



NOTICE OF MEETING

AND SUMMONS TO ATTEND

The meeting of Sprowston Town Council
will be held in the Delves Room, at Sprowston Diamond Centre, School Lane
Sprowston on Wednesday 18 July 2018 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 meeting held on 27 June 2018. Pages 1 - 5
4. To receive any Police Liaison Officer's report. Pages 6 - 7
5. To receive correspondence & agree action/response arising from the minutes.
6. To receive any written/verbal reports from Sprowston County and District Councillors. Page 8
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 9 - 20
 - 1.1 Norfolk Cricket Board Non Turf Cricket Pitches
 - 1.2 Street Lighting - Maintenance Contract
 - 1.3 Memorial Bench at Sprowston Cemetery
 - 5.1 Norfolk County Council Minerals and Waste Local Plan Review
9. Adjourn the meeting for a short break.
10. To consider planning applications to 18 July 2018. Page 21 - 23
11. To receive any written/verbal reports from the Council's Committees and 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 18 July 2018. Pages 24 - 25
14. To receive the schedule of credit card payments. Page 26
15. To receive the schedule of direct debits Page 27

June Hunt
Town Clerk

12 July 2018

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.

Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

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 – 27 JUNE 2018

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 27 June 2018, the following Members were present:-

Mr I Moncur – Chairman

Mr W F Couzens	-	Mrs J Leggett
Mrs S L England	-	Mr B A Osborne
Mr R A Fowkes	-	Ms C T Rumsby
Mr R J Knowles	-	Mr N Shaw

In attendance

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

3 members of the public were present

18/149. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Member	Minute No. and Heading	Nature of Interest
Mr R J Knowles	Minute 18/158 4.1 - Broadland District Council Standards Committee	Chairman of the Standards Committee

18/150. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Ms G Landamore, Mrs B J Lashley, Mr K Lashley and Mr J Ward and verbal apologies from Mr T Landamore.

18/151. MINUTES

The Minutes of the Council's meeting held on 6 June 2018, having previously been circulated to all Members were confirmed and signed by the Chairman of the Council.

18/152. POLICE LIAISON OFFICER'S REPORT

Members noted the June Newsletter.

Mr W F Couzens commented on the increase in criminal offences and the noticeable absence of PCSO's.

18/153. RESIDENT'S QUESTIONS

On the motion of Mr I Moncur, seconded by Mr W F Couzens 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.

Two residents of Church Lane expressed their concerns regarding anti-social behaviour at Barkers Lane as large numbers of young people were congregating into the early hours of the morning, smashing bottles, playing loud music, singing, screaming and shouting.

18/153. RESIDENT'S QUESTIONS (CONTINUED)

Residents were advised to ring the Police on 101 on each occasion as this would create a profile of the problems experienced by residents. They were also encouraged to attend the Safer Neighbourhood Meeting to be held on 16 July 2018 at Gage Road Chapel.

Another resident complained about noise from visitors to the Cricket Club late at night.

This resident was advised to contact Broadland District Council environmental health as it was a noise abatement issue.

The meeting was reconvened.

18/154. WWI WAR MEMORIAL - ST. CUTHBERT'S CHURCH

Further to Minute 18/111, the Town Clerk reported that the war memorial at St. Cuthbert's Church had now been listed to a grade II. Further discussion would take place under Minute 18/162.

18/155. BROADLAND DISTRICT COUNCIL COMMUNITY ASSETS REGISTER

Further to Minute 16/312 4.3, the Town Clerk reported that Broadland District Council had refused the Council's nomination of Sprowston Sports and Social Club and also Sprowston Park and Ride to the List of Assets available in the Sprowston area, as in both cases they felt there had been no material change to evidence justification for a listing.

