



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 30 August 2017 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's meeting held on 9 August 2017. Pages 1 - 7
4. To receive any Police Liaison Officers Report Pages 8 - 9
5. To receive correspondence & agree action/response arising from the minutes.
(a) Norfolk Accident Rescue Service - Letter. Page 10
6. To receive any written/verbal reports from Sprowston County and District Councillors. Page 11
7. To adjourn the meeting to allow members of the public & Councillors with prejudicial interests to speak¹.
8. To receive the report of the Town Clerk and make decisions on: Pages 12 -19
5.1 Consultation for proposed telecommunications radio base station installation at Chartwell Road, Sprowston
9. To consider a change to the scheduled Council meeting dates.
10. Adjourn the meeting for a short break.
11. To consider planning applications to 30 August 2017. Pages 20 - 22
12. To receive any written/verbal reports from the Council's Working Groups.
13. To receive any written and verbal reports from Members representing the Council on or at outside organisations. (proforma enclosed)
14. To confirm the payment of accounts to 30 August 2017. Pages 23 - 25
15. To receive the schedule of credit card payments. Page 26
16. To receive the schedule of direct debits Page 27

June Hunt

June Hunt
Town Clerk

23 August 2017

Footnote:

¹ 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 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 (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.

COUNCIL MEETING – 9 AUGUST 2017

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 9 August 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	-	Mrs J Poynter
Mr T Landamore	-	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

Also Present

Mr K Leggett	-	Broadland District Councillor Old Catton and Sprowston West Ward
Mr B Woolner	-	Sprowston Heritage

17/194. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

17/195. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr B Osborne and Ms G A Landamore and verbal apologies from Mr R J Knowles.

17/196. MINUTES

The Minutes of the Council meeting held on 19 July 2017, having previously been circulated to all Members were confirmed and signed by the Chairman of the Council.

17/197. POLICE LIAISON OFFICER'S REPORT

No Police report or newsletter was available.

17/198. BIDWELLS

Tim Neaves of Bidwells presented to the Council the agreed design for Phase 4 development of Sprowston Diamond Centre and tender to which he had applied to three builders of a good range. Full documentation of works as part of the tenders were returned and opened on 28 July 2017.

The tender analysis, following regularisation to ensure like for like, is as follows:

Contractor A	-	£1,605,727.00
Contractor B	-	£1,464,115.00
Contractor C	-	£1,348,969.00

17/198. BIDWELLS (CONTINUED)

All tender sums exclude VAT.

Mr Neaves answered a number of questions relating to the design, contingency arrangements and timing of the build.

Mr I Moncur proposed, seconded Mr J M Ward to:

- (a) award the contract to Contractor C (Omnis Construction Ltd) for the sum of £1,348,969.00 plus VAT with an estimated period of works at 30 weeks.
- (b) authorise the Town Clerk to project manage, in conjunction with Bidwells, within the £50,000 contingency.

On being put to the vote the motion was **CARRIED**.

17/199. BARCLAYS BANK PLC

The Town Clerk reported the written response from Barclays Bank PLC who advised that they were working with local organisations to mitigate the impact of the closure of the Sprowston Road branch.

17/200. EXTERNAL AUDITOR'S REPORT 2016/17

Members were pleased to note that the External Auditor's report from Mazars Ltd had been received with a clear opinion, and not listed any points requiring action.

17/201. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr Ward also verbally reported that:

- (i) up to 750 people could benefit from the Council's new "Learn to read for free" service at all Norfolk libraries. This project is supported by £98,000 of arts council funding.
- (ii) a public consultation has just begun on the Norfolk Strategic Framework which sets out plans for the county's 9 local authorities District, County and Broads Authority to co-operate on key planning matters across administrative boundaries to 2036 and beyond. Details at www.norfolk.gov.uk/nsf.
- (iii) checks by Norfolk County Councils Road Safety team find that 1 in 3 child safety seats are incorrectly fitted. The car safety check team are in Sprowston next week doing free safety checks at Tesco, Blue Boar Lane on Tuesday 15 August 2017.
- (iv) work to resurface sections of the footpath on Linacre Avenue has been brought forward and is currently under way. It should be finished by the end of next week, weather permitting.
- (v) the Nelson exhibition at Norwich Castle is proving very popular and that having attended earlier in the day the museum had already had 1300 visitors by 2.00pm.

Referring to Mr Ward's written report regarding waste collection, street cleaning, grounds maintenance and WC cleaning Mr R A Fowkes commented that he hoped

17/201. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

that negotiations between Broadland District Council and North Norfolk District Council did not lead to a cut in waste collections and street cleaning.

Mr Ward responded that the Council might carry out a trial with longer periods between collections in one area to ascertain the reaction of residents.

17/202. 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.

The meeting was reconvened.

Members **RESOLVED** to suspend Standing Orders for the next item of business.

17/203. SPROWSTON HERITAGE

As Sprowston Heritage Group was struggling to maintain a healthy membership and a disbanding was being mooted. Mr B Woolner asked the Council to give safe haven to the work carried out by the group, including digital and non-digital records. The archives could be transferred with a financial contribution towards their upkeep. If the Council agreed in principle to this request Mr Woolner would present this to the groups Committee at a public meeting.

RESOLVED

- (i) to agree in principle that the Council take responsibility for the storage of Sprowston Heritage archives and that they be made available for residents to view free of charge.
- (ii) that should Sprowston Heritage Committee and public meeting agree to the Council storing the archives a Working Group be formed to look at how this could be achieved and maintained.

The Chairman moved to item 11 on the Agenda.

17/204. MEETING ADJOURNMENT

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

The meeting was reconvened.

The Chairman moved to item 12.

17/205. 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:

17/205. PLANNING (CONTINUED)

2017/1100 - two storey rear extension, single storey west side/rear extension, re-site existing shed to south-eastern corner, front porch and extend vehicle hardstanding at 93, Proctor Road.

2017/1105 - remodel dwelling by raising eaves and ridge; erecting two storey east side/rear extension, single storey east side/rear extension and two storey west side extension; and adding external wall insulation at 12, Alford Grove.

