

COUNCIL MEETING – 18 MAY 2016

At the Annual meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 18 May 2016, the following Members were present:-

Mr I Moncur – Chairman

Mr W F Couzens - Mr K Lashley
Mr R A Fowkes - Mrs J Leggett
Mr R J Knowles - Mr N Shaw
Mr J M Ward

In attendance

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

16 members of the public were present

16/118. APPOINTMENT OF CHAIRMAN OF THE COUNCIL FOR THE ENSUING YEAR

The Chairman of the Council, Mr I Moncur, occupied the Chair and invited nominations for the appointment of Chairman of the Council for the ensuing year.

Mr J M Ward proposed and Mr N Shaw seconded the nomination of Mr I Moncur.

There being no other nominations and on being put to the vote it was **RESOLVED** that Mr I Moncur be appointed Chairman of the Council for the ensuing year.

16/119. DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN OF THE COUNCIL

Mr I Moncur signed the Declaration of Acceptance of Office as Chairman of the Council in the presence of the Town Clerk, thanked Members for his appointment and then held the office of Chairman for the rest of the meeting

16/120. APPOINTMENT OF VICE-CHAIRMAN OF THE COUNCIL FOR THE ENSUING YEAR.

Mr I Moncur proposed and Mrs J Leggett seconded the nomination of Mr K Lashley.

There being no other nominations and on being put to the vote it was **RESOLVED** that Mr K Lashley be appointed Vice-Chairman of the Council for the ensuing year.

16/121. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Member	Minute No & Heading	Nature of Interest
Mr K Lashley	Minute 16/0129 Planning Application - 2016/0699	Acquainted with applicant

16/122. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mrs B J Lashley, Ms G Landamore, Mr J H Mallen, Mr C L Noble and Mrs J Poynter and verbal apologies from Mr J W Bracey and Mr T Landamore.

16/123. MINUTES

The Minutes of the Council's meeting held on 27 April 2016, having previously been circulated to all Members were confirmed and signed by the Chairman of the Council.

16/124. POLICE LIAISON OFFICER'S REPORT

No crime statistics were available.

16/125. CORRESPONDENCE

Members noted the letter from EACH thanking the Council for their donation of £100.

16/126. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr Ward also verbally reported:

- (1) at the Annual General Meeting of Norfolk County Council on 9 May 2016 control of the council passed from the Rainbow Alliance to the Conservatives with Cliff Jordon being elected leader and Alison Jordon, Deputy Leader. David Collis was elected Chairman and I was elected Vice-Chairman. The Chairmanship of all committees passed to Conservatives.
- (2) at the Annual General Meeting of Broadland District Council on 12 May 2016 Councillor Andrew Proctor was elected leader and that he had the honour of being elected Chairman with David Ward as Vice-Chairman.
- (3) early notification of a road closure. The A1151, Norwich side of Wroxham Bridge will be closed on Sunday 25 September 2016 from 7.00am - 7.00pm.

Mrs J Leggett reported:

- (1) that the Minutes of the Safer Neighbourhood Action Panel held on 20 April 2016 had been circulated.
- (2) that she was still in discussion with Norfolk County Council Highways regarding the painting of the 20mph limit.

Mr N Shaw reported:

- (1) that he had attended a meeting of the Airport Consultative Committee where it was noted that since the implementation of the engine testing shield no noise complaints had been received from residents. The airport was looking to extend the number of flights and destinations and was in consultation with various non-British budget carriers as British budget carriers would not fly from/to airports which levy passenger duties.

Mr R J Knowles thanked Councillors and staff for their best wishes during his absence.

16/127. RESIDENT'S QUESTIONS

On the motion of Mr J M Ward, seconded by Mr K Lashley it was **RESOLVED**, that the meeting be adjourned to receive residents' questions on matters concerning the

16/127. RESIDENT'S QUESTIONS (CONTIINUED)

town. Residents were reminded that their questions should be addressed to the Chairman who would, assisted by the Town Clerk, reply.

Mr Fenn asked the Council for their support with a planning application at Spixworth which had previously been refused by the District Council on the environmental impact on the area. Since then an application had been granted for several hundred houses adjacent to his property and the Planning Authority no longer had any objection.

Mrs Newson expanded on her letter submitted to Council on 13 May 2016 objecting to proposals to erect a skate park on land off Blue Boar Lane on the following grounds:

- the skate park will be situated extremely close to residential properties which will significantly increase noise pollution affecting those on shift work, especially where life changing decisions need to be made with clarity of mind, and families trying to get young children asleep.
- potential increase in anti-social behaviour i.e. loud music, litter, drug/alcohol abuse causing additional stress and anxiety.
- no public toilet facilities and extremely limited parking in the vicinity.
- degradation of public land for the use of a tiny minority and which is of little benefit to all.
- there would be a danger to skaters as it would be extremely close to a brook which has not been fenced off and Blue Boar Lane is an extremely busy road.

