



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 Thursday 19 October 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 13 September 2017. Pages 1 - 5
4. To receive any Police Liaison Officers Report. Pages 6 - 7
5. Mr J M Ward - County Councillor Budget Smiley Sam
6. To receive correspondence & agree action/response arising from the minutes.
7. To receive any written/verbal reports from Sprowston County and District Councillors. Page 8
8. To adjourn the meeting to allow members of the public & Councillors with prejudicial interests to speak¹.
9. Adjourn the meeting for a short break.
10. To consider planning applications to 19 October 2017. Page 9 - 12
11. To receive any written/verbal reports from the Council's Working Groups.
12. To receive any written and verbal reports from Members representing the Council on or at outside organisations. (proforma enclosed)
13. To confirm the payment of accounts to 19 October 2017. Pages 13 - 15
14. To receive the schedule of credit card payments. Page 16
15. To receive the schedule of direct debits Page 17 - 18

June Hunt
Town Clerk

9 October 2017

Council Office, Sprowston Diamond Centre, Sprowston, Norwich, NR7 8TR
Tel: 0845 004 6227 or (01603 408063) . Fax: (01603) 418113 . Email: townclerk@sprowston-tc.gov.uk

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 – 13 SEPTEMBER 2017

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 13 September 2017, 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 B Osborne |
| Mrs B J Lashley | - | Mr J M Ward |

In attendance

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

No members of the public were present

17/230. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

17/231. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Ms G Landamore, and verbal apologies from Mr T Landamore.

17/232. MINUTES

The Minutes of the Council meeting held on 30 August 2017, having previously been circulated to all Members were, subject to the following amendment

Minute 17/219 (b), delete (b) the 2017 Summer Reading Award Ceremony would be held 16 October 2017 at the library and insert

- (b) the 2017 Summer Reading Award Ceremony would be held 12 September 2017 at the Library.
- (c) a meeting of the Youth Advisory Board Networking Group would be held on 16 October 2017.

confirmed and signed by the Chairman of the Council.

17/233. KIERON TUCK - NORFOLK CRICKET BOARD LIMITED

Mr Kieron Tuck gave a detailed presentation on the ECN Local Authority Non-Turf Pitch Scheme 2017 and answered Members questions therefrom advising that:

- maintenance costs were low
- the pitch would create opportunities for causal play and revenue generation
- batting ends do wear out but there was funding for maintenance
- run up areas are protected by artificial grass
- the pitch was suitable for seam and spin bowling and hardball and softball cricket
- the criteria for eligibility was listed in 7E of the documentation previously circulated

17/233. KIERON TUCK- NORFOLK CRICKET BOARD LIMITED (CONTINUED)

It was agreed that Mr I Moncur would establish if planning permission was required for the installation such a facility.

Mr I Moncur proposed, seconded by Mr K Lashley to progress this scheme and apply for a capital grant towards the cost of construction of ECB Approved Non-Turf match at Sprowston Recreation Ground and on being put to the vote the motion was **CARRIED**.

17/234. INGLETON WOOD

Members considered the Tender Return Report from Ingleton Wood for work at Sprowston Recreation Ground and Sparhawk Park and it was

RESOLVED to authorise the Town Clerk to accept the quotation from Eyre Group at a cost of £19,846.00 plus VAT.

17/235. CORRESPONDENCE

(a) Sprowston Heritage Group

Further to Minute 17/203, a letter was received from Sprowston Heritage Group confirming its dissolution and the transfer of the heritage archives, tapestries and future administration to the custodianship of Sprowston Town Council.

It was **RESOLVED** to form a Working Group to progress this transfer and future administration of the archives. Membership to consist of:

Mr W F Couzens
Mrs J Leggett

Mr B Osborne
Mr N Shaw

(b) CPRE pledge against additional allocations

Members noted the copy letter from Broadland District Councillor Shaun Vincent Chair, Greater Norwich Development Partnership to CPRE regarding their pledge against additional housing allocations.

(c) Manor Reach Travel Plan

Members noted the copy email and information sheet from Tenjy D'Arcy advising that Norfolk County Council had been commissioned to deliver the travel plan for Manor Reach, Sprowston and would be conducting a residential baseline survey in October.