2017/1106 - single storey flat roof rear extension at 64, Stonehouse Road.

017/1174 - two storey side extension, raising of eaves & ridge height including provision of dormer on existing rear workshop to provide first floor habitable accommodation over (Revised Proposal) at 144, North Walsham Road.

2017/1093 - erection of single storey rear extension at 29, Allerton Road.

2017/1262 - display of 1 internally illuminated fascia sign at 7, Sprowston Retail Park, Salhouse Road.

2017/1299 - single storey rear extension at 60, Cannerby Lane.

2017/1304 - dual pitched roof over existing flat roof garage, single storey front extension of dual pitched roof garage and single storey front extension (porch) outside front door at 30, Larch Close.

- (b) to oppose the granting of planning 2017/1196 - two & single storey rear extension at 35, Rushmore Close on the grounds that it is not subservient to the original dwelling out of keeping with surrounding area, unneighbourly and in contravention to the Sprowston Neighbourhood Plan. Furthermore the vast bulk and shape would have an adverse impact on the amenities of both neighbouring properties.

17/206. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Woodland at Gurney Drive, Cottage Plantation

Having considered the report of the Town Clerk it was

RESOLVED

To engage the Fringe Project at their estimate of £500 per annum to maintain the woodland area at Gurney Drive to be reviewed and combined with Cottage Plantation should the Council take over the lease of Cottage Plantation.

1.2 Hall Wood Road Open Space

The Town Clerk reported that residents were erecting no parking signage on roadways at Manor Reach development and on the Town Council's open space at Hall Wood Road as their driveways were being obstructed.

17/206. REPORT OF THE TOWN CLERK (CONTINUED)

She explained that visitors to the open space were parking in the development and as the roadways were primarily cul de sacs with narrow pavements caused an obstacle.

The Town Clerk then referred Members to the 6' chain link fencing at the front of the open space adjacent to Blue Boar Lane, suggesting this could be replaced with bull nose fencing and self-closing gate giving access to the area away from residential roadways.

Following discussion it was

RESOLVED

- (i) that suitable signage be erected by the Council at Manor Reach development and residential signage removed.
- (ii) that the Town Clerk provide a safe, welcoming plan with suggestions for fencing, pedestrian and maintenance access at the open space adjacent Blue Boar Lane.

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 No matters were reported

On the motion of Mr K Lashley, seconded by Mr W F Couzens it was **RESOLVED** to suspend Standing Order 3W to complete the business of the evening.

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Grant Aid - Sprowston Church of England

RESOLVED not to make a donation as it was contrary to the Council's Grant Policy.

PLANNING AND TRANSPORTATION

5.1 Harrison's Wood - new footpath proposal

Mr T Landamore proposed, seconded by Mrs J Leggett to give financial support of £3,600 plus VAT to Broadland District Council to develop a new pathway at Harrison's wood. On being put to the vote the Motion was **LOST**.

5.2 Norfolk County Council - Norwich Northern Distributor Road - Development Consent Order (DCO) Requirement 30 - Traffic Monitoring

Members noted the monitoring programme to be carried out by Norfolk County Council prior to the opening of traffic of the Norwich Northern Distributor Road.

17/206. REPORT OF THE TOWN CLERK (CONTINUED)

5.3 Communications Cabinet Glenburn Avenue

Members noted that a new communications cabinet was to be installed by 2020 at Glenburn Avenue near the junction with Wroxham Road.

5.4 Norwich Airport Masterplan

Mr N Shaw gave a comprehensive report on the main objectives in the draft Norwich Airport Master Plan.

It was agreed that the Council participate in the Norwich Airport draft Master plan consultation. Comments made at the meeting were to oppose any extension in hours with further comments to be emailed to the Town Clerk prior to submission of the Councils full response.

5.5 Norfolk Strategic Framework Document

The Norfolk Strategic Framework Document was noted.

17/207. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

17/208. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

17/209. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 9 August 2017 totalling £2,306.77 and answered Members' questions arising therefrom.

On the motion of Mrs J Leggett, seconded by Mrs J Poynter it was

RESOLVED that payment of the accounts to 9 August 2017 totalling £2,306.77 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mr B J Lashley.

17/210. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £176.68 was approved and noted.

17/211. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £2,691.49 was approved and noted.

17/212. 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.

17/213. PERSONNEL REPORT OF THE TOWN CLERK

RESOLVED to agree the request from the Finance and Administrative Officer for a reduction in hours from 37 to 30 per week effective 1 August 2017.

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

30 August 2017

CHAIRMAN



Message from Inspector Lisa Hooper

Welcome to the newsletter for Sprowston and Old Catton. Our aim is to ensure you receive regular updates on crime levels along with relevant news and crime prevention advice. We will inform you of any opportunities to meet the local policing team and encourage you to advertise these within your parish newsletters and magazines. Working together helps the police understand the issues and concerns that matter to the public helping us to maintain a place to live that we can all be proud of.

Crime Updates 1st – 31st July 17

Offence	Numbers	What could this entail
Arson	0	Damage caused as a result of fire.
Anti-Social Behaviour (ASB)	2	Harassment, alarm or distress is caused in a non-crime incident.
Burglary Business and Community	3	Business and community Burglaries will include shops, businesses and other property. In general, the purpose for which a building is designed will determine whether it should be classified as 'Residential' or 'Business and Community'.
Burglary Residential	3	Residential Burglary will encompass entry to any building within the curtilage/boundary of a residence, e.g. garden sheds and garages.
Criminal Damage	8	A person destroys or damages property belonging to someone else.
Domestic	18	Domestic incidents where a crime has not occurred. Parties are aged 16 or over and have been intimate partners or family members regardless of sexuality.
Hate Incident	0	Any incident where a crime has not occurred which the victim, or anyone else, thinks is based on someone's prejudice towards them because of their race, religion, sexual orientation, disability or because they are transgender.
Race or Religious aggravated public fear	0	Any crime determined to have a hate element as per above.
Possession of controlled substance	0	Unlawful possession of a drug classified in class A, B or C.
Possession of weapons	0	Unlawful possession of an article used as a weapon.
Public fear, alarm or distress	4	Public order offences e.g. from a verbal altercation to offences just short of violence.
Robbery	1	Includes a range of offences where force is used, threatened or the victim is put in fear.
Theft from a motor vehicle	1	Any item stolen that was in, on or attached to a motor vehicle.
Theft or unauthorised taking of a motor vehicle	0	Any motor vehicle including those abandoned.
Theft of pedal cycle	3	From a public place
Theft from a person	0	Purse being taken from a handbag, or a mobile phone from a shopping basket.