She concluded that Councillors visit the site to see the closeness to the housing, Norfolk Homes use the £100,000 for benefit of all and the Council take head of their own advice "Please respect our neighbours. You are requested to keep noise to a minimum".

Representatives of the Sprowston Youth Engagement Project commented that they had been running a youth engagement project for 4 years and the young people they worked with had always wanted a skate park in the area, attending Council meetings when this issue was previously raised. They also stated that they came into contact with a lot of skate parks and in their opinion they did not attract anti-social behaviour, they were family hubs and were of great benefit to young people who became more active rather than playing on consoles. A majority, 40 - 60, of the young people they worked with would like a local skate park. Young people get a bad name for anti-social behaviour but it should not be of concern as it is not that big an issue.

Mr Barnard said he understood residents' concerns but he had two small children who liked skating and skate boarding. He did not feel anti-social behaviour would be an issue the skate park would be more of a community hub. He thought it was a brilliant idea getting young people off the streets.

Mr Wright said residents had no objection to a skate park in the area only the location.

The meeting was reconvened.

16/128. SKATE PARK PRESENTATION

Mr James Nicholls Norfolk Homes Limited gave a presentation on a design scheme for the proposed skate park at land adjacent to Blue Boar Lane.

Mr N Shaw asked what the undeveloped land to the east of the site would be used for and was advised it was for commercial use.

Mr I Moncur asked if the proposed skate park could be bunded and planted. Mr Nicholls advised that the cost of bunding and associated ground works would reduce the available equipment as the budget was limited to £100,000. It was agreed that James Nicholls discuss this with the Town Clerk.

Mr R A Fowkes queried available access to the site. Mr Nicholls advised that when the land was owned by the Town Council they could choose what fencing to remove to create additional access points.

The Chairman of the Council moved to item 22.

16/129. 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:

2016/0470 - installation of 3 no. diesel generators at U C P Zeller Plastik, Salhouse Road

2016/0699 - single storey front extension & porch to side at 9, Edwards Road

2016/0701 - front & rear extensions at 5, Church Lane

2016/0741 - erection of 2.05 high wall adjacent highway used by vehicular traffic at 3, Church Green

2016/0761 - erection of single storey rear extension at 9, Corbet Avenue

2016/0762 - erection of single storey rear extension at 96, Falcon Road West

2016/0792 - single storey rear extension at 14, Lone Barn Road

- (b) the Council were not opposed to the granting of planning application 2016/0751 - submission of details pursuant to condition 4 of outline planning permission 20080367 relating to layout, appearance, landscaping & scale for 254 dwellings in phase 2 / development parcels HH3 and HH4 at Land at Blue Boar Lane, but would comment that there was only 5 discounted plots, 4 shared ownership, 46 affordable rent and 8 1 bedroom dwellings, when there is an identified need for additional 1 bedroom properties. It was also felt that the three story buildings were of an austere design and not ascetically pleasing to the eye.
- (c) the Council were not opposed to the granting of planning application 2016/0759 - erection of 4 no. dwellings with garages outline (revised proposal) at Foxley Wood, Buxton Road subject to sympathetic landscaping with replanting of trees. However they were concerned with the number of access points to housing developments that will cross the footpath/cycle path on Buxton Road.

16/130. APPOINTMENT OF MEMBERS TO SERVE ON THE STAFFING COMMITTEE

RESOLVED that appointments be made to serve on the Staffing Committee as follows:

Mr I Moncur
Mr K Lashley

Mrs J Leggett
Mr N Shaw

16/131. APPOINTMENT OF MEMBERS TO SERVE ON THE FOLLOWING ORGANISATIONS FOR THE ENSUING YEAR

RESOLVED that Members be appointed to serve on the following external organisations for the ensuing year as follows:

(a) Norwich Airport Consultative Committee

Mr N Shaw

(b) Senior Citizens Welfare Committee

Mr J W Bracey and Mr K Lashley

16/132. REVIEW AND ADOPTION OF APPROPRIATE STANDING ORDERS

The Town Clerk reported changes in the Scheme of Delegation for the Staffing Committee and a new policy for Lone Working.

Having reviewed the Standing Orders it was

RESOLVED

- (a) to adopt the amended Scheme of Delegation for the Staffing Committee
- (b) to adopt the Lone Working Policy subject to minor amendments
- (c) to re-adopt the Standing Orders without amendment

16/133. REVIEW AND ADOPTION OF APPROPRIATE FINANCIAL STANDING ORDERS

Having reviewed the Council's Financial Standing Orders it was

RESOLVED to re-adopt them without amendment.