18/156. COUNCIL OFFICE RECREATION GROUND ROAD

Further to Minute 18/134, the Town Clerk reported:

- (a) that whilst the Council agreed to support the cost of air conditioning in the office at Recreation Ground Road, average £5,000, the cost had been analysed and felt excessive for the achievement of comfort. Additional costs will be incurred as increased fire protection was required in view of the close proximity of the workshop. To compensate the loss of air conditioning window glass that obscures sunlight will be installed to the south facing front window which will keep the room cool in summer and retain heat in winter.
- (b) the Council Chamber cladding agreed at the last meeting was £5,232.00.
- (c) there is a need to relocate, rewire and upgrade the electricity board from a standard domestic version to that of commercial grade. The electrical cost of the refurbishment, with new lights compliant for screen use, is £10,000.
- (d) the toilet facilities need upgrading to accommodate disabled access in an office environment at a cost of £1,080.00 and a change in ventilation can be accommodated at the same time.
- (e) the double glazing units have been costed at £11,226.20 to include a new fire door at the back of the building. In addition the rotten cladding to the front of the building will cost £3,679.20 to replace. The front lobby entrance doors need to be powered to commercial disabled standard. The outside will benefit from a tarmac path to avoid trips on the existing concrete slabs which are uneven at £750.00; re positioning and straightening of the gate at £185.00 and the painting of same and the railings at £350.00.

18/156. COUNCIL OFFICE RECREATION GROUND ROAD (CONTINUED)

In total the sum received for dilapidations is £30,000 and the cost of the works is £63,423.00; plus contingency percentage.

The funding of this additional £35,000 will be sourced from savings at Sprowston Diamond Centre and reserve contingencies.

The Town Clerk also reported concerns with the Pavilion changing rooms flooring as residual moisture had been discovered which had caused it to lift and would now require replacement. She had contacted the builder and the flooring manufacturer who had prepared a report stating that in conditions of wet rooms this can happen. There is a budget for building repairs of £17,000 (costs) which she would now have to heavily rely on and the saving of £5000 from not having air conditioning should be used to contribute to this unforeseen expense. Although there is a budget amount to replace the existing flooring in the two older changing rooms to be done this year; a quotation has now been received to remove the existing flooring and replace with material which now meets the specification of a wet room at a cost of £7,209.20; and she proposed that this was carried out immediately.

18/157. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr W F Couzens enquired as to whether small electrical equipment could no longer be taken to recycling centres and was advised that this scheme was for the re-use of equipment that was of a suitable standard.

Mrs J Leggett verbally reported that:

- (1) the feasibility of joint working between Broadland District and South Norfolk District Council had gone through two committees and would be presented to cabinet next week, and to both Councils on 12 July 2018.
- (2) Broadland Youth Advisory Board had produced a small booklet listing places for teenagers to go for advice and guidance.

Mr N Shaw reported that a meeting was to be held on 25 July 2018, to include all Broadland District Councillors, at County Hall to discuss County Lines.

18/158. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Windsor Park Gardens

Having considered the report of the Town Clerk to tarmac paths at Windsor Park Gardens it was

RESOLVED to accept the quotation from A. Waterfield & Sons Ltd at a total cost of £13,800.00 plus VAT.

CEMETERY

2.1 No matters were reported

STREET LIGHTING

18/158. REPORT OF THE TOWN CLERK (CONTINUED)

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Broadland District Council Standards Committee

Members noted the two vacancies for parish/town council representatives on Broadland District Council Standards Committee and that applications must be submitted by 5 July 2018.

PLANNING AND TRANSPORTATION

5.1 APP/K2610/W/18/3194955 Appeal against Broadland District Council decision

Members noted the appeal made to the Secretary of State against the decision of Broadland District Council to refuse planning permission for sub-division of plot and erection of detached chalet bungalow and detached garage at 49, Cozens Hardy Road, Sprowston, NR7 8QF.

5.2 Licensing Act 2003 - Lidl, Blue Boar Lane, Sprowston

Members did not comment on the application for a new premises licence under the Licensing Act 2003 for Lidl at Blue Boar Lane.

