



## NOTICE OF MEETING

### AND SUMMONS TO ATTEND

The meeting of Sprowston Town Council  
will be held in the Council Chamber at the Council Office, Recreation Ground  
Road, Sprowston NR7 8EW on Wednesday 26 September 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 5 September 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 speak<sup>1</sup>.
8. To receive the report of the Town Clerk. Pages 9 - 10  
4.1 Standing orders - Proposed Amendments
9. Adjourn the meeting for a short break.
10. To consider planning applications to 26 September 2018. Pages 11 - 12
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  
WWI Centenary Meeting Minutes 06.08.18 Page 13
13. To confirm the payment of accounts to 26 September 2018. Pages 14 - 16
14. To receive the schedule of credit card payments. Page 17 - 18
15. To receive the schedule of direct debits Page 19

**June Hunt**  
Town Clerk

**21 September 2018**

Council Office, Sprowston Recreation Ground, Recreation Ground Road Sprowston, Norwich, NR7 8EW  
Tel: 01603 408063, Email: townclerk@sprowston-tc.gov.uk

**Footnote:**

<sup>1</sup> 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](http://www.broadland.gov.uk) and follow the links through to planning.*

*It should be noted that Councillors Mr Knowles 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.sproston-tc.gov.uk](http://www.sproston-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 – 5 SEPTEMBER 2018**

At the meeting of the Sprowston Town Council held at Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 5 September 2018, the following Members were present:-

Mr K Lashley – Chairman

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

In attendance

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

2 members of the public were present

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**18/200. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

<b>Member</b>	<b>Minute No. and Heading</b>	<b>Nature of Interest</b>
Mrs J Leggett	Minute 18/208 5.2	Chairman Broadland District Council
Ms C T Rumsby	Minute 18/208 5.2	Associated as a Trustee

**18/201. APOLOGIES FOR ABSENCE**

Written apologies for absence were received and accepted by the Council from Mr N Shaw and verbal apologies from Mr I Moncur.

**18/202. MINUTES**

The Minutes of the Council's meeting held on 5 September 2018, having previously been circulated to all Members were confirmed and signed by the Chairman of the Council.

**18/203. POLICE LIAISON OFFICER'S REPORT**

Members noted the August Newsletter and requested details on the 10 incidences of criminal damage and 5 incidences of public alarm and distress.

Mrs J Leggett reported that the next Safer Neighbourhood Action Panel meeting would be held on 22 October 2018 at The Pavilion, Recreation Ground, Church Street, Old Catton commencing 7.00pm.

**18/204. PLANNING APPLICATION 2018/1004**

The Town Clerk reported that Broadland District Council had refused planning application 2018/1004 - detached bungalow at 67, Corbet Avenue.

**18/205. APP/K2610/W/18/3194955 APPEAL AGAINST BROADLAND DISTRICT COUNCIL**

The Town Clerk reported that 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 was not upheld.

**18/206. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mr Ward also verbally reported:

1. a project by Norfolk county Council libraries to create 15,500 poppies, one to commemorate each name on a Norfolk War memorial, to mark the 100<sup>th</sup> anniversary of Armistice Day has attracted donations from around the world. Individuals can make poppies from any materials, maximum size 4" x 4", and hand them in at any library. Details at: <https://norfolkworldwar1.org/commemoratin-the-fallen-of-norfolk/>  
The poppies will all be displayed in St. Peter Mancrofts Church from 22 - 30 October 2018 and will then be distributed to Norfolk's 47 libraries.
2. At the extraordinary committees meeting on 29 August 2018 to consider the Police and Crime Commissioner's proposal to run Norfolk Fire and Rescue Service the following points were made:
  - there would be a financial risk to the Fire Service and to public safety.
  - the claimed £10m savings are speculative and untested
  - the financial plan is based on inaccurate assumptions
  - the cost and disruption of change are unquantified and untested
  - the claimed benefits could be achieved without change in governance and without the associated cost and disruption
3. Broadland District Council are offering a series of community workshops free of charge to residents and local groups who are interested in setting up a social or community enterprise which will have a positive effect in the Broadland area. Workshops will be held at Carrowbeck House from 24 October 2018. Details from [sally.hoare@broadland.gov.uk](mailto:sally.hoare@broadland.gov.uk)
4. there is a proposal at County Hall to move road maintenance to Norse which will show a saving of £80,000 per year. The highways engineers will still oversee the work.
5. Chris Mayes will be leaving in November to take up a post with another company. This is not related to the proposed Norse changes.

