

## **COUNCIL MEETING – 25 APRIL 2012**

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 25 April 2012, the following Members were present:-

Mr K Lashley – Chairman

Mr J W Bracey	-	Ms M Ho
Mr W F Couzens	-	Mrs B J Lashley
Mr C E Cutting	-	Mr J H Mallen
Mr R B Dyball	-	Mr C L Noble
Mrs S A A Dyball	-	Mrs M R Roberts
Mrs A Harper	-	Mrs H Tovell
Mrs J Hunt	-	Town Clerk and Responsible Financial Officer
Mrs E Elliot	-	Committee Officer
Mr N Shaw	-	County Councillor Sprowston North East and Thorpe St Andrew North West
Mr J Ward	-	County Councillor Sprowston Central and South East
Mark Shields	-	Eastern Evening News Reporter
8 Members of the public		

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### **12/083. DECLARATIONS OF INTEREST**

No declarations of interest were received.

### **12/084. APOLOGIES FOR ABSENCE**

Verbal apologies for absence were received from Mr R J Knowles and Ms C T Rumsby.

### **12/085. MINUTES**

The Minutes of the Council meeting held on 4 April 2012, having previously been circulated to all Members, were confirmed subject to the following amendments

Minute 12/070, delete Council and insert meeting  
Minute 12/074, delete Wex and insert Wez  
Wilks Farm Drive Play Equipment Time and Task Group meeting notes, delete Mrs B J Lashley

and signed by the Chairman of the Council.

### **12/086. POLICE LIAISON OFFICER'S REPORT**

Members noted the written report, circulated at the meeting, from Norfolk Constabulary detailing minor crime statistics in Sprowston since the last meeting.

Mr J W Bracey commented that he had not received a response from the PCSO's regarding his concerns relating to the woodland on Blue Boar Lane.

The Town Clerk reported Sergeant Scott's response to Mr Mallens enquiry regarding police cars regularly parked at the police station.

## **12/087. CIRCULATION**

- (i) Public transport services in Norfolk - timetable changes May/June 2012
- (ii) Joint Summer Conference
- (iii) Norfolk Link April 2012 - Issue 187 was circulated at the meeting.

## **12/088. DRAINS CONNECTING PAVILION TO BUILDING AND PUBLIC TOILETS**

Further to Minute 12/075 1.1, the Town Clerk reported that the drains connecting the Pavilion building and public toilets at Sprowston Recreation Ground have been repaired.

## **12/089. TELEFONICA - PLANNING APPLICATION**

Referring to Minute 12/075 5.2, the Town Clerk advised that Telefonica had submitted a planning application for a Telecommunications Tower and associated equipment on Wroxham Road and this item would be taken under Minute 12/093.

## **12/090. RESIDENT'S QUESTIONS**

On the motion of Mrs B J Lashley seconded by Mr R B 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 Ward reported that Norfolk County Council were keen to bring the Olympics into schools and were holding a conference on Friday 27 April 2012 at Norfolk County Council's Professional Development Centre on Woodside Road. He also advised that nominations for the Annual School Governor Awards had been extended until May.

Mr Shaw commented on the Government's draft white consultation paper on helicopter noise.

Tracey Hatch advised that she had received a text message from Sprowston Junior School regarding reports of a man pretending to be a Policeman in Tesco Super Store and wanted to ask the Police representative at the meeting if they had any further information.

The meeting was reconvened.

## **12/091. REPORT OF THE TOWN CLERK**

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

#### **1.1 Sprowston Diamond Centre**

Members carefully considered the report of the Town Clerk together with proposed plans outlining two options, and associated estimates, for the first stage development of Sprowston Diamond Centre, and following a discussion regarding budget provision it was

#### **RESOLVED**

to select the option to build an extension and instruct the architect to progress a planning application. The Town Clerk would bring a future financial report on receipt of planning permission identifying the already available funding.

### **CEMETERY**

## **12/091. REPORT OF THE TOWN CLERK (CONTINUED)**

### **2.1 Section 10 Amended Cremation Plot Layout**

In order to meet the current demand for cremation plots at Sprowston Cemetery it was

**RESOLVED** to agree the revised cremation plot layout on section 10, and instruct the Town Clerk to liaise with Martin Lilley Associates to perform a ground survey to map the exact plots for future use and creating the footpath and digger access.

### **STREET LIGHTING**

**3.1** No matters were reported.

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 Sprowston Diamond Centre 2011/12 Expenditure**

Having considered the Town Clerk's report and schedule of expenditure coded against the 2011/12 budget for Sprowston Diamond Centre it was

#### **RESOLVED**

that the £21,231.00 expenditure coded against Sprowston Diamond Centre in the 2011/12 budget is vired against existing corresponding cost centres, with available expenditure, in the 2011/12 Town Council budget to achieve a total loan capital sum of £100,000.00 originally intended to develop Sprowston Diamond Centre.