18/159. MEETING ADJOURNMENT

Due to the early hour the meeting was not adjourned.

18/160. 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 planning application 2018/0974 - single storey side extension and single and two storey rear extension (revised proposal) at 30, Cozens Hardy Road
- (b) to oppose the granting of planning application 2018/0883 - side extension of front dormer and add rear dormer at 11, Inman Road on the grounds that it an over development of the site, out of character and proportion to the existing dwelling.

18/161. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

18/162. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

Mr I Moncur reported that he had met with Sprowston Church to discuss improvements to the war memorial prior to the centenary celebrations in November as no progress had been made to date.

18/162. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS (CONTINUED)

The Town Clerk advised Members that the Council had the power to take on responsibility for a war memorial and that she understood there to be a maintenance requirement of £2,000 but there would be other expenditure such as insurance.

Mr I Moncur proposed, seconded by Mrs J Leggett that the Council, subject to the permission of the church, become custodians of the war memorial at St. Cuthbert's Church, Wroxham Road and to authorise the Town Clerk to organise repairs to the value of £2,500, on being put to the vote the motion was CARRIED.

Mrs S England proposed, seconded by Mr B Osborne that in view of the difficulties planting, maintaining and finding sufficient space for 89 trees would cause that 2 or 3 trees be planted at the cemetery with a bench to commemorate the fallen, a counter proposal to that previously made. On being put to the vote the motion was CARRIED.

18/163. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 27 June 2018 totalling £128,829.48 and answered Members' questions arising therefrom.

On the motion of Mr R A Fowkes, seconded by Mrs S L England it was

RESOLVED that payment of the accounts to 27 June 2018 totalling £128,829.48 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mr R J Knowles.

18/164. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £276.00 was approved and noted.

18/165. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £3,941.20 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.

18 July 2018

CHAIRMAN

Newsletter

Date: July 2018

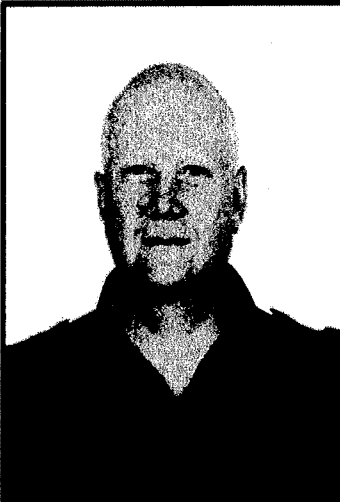


Message from Inspector Lisa Hooper

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-30th June 2018

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	A person commits theft in a building or structure that is not lived in.
Burglary Residential	0	Entry and theft in a building or a structure that is lived in.
Criminal Damage	2	A person destroys or damages property belonging to someone else.
Domestic	4	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	1	Any crime determined to have a hate element as per above.
Possession of controlled substance	1	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	3	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	0	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	0	From a public place.
Theft from a person	0	Purse being taken from a handbag, or a mobile phone from a shopping basket.



Engagement Officer, PC Rob Devlin

I am PC Rob Devlin 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 Speedwatch. If you are interested in volunteering for any of these roles please e-mail me at devlinr@norfolk.pnn.police.uk. I will also be attending Safer Neighbourhood Action Panel (SNAP) meetings when possible as well as other community events. These will all be promoted on the 'Broadland Police' Facebook page and Twitter account. You can also receive regular information by signing up to Police Connect.

What is happening in your area

Norfolk Police Cadets

We have a limited number of spaces for the Broadland Police Cadets and are holding a recruitment day on Monday 20th August 1600-2000 hours at Aylsham Police Station. If you are interested or know someone who would like to apply please register your interest at;

BroadlandCadets@norfolk.pnn.police.uk

Unfortunately those not registered will not be able to take part in this event. Application forms will be sent out to those who register with us at the above email address. So if you are aged between 13-16 years old, can attend weekly sessions on Thursday's between 1830 - 2030 hours and want to find out more contact us now.