Mrs J Leggett verbally reported that the new joint Managing Director for Broadland District and South Norfolk District Council was well under way.

**18/207. RESIDENT'S QUESTIONS**

On the motion of Mr R A Fowkes, seconded by Mr R J Knowles 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.

## **18/207. RESIDENT'S QUESTIONS (CONTINUED)**

A Sprowston resident referred to the lack of incidents reported on 101 with regards to anti-social behaviour commenting that the telephone line was always so busy that reports did not get through from residents who had no computer access.

He was also concerned about the lack of streetlighting in Aslake Close particularly in view of the number of people visiting the community centre in the evenings as it was very dark during October to March.

The Town Clerk explained that the streetlighting was adequate for the residential area and that it was the responsibility of the centre and doctors to provide light for their premises.

The meeting was reconvened.

## **18/208. REPORT OF THE TOWN CLERK**

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

#### **1.1 Personal Injury Claim**

Members noted receipt of a personal injury claim for compensation which had been reported to the Council's Insurers.

### **CEMETERY**

#### **2.1 No matters were reported**

### **STREET LIGHTING**

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

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 No matters were reported**

### **PLANNING AND TRANSPORTATION**

#### **5.1 APP/K2610/W/18/3201018 - 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 demolition of existing lean-to-garage and erection of detached house to side and detached double garage to rear at 1, Rushmore Road, Sprowston, NR7 8QP.

#### **5.2 Broadland Community at Heart Awards**

Members suggested nominations for various categories of the Broadland District Council Community at Heart awards.

It was agreed that Members would contribute and liaise with Mr W F Couzens to formulate individual nominations to be forwarded to the Town Clerk for submission by 24 September 2018.

**18/209. MEETING ADJOURNMENT**

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

**18/210. 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:

2018/1225 - subdivision of plot & erection of two dwellings (outline) at Woodview, Salhouse Road

2018/1273 - demolition of garage and erection of single storey extension at 139, Moore Avenue.

2018/1315 - single storey rear extension at The Oaks, 34 North Walsham Road

2018/1349 - single storey rear extension at 68, Stonehouse Road

2018/1393 - porch outside front door at 35, Allens Avenue

(b) were not opposed to the granting of planning application 2018/1322 installation of 3 x 2 -way 1kw/8m column floodlights to illuminate the training area during the winter months at Sprowston Cricket Club, Barkers Lane subject to a condition being applied for the floodlights to only be used during cricket training sessions and off by 10.00pm.

(c) were not opposed to the granting of planning application 2018/1401 - side extension and alterations to front driveway at 3, Blithewood Gardens subject to the Highways Authority approval of the vehicular access.

(d) were opposed to the granting of planning application 2018/1404 - front, side and rear extension, rear extension and roof alteration at 58, Russell Avenue on the grounds that the car port would be an eyesore and the proposed development is not conducive with the street scene.

**18/211. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

No written reports were received.

**18/212. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

No written reports were received.

**18/213. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 5 September 2018 totalling £97,786.79 and answered Members' questions arising therefrom.

**18/213. PAYMENT OF ACCOUNTS (CONTINUED)**

On the motion of Mr W F Couzens, seconded by Mr R J Knowles it was

**RESOLVED** that payment of the accounts to 5 September 2018 totalling £97,786.79 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mr R J Knowles.

**18/214. SCHEDULE OF CREDIT CARD PAYMENTS**

The schedule of credit card payments totalling £1,076.91 was approved and noted.

**18/215. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule of direct debit payments totalling £7,996.85 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.