Message from your Engagement Officer

Police often see a rise in rural crime during the summer months. We would to remind residents, farm & business owners to ensure all their vehicles are locked, secured and valuables are removed when the vehicle is not in use. Valuables should be photographed, property marked and registered on www.immobilise.com. If possible leave the vehicle under good lighting and consider the use of a CCTV surveillance system. You can receive more crime prevention information by signing up to our Rural Crime Newsletter or following @RuralCrimeNfk on Twitter.

What is happening in your area

On Tuesday 12th September 2017, 5pm the Chief Constable and PCC Lorne Green will be attending Aylsham Town Hall to discuss local issues and take any questions you may have. Please feel free to come along and have your say.

Street Surgeries

Old Catton - Tuesday 22nd August, 4pm - 6pm, Morrison's, The Paddocks- PCSO Steve Downes

SNAP

The next Public Engagement meeting for Sprowston and Old Catton will be held on Tuesday 17th October 2017, 7pm at the Old Catton Council Office, Recreation Ground, Church Street, Old Catton.

Neighbourhood Priorities

The priorities adopted on 17th July were:

- Dealing with anti-social behaviour around Barkers Lane, Sprowston
- Monitoring/challenging speeding on Proctor Road and Wroxham Road in Sprowston and Spixworth Road in Old Catton

Point of contact

Follow us on social media



@BroadlandPolice

www.crimestoppers.co.uk

www.norfolk.police.co.uk

SNTProwston@norfolk.pnn.police.uk

Non Emergency: 101

Partner contacts



111 NHS

County Council 03448008012

District Council 01603 431133

Parking Issues 01553 616222





Mrs J Hunt
Clerk to Sprowston Town Council
Sprowston Diamond Centre
School Lane
Sprowston
Norwich
NR7 8TR

17 Rainsborough Rise
Thorpe St Andrew
Norwich
NR7 0TR

14 August 2017

Dear Mrs Hunt

Thank you so much for your very generous £100.00 donation cheque from Spowston Town Council. All contributions to NARS funds are greatly appreciated and we thank you for your support. Donations such as this help to make a real difference, particularly as NARS receives no government or NHS funding. Please accept this letter as confirmation of safe receipt of your cheque. It is only through the generosity of the public, local councils and grant-making organisations that we are able to continue our life-saving work.

Our new Response vehicle 'Medic 22' was called out over 250 times last year, which shows how valuable the NARS service is.

NARS continues to make great progress. We have commenced a training programme to help progress 6 paramedics to become Critical Care paramedics, which within 2-3 years, will double the number of highly trained responders available to us.

Last year, we purchased a Lucas 2 automatic CPR machine. This device has already saved 15 people's lives.

Whilst writing, please note that we are very happy to come out to give a talk to clubs and societies. If you know of anyone who would like a speaker, please let me know.

With kind regards and thanks for your continued support.

A handwritten signature in blue ink, appearing to read 'Mandy Moore'.

Mandy Moore
Fundraising Administrator
Norfolk Accident Rescue Service

20th August 2017

Report from Councillor John Ward

Broadland District Council

237 Affordable homes were built in Broadland 2016/17, a ten year high. There is also a Private Sector Leasing Scheme for temporary accommodation as well as the early help to prevent homelessness.

Broadland District Council will be contributing £400k from its Norwich Area Transportation Strategy budget towards the £800k cost of the new road junction on Plumstead Road, west of Thorpe End, serving the new housing development. Lothbury Investment Management will pay the other £400k.

The Council is giving local bees a helping hand by offering residents the opportunity to claim 20 free crocus bulbs, a particularly bee-friendly flower, to plant in their gardens this autumn. The bulbs will be available to collect locally from Mousehold Garden Centre and Salhouse Garden Centre.

Norfolk County Council

The Council and the five Clinical Commissioning Groups in Norfolk are about to launch "Carer UK Norfolk" This is a free resource available to all people who are unpaid carers in Norfolk to provide resources and guidance to support their caring roles.

Details at:- <https://carersdigital.org/login/signup.php?DGTL7862>

Students have just received their A Level results and the percentage achieving A-C in Norfolk is 73%, slightly up on last year.

The Nelson & Norfolk exhibition at the Castle is bringing in record numbers of visitors. It is well worth a visit. See the massive ensign of Le Genereux, Nelson's coat and hat and, on loan from the Royal Collection, the bullet that killed him.

On 5th August I was please to attend the "Celebrating Achievements of Norfolk's Fire Cadets" at their Development Day at their training centre at Bowthorpe. More than 100 young people and their families attended and we were treated to demonstrations of their team tasks. Fire Cadets meet weekly at 5 units across Norfolk, Wymondham, Diss, Gt. Yarmouth, Sheringham and Hunstanton. They are 13 -18 years and can be seen at many local community events.

COUNCIL MEETING – 30 AUGUST 2017

Report of the Town Clerk

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 No matters to report.

CEMETERY

2.1 No matters to report.

STREET LIGHTING

3.1 No matters to report.

CENTRAL ADMINISTRATION AND PERSONNEL

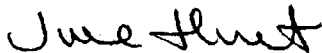
4.1 No matters to report.

PLANNING AND TRANSPORTATION

5.1 **Consultation for proposed telecommunications radio base station installation at Chartwell Road, Sprowston**

Attached, is a pre-application enquiry submitted on behalf of Cornerstone Telecommunications Infrastructure Limited, for a base station at the above location.

Option: to make comment on the pre-application at this site.



