

## **COUNCIL MEETING – 11 JANUARY 2017**

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 11 January 2017, the following Members were present:-

Mr I Moncur – Chairman

Mr W F Couzens	-	Mr K Lashley
Mrs S L England	-	Mrs J Leggett
Mr R A Fowkes	-	Mr N Shaw
Mrs B J Lashley	-	Mr J M Ward

In attendance

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

1 member of the public was present

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### **17/001. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

Member	Minute No & Heading	Nature of Interest
Mrs B J Lashley	Minute 17/008 4.2, Parish and Town Council Support in 2017 - 18	Broadland Parishes representative on the Norfolk Association of Local Councils

### **17/002. APOLOGIES FOR ABSENCE**

Written apologies for absence were received and accepted by the Council from Mr J H Mallen and verbal apologies from Mr R J Knowles, Mr T Landamore and Mr C L Noble and Mrs J Poynter.

### **17/003. MINUTES**

The Minutes of the Council meeting held on 7 and 14 December 2016, having previously been circulated to all Members were confirmed and signed by the Chairman.

### **17/004. PRECEPT CONSULTATION**

Referring to Minute 16/247 4.1, the Town Clerk reported that the National Association of Local Councils had confirmed that council tax referendum principles had not been extended to parish and town councils in 2017/18. The Secretary of State for communities announced the provisional local government finance settlement for 2017/18 in the House of Commons, and in his speech he stated "we have decided that we will defer our proposals this year, while keeping the level of precepts set by town and parish councils under close review. He expects all town and parish councils to clearly demonstrate restraint when setting increases that are not as a direct result of taking on additional responsibilities and is actively considering with the sector ways to make excessive increases more transparent to local taxpayers." The work of town and parish councils was recognised in his speech.

#### **17/005. PERSONNEL**

Further to Minute 16/225, it was **RESOLVED** to authorise the Town Clerk to appoint Mr Robert Meads to the post of Caretaker/Cleaner 37 hours commencing 10 January 2017 on spinal column point 16.

#### **17/006. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mr Ward also verbally reported that:

- (1) members of Broadland District Council's planning meeting voted 8 to 7 to approve an outline application for 803 houses at Salhouse Road, next to John Fairclough Motors. This will include a primary school.
- (2) Matt Dunkley OBE, former Director of Children's Services in East Sussex, had been appointed as the new interim Director for Children's Services in Norfolk and was due to start in February 2017.
- (3) The next phase of the £10.3m Norwich flood alleviation scheme was now underway in Thorpe St. Andrew. This 10 month phase of the project follows work already completed in Taverham, Drayton and Sprowston. 7km of pipe will be laid in TSA on 27 roads. The overall project has been made possible through a 9.1m grant from the Department of Transport and an additional £1.2m from Norfolk County Council.

Mrs J Leggett verbally reported that the next meeting of the Safer Neighbourhood Action Panel would be held on Monday 31 January 2017, Gage Road Chapel, Gage Road, Sprowston commencing 7.00pm.

Mr N Shaw verbally reported on his attendance at the Strategic Aviation Special Interest Group Chairman's Advisory Group Meeting and advised that he would shortly be attending further meetings with SASIG and would report back to Council.

#### **17/007. RESIDENT'S QUESTIONS**

On the motion of Mr K Lashley, seconded by Mr J M Ward 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 Andy Bunton introduced himself as the new student minister for Sprowston with Beeston St. Andrew and asked the following questions.

1. Would it be possible to engage with the Town Council in a dialogue over how "Church" is delivered on the new development site?
2. How would the Council like to see "Church" being delivered on the new development site?
3. Are the Town Council open to supporting the provision of State Church Services and opening a dialogue on how this could be done?

## **17/008. REPORT OF THE TOWN CLERK**

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

#### **1.1 Value Added Tax**

Members considered the report of the Town Clerk to appoint a VAT consultant to ensure that the Council's full refund of VAT was correct and in line with the guidance for retrieval, particularly in view of the commencement of the project to redevelop and extend Sprowston Diamond Centre at a cost of £1.5m.