**26 September 2018**

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**CHAIRMAN**



# Newsletter

Date: Sept 2018



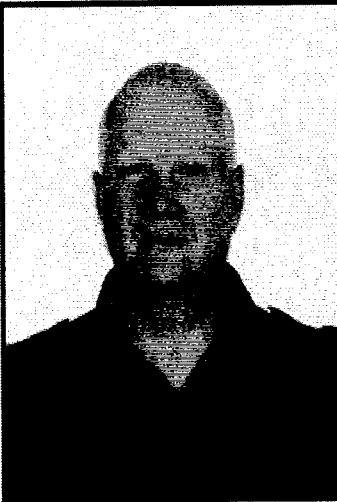
## Message from Inspector Lisa Hooper

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-31st Aug 2018

Offence	Numbers	What could this entail
Arson	0	Damage caused as a result of fire.
Anti-Social Behaviour (ASB)	4	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	1	Entry and theft in a building or a structure that is lived in.
Criminal Damage	3	A person destroys or damages property belonging to someone else.
Domestic	7	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	2	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	0	Any crime determined to have a hate element as per above.
Possession of controlled substance	2	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	6	Public order offences e.g. from a verbal altercation to offences just short of violence.
Robbery	0	Includes a range of offences where force is used, threatened or the victim is put in fear.
Theft from a motor vehicle	2	Any item stolen that was in, on or attached to a motor vehicle.
Theft or unauthorised taking of a motor vehicle	1	Any motor vehicle including those abandoned.
Theft of pedal cycle	1	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](mailto: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

Here is an excellent website <http://www.police.uk> It enables access to the crime figures in your neighbourhood and even a comparison with previous years. Simply use the website to "find your neighbourhood" either by location or post code and the information is available to hand. The site also provides information about different offences, crime prevention and other police related matters.

### Neighbourhood Priorities

The area priorities adopted are:

- Tackling anti social behaviour on Barkers Lane playing field ,Sprowston and Taylors Lane, Old Catton .
- Speeding on Sprowston roads ; Cannerby Lane, Pioneer Road, Church Lane
- 

### 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](http://www.crimestoppers.co.uk)  
[www.norfolk.police.co.uk](http://www.norfolk.police.co.uk)

Non Emergency: 101

### Partner contacts



111 NHS

County Council 03448008012

District Council 01603 431133

Parking Issues 01553 616222



16<sup>th</sup> September 2018

## **Report from Councillor John Ward**

### **Broadland District Council**

BDC has just granted a licence for a Zero Emission Taxi which is 100% electric and receives its charge from solar panels or energy from wind farms. It is one of only 3 in the country.

At BDC's last Planning Meeting, the Plymouth Brethren's new meeting hall was approved. This will be close to the Postwick Hub and will accommodate 500 people, and have 174 parking spaces.

District Councillors will have the opportunity to meet candidates for the post of BDC / SNDC Joint Managing Director on 27<sup>th</sup> September. Ratification of appointment of the proposed candidate would be at Full Council meetings of both Councils with a potential start date of January 2019.

### **Norfolk County Council**

The 2018 Guide to Care and Support is currently available free in libraries and GP surgeries and also on line at [www.norfolk.gov.uk/careservices](http://www.norfolk.gov.uk/careservices)

Grants of £5k-£50k are available from LIFT for projects offering training to businesses in rural areas. A promotional event is to be held on 26<sup>th</sup> September. Details from 01603 223179.

NCC has invited leading councillors and officers from other authorities to visit and assess its performance. A week long peer review will be held in November to help the council become even more effective.

The council's medium term financial strategy has identified savings of £78.5m for the next four years but there is still a further £94.6m to find. This is due to the expected loss of Government funding in 2020 and growing demand for social care.

## COUNCIL MEETING – 26 SEPTEMBER 2018

### Report of the Town Clerk

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

1.1 No matters to report.

#### CEMETERY

2.1 No matters to report.

#### STREET LIGHTING

3.1 No matters to report.

#### CENTRAL ADMINISTRATION AND PERSONNEL

##### 4.1 Standing Orders – Proposed Amendments

The National Association of Local Councils have proposed the following amendments to Standing Orders.

ii. to the full council the accounting statements for the year in the form of Section 1 of the annual return, as required by proper practices, for consideration and approval.