June Hunt
Town Clerk

OUR REF: CTIL_236653

Sprowston Town Council
Sprowston Diamond Centre
School Lane
Spowston
Norwich
NR7 8TR

11-08-2017

Dear Sir or Madam,

RE: PRE APPLICATION ENQUIRY FOR THE PROPOSED TELECOMMUNICATIONS RADIO BASE STATION INSTALLATION AT LAND AT CHARTWELL ROAD, SPROWSTON, NORFOLK, NR6 7RD (NGR: E: 623523, N:311284)

This pre-application enquiry is submitted on behalf of Cornerstone Telecommunications Infrastructure Ltd (CTIL) which is a joint venture company owned by Telefónica UK Limited and Vodafone Limited and which oversees the two companies plan to jointly operate and manage a single network grid across the UK.

Telefónica UK Limited as entered into an agreement with Vodafone Ltd pursuant to which the two companies plan to jointly operate and manage a single network grid across the UK. These arrangements will be overseen by Cornerstone Telecommunications Infrastructure Ltd (CTIL) which is a joint venture company owned by Telefónica UK Limited and Vodafone Limited.

This agreement allows both organisations:

- to pool their basic network infrastructure, while running two, independent, nationwide networks
- maximise opportunities to consolidate the number of base stations
- significantly reduce the environmental impact of network development

Telefónica UK Ltd is in the process of progressing a suitable site in the area for a radio base station. We aim to work with you to progress a proposal that is both acceptable to your authority and meets Telefónica's and Vodafone's technical network requirements. This approach accords with Telefónica's and Vodafone's Best Practice Commitments to ensure consultation with Local Planning Authorities and other appropriate key stakeholders.

As part of Telefónica's and Vodafone's continued network improvement program, there is a specific requirement for a radio base station at this location to provide 2G and 3G coverage and new 4G coverage for the existing site which is being removed.

Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones and other devices we rely on simply won't work.

This letter therefore invites the Local Planning Authority, in accordance with planning policy guidance and Best Practice Commitments, to enter into pre-application discussions with regard to our preferred site option prior to

a formal planning submission. Several steps in the site identification process have already been undertaken. The Local Planning Authority mast register and our records of other potential sites have been reviewed, the policies in the Development Plan have been taken into account and we have examined the inter-operator site sharing database.

CTIL 150477 _ LAND AT CHARTWELL ROAD, SPROWSTON, NORFOLK, NR6 7RD (NGR: E: 623523, N:311284)

This is a replacement site for the existing site at Norfolk Truck and Van Hire.

This site is to be removed from the network, following a 'Notice to Quit'.

The proposal is for a 20m monopole, supporting 3 no antenna, 2 no dishes associated ground based equipment cabinets and ancillary development thereto.

This permanent installation is required to maintain coverage and capacity in the Sprowston area. The benefits of this installation are social inclusion, mobile working, education services and 4G to Wi-Fi services on public transport.

Alternative sites considered and discounted are detailed below:

Site	Site Name and address	National Grid Reference	Reason for not choosing
ETS	Norfolk Truck and Van Hire School Lane Spowston Norwich NR7 8TL	E 623917 N 311482	This is the existing NTQ site and as such this site has been discounted as it is no longer available.
GF	Vacant land at Charwell Road Spowston Norwich NR6 7RA	E 623617 N 311241	The site provider has not confirmed an interest in hosting telecommunications equipment and without agreement a site cannot be progressed. Accordingly, this site has been discounted as being not available.
GF	Air Training Corps Constitution Hill Norwich NR6 7RA	E 623518 N 311267	The site provider has not confirmed an interest in hosting telecommunications equipment and without agreement a site cannot be progressed. Accordingly, this site has been discounted as being not available.

GF	Sprowston Diamond Centre School Lane Sprowston Norwich NR7 8TR	E 623938 N 311299	The site provider has not confirmed an interest in hosting telecommunications equipment and without agreement a site cannot be progressed. Accordingly, this site has been discounted as being not available.
GF	Norfolk Motor Group Wroxham Road Sprowston Norwich NR7 8UE	E 624028 N 311186	There is not enough vacant floorspace in this location on which to site a ground based mast. Accordingly, this site has been discounted as being not suitable.
GF	W S Lusher and Son School Lane Sprowston Norwich NR7 8TH	E 623927 N 311584	The site provider has not confirmed an interest in hosting telecommunications equipment and without agreement a site cannot be progressed. Accordingly, this site has been discounted as being not available.
RT	St Cuthberts Church 2 Wroxham Road Norwich NR7 8TZ	E 624141 N 311191	The building is not suitable for a telecommunications installation and as such has been discounted.
GF	Sprowston Fire Station Chartwell Road Norwich NR6 7RW	E 623804 N 311206	The operators were unable to agree terms on an installation and as such the site has been discounted on estates grounds.
GF	Mousehold Lane/Wroxham Road Norwich	E 625000 N 311000	The site is surrounded by mature trees which would block the signal. Accordingly, this site has been discounted as being not suitable.
GF	School Lane Sprowston Norwich NR7 8TL	E 623854 N 311447	The pavements in this location are not wide enough to host telecommunications apparatus. Accordingly, this site has been discounted as being not suitable.

We would also like to take this opportunity to extend an invitation to meet with you to discuss the proposals and undertake a tour of the options considered, should you consider this to be beneficial.

We look forward to receiving your comments on the preferred option identified above and alternatives discounted. We would also like to take this opportunity to extend an invitation to meet with you to discuss the proposal and undertake a tour of the options considered, should you consider this to be beneficial.

All Telefonica and Vodafone installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines

have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation. A certificate of ICNIRP compliance will be included within the planning submission.

We look forward to receiving your response within 14 days of the date of this letter.

We look forward to receiving any comments you may have on the proposal.