It was suggested that an article could be placed in Sprowston Matters Article and a drop in day offered at Sprowston Pavilion.

17/236. POLICE LIAISON OFFICER'S REPORT

No Police report or newsletter was available.

17/237. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr Ward also verbally reported:

17/237. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

- (a) a Suicide Prevention Learning event was held on 12 September 2017. On average there are 77 suicides in Norfolk each year with 76% being male and a significant proportion aged 45 - 59. The full suicide prevention strategy and action plan can be viewed at www.norfolk.gov.uk/iamokay
- (b) experts:- tackling scams from across the country will be gathering for a conference titled "Uniting Norfolk Against Financial Abuse and Scams" to be held on 14 September 2017 at "The Space" over the past 3 years Norfolk County Council have received 2500 scam complaints.
- (c) Norfolk County Farms estate has acquired a productive arable farm in west Norfolk totalling 440 acres. This takes the total county farms estate to 16,735 acres which is above the Council's commitment to hold a minimum of 16,000 acres giving some flexibility to develop or sell off land if necessary.
- (d) the County has set up a New Digital Innovation and Efficiency Committee to exploit the opportunities of new technology. It meets for the first time on 18 September 2017 and is chaired by Councillor Tom Garrod.
- (e) following a request from residents of Parkland Road he has arranged with the highways engineer for the dead tree in the island to be removed and the other tree pruned. There were originally 3 trees here and residents would like to see 3 replanted. Highways department do not have the available funds to do this in the current year so he had agreed to use some of his Member's Budget for this purpose.

Mrs J Leggett verbally reported that:

- (a) a youth advisory networking event was to be held 16 October 2017.
- (b) the next meeting of the Safer Neighbourhood Team would be held 17 October 2017 in Old Catton.

Mrs B J Lashley verbally reported:

- (a) that the National Association of Local Councils Annual General Meeting would be held on Monday 30 October 2017.

17/238. RESIDENT'S QUESTIONS

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

17/239. MEETING ADJOURNMENT

Due to the early hour the meeting was not adjourned.

17/240. 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 oppose the granting of planning application 2017/1105 - (revised proposal) remodel dwelling by raising eaves and ridge; erecting two storey and east

17/240. PLANNING (CONTINUED)

- (b) side/rear extension, single storey east side rear extension and two storey west side extension; and adding external wall insulation at 12, Alford Grove on the grounds that it is an over development of the site, not subservient to the original dwelling, out of keeping with the street scene particularly being a three storey dwelling and unneighbourly.
- (c) to oppose the granting of planning application 2017/1487 - proposed new dwelling (outline) (revised proposal) at Land adjacent 60, Russell Avenue on the grounds that it is an over development of the site, out of keeping with street scene and lack of amenity space
- (c) to oppose the granting of planning application 2017/1502 - change of use of land and office to driver training business (retrospective) at Land at Roundtree Way on the grounds of the suitability of the site for HGV activity given the close proximity to the lagoon and insufficient information regarding drainage and contamination of the water supply
- (d) to oppose the granting of planning application 2017/1507 - demolition of existing garage and lean-to, sub-division of plot and erection of detached bungalow and ancillary works at 4, Hammond Way on the grounds that it is an over development of the site and unneighbourly.
- (e) to oppose the granting of planning application 2017/1535 - sub-division of plot & erection of detached chalet bungalow & detached garage at 49, Cozens Hardy Road on the grounds that it is an over development of the site, out of keeping with the street scene, a cramped for of development with a lack of amenity space.
- (f) to note planning application appeal against application refusal of APP/K2610/D/17/3180933 - erection of close board timber fence on side corner plot to enclose garden at 5, Hornbeam Close.

17/242. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

17/243. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

17/244. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 13 September 2017 totalling £67,610.19 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 13 September 2017 totalling £67,610.19 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mrs B J Lashley.

17/245. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £390.34 was approved and noted.

17/246. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £1,627.42 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.