Neighbourhood Priorities

The area priorities adopted are:

- Parking on Wroxham Road outside Tesco fully obstructing the pavement
- Speeding in Sprowston and Old Catton

Next SNAP meeting 16th July 2018

Beat Manager, PC Nick Roberts



I am the local officer for Sprowston and Old Catton. I am based at Sprowston Police Station and can be contacted through the 101 number.

Point of contact



Follow us on social media

@BroadlandPolice
www.crimestoppers.co.uk
www.norfolk.police.co.uk

Non Emergency: 101

Partner contacts



111 NHS

County Council 03448008012
District Council 01603 431133
Parking Issues 01553 616222



8th July 2018

Report from Councillor John Ward

Broadland District Council

Cllr Shaun Vincent is the new Leader of the Council and Cllr Steve Riley now leads the Liberal Democrat Group.

The District Council has been successful in bidding for £3.1m of funding which will be used over the next two years to help fuel-poor households across Norfolk. Broadland DC will lead on this project and the aim is to help with renewable heating as well as energy advice and support.

Following the Aylsham by-election on 24th May, Sue Catchpole (Liberal Democrat) attends her first full council meeting on 12th July.

Norfolk County Council

NCC's Higher Education Scheme in conjunction with Christ Church College, Cambridge, have arranged for 40 Norfolk students from 7 schools and colleges to have a 3 day taster of university life and to take part in mock interviews.

The new Leader of the Council, Cllr Andrew Proctor has extended from two to three years the time necessary to make identified budget savings of £48.5m.

NCC's Road Safety Team is to trial a new mobile phone detection technology which will be able to identify if a mobile phone is being used within a vehicle. These mobile detection units will be able to be moved to different sites around Norfolk.

From: Jeffery, Caroline <caroline.jeffery@norfolk.gov.uk>
Sent: 28 June 2018 11:29
To: MWLP
Subject: Norfolk Minerals and Waste Local Plan Review: Initial Consultation & Statement of Community Involvement consultation

PLEASE NOTE: The following email replaces the email sent earlier today which contained an error in the consultation dates. To confirm, the consultation period is from 29 June to 13 August 2018.

Dear Parish Clerk,

**Norfolk Minerals and Waste Local Plan Review: Initial Public Consultation
Statement of Community Involvement Consultation**

I am writing to inform you that the Initial Consultation on the Minerals and Waste Local Plan Review (M&WLPR) and a consultation on a review of the Statement of Community Involvement will take place over a six week period from **29 June to 13 August 2018** (inclusive), and I would welcome your comments.

The Statement of Community Involvement sets out how Norfolk County Council intends to involve the community in the preparation of minerals and waste planning policy documents and the consideration of planning applications determined by the County Council (consisting of minerals and waste and the County Council's own developments).

The Minerals and Waste Local Plan will contain policies used to determine planning applications for minerals developments and waste management facilities in Norfolk.

The current Norfolk Minerals and Waste Local Plan consists of three documents: the Norfolk Core Strategy and Minerals and Waste Development Management Policies DPD, the Minerals Site Specific Allocations DPD and the Waste Site Specific Allocations DPD. These adopted Plans cover the period to 2026.

As the Core Strategy was adopted over five years ago, a joint review of the three adopted DPDs is being carried out to ensure that the policies within them remain up-to-date, to extend the Plan period to 2036 and to consolidate them into one Norfolk Minerals and Waste Local Plan (M&WLP). This process is the Minerals and Waste Local Plan Review.

The M&WLPR includes a forecast of the quantities of waste that need to be planned for over the Plan period to 2036 and criteria based policies to determine planning applications for waste management facilities. The Initial Consultation proposes that the M&WLPR will not allocate specific sites for waste management facilities.

The M&WLPR includes the quantities of sand and gravel (1,980,000 tonnes per annum), carstone (126,500 tpa) and silica sand (750,000 tpa) that need to be planned for during the period to 2036, in order to provide a steady and adequate supply of minerals, and the proposed policies to be used to determine planning applications for mineral extraction and associated development.

