

COUNCIL MEETING – 19 DECEMBER 2018

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 19 December 2018, the following Members were present:-

Mr I Moncur – Chairman

Mr R A Fowkes	-	Mrs J Leggett
Mr R J Knowles	-	Mr J H Mallen
Mrs B J Lashley	-	Mr B Osborne
Mr K Lashley	-	Mr J M Ward

In attendance

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

No members of the public were present

18/298. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

18/299. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr Ms G A Landamore, Mr T Landamore and Ms C T Rumsby and verbal apologies from Mr W F Couzens and Mrs S L England.

18/300. MINUTES

The Minutes of the Council's meeting held on 28 November and 12 December 2018, having previously been circulated to all Members, were confirmed and signed by the Chairman of the Council.

18/301. POLICE LIAISON OFFICER'S REPORT

Members noted the December Newsletter.

Mr J H Mallen enquired as to whether the Police would ever attend future meetings of the Council.

Mrs K Leggett commented that Sargent Youd had indicated she was keen for the police to attend Parish and Town Council meetings.

RESOLVED to invite the new Beat Officer to a future meeting of the Council.

18/302. PRECEPT 2019/2020

The Town Clerk reported that Broadland District Council had confirmed the housing tax base figures and she had submitted a precept requirement of £650,355.

18/303. NORFOLK CONSTABULARY - OCTOBER NEWSLETTER

Referring to Minute 18/274, Mr J H Mallen asked if the Town Clerk was still awaiting a response from Norfolk Constabulary about the increase in incidences of criminal damage during October.

The Town Clerk confirmed she had not yet received a response.

18/304. BROADLAND TREE WARDEN NETWORK

Referring to Minute 18/283 1.1, Mr J H Mallen asked if Mr Fleetwood would be attending a future meeting of the Council.

The Town Clerk advised that Mr Fleetwood would be attending a council meeting in January and that the Community Orchard had been planted at Sprowston Recreation Ground.

18/305. PLANNING APPLICATION 2018/1617

The Town Clerk reported that permission for planning application 2018/1617 - removal of conditions 3, 4 & 9 of planning permission 2017/1961 (footway link, off-site highway improvements and aboriginal method statement for construction of footpath) at land adjacent The Grange, Salhouse Road had been granted by the Planning authority.

18/306. NORFOLK CITIZENS ADVICE BUREAU

The Town Clerk reported receipt of a letter from Norfolk Citizen's Advice Bureau thanking the Council for their donation of £500.00.

18/307. NORFOLK ACCESS FORUM

Norfolk Access Forum - email circulated

18/308. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Mrs J Leggett reported that:

- (1) Joan Brookes of Sprowston had won Norfolk and Waveney Carer of the Year
- (2) she had attended the Proclaimers Christmas concert and visited the Sorting Office.

Mr J M Ward reported that:

- (1) a £210,000 grant has been received from WREN'S Flagship Project Scheme. This will be used at Norwich Castle to refurbish the main toilets and transform the Rotunda. It will also enable the creation of a moveable early year's gallery
- (2) a Norfolk treasure has won the Nation Art Funds Find of the Year. The Anglo Saxon Winfarthing gold and garnet pendant C650AD is housed at Norwich Museum.
- (3) Norfolk County Council is no longer adopting for maintenance and management any further lighting on new developments within the five parishes it is currently the lighting authority.

18/308. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

- (4) at the last full County Council meeting it was agreed to move to the cabinet system of governance from May 2019. It was also agreed not to replace the Managing Director and the Leader of the Council would be chairman of a "Board" of Senior Officers of the Council and Cabinet Members.
- (5) it has been reported to Norfolk County Council that 90% of Norfolk's schools are now good or outstanding and the Council's adoptive service is in the top 10% of councils in the country.
- (6) the Repton Property Company, wholly owned by Norfolk County Council, has appointed Norfolk Developer Lovell to build more than 400 new quality homes over the next three years in Acle, Hopton and Attleborough. This will include provision of affordable homes.
- (7) Broadland District Council has secured funding for the installation of up to 60 oil fired boilers for residents in fuel poverty in off-gas areas.
- (8) work is being undertaken by Broadland District Council to review the impact of universal credits on the Council Tax Reduction Scheme. Council Tax Reduction is currently based on 83% of the Council Tax liability of a working age customer.

