

COUNCIL MEETING – 19 JULY 2017

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 19 July 2017, the following Members were present:-

Mr I Moncur – Chairman

Mr W F Couzens	Mrs B J Lashley
Mrs S L England	Mr K Lashley
Mr R A Fowkes	Mrs J Leggett
Mr T Landamore	Mr B Osborne
Mr J Ward	

In attendance

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

No members of the public were present

The Chairman announced the death of Elsie Grimson, nee Jermy who had previously served on the Town Council. Her funeral would be held on Wednesday 2 August 2017, 10.15am at St. Faith's Crematorium.

17/175. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

17/176. APOLOGIES FOR ABSENCE

Verbal apologies for absence were received and accepted by the Council from Mr R J Knowles, Ms G Landamore, Mr J H Mallen and Mrs J Poynter.

17/177. MINUTES

The Minutes of the Council meeting held on 28 June 2017, having previously been circulated to all Members were confirmed and signed by the Chairman of the Council.

17/178. POLICE LIAISON OFFICER'S REPORT

Members noted the Sprowston and Old Catton Newsletter detailing crime updates from 1 - 30 June 2017.

17/179. BEESTON PARK PROGRAMME BOARD

Further to Minute 17/163,

Mr I Moncur advised of the following response from Broadland District Council regarding affordable housing provision at the Beeston Park development.

- total affordable housing (AH) provision: 33% of total number of dwellings.
- tenure split: 85/15% affordable rent/intermediate.
- the affordable housing scheme has to be submitted ahead of any phase of development commencing (for that phase). This scheme will include the number, location and timescale etc. of the AH.

17/179. BEESTON PARK PROGRAMME BOARD (CONTINUED)

- no more than 50% of the open market dwellings in each relevant phase can be occupied until all the affordable housing for that phase has been completed and transferred to an affordable housing provider.
- the S106 agreement allows for a viability appraisal to be submitted ahead of each phase coming forward to re-assess the level of affordable housing. This was agreed because of the size of the scheme, the length of time it will take to complete and the expected changes in market conditions. However, the agreement also ensures that we have the right to get this viability independently assessed.

The Town Clerk confirmed she had sent an open invitation to Town to attend a future meeting of the Council.

17/180. NORFOLK COUNTY COUNCIL LOCAL MEMBERS HIGHWAY BUDGET

Mr J Ward agreed to enquire if signage to St. Mary and St. Margarets Church could be funded through Norfolk County Council's Local Members budget.

Mr W F Couzens suggested bollards at the shopping precinct on Wroxham Road to safeguard the pavement from vehicular parking.

RESOLVED to place an item on a future meeting of the Council.

17/181. CRICKET SQUARE ENHANCEMENT FUNDING

Members noted the correspondence between the Town Clerk and Kieron Tuck, Development Director, Norfolk Cricket Board and invitation to attend a future meeting of the Council.

17/182. PLAY EQUIPMENT WILKS FARM DIRVE

Having considered a revised play scheme from Wicksteed and associated costs it was

RESOLVED

to accept the play scheme quotation from Wicksteed at a cost of £73,018.73 plus VAT and additional quotation for a pathway and hard standing pad under the picnic area at a cost of £3,200 plus VAT.

17/183. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr Ward also verbally reported that:

- (1) The Home Office has awarded the County Council £308,000 for the campaign against domestic abuse. This will enable another 575, there are currently more than 700, domestic abuse champions to be recruited to schools and GP practices over the 3 year programme.
- (2) Norfolk Museum Service has been awarded £776,500 through the Heritage Lottery Funds "Kick the Dust" programme for its Norfolk Journeys project to empower young people to develop their own pathways into the County's heritage.

17/183. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

- (3) work begins on 24 July 2017 to carry out reconstruction and resurfacing of the pavements on Recreation Ground Road. The road will be closed for up to 7 weeks except for access.
- (4) Carrowbreck Meadow won another award on 10 July 2017 at the National Housing Design awards in London: Winner for excellence in Planning to Deliver Housing.

Referring to Mr Ward's report concerning Broadland District Council exploring potential income generation from 340 parcels of land in its ownership, Mr K Lashley commented that the District Council used to hold a land bank for affordable housing, for which the District Council received funding from the Government, and he wanted assurance that the District Council was not selling this land for profit.

Mr I Moncur agreed to clarify Broadland District Council's intentions.

Mrs J Leggett verbally reported that 57 members of the public attended the Safer Neighbourhood Action Panel (SNAP) meeting held 17 July 2017. Concerns raised at the meeting included a resident allegedly running a business from a residential property, a vehicle parked on the Wroxham Road which impaired visibility when exiting Parana Road and Rangoon Close and difficulties in contacting 101.

Martin Chisholm, Business Manager, Borough Council of King's Lynn & West Norfolk Parking Operations attended the meeting and explained the technicalities of parking restrictions.

The Safer Neighbourhood Action Panel agreed the priorities for the next quarter as:

- anti-social behaviour on Barkers Lane
- monitoring/challenging speeding on Proctor Road and Wroxham Road in Sprowston and Spixworth Road in Old Catton

The Town Clerk was requested to write to the owner of the parked vehicle on Wroxham Road which was causing impaired visibility.