19 October 2017

CHAIRMAN



Newsletter

Date: September 2017



Message from Inspector Lisa Hooper

Welcome to the newsletter for Sprowston. 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 August 17

| Offence | Numbers | What could this entail |
|-------------------------------------------------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Arson | 0 | Damage caused as a result of fire. |
| Anti-Social Behaviour (ASB) | 0 | Harassment, alarm or distress is caused in a non-crime incident. |
| Burglary Business and Community | 1 | 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 | 1 | A person destroys or damages property belonging to someone else. |
| Domestic | 9 | 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 | 1 | 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 | 0 | Includes a range of offences where force is used, threatened or the victim is put in fear. |
| Theft from a motor vehicle | 3 | Any item stolen that was in, on or attached to a motor vehicle. |
| Theft or unauthorised taking of a motor vehicle | 3 | Any motor vehicle including those abandoned. |
| Theft of pedal cycle | 1 | 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



I am PC Andy Mason and I work as the Engagement Officer for Broadland. My responsibilities include working alongside and promoting the Special Constabulary, Police Support Volunteers, Neighbourhood Watch and Community Speed Watch. All of these roles are made up of volunteers from the community. The Specials are volunteers who start at age 18 and have the same powers as regular police officers. They conduct patrols and respond to concerns in the community. Support Volunteers assist us in a variety of ways including administrative tasks and enquiry office functions. Neighbourhood Watch is about ensuring communities look after one another and feed back information to police as well as their residents. Community Speed Watch concerns educating drivers about the importance of speed limits and builds up a bigger picture of where the issues are. If you are interested in volunteering for any of these roles please e-mail me at masonad@norfolk.pnn.police.uk.

What is happening in your area

Street Surgeries

Old Catton - Tuesday 19th September, 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

SNTSprowston@norfolk.pnn.police.uk

Non Emergency: 101

Partner contacts



111 NHS

County Council 03448008012

District Council 01603 431133

Parking Issues 01553 616222



8th October 2017

Report from Councillor John Ward

Broadland District Council

Richard Block who many of you will know from his 6 years managing the Housing & Environmental Services, will be leaving in December to take up a senior management role with Colchester Borough Council.

At Full Council on 21st September proposals were unanimously agreed for a feasibility study into opportunities for more formalised collaborative working with South Norfolk DC with a view to eventually having one chief executive and merged office functions.

At the last Cabinet meeting it was reported that:-
278 Broadland businesses had received help and guidance from the Council including 4 that had accessed £642k from the new Anglia LEP creating 67 jobs and £2.6m private investment.
81 Broadland businesses had taken on apprentices in the last year.

Norfolk County Council

Norwich Castle has launched its 'Keep Giving' Gateway to Medieval England public fundraising campaign. As part of this campaign, various items within the museum can be 'adopted' for sums between £25 & £500.

On 29th September, as Chairman of NCC, I held a reception at County Hall to launch my theme which is to promote and raise awareness of our County's youth organisations and the importance of adult volunteering. We had representatives present from the Scouts, Guides, Special Olympics Norfolk, Norfolk Cricket Board, Marine Cadets and About with Friends who also did the catering.

The County Council has launched its Stay Well this Winter campaign offering £38k of community grants to help vulnerable adults stay well (every winter over 600 more people die than in summer). Details at www.norfolkfoundation.com

Master Composter demonstrations are held at County Hall (behind the aircraft) on the first Wednesday of each month 12.30-1.30pm.

The County Council has awarded a £2.85m contract, to deliver Adult mental Health Services, to 'Together for Mental Wellbeing' in partnership with Mind and St. Martins Housing Trust.

Alford Grove will be closed near the junction with Mousehold Lane 23-27 October for electrical inspection work.

