

COUNCIL MEETING – 30 JANUARY 2019

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 30 January 2019, 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
Mrs K Vincent	-	District Councillor - Old Catton and Sprowston West
Mr J Fisher	-	County Councillor - Sprowston North East and Thorpe St. Andrew North West

1 member of the public was present

19/017. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Member	Minute No. and Heading	Nature of Interest
Mrs B J Lashley	Minute 19/024 1.1 - Settlement House Bowls Club	Chairman - Senior Citizens Bowls Club

19/018. APOLOGIES FOR ABSENCE

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

19/019. MINUTES

The Minutes of the Council's meeting held on 19 December 2018, having previously been circulated to all Members, were subject to the following amendment

Minute 19/007 verbal report from Mrs Leggett item (1) delete PC Ross Tucker and insert PC Russ Tupper

confirmed and signed by the Chairman of the Council.

19/020. POLICE LIAISON OFFICER'S REPORT

Mrs B J Lashley asked if there was a new Engagement Officer for Broadland.

Mrs J Leggett advised PC Vicky Bailey had taken up this post.

19/021. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr Ward also verbally reported:

- (1) at the last Norfolk County Council Environment, Development, Transport committee meeting it was agreed to recommend to full council the scrapping of the Norwich Joint Highways agency in 12 months time when all highways work currently done by Norwich City Council would revert to the County Council.
- (2) research published by the RAC Foundation show that Norfolk County Council repairs their potholes faster than Suffolk and Cambridgeshire. 8450 Norfolk potholes were repaired in 2018 which is almost double the previous year. A pothole needs to be 20mm deep to be considered in need of repair.
- (3) there will be a temporary road closure 21 - 25 February 2019 at North Walsham Road from its junction with Allens Lane for 30 yards northwards because of repairs to a fire hydrant.
- (4) three gritting runs were carried out during 29 and 30 January 2019 at 7.00pm, 1.00am and 5.00am in all areas of the county covering 2,200 miles on each run. There have now been 37 gritting runs since October using 8,000 tonnes of salt. Current stock holding is 12,500 tonnes.
- (5) we have been advised by the Local Government Commission that there will be a review of County Electoral arrangements i.e. number of councillors and boundaries prior to the 2021 Elections. Members will be briefed on 13 March 2019.

Mrs J Leggett verbally reported:

that the next meeting of the Safer Neighbourhood Action Panel Snap would be held on Tuesday 05 February 2019 commencing 7.00pm, at Old Catton Council Hall, Recreation Ground, Church Street, Old Catton, Norwich

19/022. RESIDENT'S QUESTIONS

On the motion of Mr I Moncur, seconded by Mr J Ward 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 J Fisher reported:

- (1) the planning appeal against the building of 300 houses in Racecourse Woods had been lost. Permission to build had conditions attached including Belmore Woods becoming a community woodland paid for by a charge on the proposed houses.
- (2) since the Broadland Northway had opened Salhouse Road was attracting an increase in HGV vehicles. Mr Fisher was to take this matter up with Norfolk County Council.
- (3) there is an application for double yellow lines on the White House Farm development.

19/022. RESIDENT'S QUESTIONS (CONTINUED)

- (4) To help people live more independently IT was being used to assist the elderly i.e. alarms to feed back to a central unit.

Mrs K Vincent reported:

- (1) that she welcomed Sprowston Town Council using her County Councillor's budget to purchase a Westcotec Traffic Safety System (SAM2) but would like it to be sited in Sprowston West Ward.
- (2) that consideration of the Beeston Park Planning Application by Broadland District Council Planning Committee had been postponed due to drainage information out to consultees. It would probably be held in March 2019 and only residents who had previously commented could speak at this meeting. Mr I Moncur reported this was under review at Broadland.

19/023. PARISH TREE WARDENS

Mr J M Ward proposed, seconded by Mr I Moncur that the position of Tree Warden for Sprowston be offered to Ben Jervis and Christine Hipperson, to be reviewed annually. On being put to the vote the motion was CARRIED.