Yours faithfully



Dianne Perry MRTPI AssocRICS

Consultant Planner: Clarke Telecom

Tel: +44 (0) 7535 932 374

Email: tweeddevelopmentplanning@gmail.com

(for and on behalf of CTIL and Telefonica UK Ltd)

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R E: 623523 N: 311284

CONCESSION REQUIRED NO

DIRECTIONS TO SITE: FROM THE M25 LEAVE AT JUNCTION 27 AND HEAD NORTH ON THE M11. AFTER 40km AT JUNCTION 9 LEAVE THE M11 AND JOIN THE A11 HEADING NORTH. STAY ON THE A11 FOR 90km AND THEN AT THE ROUNDABOUT TAKE THE FIRST EXIT ONTO THE A1042. STAY ON THE A1042 FOR 4km AND THEN AT THE ROUNDABOUT CHARTWELL ROAD/WROXHAM ROAD TAKE THE SECOND ROAD/WROXHAM ROAD TAKE THE SECOND EXIT ONTO CHARTWELL ROAD. THE SITE IS HAND SIDE JUST AT THE ROUNDABOUT JUNCTION.

NOTES:

REV	Issued For Approval	MF	DATE	BY	CH	DATE
A	Issued For Approval	MF	04/07/17			

Clarke Telecom
 Partington House, Stock Lane, Chesham,
 Bucks HP8 4JQ
 Tel: 0161 795 4500
 Fax: 0161 795 4501
 Web: www.clarke-telecom.com

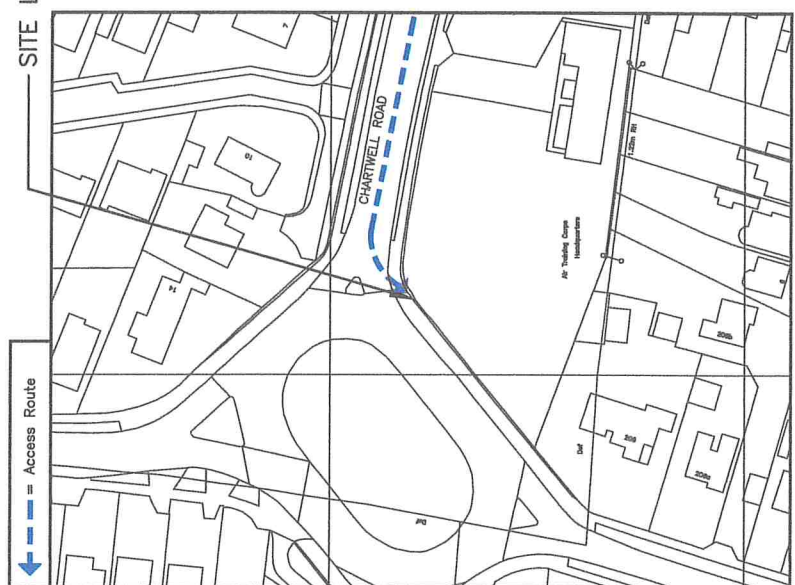
O2
 CTIL

Cell Name	Opt.
CHARTWELL ROAD	-
Cell ID No	
TEF	VF
150477	N/A

Site Address / Contact Details
 CHARTWELL ROAD
 SPROWSTON
 NORFOLK
 NR6 7RD

Drawing Title:	SITE LOCATION MAPS
Purpose of Issue:	PLANNING
Drawing Number:	100
Surveyed By:	MF
Date:	04/07/17
Checked:	MF
Date:	04/07/17
Original Sheet Size:	A3
Plot Size:	A3
Scale:	100
Dwg Rev:	A
Issue:	B

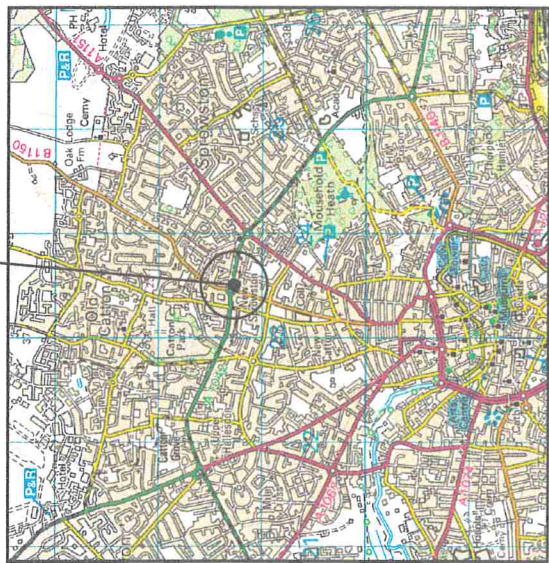
SITE LOCATION



DETAILED SITE LOCATION

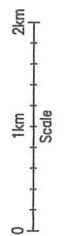
(Scale 1:1250)
 Based upon Ordnance Survey map extract with the permission of the Controller of Her Majesty's Stationery Office.
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SITE LOCATION



SITE LOCATION

(Scale 1:50000)
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 Crown copyright.



SITE PHOTOGRAPH

The drawings comply with TEF & Vodafone Standard ICNIRP guidelines.
 Designed in accordance with CTIL document: SDND008

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE
 N.G.R E: 623523 N: 311284
 CONCESSION REQUIRED NO
 NOTES:

REV	MODIFICATION	BY	CH	DATE
B	Site Plan Revised	MF	RWB	16.05.17
A	Issued for Approval	MF	RWB	04.07.17

CLARKE telecom
 Perington House, Stock Lane, Chadsden,
 Norwich, Norfolk NR6 7RD
 Tel: 01603 762 4200
 Fax: 01603 762 4201
 Web: www.clarke-telecom.com

