



## NOTICE OF MEETING

### AND SUMMONS TO ATTEND

The meeting of Sprowston Town Council  
will be held in the St. Quintin Room, at Sprowston Diamond Centre, School Lane  
Sprowston on Wednesday 12 October 2016 at 7.30pm

### AGENDA

Item No.

1. To receive declarations of interest.
2. To receive apologies for absence (proforma enclosed).
3. To confirm the minutes of the Council meeting held on 21 September 2016. Pages 1 - 6
4. To receive any Police Liaison Officer's report. Page 7
5. To receive correspondence & agree action/response arising from the minutes.  
Minute 16/226, CCTV at Sprowston Pavilion. Page 8
6. To receive any written/verbal reports from Sprowston County and District Councillors. Page 9
7. To adjourn the meeting to allow members of the public & Councillors with prejudicial interests to speak<sup>1</sup>.
8. To receive the report of the Town Clerk and make decisions on: Pages 10 – 26
  - 1.1 Broadland District Council - Heritage Rangers
  - 4.1 Precept Consultation
  - 4.2 Christmas Holidays
  - 4.3 Grant Aid - Royal British Legion
  - 4.4 Personnel
9. Adjourn the meeting for a short break.
10. To consider planning applications to 12 October 2016. Page 27
11. To appoint a Member to serve on the Senior Citizens Welfare Committee
12. To receive any written/verbal reports from the Council's Committees and Working Groups.
13. To receive any written and verbal reports from Members representing the Council on or at outside organisations. (proforma enclosed)  
Youth Advisory Board - Meeting
14. To identify capital projects to be included in the 2017/18 budget.
15. To confirm the payment of accounts to 12 October 2016. Pages 28 - 30

16. To receive the schedule of credit card payments.
17. To receive the schedule of direct debits.

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**June Hunt**  
**Town Clerk**

**7 October 2016**

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**Footnote:**

*<sup>1</sup> Members have a statutory legal duty under the Local Government Act 2000, to declare any personal or prejudicial interest they have in items contained in the above agenda. Failure to do so may result in the individual Councillor being reported to the Standards Board for England.*

*Planning Applications listed above are those in the office at the time of publication of the Agenda. The Council may consider others received up to the date of the meeting if appropriate. Plans may be viewed in the Council office during office hours, and are available from 7 pm on the date of the meeting. Alternatively, to view on line please go to [www.broadland.gov.uk](http://www.broadland.gov.uk) and follow the links through to planning.*

*It should be noted that Councillors Mr Knowles, Mr Moncur (Chairman) and Mr Ward will or could be making comments on the planning applications at this meeting as a non-statutory consultee on behalf of the Town Council. However, as all three Councillors are on the Planning Committee of Broadland District Council they would like it made clear that their views could change at those meetings when more information could lead them to a differing view than that expressed at this meeting. To this end they will be abstaining from voting on planning matters, apart from in the case of a tied vote when the Chairman will make the casting vote.*

*This Meeting is open to the Public and the Press. Copies of this Agenda and Draft Minutes referred to above are available from the Council Office. Signed copies of the Minutes may also be downloaded from the Council's website [www.sprowston-tc.gov.uk](http://www.sprowston-tc.gov.uk) (go to Agenda and Minutes page). They are available (unless marked confidential) for public inspection at the Council Offices during public opening hours.*

*In the interests of openness and transparency, Councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.*

