Mr I Moncur – Chairman

Mr J W Bracey	-	Mr K Lashley
Mr R A Fowkes	-	Mr C L Noble
Mr R J Knowles	-	Mrs J Poynter
Mrs B J Lashley	-	Mr N Shaw
Mr J M Ward		

In attendance

Mrs J Hunt	-	Town Clerk and Responsible Financial Officer
Mrs E Elliot	-	Committee Officer

15/197. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

15/198. APOLOGIES FOR ABSENCE

Written apologies for absence were received from Mrs J Leggett and verbal apologies from Mr J H Mallen, Ms G Landamore and Mr T Landamore.

15/199. MINUTES

The Minutes of the Council's meeting held on 22 July 2015, having previously been circulated to all Members were confirmed subject to the following amendments

Insert Mrs J Poynter in Members present
Minute 15/183 (2b) **delete** Cousins and **insert** Couzens

and signed by the Chairman of the Council.

15/200. POLICE LIAISON OFFICER'S REPORT

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

He also reported that the person responsible for recent straw bale fires at White House Farm had been apprehended.

15/201. BLITHEMEADOW DRIVE PARKING

Further to Minute 15/184, the Town Clerk reported Norfolk County Council's response to the Council's request to consider extending double yellow lines into Blithemeadow Drive to prevent indiscriminate parking as follows:

"Any adjustment to waiting restrictions requires a Legal Order called a Traffic Regulation Order (TRO) to make them enforceable. A TRO has a significant cost to implement as the Council would have to carry out statutory consultation with residents and stakeholders. This is why we are currently only consider such orders where there is a specific highway issue to resolve, normally associated with an

15/201. BLITHEMEADOW DRIVE PARKING (CONTINUED)

unacceptable personal injury accident record at a given location. There is no such record on Blithemeadow Drive and with this in mind it is hard to see how any adjustment to the existing TRO could be taken forward and there are currently no plans to provide further extensions to the current waiting restrictions in the area”.

RESOLVED that an article be placed in Sprowston Matters with regard to indiscriminate parking during school term time by parents.

15/202. KERBSIDE COLLECTION

The Town Clerk reported Mrs J Leggett's update on Minute 15/183, advising that pilot kerbside collections of electrical equipment (funded by the national Distributor Take Back Scheme) were being tried in areas over 5 miles from a recycling centre.

15/203. FIRST BUS SERVICE

The Town Clerk reported that the 11/11A and 12 bus services were to be changed effective 20 September 2015 and Cozens Hardy Road would no longer be served. In the interim the 11A would be disrupted due to road works between 24 and 28 August 2015.

Mr N Shaw commented that both Broadland District and Norfolk County Council had given subsidies to Konectbus and felt that they might be interested in an established route that was being relinquished.

15/204. DOG FOULING

Mr I Moncur reported that following an article in Sprowston Matters he and the Town Clerk had taken part in an interview with BBC Radio Norfolk regarding dog fouling on Sprowston Recreation Ground.

Mr C L Noble suggested that the yellow dog stencils be repainted at Sprowston Recreation Ground.

15/205. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward, District and County Councillor.

- (1) Mr J M Ward also verbally reported:
 - (1.1) that BT had made available to the Better Broadband for Norfolk a further £5.3m to reinvest in superfast broadband coverage to even more homes and businesses than originally planned.
 - (1.2) initial works on the Northern Distributor Road was expected to start in the middle of October, with full construction commencing early 2016 following approval being given by Transport Secretary Patrick McLaughlin and there having been no subsequent challenge.
 - (1.3) 40 metres of Couzens Hardy Road will be closed from its junction with Wroxham Road except for access from 24 - 28 August for electricity connection works.
 - (1.4) a special meeting of Norfolk County Council has been called for 2 September 2015 to close a funding gap of £29.9m, caused by rising prices, a head of work starting on the Northern Distributor Road. The Chairman of the Environment Development and Transport

15/205. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

Committee will be preparing the Council's contribution of £15m and is calling on the Government to cover the remainder. The total cost of the NDR is £178m.