O₂
 CTIL

Cell Name	Opt
CHARTWELL ROAD	-
Cell ID No	
CTIL	VF
TEF	N/A
150477	

Site Address / Contact Details
 CHARTWELL ROAD
 SPROWSTON
 NORFOLK
 NR6 7RD

Drawing Title: **PROPOSED SITE PLAN**

Purpose of Issue: **PLANNING**

Drawing Number: 200

Surveyed By: MF
 Drawn: MF
 Date: 04.07.17

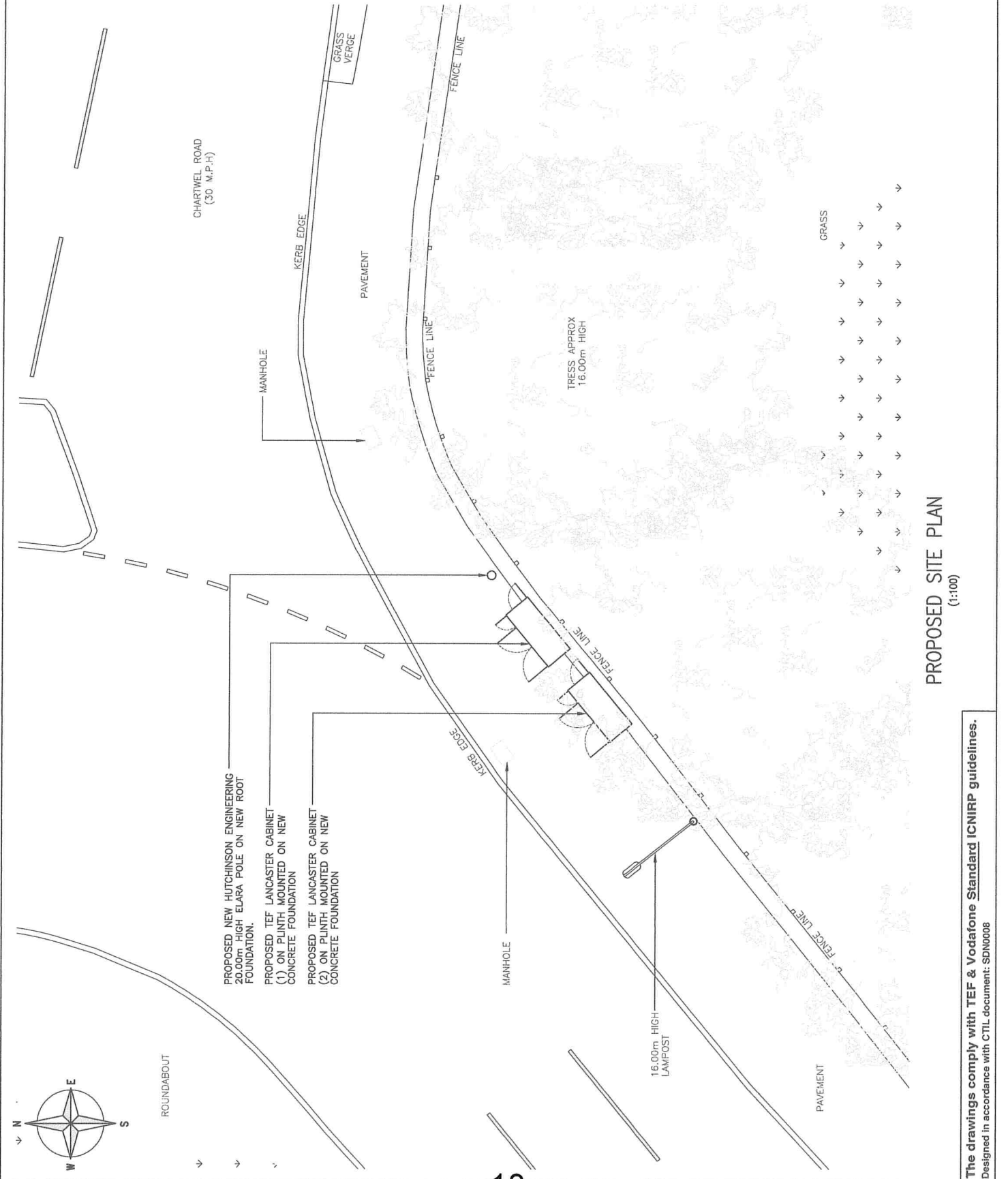
Original Sheet Size: A3
 Check: RBG
 Date: 04.07.17

Drawn: MF
 Date: 04.07.17

Original Sheet Size: A3
 Check: RBG
 Date: 04.07.17

Drawn: MF
 Date: 04.07.17

Original Sheet Size: A3
 Check: RBG
 Date: 04.07.17



The drawings comply with TEF & Vodafone Standard ICNIRP guidelines.
 Designed in accordance with CTIL document: SDIN0008

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE
 N.G.R E: 623523 N: 311284
 CONCESSION REQUIRED NO
 NOTES:

REV	DESCRIPTION	BY	CH	DATE
B	SW Pole Short Amended	MF	RMB	16.06.17
A	Issued for Approval	MF	RMB	04.07.17