The Initial Consultation document also includes all the sites that were proposed for mineral extraction in response to a 'call for mineral extraction sites' carried out for the purpose of the M&WLPR: 41 sites for sand and gravel extraction, one site for carstone extraction and 3 sites for silica sand extraction, and an initial conclusion on the suitability of each site. The Initial Consultation also includes four areas of search for future silica sand extraction.

In addition to the Initial Consultation document, the following documents which provide information to support the M&WLPR have also been published:

- Sustainability Appraisal Report (Parts A and B) (shows social, environmental and economic impacts of the M&WLPR)
- Habitats Regulations Assessment Task 1 (of impacts on European-designated nature conservation sites)

- Waste Management Capacity Assessment (contains data on current waste management capacity, waste movements, existing and forecast waste arising in Norfolk)

All documents are available on Norfolk County Council's website at www.norfolk.gov.uk/nmwdf on the 'Norfolk Minerals and Waste Local Plan Review' page.

These documents are available for public inspection, free of charge, within normal opening hours up to and including **13 August 2018**, at all public libraries in Norfolk, and at:

- Norfolk County Council, County Hall, Martineau Lane, Norwich, NR1 2DH
- Breckland District Council, Elizabeth House, Walpole Loke, East Dereham, NR19 1EE
- Broadland District Council, Thorpe Lodge, Yarmouth Road, Norwich, NR7 0DU
- Great Yarmouth Borough Council, Town Hall, Great Yarmouth, NR30 2QF
- Borough Council of King's Lynn and West Norfolk, King's Court, Chapel Street, King's Lynn, PE30 1EX
- North Norfolk District Council, Holt Road, Cromer, NR27 9EL
- Norwich City Council, City Hall, Bethel Street, Norwich, NR2 1NH
- South Norfolk Council, South Norfolk House, Swan Lane, Long Stratton, NR15 2XE
- The Broads Authority, Yare House, 62-64 Thorpe Road, Norwich, NR1 1RY

Where possible the County Council would prefer comments to be made directly to <https://norfolk.jdi-consult.net/localplan/> however responses by post and email, to the following address, will also be accepted:

Email: LDF@norfolk.gov.uk

Post: Planning Services, Norfolk County Council, County Hall, Martineau Lane, Norwich, NR1 2SG

Any comments that you send will be published on Norfolk County Council's website.

All comments, using whatever method, must be made by 5pm on 13 August 2018.

Following the end of the consultation period, the Preferred Options version of the M&WLPR will be prepared, taking into account the comments made during the Initial Consultation. The Preferred Options will be the subject of future public consultation.

The final stages in the M&WLPR process are a formal representations period prior to submission for examination by a Planning Inspector on behalf of the Secretary of State.

Any enquiries should be made to LDF@norfolk.gov.uk. Please also contact Norfolk County Council if you do not wish to receive any further correspondence regarding the M&WLPR.

Regards

Caroline Jeffery

Principal Planner (Minerals and Waste Policy)

Planning Services

Environment and Planning

Community and Environmental Services Department

Direct dial telephone number: 01603 222193

E-mail: caroline.jeffery@norfolk.gov.uk

Norfolk County Council

General enquiries: 0344 800 8020 or information@norfolk.gov.uk

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From: Greater Norwich Local Plan <GNLP@norfolk.gov.uk>
Sent: 03 July 2018 16:06
Subject: Greater Norwich Local Plan - additional sites

Dear parish clerk

Additional potential sites put forward for Greater Norwich Local Plan

You will be aware that there was a Regulation 18 consultation between January and March this year for the Greater Norwich Local Plan (GNLP). During this consultation, additional sites were proposed by landowners, agents and developers for possible future development and some of the previous site boundaries were revised. Approximately 200 additional or revised sites have been put forward throughout the three districts of Broadland District Council, Norwich City Council and South Norfolk Council. In addition, small sites below 0.25ha, which were not subject to the Regulation 18 consultation, will need to be considered by us in the context of potential changes to settlement boundaries.