Sprowston Town Council
PLANNING APPLICATIONS – 19 OCTOBER 2017

| | | |
|------------------------------------------------------------------------------------------------------|------------------------------------------------------|-------------------------------------------------------------------------|
| Broadland DC App.No. 2017/1559 | Applicant Mr & Mrs Newstead as location | Location 45 St Marys Grove, Sprowston, NR7 8DJ |
| Classification: Minor dwellings Type: Full Permission | | |
| Description: Single Storey Front Extension | | |
| Broadland DC App.No. 2017/1576 | Applicant Mr Gareth Baily as location | Location 54A, School Lane, Sprowston NR7 8TQ |
| Classification: Minor dwellings Type: Full Permission | | |
| Description: First Floor Side Extension & Single Storey Rear Extension | | |
| Broadland DC App.No. 2017/1590 | Applicant Mr Sumpter as location | Location 10, Breck Road, Sprowston NR7 8HR |
| Classification: Minor dwellings Type: Full Permission | | |
| Description: Single Storey Side and Rear Extension with pitched Roof & Detached Single Garage | | |
| Broadland DC App.No. 2017/1608 | Applicant Mr Justin Dean as location | Location Blenheim House, 68, Blenheim Road, Sprowston NR7 8AL |
| Classification: Minor dwellings Type: Full Permission | | |
| Description: Single Storey Front & Single Storey Rear Extension | | |

Broadland DC App.No.
2017/1610

Applicant
Tesco Stores Ltd
as location

Location
Tesco Stores Ltd, Blue Boar Lane, Sprowston NR7 8AB

Classification: Minor dwellings
Type: Full Permission

Description: Erection of a Car Repair/Car Spray Centre

Broadland DC App.No.
2017/1616

Applicant
Tesco Stores Ltd
as location

Location
Tesco Stores Ltd, Blue Boar Lane, Sprowston NR7 8AB

Classification: Minor dwellings
Type: Full Permission

Description: Display of 1 No. Internally Illuminated Fascia Sign, 4 Vinyl Signs & 1 No. Non-Illuminated Sign

Broadland DC App.No.
2017/1612

Applicant
Mr Craig Skelton
as location

Location
2 Linton Crescent, Sprowston NR7 8NN

Classification: Minor dwellings
Type: Full Permission

Description: Single Storey Front Extension, Loft Conversion & Porch

Broadland DC App.No.
2017/1678

Applicant
Mr & Mrs L Britcher
as location

Location
45, Inman Road, Sprowston NR7 8JT

Classification: Minor dwellings
Type: Full Permission

Description: NW Side Extension of Existing Rear Dormer

Broadland DC App.No.
2017/1681

Applicant

CTIL & Telefonica UK Ltd
Building 1330, The Exchange
Arlington Business Park
Theale
Berkshire RG7 4SA

Location

Land at Chartwell Road, Sprowston

Classification: Minor dwellings
Type: Full Permission

Description: 3 No. antenna and 2 No. dishes, associated ground based equipment cabinets and ancillary development

Broadland DC App.No.
2017/1731

Applicant

Remi Coghiel
As location

Location

25, Edwards Road, Sprowston NR7 8QW

Classification: Minor dwellings
Type: Full Permission

Description: Single Storey Side & Rear Extension

Broadland DC App.No.
2017/1487

Applicant

S Carruthers
32, Northgate Street
Beccles
NR34 9AS

Location

Land adj 60, Russell Avenue, Sprowston NR7 8XF

Classification: Minor dwellings
Type: Full Permission

Description: Proposed New Dwelling (Outline) (Revised Proposal)

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 Facing Extension (Amended Plans)

Broadland DC App.No.
2017/1766

Applicant
Evolution Gym
As location

Location
8 Roundtree Close, Sprowston, NR7 8SX

Classification: Minor dwellings
Type: Full Permission

Description: Change of Use from B1 to Gymnasium Class D2 (Retrospective)