##### **Change to**

ii. to the full council the accounting statements for the year in the form of Section 2 of the Annual Governance and Accountability Return as required by proper practices for consideration and approval.

c **A public contract regulated by the Public Contracts Regulations 2015 with an estimated value in excess of £25,000 but less than the relevant thresholds in standing order 18(f) is subject to Regulations 109-114 of the Public Contracts Regulations 2015 which include a requirement on the Council to advertise the contract opportunity on the Contracts Finder website regardless of what other means it uses to advertise the opportunity.**

(additional wording to current standing order above) ***unless it proposes to use an existing list of approved suppliers (framework agreement).***

**Recommendation:** to adopt the changes to the Council's Standing Orders with immediate effect.

#### PLANNING AND TRANSPORTATION

5.1 No matters to report.

*June Hunt*

**June Hunt  
Town Clerk**

**Sproston Town Council**  
**PLANNING APPLICATIONS – 26 SEPTEMBER 2018**

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<b>Broadland DC App.No.</b> 2018/1441	<b>Location</b> 7 Parana Road, Sproston, NR7 8BG
<b>Classification:</b> Minor dwellings <b>Type:</b> Full Permission	
<b>Description: Loft Conversion including Dormer on Rear Roof Slope and Roof Lights in Front Roof Slope</b>	
<b>Broadland DC App.No.</b> 2018/1449	<b>Location</b> 185 Wroxham Road, Sproston, NR7 8AG
<b>Classification:</b> Minor dwellings <b>Type:</b> Full Permission	
<b>Description: Double Sided Totem Sign (Revised Proposal)</b>	
<b>Broadland DC App.No.</b> 2018/1468	<b>Location</b> 48 Foxburrow Road, Sproston, NR7 8QX
<b>Classification:</b> Minor dwellings <b>Type:</b> Full Permission	
<b>Description: Two Storey Side &amp; Rear Extension, Garage, Conversion &amp; Front Porch</b>	
<b>Broadland DC App.No.</b> 2018/1473	<b>Location</b> 8 Cuthbert Close, Sproston, NR7 8QL
<b>Classification:</b> Minor dwellings <b>Type:</b> Full Permission	
<b>Description: Hip to Gable Side Extension and Rear Dormer (Revised Proposal)</b>	

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**Broadland DC App.No.**  
2018/1490

**Location**  
23 Lambert Road, Sprowston, NR7 8AA

**Classification:** Minor dwellings  
**Type:** Full Permission

**Description:** Two Storey Side Extension, Single Storey Front and Side Extension and Single Storey Rear and Side Extension

**Broadland DC App.No.**  
2018/1507

**Location**  
42 Alford Grove, Sprowston, NR7 8XB

**Classification:** Minor dwellings  
**Type:** Full Permission

**Description:** First Floor and Single Storey Rear Extensions

Minutes WW1 Centenary meeting 6.8.18

Present: Simon Stokes (St. M & St. C) Roy Hill, (British Legion), Ian Moncur (Chairman Town Council), Dean Akrill (St. M & St. C), Ken Lashley (Sprowston Town Council), Rosemary Clarke (St. Cuthbert's), Philip Harvey (St. M & St. C), Sheila Tuffield (Sprowston Church), Peter Savage (Sprowston Church).

Apologies: Michaels Graves (Gage Rd Chapel), Val Hill, Kirsty Deary (Methodist Church), Alistair McDougall (Scouts), Bill Sayer (Scouts).

- Senior citizens club will be manned by SYEP on Saturday with teas and entertainment (ww1 songs etc)
- Crosses are under way
- Ken will meet with Dean at Senior citizens club to collect stories (20.9)
- 2 winners have been chosen for posters. They have been used as a background to create a draft poster (Phil). Church office phone number to be added. Drama will be called 'Armistice 100'. Tearoom time to be added. Brooches to be given to the 2 prizewinners – church to pay. 50 Posters to be printed and laminated in the church office. Dean will put digital copies on Website, facebook etc and send to Sprowston News. Phil will send to Just Sprowston.
- Air Cadets – pending
- Council have digital copy of the book. It is thought the council now own the rights to the book. Ian suggested (from council meeting) that individual pages could be printed/laminated and ring-bound so any errors can be removed or updated. Pages/book will be printed to order by the council. Ian will investigate costings. Simon requested to buy 5 books.
- Wooden bench to be arranged by council. Vegetation still to be removed from memorial by council).
- Simon will contact June about coordination of events in Diamond Centre.
- Rosemary will organise names on the crosses.
- Ken has the list of WW1 names.
- Knitted poppies finished
- Technical relay – will be shown on screen outside St M&M. Dean in liaison about this.
- Rosemary has written to invite local businesses to lay a wreath
- Dementia café speaker not available, however painting produced by the group will displayed at the event
- Dean updated: actors in place for the drama, community choir will perform, separate poster will be created by Dean
- Rosemary has produced laminated war poems to go on posts near the crosses
- Val Kibble forwarded 'welcome home' menu from Blue Boar Inn – could be enlarged and displayed at Diamond Centre.
- Ken shared – Alan Morris (gardener @ hub) has written a poem – given to Dean
- Ashley will play trumpet at 9am wreath laying