There will be another Regulation 18 consultation later this year (probably starting in October) during which the parish council and your residents will be able to make comments on the additional and revised sites and settlement boundary proposals. Until this time there is no mechanism for recording comments against sites, but we wanted you to have as much time as possible to consider sites put forward in your parish. The information about the additional sites, revised sites, and proposals to change the settlement boundaries has been published on our website at the following link:

<http://www.greaternorwichgrowth.org.uk/planning/greater-norwich-local-plan/reg-18-consultation-sites-2018/>

At this link you will find a schedule of sites and associated map booklets for each parish. The schedule is sorted by district then parish, and sets out the unique reference number for each site, its location/address, and provides details of the proposed development. The map booklets are arranged by parish and show the boundaries of each site alongside the unique reference number. **Only parishes containing sites which are new, revised, or proposed changes to settlement boundaries have a map book.**

A few key points should be noted about the latest publication of sites:

- There has not yet been any analysis of the sites newly submitted or revised, and further work is needed to identify constraints, and whether any such constraints can be overcome. Therefore no assumption can be drawn as to the acceptability (or otherwise) of any sites.
- Far more land has been submitted for consideration than will be needed. Many sites will be inappropriate for allocation due to unresolvable constraints (such as landscaping, flood risk, poor access to services etc) and others, whilst not unacceptable in principle, will be less suitable for allocation than "competitor" sites. Growth will be carefully planned to ensure it is located in the most appropriate locations, and will be supported by appropriate and timely infrastructure provision.
- The current long list of sites will be refined. Some sites, or parts of sites, have been submitted twice, once by the landowner and once by a land promoter. Some sites already allocated in adopted local plans have been re-submitted (perhaps with requests for

changes to adopted policy clauses, or a different mix in the development type proposed), so are not 'new' sites per se.

- It is also likely that further sites will be promoted during the production of the GNLP. This is a somewhat iterative process.
- It will not be until the full public consultation programmed for late this year that the HELAA analysis of all sites will be made available.

Kind regards

Mike Burrell
Greater Norwich Planning Policy Team Manager

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Sprowston Town Council
PLANNING APPLICATIONS – 18 JULY 2018

Broadland DC App.No. 2018/0933	Applicant C J Ball Ltd as location	Location Salhouse Road, Sprowston, NR7 9AB
Classification: Minor dwellings Type: Full Permission		
Description: Creation of staff car park to rear of building and siting of two storage containers		
<hr/>		
Broadland DC App.No. 2018/1069	Applicant Mr Parke as location	Location 9 Lowry Close Road, Sprowston, NR6 7QT
Classification: Minor dwellings Type: Full Permission		
Description: Sub-division of Curtilage to Erect Detached Dwelling		
<hr/>		
Broadland DC App.No. 2018/0789	Applicant Mr S Rowley as location	Location 45 Tills Road, Sprowston, NR6 7QZ
Classification: Minor dwellings Type: Full Permission		
Description: Extend Existing Dwelling & Subdivide Curtilage to Form New Dwelling – Amends PP20180067 by Extending First Floor Over Single Storey Rear Lean-To		

Broadland DC App.No.
2018/0977

Applicant
Persimmon Homes (Anglia)
as location

Location
Parcel P4, Land at Blue Boar Lane, Sprowston, NR7 8RT

Classification: Minor dwellings
Type: Full Permission

Description: Variation of Condition 2 of Planning Permission 20160911 – Revised Planning Layout and Materials Schedule to Include Repositioning of Parking and Plots 149-150, 164-171, 214, 215, 238-240 and 226-228

Broadland DC App.No.
2018/1000

Applicant
Mr G Morrison
as location

Location
11 Falcon Road East, Sprowston, NR7 8XZ

Classification: Minor dwellings
Type: Full Permission

Description: Front Dormer Window and Single Storey Rear Extension with Loft Bedroom