16/134. TO REVIEW THE ELIGIBILITY TO EXERCISE THE GENERAL POWER OF COMPETENCE FOR THE ENSUING TERM OF OFFICE

Having reviewed the Council's eligibility to exercise the General Power of Competence it was agreed that the criteria, of the number of Councillors elected equalled two thirds of the total number of Councillors and the employment of a qualified Clerk, remained in place and it was

RESOLVED to adopt the General Power of Competence as prescribed in the Order 2012

16/135. REVIEW AND ADOPTION OF COUNCIL'S POLICIES AND PROCEDURES

Having reviewed the Council's Policies and Procedures as listed, it was

RESOLVED to re-adopt without amendment.

16/136. REVIEW OF THE COUNCIL AND OR/STAFF SUBSCRIPTION S TO OTHER BODIES

Members reviewed and agreed the Council's current subscriptions.

16/137. DETERMINING THE TIME AND PLACE OF ORDINARY MEETINGS OF THE FULL COUNCIL UP TO AND INCLUDING THE ANNUAL MEETING

RESOLVED that all ordinary Council meetings would be held at Sprowston Diamond Centre commencing at 7.30pm, up to and including the Annual meeting of full Council.

The Chairman moved to item 21.

16/138. MEETING ADJOURNMENT

On the motion of Mr I Moncur, seconded by Mrs J Leggett it was **RESOLVED** to adjourn the meeting for a short break.

The meeting was reconvened.

The Chairman moved to item 24.

16/139. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 18 May 2016 totalling £51,889.15 and answered Members' questions arising therefrom.

On the motion of Mr I Moncur, seconded by Mr K Lashley it was

RESOLVED that payment of the accounts to 18 May 2016 totalling £51,889.15 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mr R J Knowles.

16/140. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card and supplementary credit card payments totalling £38.85 was approved and noted.

16/141. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 No matters were reported

CEMETERY

2.1 Sprowston Cemetery Layout

Members noted the plot layout for the cemetery extension.

STREET LIGHTING

3.1 Structural & Electrical Safety Test of Streetlights

Having considered the report of the Town Clerk and quotation from Cozens (UK) Limited for the structural and electrical safety test of the Council's lighting stock it was

16/141. REPORT OF THE TOWN CLERK (CONTINUED)

RESOLVED to take no further action.

3.2 Falcon Road West Street Light

Having considered the report of the Town Clerk and quotation from Cozens (UK) Limited to place an additional column on Falcon Road West it was

RESOLVED to change the existing lights in this area to LED at a cost of £1,860 plus VAT.

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 No matters to report

PLANNING AND TRANSPORTATION

5.1 APP/K2610/D/16/3149137 - Appeal against Broadland District Council decision

Members noted the appeal made to the Secretary of State against the decision of Broadland District Council to refuse planning permission for a first floor rear extension at 11, Inman Road, Sprowston, Norwich NR7 8JT.

5.2 Broadland District Council Enhancement Award 2016

The Town Clerk reported that Broadland District Council was seeking nominations for this year's Enhancement Awards and it was

RESOLVED

to nominate Sprowston Pavilion.

ENCLOSURES

6.1.1 Broadland District Council Housing Enabler flyer Blue Boar Lane affordable home ownership

6.1.2 Norfolk County Council NDR informal update 5 May 2016

6.1.3 Sprowston Community Dementia Café 19 May 2016

6.1.4 Safer Neighbourhood Action Panel Minutes - 20 April 2016

16/142. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

16/143. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

16/144. EXCLUSION OF PRESS AND PUBLIC

RESOLVED to exclude the Press and Public from the meeting for the remaining business because otherwise, information which is exempt information by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, would be disclosed to them.

16/145. MINUTES OF STAFF WORKING GROUP

Mr K Lashley proposed, seconded by Mrs J Leggett that the Minutes be accepted as a true record of the Staff Working Group meeting held on 9 May 2016 subject to unskilled being changed to unqualified and it was

RESOLVED to accept the proposals of the Staff Working Group.

16/146. REPORT OF THE TOWN CLERK

Members considered the confidential report of the Town Clerk regarding a request for a reduction in hours from a member of the groundstaff and the possible availability of a trainee groundsman currently studying at Easton College who had carried out work experience with the Council.

RESOLVED that the Town Clerk be authorised to

- (a) reduce the hours of the groundsman to 22.5
- (b) investigate apprenticeships
- (c) recruit the work experience trainee groundsman subject to (b) and if not available advertise for a 22 hour part-time groundsman.

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

8 June 2016

CHAIRMAN