

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