- (2) Mr N Shaw reported that:
 - (2.1) Broadland District Council's Audit Committee had approved the 2014/15 statement of Accounts and that new statutory deadlines for the production of Accounts were to be brought in for 2017/18.
 - (2.2) he had attended a meeting of the Strategic Aviation Special Interest Group in London.
 - (2.3) there were no new developments on the Davies Commission.
 - (2.4) Mr J W Bracey expressed concern with regard to profiteering in Africa and Asia from recycled clothing donated by the UK and wanted to ensure that Broadland District Council's current contract prevented this.

Mr J M Ward advised that the practise was similar to that of Oxfam where articles were sold at low cost with profits supporting the local economy.

Mr K Lashley asked if recycling credits were being withdrawn from clothing banks and was advised by Mr J M Ward that changes applied to new sites.

15/206. RESIDENT'S QUESTIONS

The Chairman moved to the next item of business as no residents were present.

15/207. BUSINESS PLANS/POLICIES

- (1) Sprowston Town Council Business Plan

RESOLVED

- (1.1) to accept the draft Business Plan subject to the inclusion of identified priorities.
- (1.2) that a five year financial forecast to accompany the Business Plan be prepared by a Finance Working Group for approval by full Council.

- (2) Sprowston Diamond Centre Business Plan

RESOLVED

- (2.1) to accept the draft Business Plan subject to the word parishioner/s being replaced with resident/s.
- (2.2) to thank the Town Clerk for her hard work in preparing the Plan.

- (3) Strategic Aims and Objectives

RESOLVED to accept the Council's Strategic Aims and Objectives document subject to minor grammatical amendments.

15/207. BUSINESS PLANS/POLICIES (CONTINUED)

- (4) Environmental Policy/Statement

RESOLVED to adopt the Environmental Policy.

15/208. FINANCE/EVENTS WORKING GROUP

1. Finance Working Group

RESOLVED

(1.1) to form a Finance Working Group

(1.2) that the Working Group consist of the following Members:

Mr R A Fowkes

Mr J H Mallen

Mr N Shaw

Mr I Moncur

Mr K Lashley

(1.3) that the terms of reference is to prepare the 5 year forward budget to accompany the business plan and submit to Full Council by 14 October 2015.

2. Events Working Group

RESOLVED

(2.1) to form an Events Working Group

(2.2) that the group consist of the following Members:

Mr J W Bracey

Ms G Landamore

Mrs J Poynter

Mr I Moncur

Mr C L Noble

(2.3) that the terms of reference is to:

(2.3.1) consider and bring to Council a selection of events

(2.3.2) be mindful of other events and groups happening in the area

(2.3.3) work with other groups and outside organisations

15/209. SUSPENSION OF STANDING ORDER 1Y

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

15/210. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Harrison's Wood

Having carefully considered the report of the Town Clerk it was

RESOLVED

15/210. REPORT OF THE TOWN CLERK (CONTINUED)

that the heathland area be restored and fenced with styles and or kissing gates to facilitate public access, provision for disabled access be made if possible, dogs to be kept on a lead throughout the woodland, the heathland area to be restricted to that indicated on the map and the Council to become a member of the Norwich Fringe Project.

1.2 Pavilion Refurbishment

Members were pleased to note that The Football Foundation had awarded a grant of £70.000 towards the new changing room facility at Sprowston Pavilion.

CEMETERY

2.1 Land Extension

Members noted the Town Clerk's report and requested she enquire as to the availability of The Rt Rev. the Lord Bishop of Norwich in the event of the Council wishing to consecrate the land and to report the implications of such consecration at the next meeting of the Council.

STREET LIGHTING

3.1 Repair Contract

Having reviewed the street lighting contract and contractor the Council

RESOLVED

to authorise the Town Clerk to engage Cozens (UK) Ltd and sign a formal contract subject to the contract including checking of columns.