Broadland DC App.No.
2018/1004

Applicant
Mr Michael Austin
as location

Location
67 Corbet Avenue, Sprowston, NR7 8HS

Classification: Minor dwellings
Type: Full Permission

Description: Erection of Detached Bungalow

Broadland DC App.No.
2018/1062

Applicant
Mr Andrew Norton
as location

Location
8 Cuthbert Close, Sprowston, NR7 8QL

Classification: Minor dwellings
Type: Full Permission

Description: Proposed Side Dormer

Broadland DC App.No.
2018/1082

Applicant
Mr J Cole
as location

Location
26 Rosemary Road, Sprowston, NR7 8ER

Classification: Minor dwellings
Type: Full Permission

Description: Sub-Division of Plot and Erection of Detached Dwelling (Outline)

Sprowston Town Council		Payments	Meeting Date:	18th July 2018
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u> BACS
30/06/2018	S118-07736	Bidwells LLP Professional Fees:Re Council Offices	3,150.00	3,780.00 71
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u> BACS
28/06/2018	563800	Birketts LLP Recreation Ground:Deed of Surrender	906.00	1,087.20 72
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u> BACS
05/07/2018	3571	Cozens (U.K.) Ltd Streetlighting	600.00	720.00 73
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u> BACS
30/06/2018	175666	DD Health & Safety Supplies Ltd Metal Hiker Boots	39.90	47.88 74
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u> BACS
03/07/2018	38348	Harveyson Haulage Ltd Cem:Cess Pit emptying : 02/07/2018	117.00	140.40 75
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u> BACS
17/07/2018	924619	Heritage Contract Services Ltd Caretaking/Cleaning services : August 2018	5,345.00	6,414.00 76
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u> BACS
03/07/2018		Moviola Ltd Finding your feet	116.46	138.75 77
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u> BACS
10/07/2018	2323	Omnis Construction Ltd New sports Hall & Refurbishment	125,350.03	150,420.04 78
TOTAL OF INVOICES			135,624.39	162,748.27 Trf 14

	TOTAL OF INVOICES	135,624.39	27,123.88	162,748.27	Trf 14
Transfer:	STC Drawings a/c to Salaries a/c	20,000.00		20,000.00	Trf 15
Transfer:	STC Drawings a/c to Petty Cash Imprest a/c	-	-	-	
		<u>155,624.39</u>	<u>27,123.88</u>	<u>182,748.27</u>	
Transfer:	STC General a/c to STC Drawings a/c			<u>182,748.27</u>	

..... Councillor

..... Councillor

..... Town Clerk

Sprowston Town Council

Barclaycard Payments

Meeting Date: 18th July 2018

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
05/07/2018	3220314	Amazon U.K. Stiff Hand Brushes	9.46	0	9.46
05/07/2018	2018-81975	Acedemic Diary	6.66	1.33	7.99
05/07/2018	2018-51586	Tippex Mouse	12.41	2.48	14.89
05/07/2018	130399108	Burco Kettles,Dust Pans	123.32	24.66	147.98

151.85 28.47 180.32

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
03/07/2018	100233586	A.O.Com White Goods	1833.32	366.67	2199.99

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
05/07/2018	21423	Splash Acrylic Colour Samples	3.96	0.79	4.75

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
28/06/2018	3053499	U A Glass Ltd Delivery:Bus Shelter Glass	10.00	2.00	12.00

