

COUNCIL MEETING – 17 OCTOBER 2018

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 17 October 2018, the following Members were present:-

Mr I Moncur – Chairman

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

18/231. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Member	Minute No & Heading	Nature of Interest
Mr I Moncur	Minute 17/276 4.2.1 - Grant Aid - The Royal British Legion	President of the Sprowston Branch of The Royal British Legion
Mr N Shaw	Minute 18/238 - Reports from Council and District Councillors	Owner of IT business

18/232. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Ms G Landamore and Mr J H Mallen and verbal apologies from Mr T Landamore.

18/233. MINUTES

The Minutes of the Council's meeting held on 26 September 2018, having previously been circulated to all Members were confirmed and signed by the Chairman of the Council.

18/234. POLICE LIAISON OFFICER'S REPORT

The October Newsletter had not been received.

18/235. SPROWSTON YOUTH ENGAGEMENT PROJECT

Claire Lincoln gave a presentation on the work of Sprowston Youth Engagement Project (SYEP) and a financial report for the year 2017/18. She explained the areas in which the group were hoping to expand and requested financial assistance of £4,000 in support of these additional responsibilities.

18/235. SPROWSTON YOUTH ENGAGEMENT PROJECT (CONTINUED)

Claire thanked the Town Council for nominating members of SYEP for the Broadland Community at Heart Awards advising that both she and a colleague had been shortlisted. The Chairman of the Council was invited to attend the award ceremony to be held on Tuesday 30 October 2018 at the Space.

Councillors had a general discussion about the good work that SYEP does with the young people of Sprowtson and Old Catton.

Mr I Moncur proposed, seconded by Mr W F Couzens a recommendation that the Council's 2019/20 budget contains a donation of £5,000 to SYEP and payment be made in two instalments. On being put to the vote the motion was **CARRIED**.

18/236. OFFICIAL OPENING OF SPROWSTON DIAMOND CENTRE

The Town Clerk reported that the official opening of Sprowston Diamond Centre would take place on Monday 10 December 2018. The Centre would be open to public to look round between 10.00am and 3.00pm.

18/237. WESTCOTEC DATA EQUIPPED SIGN (SAM 2)

The Town Clerk reported that the Westcotec Data Equipped Sign (SAM 2) had been delivered and was now positioned on Pioneer Road, one of the areas previously identified by Council.

18/238. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mrs J Leggett verbally reported that:

- (1) she had met Sergeant Youd and talked to her about her role as responsible officer for the Beat managers across Broadland. Sergeant Youd had reiterated her keenness for either herself or the Beat Managers to attend Town Council meetings. She would also be attending the Safer Neighbourhood Action Panel meeting on 22 October 2018 to introduce herself and outline her aims. She had already indicated that more staff would be trained on the use of speed guns and that she wanted to utilise the Specials and School Youth Teams.
- (2) as the Chairman of Broadland Youth Advisory Board, SYEP was always held up as a good example.
- (3) White Woman Lane Junior School had received an outstanding Ofsted report.

Mr N Shaw reported a personal security IT issue where a colleague had received a phone call from Microsoft and having given access to his computer was now being held to ransom.

Mr Shaw said he could not emphasise enough that companies such as Microsoft do not call and that if receiving an email with an attachment, check with the individual that they had sent it before opening.

18/239. RESIDENT'S QUESTIONS

On the motion of Mr I Moncur, seconded by Mr K Lashley 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.

18/239. RESIDENT'S QUESTIONS (CONTINUED)

Mr P Berry added to Mr Shaw's comments advising "that you think you are responding to a friend but you are not, it also applies to Whatsapp".

A resident reported that a person was regularly riding a bike up and down Sprowston Road near Aldi between 4.00pm and 7.00pm provoking pedestrians.

Mrs Leggett offered to raise this matter at the next meeting of the Safer Neighbourhood Action Panel.

He also asked, on behalf of an elderly resident, if a seat could be provided at the bus stop on North Walsham Road near Pioneer Road.

The Town Clerk explained there was insufficient space to provide a seat at this bus stop and leave enough room for wheelchair users to pass on the pavement; however, all bus stops shelters would be reviewed as they had been in place over ten years.

The meeting was reconvened.

18/240. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Footpath Between Library and Tennis Courts

RESOLVED to accept the quotation from A Waterfield & Sons Ltd to clear, resurface and edge the footpath between the Library and Tennis Courts at Sprowston Recreation Ground, at a total cost of £4,380 plus VAT.

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Grant Aid - The Royal British Legion

RESOLVED that a donation of £300 be made to The Royal British Legion.

4.2 Grant Aid - National Accident Rescue Service (NARS)

RESOLVED that a donation of £100 be made to National Accident Rescue Service (NARS).