| Sprowston Town Council | | Payments | | Meeting Date: | | 19th October 2017 | |
|------------------------|--------------------|------------------------------------------------------------------------------------------------------|---------------|---------------|---------------|-------------------|--|
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Amount</u> | <u>BACS</u> | |
| 15/09/2017 | 37247 | Bartlett Signs Banner: Parking, Sign park opening hours. | 155.50 | 31.10 | 186.60 | 1421 | |
| 19/09/2017 | 108619 | Bartram Mowers Ltd Details Husqvarna power unit, Hedge cutter, Extn | 441.00 | 88.20 | 529.20 | 1422 | |
| 02/10/2017 | 109360 | Paloo Pole Saw | 169.00 | 33.80 | 202.80 | | |
| | | | 610.00 | 122.00 | 732.00 | | |
| 30/09/2017 | SI17-11305 | Bidwells Details Professional Services: Phase 4 | 6,009.90 | 1,201.98 | 7,211.88 | 1423 | |
| 18/09/2017 | 423626 | Ben Burgess & Co Ltd Details Scrapers, Scraper Mounts | 203.19 | 40.63 | 243.82 | 1424 | |
| 18/09/2017 | 423627 | Brake Band Cable, Screws | 36.96 | 7.39 | 44.35 | | |
| 30/09/2017 | 424421 | Tyre/Fitting | 97.74 | 19.55 | 117.29 | | |
| 30/09/2017 | 424422 | Belt, V. Belt, Strimmer Cord, Hydraulic Oil, Rake | 391.91 | 78.38 | 470.29 | | |
| | | | 729.80 | 145.95 | 875.75 | | |
| 11/09/2017 | 8041929477 | Copy IT Digital Solutions Ltd Details Photocopies 31/07/2017-31/08/2017 | 36.97 | 7.39 | 44.36 | 1425 | |
| 21/09/2017 | STC27 | Dazzle Cleaning Co Uk Details Bus Shelter Cleaning: September 2017 | 99.00 | | 99.00 | 1426 | |
| 12/05/2017 | DS016291 | Delta Simons Environmental Consultants Ltd Details Geo-Environmental site investigation report | 4,340.00 | 868.00 | 5,208.00 | 1427 | |
| 08/09/2017 | 2442 | Elcons Employment Law Consultants Ltd Details Health & Safety Consultancy: ELC2472 | 1,800.00 | 360.00 | 2,160.00 | 1428 | |

| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Amount</u> | <u>BACS</u> |
|---------------------|--------------------|-------------------------------------------------|---------------|--------------|---------------|-------------|
| 22/09/2017 | 4588765 | Refuse sacks, T.tissue, Cleaning Materials | 251.76 | 50.35 | 302.11 | 1429 |
| 22/09/2017 | 4588766 | Mops, Buckets, Handwash, Brush Holder | 61.42 | 12.28 | 73.70 | |
| | | | 313.18 | 62.63 | 375.81 | |
| | | 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> |
| 25/09/2017 | 35826 | Cem:Cess Pit emptying 23/09/2017 | 97.00 | 19.40 | 116.40 | 1430 |
| | | 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> |
| 06/09/2017 | 627417 | Office Internet: September 2017 | 50.00 | 10.00 | 60.00 | 1431 |
| 25/09/2017 | 628441 | Hosted Exchange: October 2017 | 60.00 | 12.00 | 72.00 | |
| 01/10/2017 | 628640 | Hosted Exchange: November 2017 | 60.00 | 12.00 | 72.00 | |
| 04/10/2017 | 628693 | Office Internet: October 2017 | 50.00 | 10.00 | 60.00 | |
| | | | 220.00 | 44.00 | 264.00 | |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Amount</u> | <u>BACS</u> |
| 22/09/2017 | 17379 | JRB Enterprise Ltd 16,000 Dog gloves | 445.00 | 89.00 | 534.00 | 1432 |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Amount</u> | <u>BACS</u> |
| 02/10/2017 | | Moviola Ltd The Sense of an Ending | 106.25 | 20.25 | 126.50 | 1433 |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Amount</u> | <u>BACS</u> |
| 22/09/2017 | 20421 | Norwich Electrical co Salivant fan + fitting | 111.80 | 22.36 | 134.16 | 1434 |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> | <u>Amount</u> | <u>BACS</u> |
| 06/09/2017 | 43665 | NVCS Ltd Coffee | 36.85 | | 36.85 | 1435 |
| 07/09/2017 | 43711 | Glass Decanter | 11.28 | 2.26 | 13.54 | |
| 19/09/2017 | 44189 | Bravilor Novo Coffee Machine | 213.23 | 42.65 | 255.88 | |
| 26/09/2017 | 14659 | Bravilor Novo Coffee Machine | 25.73 | 5.15 | 30.88 | |
| | | | 235.63 | 39.76 | 275.39 | |

