

COUNCIL MEETING – 28 NOVEMBER 2017

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Tuesday 28 November 2017, the following Members were present:-

Mr I Moncur – Chairman

Mr W F Couzens - Mr T Landamore
Mrs S L England - Mrs B J Lashley
Mr R A Fowkes - Mr K Lashley
Mr R J Knowles - Mrs J Leggett
Ms G Landamore - Mr B Osborne

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

17/289. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Member	Minute No & Heading	Nature of Interest
Mrs J Leggett	17/293 - Sprowston Youth Engagement Project	Chairman of the Youth Advisory Board, Broadland District Council

17/290. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr J H Mallen and Mrs J Poynter.

17/291. MINUTES

The Minutes of the Council meeting held on 7 November 2017, having previously been circulated to all Members were confirmed and signed by the Chairman of the Council.

17/292. POLICE LIAISON OFFICER'S REPORT

Members noted the Police Newsletter for November 2017.

17/293. SPROWSTON YOUTH ENGAGEMENT PROJECT (SYEP)

Apologies were received on behalf of Reverend Canon Simon Stokes who was unable to attend the meeting.

Keith Hider, treasurer gave a presentation on the income and expenditure of SYEP and three year business plan.

Clair Lincoln gave a detailed presentation on the services offered by SYEP; the benefit to those young people using their facilities; areas SYEP were focussing on and future projects they would like to be involved with to which she hoped the Council would be able to offer funding towards.

17/294. COUNTY COUNCILLOR BUDGET

Having considered the report of the Town Clerk and following debate Mr J M Ward proposed, seconded by Mr I Moncur to purchase a Speed Indicator Device with Slow Down, (SAM2) to be funded from Mr J M Ward's County Councillor's budget. On being put to the vote the motion was **CARRIED**.

17/295. COUNCIL MEETING 13 DECEMBER 2017

Further to Minute 17/012, the Town Clerk requested cancellation of the Councils meeting to be held 13 December 2017 as Members could not complete the 2018/19 budget and set the precept without the tax base housing figures which were not yet available from Broadland District Council.

17/296. PLANNING APPLICATION 2017/1610

Further to Minute 17/273, Mr W F Couzens asked if the issue with the cut-off date for a call-in when an extension had been requested had been raised with Broadland District Council.

Mr I Moncur reported that a review of the call-in procedure was due to take place on 29 December 2017.

17/297. CHURCH LANE - ROAD MARKINGS

Further to Minute 17/274, the Town Clerk reported that she had contacted Chris Mayes, Highway Engineer Norfolk County Council, who had advised that he would investigate refreshment of road markings at the mini roundabout on Church Lane.

In terms of any further measures, there were no plans at present for any further local changes to limits etc. It was unlikely traffic management schemes would be considered until the full effects of the NDR on local traffic had been assessed during 2018.

17/298. NORFOLK ASSOCIATION OF LOCAL COUNCILS (NALC)

In response to a question regarding the fee for NALC membership the Town Clerk confirmed that the Town Council had paid £1,512.54 for membership for 2017/18.

17/299. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr Ward also verbally reported:

- (1) 15 new full-time fire fighters had been taken on this month which will help fill the gaps caused by the current 56 retained firefighter vacancies across Norfolk. Retained Firefighters earned on average £7,000 per annum. More information was available at www.norfolkfireservice.gov.uk/nfrs/becoming-a-retained-firefighter
- (2) 520 pocket size computers had been donated to Norfolk's library service so children can improve their digital skills. They can be borrowed free with a library card and have full instructions.
- (3) Norwich Castle had added 5 gold Things which can be adopted under the "Keep Giving Campaign". They are a decorated dog tile £500; manuscript

17/299. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

£500; cannon £750; sword £500 and 1500's shoe £500. Full details at:
www.adoptanobject.co.uk

- (4) with 26 children injured everyday on Norfolk's roads educating young people about road safety remained a Council priority. A new hard hitting drama "Driven to Distraction" will be shown to 13 - 14 year olds at schools in the area. The media launch will take place at Sprowston High School on 6th December.