The Town Clerk reported that Norfolk County Council were increasingly referring residents requests regarding highway issues to the Town Council i.e. provision of parking restrictions, road calming measures, cutting of weeds and vegetation on highway land etc.

In view of this, and the recent comment made by Martin Chisholm at the SNAP meeting regarding Parish and Town Councils having more powers that they were aware of to instigate residents requests, she would make enquiries to clarify if there had been a change in law granting additional powers to Parish and Town Councils and whether Norfolk County Council had changed their policy regarding Town and Parish Councils having the authority to agree such requests.

17/184. RESIDENT'S QUESTIONS

As no residents were present the Chairman moved to the next item of business.

17/185. SPROWSTON DEMENTIA FRIENDLY COMMUNITY

Mr K Lashley explained that Grow Your Community was initially a large group but now consisted of the Town Council, Churches and Senior Citizens Club with attendances from the Green House project and Sprowston Youth Engagement Partnership.

17/185. SPROWSTON DEMENTIA FRIENDLY COMMUNITY (CONTINUED)

He explained the role/purpose of the Sprowston Dementia Friendly Community and suggested the Town Council register with the community and agree to three pledges, which were circulated at the meeting.

Mrs S L England explained the role/purpose of the Dementia Action Alliance and suggested the Town Council register with the Alliance and agree to pledges, which were circulated at the meeting.

Mrs England felt it was confusing having so many different groups and said if the Town Council signed up to the DAA, which was district wide, the DAA actions could include supporting the Sprowston Community Friendly Group in their activities.

Mr K Lashley stated that the Dementia Friendly Community was Sprowston wide and representatives reported to the wider group.

Mr K Lashley proposed, seconded by Mr T Landamore to align the Council to Sprowston Dementia Friendly Community and commit to three pledges. On being put to the vote it was

RESOLVED that the Council works towards becoming a dementia friendly organisation and implement the following pledges:

- to include a tailored dementia friends session as part of the training plan for all staff
- undertake dementia friendly walkabouts/reviews of all properties and areas that the Town Council is responsible for and make appropriate changes
- to support Sprowston Dementia Friendly Community by offering facilities for meeting and friends sessions

17/186. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Transfer of Land at Gurney Drive Sprowston

The Town Clerk drew Members attention to the Executive Summary contained within the report from Birketts Solicitors detailing the West Norfolk Tomatoes Limited request that indemnity covenant in respect of the entries referred to in the chargers register of the title property are included in the transfer. The summary explained 4.2 and 4.3 that these covenants and right of way 8.2 were highly unlikely due to the development of the roads that had already taken place in this location, but nevertheless were contained in the transfer.

RESOLVED to agree to the Chairman signing the transfer of land registry documentation to acquire the land on behalf of the Council.

1.2 Elcons Health and Safety Audit Report

Members noted the Health and Safety Audit Report from Elcons, the Council's health and safety advisor, carried out during a visit to the Council's premises on 14 June 2017.

CEMETERY

2.1 No matters were reported

17/186. REPORT OF THE TOWN CLERK (CONTINUED)

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Health and Safety Audit

Members noted the Health and Safety Audit report from Elcons and that identified actions would be programmed into the work of the Council before the next yearly health and safety audit in 2018.

4.2 Barclays Bank PLC

Having been informed that Barclays Bank PLC at Sprowston Road will close on 13 October 2017 it was

RESOLVED to request the Town Clerk to write in protest of this closure on behalf of the Council highlighting the impact on the residents, businesses, local organisations and charities and copy the letter to the Press and Norwich North MP.

4.3 2017 Norfolk Community Biodiversity Awards

Mr I Moncur reported his delight in accepting an award on behalf of the Council from the Norfolk Biodiversity Partnership in the category of Parish and Town Councils for work at Harrison's Woodland.

4.4 Claim for Compensation against the Council

Members noted that a resident of Church Lane had submitted a claim, for damage to a car from a falling tree branch, to the Council's Insurance Company, Zurich.

4.5 Grant Aid - Norfolk Accident Rescue Service

RESOLVED that a donation of £100 be made to Norfolk Accident Rescue Service.

PLANNING AND TRANSPORTATION

5.1 Norfolk County Council Parish Partnership Scheme Initiative

Mrs B J Lashley suggested provision of bus shelters on the North Walsham and Wroxham Roads if 50/50 funding was available.

17/187. MEETING ADJOURNMENT

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

The meeting was reconvened.

17/188. 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.

17/188. PLANNING (CONTINUED)

Having considered each application and the accompanying plans the Council

RESOLVED

(a) to raise no objection to the following applications:

2017/1041 - single storey front extension, two storey rear extension and single storey side/rear extension at 18, Tusting Close

2017/1099 - proposed replacement garage at 9, Clover Road

17/189. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

17/190. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

The report from Mrs S L England was discussed under Minute number 17/185.

17/191. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 19 July 2017 totalling £35,990.63 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 19 July 2017 totalling £35,990.63 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mrs B J Lashley.

17/192. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £156.09 was approved and noted.

17/193. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £627.39 was approved and noted.

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

9 August 2017

CHAIRMAN