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|-----------------------------------|----------------------------|---------------------------------------------------------------------------------------------------|------------------------|-----------------|---------------------------|---------------------|
| <u>Invoice Date</u> 01/10/2017 | <u>Invoice No.</u> 3291 | Sprowston Youth Engagement Project <u>Details</u> Grant Aid : 50% (1st 50% paid April 2017) | <u>Net</u> 1,250.00 | <u>VAT</u> | <u>Amount</u> 1,250.00 | <u>BACS</u> 1436 |
| <u>Invoice Date</u> 04/10/2017 | <u>Invoice No.</u> 3291 | R Wells Memorials <u>Details</u> Balance: Damaged Memorials | <u>Net</u> 4756.50 | <u>VAT</u> | <u>Amount</u> 4756.50 | <u>BACS</u> 1437 |
| TOTAL OF INVOICES | | | 21,316.53 | 3,033.82 | 24,350.35 | Trf 288 |
| Transfer: | | STC Drawings a/c to Salaries a/c | 30,000.00 | | 30,000.00 | Trf 289 |
| Transfer: | | STC Drawings a/c to Petty Cash Imprest a/c | 50.00 | - | 50.00 | Trf 290 |
| | | | 51,316.53 | 3,033.82 | 54,350.35 | |
| Transfer: | | STC General a/c to STC Drawings a/c | | | 24,350.35 | Trf 288 |

..... Councillor

..... Councillor

..... Town Clerk

Meeting Date: 19th October 2017

Sprowston Town Council Barclaycard Payments

| | | | |
|---------------------|---------------------------|-------------|------------|
| | | Amazon U.K. | |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Net</u> | <u>VAT</u> |
| 21/09/2017 | 2017-22793 | 33.33 | 6.66 |
| | <u>Details</u> | 39.99 | 39.99 |
| | 2 Litre catering kettle | 44.30 | 7.50 |
| 21/09/2017 | 10000441 | 123.70 | 24.70 |
| | 8 litre Swan water urn | 4.40 | 0.88 |
| 26/09/2017 | 2017-65225 | 4.41 | 0.88 |
| | Hand Litterpickers(10) | 5.40 | 1.08 |
| 27/09/2017 | 2017-20127 | 215.54 | 41.70 |
| | Organiser/Calendar 2018 | 257.24 | 257.24 |
| 27/09/2017 | 2017-20125 | | |
| | Organiser/Calendar 2018 | | |
| 27/09/2017 | 2017-49384 | | |
| | A4 Day to page diary 2018 | | |

| | | | |
|---------------------|--------------------|----------------|------------|
| | | ESE Direct Ltd | |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Net</u> | <u>VAT</u> |
| 21/09/2017 | ES11030141 | 49.99 | 10.00 |
| | <u>Details</u> | 59.99 | 59.99 |
| | Chair Trolley | | |

| | | | |
|---------------------|---------------------|------------|------------|
| | | Homebase | |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Net</u> | <u>VAT</u> |
| 18/09/2017 | 90740059 | 32.43 | 6.49 |
| | <u>Details</u> | 38.92 | 38.92 |
| | Rubber doormats (5) | 19.13 | 3.83 |
| 27/09/2017 | 90250059 | 51.56 | 10.32 |
| | Rubber doormats (3) | 61.88 | 61.88 |

| | | | |
|---------------------|--------------------|--------------------------------|------------|
| | | Makro Self service Wholesalers | |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Net</u> | <u>VAT</u> |
| 29/09/2017 | 654210 | 62.45 | 0.50 |
| | <u>Details</u> | 62.95 | 62.95 |
| | Biscuits,Napkins | | |

| | | | |
|---------------------|------------------------|-----------------|------------|
| | | Post Office Ltd | |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Net</u> | <u>VAT</u> |
| 21/09/2017 | 41010 | 56.00 | |
| | <u>Details</u> | 56.00 | 56.00 |
| | 100 x 2nd Class stamps | | |

| | | | |
|---------------------|--------------------|----------------|------------|
| | | Progress Fuels | |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Net</u> | <u>VAT</u> |
| 22/09/2017 | 665-35569 | 74.63 | 14.93 |
| | <u>Details</u> | 89.56 | 89.56 |
| | Fuel | | |

| | | | |
|---------------------|----------------------|---------------|------------|
| | | Viking Direct | |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Net</u> | <u>VAT</u> |
| 04/10/2017 | | 229.44 | 45.89 |
| | <u>Details</u> | 275.33 | 275.33 |
| | Cartridge toners 725 | | |