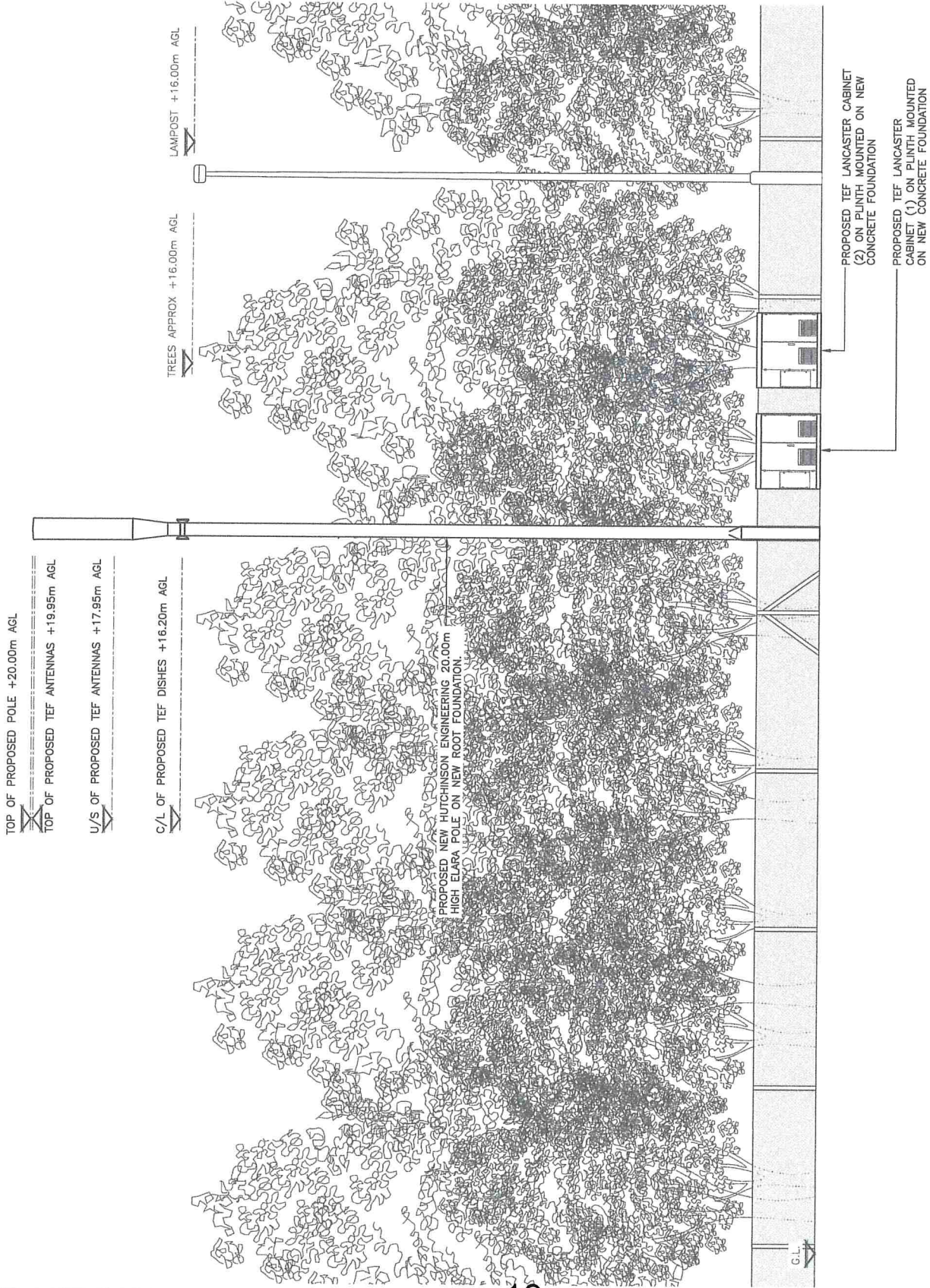
CLARKE telecom
 Refining House, Stock Lane, Chiddingfold,
 Chelms, Essex
 Tel: 01201 726 4500
 Fax: 01201 726 4501
 Web: www.clarke-telecom.com

O₂
 CTIL

Cell Name	CHARTWELL ROAD	Opt	-
Cell ID No			
CTIL	TEF	VF	
150477	073062	N/A	

Site Address / Contact Details
 CHARTWELL ROAD
 SPROWSTON
 NORFOLK
 NR6 7RD

Drawing Title:	PROPOSED SITE ELEVATION
Purpose of Issue:	PLANNING
Drawing Number:	300
Surveyed By:	MF
Drawn:	MF
Date:	04.07.17
Checked:	RMB
Date:	04.07.17
Original Sheet Size:	A3
Package Issue:	B



PROPOSED NORTH WEST ELEVATION
 (1:100)

The drawings comply with TEF & Vodafone Standard ICNIRP guidelines.
 Designed in accordance with CTIL document: SDN0008

Sprowston Town Council
PLANNING APPLICATIONS – 30 AUGUST 2017

Broadland DC App.No. 2017/1319
Applicant Mr & Mrs Peruzzi
as location
Location 46 St Margarets Drive, Sprowston, NR7 8DA
Classification: Minor dwellings
Type: Full Permission
Description: Two storey side extension, single storey rear extension and garage conversion

Broadland DC App.No. 2017/1321
Applicant Mr Q Biddle
as location
Location Woodview, Salhouse Road, Sprowston, NR13 6NR
Classification: Minor dwellings
Type: Full Permission
Description: Sub-Division of Plot and Erection of 2 Detached Dwellings and Garages (Outline)

Broadland DC App.No. 2017/1336
Applicant JLL
as location
Location Sprowston retail Park, Salhouse Road, NR7 9AZ
Classification: Retail Advertisement
Type: Full Permission
Description: 1. One Internally Illuminated Sign
2. Solar Powered Illuminated Sign

Broadland DC App.No. 2017/1331
Applicant Sacha Holmes
as location
Location 11 Allens Lane, Sprowston, NR7 8EL
Classification: Minor dwellings
Type: Full Permission
Description: Single Storey Rear Extension

Broadland DC App.No.
2017/1342

Applicant
Mr & Mrs Pennington
as location

Location
230 Wroxham Road, Sprowston, NR7 8BE

Classification: Minor dwellings
Type: Full Permission

Description: Single Storey north-east & south-west side / south-east rear extension

Broadland DC App.No.
2017/1368

Applicant
Mr Leon Kreft
As location

Location
8 Mantle Close, Sprowston, NR7 8LD

Classification: Minor dwellings
Type: Full Permission

Description: Erection of Gardden Trellis (Retrospective)

Broadland DC App.No.
2017/1369

Applicant
Mr T Stevenson
As location

Location
21 Glenburn Avenue, Sprowston, NR7 8DX

Classification: Minor dwellings
Type: Full Permission

Description: Single Storey Rear Extension

Broadland DC App.No.
2017/1370

Applicant
Mr & Mrs D Crotch
As location

Location
30 Cozens Hardy Road, Sprowston, NR7 8QF

Classification: Minor dwellings
Type: Full Permission

Description: Two Storey Rear Extension, Single Storey Rear Extension & Single Storey Side & Rear Extensions

Broadland DC App.No.
2017/1375

Applicant
Mr & Mrs Hansell
As location

Location
156, Wroxham Road, Sprowston, NR7 8DE

Classification: Minor dwellings
Type: Full Permission

Description: First Floor South-West Side Extension

Broadland DC App.No.
2017/1041

Applicant
Mr M Haywood
As location

Location
18 Tusting Close, Sprowston, NR7 8TD

Classification: Minor dwellings
Type: Full Permission

Description: Single Storey Front Extension, Two Storey Rear Extension and Single Storey Side/Rear Extension