Mrs B J Lashley asked if Norfolk County Council was going to carry out a traffic survey to ascertain the effect of the Broadland Northway on local roads.

Mrs J Leggett commented that traffic counts were carried out before construction of the Broadland Northway and would pursue this.

Referring to Mr Ward's report Mrs B J Lashley asked if Norfolk County Council had to appoint a proper officer.

Mr J M Ward advised that Tom McCabe had temporarily taken up this role.

The Town Clerk reported correspondence from Councillor K Vincent advising that she would like to spend her County Councillors Highways Allowance in Sprowston and asked members if there was anything specific they would like the money spent on in the area.

Having considered this offer it was

RESOLVED to advise Councillor K Vincent of the Council's desire for a second Westcote data equipped sign (SAM2).

18/309. RESIDENT'S QUESTIONS

As there were no residents present the Chairman moved to the next item of business.

18/310. 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 it was

RESOLVED that the Town Clerk:

18/310. REPORT OF THE TOWN CLERK (CONTINUED)

- (1) obtain a quotation for boundary treatment along the area of open space at Windsor Park Gardens adjacent the roadway.
- (2) clarify the process and legal requirements necessary should the Council want to create a car park on land designated as open space.
- (3) draw Broadland District Council's attention to the difficulties their planning policy on parking provision was having in new developments.

1.2 Broadland District Council Anti-Social Behaviour, Crime and policing Act 2014 Re: Proposed Public Spaces Protection Order for Broadland

Having discussed the proposed Public Space Protection Order and its possible implications it was

RESOLVED to respond to the consultation in favour of such an Order being pursued but question the working arrangements of serving a fixed penalty notice.

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 South Norfolk and Broadland District Council Joint Planning Services

Having considered the South Norfolk and Broadland District Joint Planning services consultation it was

RESOLVED to raise the following points within the consultation:

- (1) Planning history on consultation letters would provide more information.
- (2) Planning Officers should engage more with Parish and Town Councils with regard to substantial housing developments; as applications can be confusing and not directly reflect those areas where a consultation is required, particularly where variations on outline are concerned.
- (3) Historical legal agreements (S106) were weak and the CIL contribution is more transparent.

ENCLOSURES

6.1 Sprowston Senior Citizens Newsletter Issue 15 Winter 2018

6.1.1 Broadsheet - Broadland tree wardens magazine Issue 171 December 2018

18/310. REPORT OF THE TOWN CLERK (CONTINUED)

6.1.2 Email: Broadland Tree Warden Network Meeting - Wednesday 23 January 2019

18/311. MEETING ADJOURNMENT

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

18/312. 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:

2018/1755 - convert garage and erect single storey side and rear extension at 9, Rosemary Road

2018/1902 - single storey front extension with tiled roof at 49, Cromwell Road

2018/1970 - two storey side extension, single storey side/rear extension and front porch alterations at 51, Merlin Mews

2018/2000 - front extension to garage at 90, Blithemeadow Drive

2018/2006 - two storey side extension and single storey side and rear extension at 14, Rosemary Road

(b) to welcome planning application 18/01772/F - erection of a 79-bedroom residential care home and 42 supported living apartments (class C2) with associated works at 28, Mousehold Lane however, Members were concerned with the narrow width of the corridors and felt there should be pedestrian access to Templemere for shopping and public transport.

(c) to oppose the granting of planning application 2018/1949 - single storey front extension at 9, Corbet Avenue on the grounds that it is an over development of the site however, should the proposed plans be reduced in size, similar to other properties in the area, the Council would have no objection.

(d) to oppose the granting of planning application 2018/1956 - variation of condition 1 of planning permission 2050975 to allow for the retention of the marquee at Sprowston Manor Hotel for an additional period of 5 years at Sprowston Manor Hotel, Wroxham Road on the grounds that the marquee is close to residential properties and with the proposed development will be even closer. However, the Council would not object to an extension of two years.

18/313. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

18/314. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

18/315. INTERNAL AUDIT REPORT 2018 - 2019 (INTERIM)

Members noted the comments made in the Internal Audit report 2018 - 2019 (Interim).

18/316. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 19 December 2018 totalling £92,514.22 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 19 December 2018 totalling £92,514.22 be approved and the schedule authorising payment signed by Mr R J Knowles and Mrs B J Lashley.

18/317. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £534.12 was approved and noted.

18/318. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £4,928.59 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.

09 January 2019

CHAIRMAN