Total of Payments 739.61 123.34 862.95

Due by Direct Debit 28th November 2017

| Sprowston Town Council | | Direct Debits | Meeting Date: | 19th October 2017 |
|------------------------|--------------------|---------------------------------------------------------|---------------|-------------------|
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> |
| 31/08/2017 | 3871432 | Angel Springs Ltd (T/A Waterlogic Bottled Water,Cups | 85.21 | 17.04 |
| | | | | <u>Amount</u> |
| | | | | 102.25 |
| | | | | <u>BACS</u> |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> |
| 31/08/2017 | 552389 | Anglia Farmers Limited Comm Tech:April-August 2017 | 500.34 | 100.04 |
| 31/08/2017 | 552389 | Vodafone:August 2017 Mobile calls | 7.97 | 1.59 |
| 31/08/2017 | 552389 | Screwfix:Anti slip tape,Hooks,Cable ties | 72.41 | 14.48 |
| | | | 580.72 | 116.11 |
| | | | | <u>Amount</u> |
| | | | | 600.38 |
| | | | | 9.56 |
| | | | | 86.89 |
| | | | | <u>BACS</u> |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> |
| 29/09/2017 | 8059326420 | Anglian Water Business Cemetary :14/06/2017-30/09/2017 | 33.20 | |
| 29/09/2017 | 8059351120 | Allotments :14/06/2017-30/09/2017 | 107.31 | |
| | | | 140.51 | |
| | | | | <u>Amount</u> |
| | | | | 33.20 |
| | | | | 107.31 |
| | | | | <u>BACS</u> |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> |
| 06/09/2017 | 44867636 | ICO Data Protection Registration:Annual subscriptio | 35.00 | - |
| | | | | <u>Amount</u> |
| | | | | 35.00 |
| | | | | <u>BACS</u> |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> |
| 29/08/2017 | 65190612 | PHS Group 7 Hand driers:05/09/2017-30/11/2017 | 199.10 | 39.82 |
| 26/09/2017 | 65251411 | Toilet Rolls | 43.75 | 8.75 |
| 03/10/2017 | 65294729 | 2 Hand Driers:05/09/2017-30/11/2017 | 56.88 | 11.38 |
| | | | 185.97 | 37.19 |
| | | | | <u>Amount</u> |
| | | | | 238.92 |
| | | | | 52.50 |
| | | | | 68.26 |
| | | | | <u>BACS</u> |
| <u>Invoice Date</u> | <u>Invoice No.</u> | <u>Details</u> | <u>Net</u> | <u>VAT</u> |
| 18/10/2017 | A8458652 | Siemens Leasing Sharp MX2030 Photocopier 2nd instalment | 265.00 | 53.00 |
| | | | | <u>Amount</u> |
| | | | | 318.00 |
| | | | | <u>BACS</u> |

Cr

| <u>Invoice Date</u> | <u>Invoice No.</u> | | <u>Net</u> | <u>VAT</u> | <u>Amount</u> | <u>BACS</u> |
|--------------------------------------|--------------------|--------------------------------------|-----------------|---------------|-----------------|-------------|
| Total Gas & Power Limited | | | | | | |
| Details | | | | | | |
| 06/09/2017 | 155384619/17 | Sportsfield:01/08/2017-31/08/2017 | 11.49 | 0.58 | 12.07 | |
| 06/09/2017 | 155384620/17 | SDC:02/07/2017-01/08/2017 | 204.97 | 40.99 | 245.96 | |
| 09/09/2017 | 156173352/17 | Streetlighting:01/08/2017-31/08/2017 | 1,950.42 | 390.08 | 2,340.50 | |
| | | | 2,166.88 | 431.65 | 2,598.53 | |
| Veolia Environmental Services | | | | | | |
| Details | | | | | | |
| 31/08/2017 | S101092275 | All sites skip hire August 2017 | 282.25 | 56.45 | 338.70 | |
| Total Direct Debits | | | | | | |
| | | | 3,741.54 | 711.44 | 4,452.98 | |