Simon thanked everyone for attending **Date of next meeting Thursday 4<sup>th</sup> October 11.15 am St. Cuthbert's**

Meeting Date: 26th September 2018

Sprowston Town Council		Payments		Net	VAT	Amount	BACS
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>					
30/08/2018	38206	Bartlett Signs Window Graphics: Council Offices		346.00	69.20	415.20	109
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>					
07/09/2018	8040332237	Copy IT Digital Solutions Photocopies: 30/06/2018-30/08/2018		25.68	5.14	30.82	110
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>					
07/09/2018	3709	Cozens (UK) LIMITED Maintenance : August 2018		600.00	120.00	720.00	111
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>					
06/09/2018	2632	Elcon Health & Safety Consultancy		1,800.00	360.00	2,160.00	112
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>					
23/08/2018	4951036	ESPO Cable Ties, Key Fobs, Bowl, Refuse Sacks		19.55	3.91	23.46	113
12/09/2018	4975020	Tally Rolls, Envelopes, Dymo Tapes		65.79	13.16	78.95	
				<b>85.34</b>	<b>17.07</b>	<b>102.41</b>	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>					
29/08/2018	995703	Eyre Group Pavilion: Boiler, TRV, s. Sparhawk Park : Service		8,411.00	1,682.20	10,093.20	114
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>					
18/09/2018	Claim 47	Evelyn Elliot Travel Expenses: 28/03/2018-18/09/2018		96.53		96.53	115
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>					
29/08/2018	220959	Flameskill Extinguisher Stands, Annual Service		527.21	105.44	632.65	116
31/08/2018	220873	Fire Risk Assessment: Council Offices		170.00	34.00	204.00	
07/09/2018	606395	Cabling Access / Alarm system		147.50	29.50	177.00	
				<b>844.71</b>	<b>168.94</b>	<b>1,013.65</b>	



<u>Invoice Date</u>	<u>Invoice No.</u>	Ingleton Woods	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
31/08/2018	301447/BL	Professional Services	1,500.00	300.00	1,800.00	117
<u>Invoice Date</u>	<u>Invoice No.</u>	Intouch Systems	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
31/08/2018	647552	IT Satellite Connection & Cabling	1,198.00	239.60	1,437.60	118
07/09/2018	649077	Hosted Exchange October 2018	60.00	12.00	72.00	
07/09/2018	648830	Office Internet September 2018	50.00	10.00	60.00	
			<b>1,308.00</b>	<b>261.60</b>	<b>1,569.60</b>	
<u>Invoice Date</u>	<u>Invoice No.</u>	M&M Flooring Specialists	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
31/08/2018	13180	New & Old Changing Room:Flooring	11,877.20	2,375.44	14,252.64	119
<u>Invoice Date</u>	<u>Invoice No.</u>	Millarwest Furniture	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
11/09/2018	109386	10 Tilt Top Tables	2,233.50	446.70	2,680.20	120
<u>Invoice Date</u>	<u>Invoice No.</u>	Moviola Ltd	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
05/09/2018		The Guernsey Literary & Potatoe Peel Society	101.88	19.37	121.25	121
<u>Invoice Date</u>	<u>Invoice No.</u>	PKF Littlejohn LLP	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
17/09/2018	SB20180205C	Annual Governance & Accountability Return	2,000.00	400.00	2,400.00	122
<u>Invoice Date</u>	<u>Invoice No.</u>	Wickstead Leisure Ltd	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
28/08/2018	802793	Windsor Park Garden Play Equipment	72,678.13	14,535.63	87,213.76	123
28/08/2018	802794	Sparhawk :Surf Rider	3,431.50	686.30	4,117.80	
			<b>76,109.63</b>	<b>15,221.93</b>	<b>91,331.56</b>	
<b>TOTAL OF INVOICES</b>			<b>107,339.47</b>	<b>21,447.59</b>	<b>128,787.06</b>	<b>Trf 22</b>

TOTAL OF INVOICES                      107,339.47      21,447.59      128,787.06      Trf 22

**Transfer:**      STC Drawings a/c to Salaries a/c                      -                      -                      Trf

**Transfer:**      STC Petty Cash                      107,339.47      21,447.59      128,787.06

**Transfer:** STC general a/c to STC drawings a/c                      128,787.06      Trf 22

..... Councillor                      .....