4.3 Personnel

RESOLVED to authorise the Town Clerk to appoint Mr Taylor Street to the post of Grounds Maintenance Person on (NJC scale SCP 21-25) at spinal point 21 commencing 29 October 2018.

4.4 Broadland District Council Annual Parish/Town Council Meeting

18/240. REPORT OF THE TOWN CLERK (CONTINUED)

Members noted the Annual Parish/Town Council meeting and workshops to be held on Thursday 29 November 2018.

PLANNING AND TRANSPORTATION

5.1 Environmental Agency - Flood & Coastal Risk Management Strategy

Members noted the Environment Agency review of the Flood and Coastal Erosion Risk Management (FCERM), and completed consultation form submitted by a Sprowston resident.

5.2 Sprowston/Old Catton Beat Manager

Members noted the copy open letter to the residents of Sprowston and Old Catton from PC Nick Roberts.

18/241. RENAMING OF COUNCIL CHAMBER

Members considered the renaming of the Council Chamber to the John Bracey Room and following a long debate it was

RESOLVED not to name the chamber, or any other Council room/premises, after any councillor as there were so many worthy people to choose from, and it was not considered fair to pick one person above all others. This did not deflect from the high regard in which Mr Bracey was held.

18/242. MEETING ADJOURNMENT

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

18/243. 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:

2018/1000 - single storey rear extension with loft bedroom at 11, Falcon Road East

2018/1592 - single storey side and rear extension at Blenheim Villa, 110, Wroxham Road

2018/1593 - erection of new front wall (retrospective) and erection of freestanding garden room in rear garden at 126, Wroxham Road

2018/1179 - single storey side and rear extension at 64, Cannerby Lane

2018/1613 - raise ridge, convert loft and add rear extension at 3, Tills Road

(b) to oppose the granting of 2018/1528 - removal of conditions 4 & 5 of planning permission 20151386 (footway link and off-site highway improvements) at land

18/243. PLANNING (CONTINUED)

adjacent The Grange, Salhouse Road on the grounds that as there is proposed development on both sides of the Salhouse Road it is essential that there is provision of a footpath/cycle way and conditions 4 & 5 of planning permission 20151386 should not be removed.

- (c) to oppose the granting of 2018/1617 - removal of conditions 3, 4 & 9 of planning permission 20171961 (footway link, off-site, highway improvements and arboricultural method statement for construction of footpath) on the grounds that as there is proposed development on both sides of the Salhouse Road it is essential that there is provision of a footpath/cycle way and conditions 3, 4 & 9 of planning permission 20171961 should not be removed.

18/244. SUMMARY OF INCOME AND BALANCE SHEET TO 30 SEPTEMBER 2018

RESOLVED to approve and adopt the Statement of Accounts and Balance Sheet and Detailed Income and Expenditure for the year ended 31 March 2019

18/245. SCHEDULE OF LOAN REPAYMENTS

The Schedule of loan repayments were received and noted. Repayment of the older loans would be investigated as part of the end of year accounts.

18/246. CAPITAL PROJECTS

The following capital projects were suggested for inclusion in the 2019/20 budget:

- i) Skatepark - £40,000
- ii) Additional bus shelters outward bound on North Walsham and Wroxham Road
- iii) Millennium Woodland Information Board
- iv) Seating within existing and new bus shelters

18/247. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 17 October 2018 totalling £73,027.10 and answered Members' questions arising therefrom.

On the motion of Mr N Shaw, seconded by Mr I Moncur it was

RESOLVED that payment of the accounts to 17 October 2018 totalling £73,027.10 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mr R J Knowles.

18/248. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £504.29 was approved and noted.

18/249. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £11,975.67 was approved and noted.

18/250. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

18/251. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

Members noted the Minutes of the WWI Centenary Meeting held on 04.10.18.

Mrs B J Lashley asked if the times of the Armistice event to be held at Sprowston Diamond Centre had been advertised.

The Town Clerk advised that she had arranged for the St. Quintin Room to be available between the hours of 9.00am and 6.00pm but was not aware of advertised times of opening.

Mr N Shaw advised that the Norwich Airport Passenger Group survey had detailed results from 2017 and that changes in retailer will be good for passengers. In the Managing Directors report the airport still wants to go ahead with extending the runway which will cut across land owned by Old Catton Parish Council earmarked for a cemetery extension.

Referring to Growing your Community Mrs B J Lashley asked about the possibility of a community orchard in Sprowston commenting that some local apple varieties were getting lost. She requested that an item be placed on the agenda regarding Council owned land suitable for planting Heritage Fruit Trees and that Mr Mike Ellard be sent an invitation to attend the meeting.

Mr I Moncur reported on his attendance at The Royal British Legion Annual General Meeting, advising that Valarie Hill had stood down and that he had had the pleasure of presenting her with a medal in recognition of all her hard work over many years.

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

7 November 2018

CHAIRMAN