Broadland DC App.No.
2017/1347

Applicant
Mr Perry
As location

Location
9 Cuthbert Close, Sprowston, NR7 8QL

Classification: Minor dwellings
Type: Full Permission

Description: Side & Rear Extensions including Rooms in Roof (Revised Proposal)

Sproweston Town Council Payments

Meeting Date: 30th August 2017

<u>Invoice Date</u>		<u>Invoice No.</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
22/08/2017			10.00		10.00	100
Association of Local Councils <u>Details</u> Subscription:SLCC membership May17/Apr18						
<u>Invoice Date</u>		<u>Invoice No.</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
08/08/2017		37177	236.00	47.20	283.20	101
08/08/2017		37178	173.50	34.70	208.20	
Bartlett Signs <u>Details</u> Streetlighting signs:Dog Fouling/Light out Park Open Hours,Keep Clear signs						
			409.50	81.90	491.40	
Broadland District Council <u>Details</u> CIL:Extn & alterations STC Diamond Centre						
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
17/08/2017	LA2017/075		5,131.03		5,131.03	102
Ben Burgess & Co Ltd <u>Details</u> Dennis FT610 24" 10 bladed mower Dennis FT610 9 bladed mower:Trade in Pump Windscreen Washer						
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
08/08/2017	421646		4,800.00	960.00	5,760.00	103
08/08/2017	493431		1,250.00	250.00	1,500.00	
14/08/2017	421941		87.31	17.46	104.77	
			3,637.31	727.46	4,364.77	
Copy IT Digital Solutions Ltd <u>Details</u> Photocopies:10/07/2017-31/07/2017						
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
09/08/2017	8041904476		26.77	5.35	32.12	104
Cozens(U.K.) Ltd <u>Details</u> Streetlighting: July 2017						
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
03/08/2017	2804		600.00	120.00	720.00	105
Dazzle Cleaning.co.uk <u>Details</u> Bus Shelter Cleaning:August 2017						
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
17/08/2017	STC26		99.00		99.00	106

ESPO								
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>		
04/08/2017	4531581	Dustpan/Brush,Fobs, Henry Bags, Jug	18.84	3.77	22.61	107		
11/08/2017	4536182	Bleach, Refuse sacks, Scourer Pads	20.39	4.08	24.47			
			39.23	7.85	47.08			
Harveyson Haulage Ltd								
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>		
11/08/2017	35475	Cem: Cess pit 10/08/2017	107.00	21.40	128.40	108		
Intouch Systems								
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>		
10/08/2017	626157	Hosted Exchange 01/09/2017-01/10/2017	60.00	12.00	72.00	109		
10/08/2017	626237	Office Internet: August 2017	50.00	10.00	60.00			
			110.00	22.00	132.00			
A.C. Leigh(Norwich) Ltd								
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>		
08/08/2017	1536236	Padlocks for New Goal posts	59.92	11.98	71.90	110		
Mazars LLP								
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>		
07/08/2017	1312399	External audit 2017/2018	2,400.00	480.00	2,880.00	110		
Moviola Ltd								
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>		
08/08/2017		Viceroy's House	120.17	22.58	142.75	111		
Rigby Taylor								
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>		
02/08/2017	RS0230166	Line Marker, Rod & Handlebar Assembly	446.21	89.24	535.45	112		
TOTAL OF INVOICES			13,196.14	1,589.76	14,785.90	Trf 285		

TOTAL OF INVOICES 13,196.14 1,589.76 14,785.90 Trf 285

Transfer: STC Drawings a/c to Salaries a/c - - Trfr

Transfer: STC General a/c to STC Drawings a/c 14,785.90 Trfr

..... Councillor Town Clerk

Sproston Town Council

Barclaycard Payments

Meeting Date: 30th August 2017

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
12/07/2017	57529	Amazon Signage: Electric Shock Sign	8.73	1.75	10.48
03/07/2017	7126717	Astroplast Eyewash dispensers	25.13	5.02	30.15
22/08/2017	6622743	Wall Mounted Cigarette Bins	45.00	9.00	54.00
			78.86	15.77	94.63
		Homebase			
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
14/08/2017	90020059	Sandpaper	16.87	3.38	20.25
		Post Office			
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
16/08/2017	4-611892	100x 2nd class,50x1p Stamps	56.50		56.50
		Progress Fuels			
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
15/08/2017	627-22809	Petrol	74.99	15.00	89.99
		Total Direct Debits	227.22	34.15	261.37

**Total Payments
Due by Direct Debit 27th September 2017**

Sprowston Town Council Direct Debits

Meeting Date: 30th August 2017

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>Direct Debits</u>
Anglia Farmers Limited						
31/07/2017	548370	Vodafone:Mobile calls July 2017	3.15	0.63	3.78	
31/07/2017	548370	SSE:Sparhawk Park 04/04/2017-29/06/2017	54.35	2.94	57.29	
31/07/2017	548370	SSE:Pavilion/Rec 04/04/2017-29/06/2017	378.14	75.62	453.76	
31/07/2017	548370	SSE:Cemetery 04/04/2017-29/06/2017	17.88	0.96	18.84	
			453.52	80.15	533.67	
British Gas						
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>Direct Debits</u>
08/08/2017	400470247	STC:04/05/2017-03/08/2017	81.86	4.09	85.95	
Total Gas & Power Limited						
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>Direct Debits</u>
05/08/2017	153714247/17	STC:16/06/2017-01/07/2017	121.85	24.38	146.23	
05/08/2017	153714258/17	Floodlights:01/07/2017-31/07/2017	11.49	£0.58	12.07	
09/08/2017	154501528/17	Streetlights:01/07/2017-31/07/2017	1922.08	324.42	2306.50	
			2,055.42	349.38	2464.80	
Veolia Environmental Services						
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>Direct Debits</u>
31/07/2017	SIO1089897	All sites skip hire July 2017	225.80	45.16	270.96	

Total Direct Debits 2,816.60 478.78 3,355.38