19/024. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Settlement House Bowls Club

Members noted that Settlement House Bowls Club would longer be hiring the Bowls Green at Sprowston Recreation Ground.

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Norfolk County Council Children's Services

Members noted the response from Andrew Proctor, Leader of Norfolk County Council to their letter regarding proposed restructuring of children's centres.

PLANNING AND TRANSPORTATION

5.1 Broadland District Council - Action on Empty Property

Mr I Moncur proposed, seconded by Mr J M Ward to support Broadland District Council's intervention by means of an Empty Dwelling Management Order on an empty property in Sprowston. On being put to the vote the motion was CARRIED.

19/025. 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.

19/026. 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:

2018/2080 - two and single storey rear extension at 10, St. Marys Grove

2018/2074 - single storey extension to front, side and rear at 42, Lowry Cole Road

2018/2092 - proposed two storey side extension and internal alterations at 283, Wroxham Road

2018/2095 - single storey rear extension & front open porch at 203, North Walsham Road

2019/0018 - single storey front extension at 9, Falcon Road

2019/0020 - single storey front extension at 61, Blithemeadow Drive

2019/0075 - single storey front extension & garden room/workshop to rear garden at 11, Blackwell Avenue

19/027. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

(1) Town Clerk Interview Panel

Mr I Moncur outlined the interview process that took place for the position of Town Clerk and Responsible Financial Officer and made a recommendation to the Council, on behalf of the Panel, to appoint Mr Guy Ranaweera effective 4 March 2019 on spinal column grade 45 - 57 with a starting salary of spinal column point 46. This grade will change on 1 April 2019 to spinal column point 39 - 51 with Mr Ranaweera on spinal column point 40.

Mrs B J Lashley requested that the Local Government Association be thanked for their support on behalf of the Council.

RESOLVED to accept the recommendation of the Interview Panel to appoint Mr Guy Ranaweera to the post of Town Clerk and Responsible Financial Officer effective 4 March 2019 on spinal column grade 45 - 57.

(2) Grow Your Communities Network - Minutes 27.11.18

Mr K Lashley verbally reported that:

**19/027. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS
(CONTINUED)**

- (1) Claire Lincoln now had a role at Sprowston High School involving one to ones with young people, enlarging on the excellent work that she already does.
- (2) following a suggestion from Mike Ellard to contact The Conservation Foundations Tools Shed, the group had received approximately 20 reconditioned tools. The organisation, working in association with HM Prisons and funded by The Big Lottery, repairs broken and unwanted garden hand-tools and offers them to local school children and community volunteers.

(3) Sprowston Heritage - Minutes 11.12.18

Mr B Osborne reported that work to upload archive images to the website was ongoing and a further meeting of the group was to be held on Tuesday 5 February 2019.

19/028. ADOPT THE DRAFT FLEXIBLE WORKING POLICY

Having requested and considered the draft Flexible Working Policy, it was

RESOLVED to thank the Town Clerk for preparing the draft policy but not adopt the Flexible Working Policy.

19/029 REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

19/030. SUMMARY OF INCOME AND EXPENDITURE AND BALANCE SHEET TO 31 DECEMBER 2018

RESOLVED to approve and adopt the Statement of Accounts and Balance Sheet and Detailed Income and Expenditure to 31 December 2018.

19/031. SPROWSTON DIAMOND CENTRE - EXPENDITURE TO 23 JANUARY 2019

RESOLVED to approve and note the Sprowston Diamond Centre expenditure to 23 January 2019.

19/032. COUNCIL OFFICE REFURBISHMENT - EXPENDITURE TO 23 JANUARY 2019

RESOLVED to approve and note the Council Office Refurbishment expenditure to 23 January 2019.

19/033. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 30 January 2019 totalling £14,277.34 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 30 January 2019 totalling £14,277.34 be approved and the schedule authorising payment signed by Mr R J Knowles and Mrs B J Lashley.

19/034. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £376.45 was approved and noted.

19/035. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £7,254.06 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.

20 February 2019

CHAIRMAN