Referring to Mr Ward's written report Mrs B J Lashley asked if the Social Workers referred to were fully qualified, to which Mr Ward confirmed they were.

17/300. RESIDENT'S QUESTIONS

On the motion of Mr I Moncur, seconded by Mr K Lashley it was **RESOLVED** that the meeting be adjourned to receive residents' questions on matters concerning the town. Residents were reminded that their questions should be addressed to the Chairman who would, assisted by the Town Clerk, reply.

Mr P Norton of Edwards Road, Sprowston presented his objection to planning application 2017/2019 at 1, Rushmore Road on the grounds that he felt it was an over development of the site particularly as it had previously been sub-divided, the site was smaller than others in the area which were currently being built on, it would overlook neighbouring properties and parking and safety issues.

The meeting was reconvened.

17/301. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

- 1.1 No matters were reported**

CEMETERY

- 2.1 No matters were reported**

STREET LIGHTING

- 3.1 No matters were reported**

CENTRAL ADMINISTRATION AND PERSONNEL

- 4.1 Elcons Employment Law Consultants Ltd**

RESOLVED to accept the policy summary supplied by Elcons Employment Law Consultants for a three year contract, commencing November 2017 until 2020, at a yearly fee of £1,800 plus VAT per year.

PLANNING AND TRANSPORTATION

- 5.1 Speed Indicator Device with Slow Down (SAM2)**

This item was discussed under Minute 17/294.

- 5.2 Norfolk County Council - Blue Boar Lane Bus Only Access to New Development and Shared Footway/Cycleway - Section 278 Highways Works**

17/301. REPORT OF THE TOWN CLERK (CONTINUED)

Members expressed concerns with regards to what triggered the implementation of the bus gate, the location of bus stops, style of bus

shelters to be provided and who would pay for them, type of gate to be constructed and if there was sufficient width in the area highlighted in yellow on the map for dual cycle and pedestrian use.

The Town Clerk advised that she had already been approached by developers as to the type of bus shelters the Council would prefer.

Mr I Moncur agreed to establish what triggered the installation of the bus gate and type of gate to be installed.

ENCLOSURES

6.1 Broadland District Council Parish Pages Winter 2017

17/302. MEETING ADJOURNMENT

Due to the early hour the Chairman moved to the next item on the Agenda.

17/303. 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 planning applications:

2017/1576 - first floor side extension & single storey rear extension at 54A, School Lane

2017/1963 - single storey rear extension, hip to gable end and rear dormer at 16, Thornham Road.

(b) to raise no objection to planning application 2017/1940 - single storey side extension at 28, Archer Close but request a boundary condition be placed on the approval to limit any form of wall or fencing in this open plan area and to restrict any future applications to increase the property to a two storey dwelling.

(c) to oppose the granting of planning application 2017/1961 - sub-division of plot & erection of 2 detached dwellings & new access at Grange Cottage, Salhouse Road on the grounds that it is a form of backland development and the proposed development will put pressure on the trees and is too close to the treeline.

(d) to raise no objection to planning application 2017/1985 - single storey rear extension, hip to gable end & rear dormer at 12, Thornham Road subject to the full length windows being changed to a standard window to prevent overlooking of neighbouring properties.

(e) to oppose the granting of planning application 2017/2019 - demolition of existing lean-to garage and erection of detached house to side and detached double garage to rear at 1, Rushmore Road on the grounds that it is an over

17/303. PLANNING (CONTINUED)

development of the site, an inappropriate form of development on a small plot and would create another vehicular entrance on a busy corner.

17/304. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

17/305. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

Mr K Lashley circulated a report on his attendance at the Norfolk Association of Local Council's Annual General meeting and suggested the Council purchase a book of condolences.

17/306. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts and supplementary accounts to 28 November 2017 totalling £160,465.77 and £1,243.79 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 and supplementary accounts to 28 November 2017 totalling £160,465.77 and £1,243.79 be approved and the schedules authorising payment signed by Mr R A Fowkes and Mr R J Knowles.

17/307. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £100.43 was approved and noted.

17/308. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £908.13 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.

20 December 2017

CHAIRMAN