#### **4.2 Payment of invoices by Bank Internet Payment**

**RESOLVED** to amend the wording in item 5.3 (i) of the current Financial Regulations to

'A transfer from the council's General and Instant Access bank accounts, corresponding with the total value of invoices listed on the signed schedule referred to in 5.2, shall be made to the drawings account by electronic transfer, from which payments corresponding to the schedule will be issued either by cheque or electronic transfer'.

#### **4.3 Community Resilience Workshop**

Members noted that a "Community Resilience Plans for Parishes" workshop would be held on Monday 14 May 2012, 9.45am to 2:00pm at Thorpe Lodge.

#### **4.4 Norfolk Association of Local Councils - Conference "Feeding the Future: Developing a resilient food system for Norwich and Norfolk"**

Members noted the conference "Feeding the Future: Developing a resilient food system for Norwich and Norfolk" to be held on 9 May 2012 at Dragon Hall.

### **PLANNING AND TRANSPORTATION**

#### **5.1 Green Infrastructure Maintenance Meeting**

Having considered the report of the Town Clerk and recommendation of the Neighbourhood Plan Working Group it was

## **12/091. REPORT OF THE TOWN CLERK (CONTINUED)**

### **RESOLVED**

To request the Town Clerk to contact the Leader of the District Council, Cabinet Portfolio Holder for Place Shaping and Officers expressing the Town Council's objection to the suggestion that green spaces within the GNPD and growth triangle are under the control of a management trust and not offered in the first instance, as at present, to Town and Parish Councils as owners. Furthermore to make Local District and County Councillors aware of this proposal and to copy the Councils views and objections to the National Association of Local Councils and local parishes.

### **5.2 Norfolk County Council - Northern Distributor Road**

Members noted the opportunity to comment on Norfolk County Council proposals for the Northern Distributor Road prior to the exhibition at Sprowston to be held Thursday 26 April, 12:00pm - 7:00pm at Sprowston Diamond Centre.

## **12/092. MEETING ADJOURNMENT**

On the motion of Mr R B Dyball, seconded by Mrs S A A Dyball it was

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

The meeting was reconvened.

## **12/093. 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:

2012/0479 - single storey rear extension and single garage to rear at 19, Bracey Avenue

2012/0515 - single storey conservatory to rear at 36, Lambert Road

2012/0556 - 1.5 storey side & single storey rear extensions at 5, Recreation Ground Road

2012/0564 - proposed change of use to hospitality suite, new groundsman store and hard standing for overflow car park at Redmayne Pavilion, North Walsham Road

2012/0567 - 12.5M high telecommunications tower, 1 No. equipment cabinet, 1 No. meter pillar and all ancillary development at pavement adj. to north boundary laneway, outside Blue Boar PH, Wroxham Road

- (b) to advise the Planning Authority that the Council were unable to comment on planning application 2012/0454 - two storey side extension and single storey rear extension at 31, Allens Avenue on the grounds that the plans were contradictory.

**12/094. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 25 April 2012 totalling £57,052.66 and answered Members' questions arising therefrom.

On the motion of Mr J H Mallen, seconded by Mrs M R Roberts it was

**RESOLVED** that payment of the accounts to 25 April 2012 totalling £57,052.66 be approved and the schedule authorising payment signed by Ms M Ho and Mrs B J Lashley.

**12/095. SCHEDULE OF CREDIT CARD PAYMENTS**

The Schedule of Credit Card Payments totalling £456.54 was approved and noted.

**12/096. SCHEDULE OF PUBLIC WORKS LOANS**

The Schedule of Public Works Loans was approved and noted.

**12/097. REPORTS FROM COUNCIL'S WORKING GROUPS**

**Wilks Farm Drive Play Equipment Time and Task Group**

Having considered the report and recommendations of the Wilks Farm Drive Play Equipment Time and Task Group together with quotations from both Kompan and Monster Play it was

**RESOLVED**

to accept the quotation (reference no. SQ208561v4), to refurbish the smaller children's play area at Wilks Farm Drive, from Kompan at a total cost £13,402.95 plus VAT, without extra overs. The Town Clerk was further instructed to reinstate the gate and fencing where appropriate.

**Community Festival Working Group**

Members received and noted the report of the Community Festival Working Group.

**12/098. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr W F Couzens District Councillor.

A written report was received from Mr J Ward County Councillor.

**12/099. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

No written reports were received.

**12/100. 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.

16 May 2012

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**CHAIRMAN**