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Planning Training - Broadland District Council

RESOLVED that Mr R A Fowkes, Mr K Lashley and Mrs J Poynter attend the Planning Training to be held on Wednesday 30 September 2015, commencing 6.30pm in the Council Chamber, and that their proper expenses be met in accordance with the Members Scheme of Allowances.

4.2 Grounds Staff

RESOLVED to reinstate the grounds staff establishment of 5 members of staff and authorise the Town Clerk to appoint Mr R Reynolds from the 1 September 2015 on Spinal column Point 18.

4.3 Broadland District Council - Community at Heart Awards

Members noted that Broadland District Council had launched the new Community at Heart Awards.

15/210. REPORT OF THE TOWN CLERK (CONTINUED)

PLANNING AND TRANSPORTATION

5.1 Broadland District Council's Gambling and Licensing Policy Reviews

Members noted Broadland District Council's current review of their licensing Act 2003 and Gambling Act 2005, open to public consultation.

5.2 Broadland District Council - Adoption of the Development Management Development Plan Document (DPD) - Regulation 26 of the Town and Country Planning (Local Planning) (England) Regulations 2012

Members noted that Broadland District Council had resolved to adopt the DPD which will, from 3 August 2015, form part of the adopted Local Plan for the district.

5.3 Norwich City Council - Push the pedalways project

Members noted the improvements to the pink pedalway which connects Heartsease to the N&N University Hospital.

ENCLOSURES

6.1 Safer Neighbourhood Action Panel Meeting Dates

15/211. MEETING ADJOURNMENT

On the motion of Mr K Lashley, seconded by Mr R J Knowles it was

RESOLVED to adjourn the meeting for a short break.

The meeting was reconvened.

15/212. PLANNING

The Town Clerk reported that observations had been requested by the District Council's Head of Planning on applications received since the last meeting.

Having considered each application and the accompanying plans the Council

RESOLVED

(a) to raise no objection to the following applications:

2015/1156 - demolition of garage and shed and erection of single storey rear extension at 33, Moore Avenue

2015/1217 - alterations and extension at 43, Alford Grove

2015/1257 - alterations/extensions and annexe at 74, Wroxham Road

2015/1197 - conversion of agricultural building to provide 6 No. retail units and 1 No. office unit and conversion of grain barn to a play barn facility at White House Farm, Salhouse Road

2015/1246 - single storey front extension with bay window at 72, Cozens Hardy Road

2015/1249 - single storey rear extension at 19, Breck Road

(b) to raise no objection to planning application 2015/1234 - single storey rear extension replacing existing conservatory at 17, Lowry Cole Road subject to the Planning Authority ensuring there were no issues with abutting property

15/213. APPOINTMENT OF BANK SIGNATORY

It was **RESOLVED** that Mr R A Fowkes be appointed as a bank signatory on behalf of the Council.

15/214. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 12 August 2015 totalling £159,343.15 and answered Members' questions arising therefrom.

On the motion of Mr R J Knowles, seconded by Mr N Shaw it was

RESOLVED that payment of the accounts to 12 August 2015 totalling £159,343.15 be approved and the schedule authorising payment signed by Mr R J Knowles and Mrs B J Lashley.

15/215. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £539.99 was approved and noted.

15/216. SCHEDULE OF DIRECT DEBITS

The schedule of direct debit payments totalling £1,794.57 was approved and noted.

15/217. REPORTS FROM COUNCIL'S WORKING GROUPS

Mr I Moncur verbally reported that the first meeting of the Sprowston Diamond Centre Working Group had taken place.

15/218. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

Mrs B J Lashley verbally reported that a Grow Your Community event, Winter Well Being, was to be held on 29 October 2015 at Sprowston Diamond Centre.

There being no other necessary business the Chairman of the Council thanked Members for their attendance and declared the meeting closed.

02 September 2015

CHAIRMAN