On the motion of Mrs B J Lashley, seconded by Mr W F Couzens it was

**RESOLVED** to authorise the Town Clerk to appoint Accounting Solutions DCK Beavers Ltd at a cost of £1,201.10 plus VAT.

### **CEMETERY**

#### **2.1 No Matters were reported**

### **STREET LIGHTING**

#### **3.1 No matters were reported**

### **CENTRAL ADMINISTRATION**

#### **4.1 Norfolk Association of Local Councils - Consultation on Video Conferencing**

In response to the Norfolk Association of Local Council's consultation on video conferencing the Council felt that whilst video conferencing may be of use for some councils and committees it should not be introduced at town and parish council level.

#### **4.2 Parish and Town Council Support in 2017 - 18**

Members considered the report of the Town Clerk and it was noted that part of the subscription paid to the Norfolk Association of Local Councils went to the National Association giving the Council access to further support.

Following debate it was

**RESOLVED** that Sprowston Town Council continue membership with Norfolk Association of Local Councils.

### **PLANNING AND TRANSPORTATION**

#### **5.1 Norfolk County Council - Better Broadband for Norfolk Project**

Members noted that two new communications cabinets were being installed on the verge at the junction of Mallard Way and Atlantic Way, Sprowston to serve residents and businesses in the immediate surrounding area.

**17/009. MEETING ADJOURNMENT**

On the motion of Mr J M Ward, seconded by Mr K Lashley it was **RESOLVED** to adjourn the meeting for a short break.

The meeting was reconvened.

**17/010. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

No written reports were received.

**17/011. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

No written reports were received.

**17/012 SCHEDULE OF MEETING DATES**

On the motion of Mr I Moncur, seconded Mr K Lashley it was **RESOLVED** to accept the schedule of meeting dates for 2017/2018.

**17/013. SUMMARY OF INCOME AND EXPENDITURE**

The Town Clerk presented the summary of income and expenditure to 31 December 2016 and answered Members questions arising therefrom.

On the motion of Mr I Moncur, seconded Mr J M Ward it was

**RESOLVED** to accept the summary of income and expenditure to 31 December 2016.

**17/014. PRECEPT**

**RESOLVED** to authorise the Town Clerk to submit, under Section 50 of the Local Government Finance Act 1992, a precept requirement to Broadland District Council of £590,000 to meet the Council's funding requirement for 2017/18.

**16/015. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 11 January 2017 totalling £34,553.15 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 11 January 2017 totalling £34,553.15 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mrs B J Lashley.

**16/016. SCHEDULE OF DIRECT DEBITS**

The schedule of Direct Debit payments totalling £1,240.53 was approved and noted.

**16/017. SCHEDULE OF CREDIT CARD PAYMENTS**

The schedule of credit card payments totalling £239.37 was approved and noted.

**17/018. INTERNAL AUDIT REPORT INTERIM 2016/17**

Members congratulated the Town Clerk on an excellent audit report and on the motion of Mr K Lashley, seconded by Mrs S L England it was

**RESOLVED** to accept the Internal Audit Report Interim for 2016/17.

**17/019. 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**

to raise no objection to the following applications:

2016/2052 - rear conservatory at 39, Lambert Road

2016/2115 - fence, 1.8m of closeboard panels and 15cm gravel board underneath with concrete posts between them and a pier made of bricks at 16, Lone Barn Road.

2016/2119 - installation of weather protection canopy within existing garden centre at Homebase Ltd, Roundtree Way

2016/2166 - replace 4 existing illuminated signs with 4 new internal illuminated ss signs at SCDS, Unit 10, Sprowston Retail park, Salhouse Road

2016/2180 - change of use from B & B to domestic dwelling at 102, Wroxham Road

2016/2196 - proposed single storey side extension at 6, Moorhen Close

**16/020. POLICE LIAISON OFFICER'S REPORT**

The Chairman welcomed to the meeting Kane Casburn who elaborated on the incidences of crime since the last meeting.

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

**1 February 2017**

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**CHAIRMAN**