

## COUNCIL MEETING – 25 APRIL 2018

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 4 April 2018, the following Members were present:-

Mr I Moncur – Chairman

Mr W F Couzens	-	Mrs J Leggett
Mr R A Fowkes	-	Mr J H Mallen
Mrs B J Lashley	-	Mr B Osborne
Mr K Lashley	-	Mr N Shaw

In attendance

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

1 member of the public was present  
Mr K Leggett - Broadland District Councillor Old Catton and  
Sprowston West Ward

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### **18/084. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

<b>Member</b>	<b>Minute No. and Heading</b>	<b>Nature of Interest</b>
Mr I Moncur	Minute 18/091 4.2 Grant Aid - Norfolk Age UK	Delivers Newspapers

### **18/085. APOLOGIES FOR ABSENCE**

Written apologies for absence were received and accepted by the Council from Mrs S L England, Mr R J Knowles, Mrs G Landamore, Ms C T Rumsby and Mr J M Ward and verbal apologies from Mr T Landamore.

### **18/086. MINUTES**

The Minutes of the Council meeting held on 4 April 2018, having previously been circulated to all Members were subject to the following amendment

Minute 18/080, **delete** Mrs K Leggett and **insert** Mrs J Leggett

confirmed and signed by the Chairman of the Council.

### **18/087. POLICE LIAISON OFFICER'S REPORT**

Members noted Norfolk Constabulary's April Newsletter.

### **18/088. CORRESPONDENCE**

(1) 2018 - 2019 Salary Agreement

The Town Clerk referred Members to the 2018 and 2019 salaries circulated at the meeting advising of the Local Government two-year pay increase and changes to be made to the NJC scale points in 2019.

(2) Norfolk County Council - Consultation on the draft Norfolk Access Improvement Plan

**18/088. CORRESPONDENCE (CONTINUED)**

Members noted the consultation on the draft Norfolk Access Improvement Plan from March 16 to June 15 2018.

**18/089. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mrs J Leggett verbally reported:

- (1) that she had represented Broadland District Council at the Stars of Norfolk and Waveney 2018 held in the Archant offices. She commented that it was a good scheme to publicise as it celebrates those that deserved recognition for the invaluable contribution they make to the lives of others.
- (2) that Broadland and South Norfolk District Councillors had a social meeting to discuss and share ideas with regard to the management team.
- (3) Minutes of the Safer Neighbourhood Action Panel meeting have been circulated.
- (4) that the trailer chained to a drain on Wroxham Road had been investigated by the Police and under regulation 103 and 86 and it is only an offence if it causes an unnecessary obstruction. As the trailer is not causing an obstruction it is not an offence.

Mr K Leggett reported on Broadland District Council's free information event held at Hellesdon Community Centre on How to make your community event a success.

**18/090. RESIDENT'S QUESTIONS**

On the motion of Mr I Moncur, seconded by Mrs J Leggett 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.

Referring to the request for grant aid from Norfolk Age UK a member of the public advised that they gave assistance to all age groups.

**18/091. REPORT OF THE TOWN CLERK**

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

**1.1 Windsor Park Gardens Open Space Paths**

Having studied the two quotations for the resurfacing and edging of the paths on the open space at Windsor Park Gardens it was

**RESOLVED** to accept the quotation from A Waterfield & Sons Ltd at a total cost of £17,865.00 plus VAT.

**1.2 Blue Boar Lane Open Space (Unadopted)**

Members considered the report of the Town Clerk regarding the landscaping of the Blue Boar Lane open space and a number of suggestions were discussed.

## **18/091. REPORT OF THE TOWN CLERK (CONTINUED)**

Mr N Shaw was concerned about the location of the front gate and felt that there should be safety railings on the edge of the pavement adjacent to the highway or the entrance moved away from this position.

Mr W F Couzens felt that if the scheme presented was to be agreed then railings should be erected adjacent the highway between the two pedestrian pads forcing people to use the crossing points.

