

## COUNCIL MEETING – 8 AUGUST 2018

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 8 August 2018, the following Members were present:-

Mr I Moncur – Chairman

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

In attendance

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

5 members of the public were present

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The Chairman of the Council reported the death of Mr R B Dyball.

Mr K Lashley spoke on the political life of Mr Dyball who had represented Sprowston on the St. Faiths and Aylsham Rural District Council, pre. Broadland District Council, was a parish councillor in the 1970's when the Council had plans for a community building on Sprowston Recreation Ground and was again serving on the Council when Sprowston Diamond Centre was purchased. Sadly, his dementia had worsened this year but Mr Lashley felt sure that had Mr Dyball realised that Sprowston now had its first community building he would be very pleased as he had waited many long years for this to come to fruition.

### **18/180. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

No declarations of disclosable pecuniary and other interests were received.

### **18/181. APOLOGIES FOR ABSENCE**

Written apologies for absence were received and accepted by the Council from Mr R J Knowles, Mrs J Leggett, Ms C T Rumsby and Mr J M Ward and verbal apologies from Mr T Landamore and Mr N Shaw.

### **18/182. MINUTES**

The Minutes of the Council's meeting held on 18 July 2018, having previously been circulated to all Members were confirmed and signed by the Chairman of the Council.

### **18/183. POLICE LIAISON OFFICER'S REPORT**

The August Newsletter was not available.

The Town Clerk reported that she was working with the Police regarding anti-social behaviour at Barkers Lane and said there had been another incident of late night disturbance but residents were still not calling 101. She also advised that new signage had been ordered for the open space.

Mrs S L England commented that there had been reports of anti-social behaviour on Cere Road.

**18/184. MEMORIAL BENCH AT SPROWSTON CEMETERY**

Referring to Minute 18/172 4.1, the Town Clerk reported that she had been informed by the Chairman of the Council that the WWI Memorial Centenary Group had discussed the Council's placing of a bench and had suggested an alternative Armed Forces bench seat, details circulated, at a cost of £896.00 plus VAT.

**RESOLVED** to maintain the original resolution and place a wooden bench with the agreed inscription at the cemetery to commemorate the 100 Anniversary of WWI.

**18/185. WWI CENTENARY MEETING**

Mr I Moncur reported that when he attended the WWI Centenary Meeting it had been suggested that the cost of re-printing commemorative books could be funded from money given to the Council by Sprowston Heritage.

**18/186. HERITAGE CONTRACT SERVICES LIMITED**

Further to Minute 18/176, the Town Clerk reported that she had received a quotation from Heritage Contract Services Limited for locking the Church Lane car park with a closing time of 8.00pm to fit in with other duties at an ad hoc cost of £15.78 per hour which equates to a weekly cost of £19.72.

**RESOLVED** to accept the quotation from Heritage Contract services Limited and for the gates at Church Lane car park to be locked at 8.00pm.

**18/187. STREET LIGHTING MAINTENANCE CONTRACT**

The Town Clerk reported that the Council's streetlighting maintenance contractor, Cozens (UK) Ltd, had agreed to a 12 monthly contract and will carry out a full structural survey at a cost of £22,792 plus VAT.

**18/188. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mrs B J Lashley thanked Mr Ward in his absence for responding to her question regarding the resurfacing of Wroxham Road.

The Town Clerk read out a written report from Mr J Fisher.

**18/189. RESIDENT'S QUESTIONS**

On the motion of Mr K Lashley, seconded by Mr I Moncur 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 B Woolner expressed concern that the original WWI commemorative books had omissions and errors and he would not like to see them reproduced. 30 first editions were printed but did not sell well. Sprowston Heritage funds were spoken for, there was lots to do and he would not like to see these funds diverted.

A resident reported that having brown bins next to red bins at Sprowston Recreation ground was causing confusion for people who had difficulties with colour and reading.

The streetlights on School Lane seem to flicker.

**18/189. RESIDENT'S QUESTIONS (CONTINUED)**

The Town Clerk advised that the Council's lighting contractor would be carrying out a full survey of the streetlighting stock.

Mr R Smith observed that Wilks Farm Drive, Barkers Lane and Church Lane only had one litter bin.

It was agreed that the Town Clerk would clarify the number of bins located in these areas and ascertain if additional ones were required.

The meeting was reconvened.

**18/190. REPORT OF THE TOWN CLERK**

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

**1.1 No matters to report**

**CEMETERY**

**2.1 No matters were reported**

**STREET LIGHTING**

**3.1 No matters were reported**

**CENTRAL ADMINISTRATION AND PERSONNEL**

**4.1 Resignation of Groundsman**

Members noted the resignation of Mathew Green from the post of Groundsman effective 17 August 2018 and authorised the Town Clerk to fill this vacancy.

**PLANNING AND TRANSPORTATION**

**5.1 No matters reported**

**18/191. MEETING ADJOURNMENT**

On the motion of Mr I Moncur, seconded by Mr K Lashley it was **RESOLVED** not to adjourn the meeting due to the early hour.

**18/192. 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 applications:

2018/1140 - single storey side & rear extension at 61, Cozens hardy Road

2018/1190 - replacement single storey side and rear extension and extend garage to rear at 45, Alford Grove

**18/193. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

Members noted the written report from the Sprowston Heritage Working group.

**18/194. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

Members noted the Minutes of WWI Centenary meeting. Concern was expressed with regard to the errors, omissions, cost, timing and use of funds from Sprowston Heritage.

The Town Clerk advised that a PDF was available and pages of interest to relatives could be printed.

Mr K Lashley proposed, seconded by Mr W F Couzens that if the Church needed a copy the Council could print sheets from the PDF for display in a ring binder and on being to the vote the motion was **CARRIED**.

**18/195. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts and supplementary accounts to 8 August 2018 totalling £121,683.80 and £1,1620 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 8 August 2018 totalling £121,683.80 and £31,316.20 be approved and the schedule authorising payment signed by Mrs B J Lashley and Mr J H Mallen.

**18/196. SCHEDULE OF CREDIT CARD PAYMENTS**

The schedule of credit card payments totalling £2,431.55 was approved and noted.

**18/197. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule of direct debit payments totalling £291.77 was approved and noted.

**18/198. EXCLUSION OF PRESS AND PUBLIC**

Mr K Lashley queried whether the press and public should be excluded as there was insufficient information to make a judgement as to whether the topic was confidential.

The Town Clerk advised that it involved personnel.

Mr I Moncur proposed, seconded by Mrs S L England to exclude the Press and Public from the meeting for the remaining business because otherwise, information which is exempt information by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 would be disclosed to them and on being put to the vote the motion was **CARRIED**.

**18/199. COLLABORATIVE WORKING**

Mr I Moncur reported that he had been approached by the Chairman of Thorpe St. Andrew about collaborative and following a lengthy debate Mr I Moncur Proposed, seconded by Mr K Lashley not to pursue this idea.

There being no other necessary business the Chairman of the Council thanked Members for their attendance and declared the meeting closed.

**5 September 2018**

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**CHAIRMAN**