..... Councillor                      .....

..... Town Clerk

**Sprowston Town Council**

**Barclaycard Payments**

**Meeting Date: 26th September 2018**

<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>
10/09/2018	42681	Apple Stores <u>Details</u> Headphone Adapter	7.50	1.50	9.00
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>
12/09/2018	875206	Dunelm <u>Details</u> Pedal Bon, Mop, Pail	41.66	8.34	50.00
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>
12/09/2018	254	Homebase <u>Details</u> Storage Container	5.50	1.10	6.60
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>
04/09/2018	68101	Esafes.co.uk <u>Details</u> 3 Pheonix Libro Post Boxes	99.75	19.95	119.70
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>
30/08/2018	102020947	Furniture at Work <u>Details</u> 2 Lozano Cupboards	506.00	101.20	607.20
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>
04/09/2018	5049815	Machine Mart <u>Details</u> Compressor & Accessories	167.86	33.59	201.45
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>
30/08/2018	JH31TR-5635	4memorialbench (Codec Facilities) <u>Details</u> WW1 Centenary Bench	603.33	120.66	723.99
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>
13/09/2018	530	Print Norwich <u>Details</u> Diary, Comment Book	11.65	2.33	13.98
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>
11/09/2018	64038	Tesco <u>Details</u> Audio Cable	6.66	1.34	8.00

Timpson Ltd

**Invoice Date Invoice No.**

05/09/2018 1844

10/09/2018 6380

**Details**

Keys Council Offices

Keys Pavilion Changing Rooms

**Net**

16.66

16.66

**VAT**

3.34

3.34

**Amount**

20.00

20.00

**33.32                    6.68                    40.00**

Tyre Trax

**Details**

Trailer Tyre

**Net**

40.00

**VAT**

8.00

**Amount**

48.00

**Total Direct Debits                    1523.23                    304.69                    1827.92**

**Total Payments**

**Due by Direct Debit 27th October 2018**

Meeting Date: 26th September 2018

Sprowston Town Council

**Direct Debits**

<b>Angel Springs Ltd (T/A Waterlogic)</b>					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
31/08/2018	4528272	Bottled Water August 2018	113.57	22.71	136.28
<b>Anglia Farmers</b>					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
31/08/2018	618772	Vodafone:01/08/2018-31/08/2018	34.29	6.86	41.15
31/08/2018	618772	Comm Tech:01/08/2018-31/08/2018	155.65	31.13	186.78
31/08/2018	618772	SSE:Recreation Grd:07/04/2018-28/06/2018	370.13	74.02	444.15
31/08/2018	618772	SSE:Recreation Grd:07/04/2018-28/06/2018	1,042.80	208.53	1,251.33
			<b>862.61</b>	<b>172.50</b>	<b>1,035.11</b>
<b>Anglia Water Business</b>					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
14/09/2018	9068972241	Allotments:19/06/2018-15/09/2018	88.87		88.87
14/09/2018	9068930626	Cemetery :19/06/2018-15/09/2018	26.59		26.59
			<b>115.46</b>		<b>115.46</b>
<b>PWLB</b>					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
13/09/2018	502857	Loan Charges due	7,982.00		7,982.00
<b>Total Gas &amp; Power</b>					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
08/09/2018	1763984471£	STC:01/08/2018-31/08/2018	293.76	58.75	352.52
08/09/2018	1763984361£	Floodlights:01/08/2018-31/08/2018	8.69	0.43	9.12
08/09/2018	1762968951£	Streetlights:01/08/2018-31/08/2018	2094.41	418.88	2513.29
			2,396.86	478.06	2,874.93
<b>Veolia</b>					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
31/08/2018	SIO1121435	All Sites skip hire August 2018	282.25	56.45	338.70
<b>Total Direct Debits</b>					<b>12,482.48</b>
					<b>11,752.75</b>
					<b>729.72</b>

Cr