Mrs J Leggett said that a front gate was essential for the benefit of the wider community.

Mr R A Fowkes thought the bank and dyke was dangerous to children, two litter bins were insufficient and he would like to see a hard surfaced path from point A, B, C.

In response to comments about the land being waterlogged the Town Clerk advised that Norfolk Homes would be verti-draining the site.

Mr K Lashley suggested deferring the provision of benches at the site given the Council's previous experience of attracting anti-social behaviour and current complaints from residents.

Following further debate regarding the pathways Mrs J Leggett proposed, seconded by Mrs B J Lashley to accept the scheme as presented with a hard surface pathway from A to C and that Norfolk County Council Highways be requested to erect safety railings adjacent to the highway between the pedestrian pads.

Mr R A Fowkes proposed an amendment to include a hard surface pathway between A, B and C, seconded by Mr K Lashley.

On being put to the vote the amendment was **LOST**.

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

Mr I Moncur reported on a meeting he attended with the Town Clerk and the consortium of developers to discuss open space uses.

### **CEMETERY**

#### **2.1 Child Burial Fees Waived in England**

The Council noted that the costs of child burials were to be waived in England and met by a new Children's Funeral Fund for children under 18 years of age.

### **STREET LIGHTING**

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

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 Grant Aid - Sprowston Youth Engagement Project**

**RESOLVED** that a grant of £2,500 be made to Sprowston Youth Engagement Project, to be paid in two instalments, May and October 2018.

**18/091. REPORT OF THE TOWN CLERK (CONTINUED)**

**4.2 Grant Aid - Norfolk Age UK**

**RESOLVED** that a grant of £100 be made to Norfolk Age UK.

**PLANNING AND TRANSPORTATION**

**5.1 No matters were reported**

**18/092. 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.

**18/093. PLANNING**

The Town Clerk reported that observations had been requested by the District Council's Head of Planning on applications received since the last meeting.

Having considered each application and the accompanying plans the Council

**RESOLVED**

to raise no objection to the following planning applications:

- (a) 2018/0434 - replacement casement windows - opening parts only at Sprowston Court, 90, Wroxham Road
- (b) 2018/0529 - two storey side and rear extension at 53, Cozens Hardy Road
- (c) 2018/0563 - single storey rear extension and hip to gable at 4, Sursham Avenue

**18/094. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

Mr W F Couzens reported that the Heritage Group had not met since the last Council meeting however, the Council had achieved their original commitment as all data had been transferred and was accessible in some way. He commented that Mr Shaw had provided a link with possible software but both he and Mr Woolner had not been able to work this out. Mr Shaw would attend the next meeting of the Heritage Group to assist with this issue.

**18/095. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

Mr K Lashley, having attended a meeting of the WWI commemorating Group, reported that Reverend Canon Simon Stokes would like a copy of the memorial book put together by the Heritage Group. If the Town Clerk had a digital copy of it the Church would like a reprint. The Town Clerk was requested to ascertain the cost of this. The group wanted permission to use some of the photos and text to be enlarged for display purposes. Mr W F Couzens enquired as to how many copies and who would pay for the initial printing.

Mr Moncur commented that he as working with Mrs Hill of The Royal British Legion and they were arranging for someone to look at the memorial and he requested the Town Clerk to apply for a grant to pay for the work.

**18/096. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 25 April 2018 totalling £9,803.86 and answered Members' questions arising therefrom.

On the motion of Mr N Shaw, seconded Mrs J Leggett it was

**RESOLVED** that payment of the accounts to 25 April 2018 totalling £9,803.86 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mrs B J Lashley.

**18/097. SCHEDULE OF CREDIT CARD PAYMENTS**

The schedule of credit card payments totalling £209.75 was approved and noted.

**18/098. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule of direct debit payments totalling £5,173.04 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.

16 May 2018

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CHAIRMAN