Total of Payments

1999.13 397.93 2397.06

Due by Direct Debit 28th July 2018

Sprowston Town Council	Direct Debits	Meeting Date:	18th July 2018
<u>Invoice Date</u> <u>Invoice No.</u>		<u>Net</u>	<u>Amount</u> <u>BACS</u>
30/06/2018 4420276	Angel Springs Ltd <u>Details</u> Bottled Water : June 2018	53.57	10.71 64.28
<u>Invoice Date</u> <u>Invoice No.</u>		<u>Net</u>	<u>Amount</u> <u>BACS</u>
18/07/2018 A8458652	Siemens Financial Services Ltd <u>Details</u> Sharp MX2030 5th Inst. (Sharp Printer)	265.00	53.00 318.00
<u>Invoice Date</u> <u>Invoice No.</u>		<u>Net</u>	<u>Amount</u> <u>BACS</u>
11/07/2018 3004806090	Total Gas & Power Limited <u>Details</u> Sportsfield:01/06/2018-30/06/2018	7.66	0.39 8.05
11/07/2018 3004806101	SDC:01/06/2018-30/06/2018	93.10	4.65 97.75
11/07/2018 3004722699	Streetlighting:01/05/2018-31/05/2018	2,037.58	407.52 2,445.10
		2,138.34	412.56 2,550.90
<u>Invoice Date</u> <u>Invoice No.</u>		<u>Net</u>	<u>Amount</u> <u>BACS</u>
30/06/2018 SI01116775	Veolia Environmental Services <u>Details</u> All sites skip hire June 2018	225.80	45.16 270.96
	Total Direct Debits	2,682.71	521.43 3,204.14

SPROWSTON TOWN COUNCIL FACILITIES HIRING AGREEMENT

DATED: 12 July 2018

PARTIES: (1) Sprowston Town Council (STC)
(2) The person or organisation named in clause 1.3 (Hirer)

AGREED as follows:

1. In consideration of the hire fee described in clause 1.4, the STC agrees to permit the Hirer to use the premises described in clause 1.5 for the purpose described in clause 1.7 for the period (s) described in clause 1.1. The details inserted in sub-clauses 1.1 to 1.6 below and the answers to the question in sub-clause 1.8 are terms of this agreement. This Hire Agreement includes the annexed Standard Conditions of Hire and the Special Conditions of Hire (if any) set out in the attached Schedule.

1.1 Date(s) or period required: Commencing 10 September 2018 (term time)

Mondays 4.00pm - 8.00pm
Tuesdays 3.45pm - 8.45pm
Thursdays 4.00pm - 7.45pm
Fridays 4.00pm - 8.15pm

(including setting up time)

1.2 Sprowston Town Council:
VAT No: 106 0815 08
Address: Sprowston Diamond Centre, School Lane, Sprowston, NR7 8TR
Telephone Number: 01603 408063
Email townclerk@sprowston-tc.gov.uk

1.3 Hirer (must be an adult over 21 years of age):
Name: Lara and Amie Blake
Organisation: Perfect Performance School of Dance
Name of Organisation's Authorised Representative on site:
Address: Fearnought, Thompson IP24 1PT
Contact Telephone Numbers: 07732628803/01953 483394
Email: lara.blake@hotmail.co.uk

1.4 Hire Fee: Mondays - £84.00 plus VAT
Tuesdays - £84.00 plus VAT
Thursdays - £84.00 plus VAT
Fridays - £84.00 plus VAT

Deposit: n/a

For bookings required **three months or more in advance**, a deposit may be accepted by STC to confirm the booking, due on the signing hereof.

The balance of fees being payable on or before the conclusion of the event for which the premises are hired.

Special Deposit: n/a

STC reserves the right to require a special deposit (due on the signing hereof). – STC will contact you if this is required. This special deposit will be refunded within 28 days of the termination of the period of hire provided that no damage or loss has been caused to the

Consent Form

Your privacy is important to us and we would like to communicate with you regarding Sprowston Diamond Centre. To do so we need your consent. Please confirm your consent. You can find out more about how we use your data from our "Privacy Notice" which is available from our website or from the council office at Sprowston Diamond Centre, School Lane, Sprowston, Norwich, NR7 8TR (01603 408063).

Yes, please, I would like to receive communication by telephone / post / email

Signed _____ dated _____

