

## **COUNCIL MEETING – 13 MARCH 2019**

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 13 March 2019, the following Members were present:-

Mr K Lashley – Vice Chairman

Mr W F Couzens	-	Mrs J Leggett
Mrs S L England	-	Mr J H Mallen
Mr R A Fowkes	-	Mr B Osborne
Mr R J Knowles	-	Mr N Shaw
Mrs B J Lashley	-	Mr J M Ward

In attendance

Mrs J Hunt	-	Town Clerk and Responsible Financial Officer
Mr Guy Ranaweera	-	Town Clerk Designate
Mrs E Elliot	-	Committee Officer

7 members of the public were present

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### **19/051. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

No declarations of disclosable pecuniary and other interests were received.

### **19/052. APOLOGIES FOR ABSENCE**

Written apologies for absence were received and accepted by the Council from Ms G Landamore, Mr I Moncur and Ms C T Rumsby.

### **19/053. MINUTES**

The Minutes of the Council's meeting held on 20 February 2019, having previously been circulated to all Members, were confirmed and signed by the Chairman of the Council.

### **19/054. POLICE LIAISON OFFICER'S REPORT**

PC Russ Tupper introduced himself to the Council and verbally reported the crime statistics for the area as follows:

18 theft related offences (5 from motor vehicles)  
5 criminal damage  
1 domestic burglary  
3 commercial burglaries  
8 low level violence (7 domestic related)  
1 exposure on Barkers Lane  
1 drug related  
3 public order incidences

He advised that he had been concentrating on parking problems associated with schools, speeding, and patrols around Barkers Lane in view of previously reported anti-social behaviour issues at this location.

**19/054. POLICE LIAISON OFFICER'S REPORT (CONTINUED)**

Referring to concerns of speeding on Salhouse Road Mr N Shaw commented that residents were complaining about the speed of HGV's travelling to and from the Broadland Northway.

PC Tupper said tachographs discouraged HGV drivers from speeding and from previous experience it was often people's perception due to the size and weight of the vehicles.

The Town Clerk reported that statistics were available from the Council's traffic safety system which had been deployed on Salhouse Road and had now been re-sited facing in the opposite direction.

PC Tucker advised that if the data identified a massive issue, he would take action.

**19/055. CORRESPONDENCE**

Referring to Minute 19/039, Mr W F Couzens asked if there was any progress with the lawn tractor following its vandalism.

The Town Clerk replied that the Council's Insurers had paid for the repairs and also damaged padlocks which were being replaced.

**19/056. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mr Ward also verbally reported:

- (1) In my written report I said that 160 affordable homes have been built across Broadland in the last year. 67 of these are in Sprowston, all in the new build area between Wroxham Road and Salhouse Road. They are a mixture of shared ownership and discounted rent.
- (2) I today attended a briefing at County Hall by two Electoral Review Commissioners. They are now starting on a review of Norfolk. Part one will be to decide the number of councillors and Part two the new Divisional Boundaries. There will be a consultation on draft recommendations in March - May 2020 with the final recommendation in August 2020. The new arrangements will be effective for 2021 elections.
- (3) The Northern Western Link consultation that ran from November 2018 to January 2019 received 1900 responses and 1245 people attended the 17 consultations with the vast majority agreeing there is a need for a western link. Option D was the most popular followed by option C with option A being the least popular.
- (4) At the business and property committee on 05.03.19 we agreed the sale of a number of surplus properties and odd parcels of land and the sale of 17 care homes to Norse for £1.00 each. Norfolk County Council owns all the shares in Norse.
- (5) The County Council owned streetlighting in Sprowston will be upgraded to energy efficient LEDs over the next few weeks.

## **19/056. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)**

- (6) Sprowston infant school has again been rated "Good" in the latest Ofsted inspection.
- (7) Some Sprowston Schools have been sending letters to parents this week complaining of inadequate government funding for schools. At Prime Ministers questions today, the PM stated that the schools budget this year at £42bn is the highest ever and is set to rise by 3.6bn in the next two years giving on average an extra 1% spending per pupil.

Mrs B J Lashley asked, in view of the savings Norfolk County Council would make by changing its streetlighting to LED, if the operational hours of the streetlights could be reinstated.

Mrs J Leggett verbally reported:

- (1) during her attendance at a Broadland District Council Planning meeting TOWN, developers of Beeston Park, had said that they would like to establish a local liaison group to include councillors and residents.
- (2) that the "Songs, Music and Mirth" event, previously reported, had raised £542 for her chosen charity, as Chairman of Broadland District Council, Leeway.

## **19/057. RESIDENTS' QUESTIONS**

On the motion of Mr R A Fowkes, seconded by Mr N Shaw 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.

- Having read an email regarding a pre-school opening in September at Sprowston Diamond Centre Mrs C Laskey asked what company this was and if it could be opened quicker would it not be better for children and parents to get it done sooner rather than September?
- The Town Clerk responded that the statement referred to the Council hoping there would be a facility available in September, as yet a new hirer had not been sourced.
- Another resident commented that when the Pre-School closed a telephone number was advertised for parents to make alternative arrangements. However, there is an extreme shortage of placements in Sprowston and surrounding area and private nurseries are very expensive. Is there something the Council can do?
- The Town Clerk responded that she had spoken to Norfolk County Council Early Years to ascertain if the Council could help and whilst she sympathised with the parents the situation was out of this Councils control.
- Mr N Lacey remarked that everything seemed against Pre-School parents, having been told that the necessary people could be processed by the required date to form a committee it appears now that this is no longer an option.
- Mrs C Laskey stated that she was concerned that if the information given to the Council was only coming from the Chairman of the Pre-school it was not correct.

**19/057. RESIDENTS' QUESTIONS (CONTINUED)**

- The Town Clerk replied that she had to respond to those people with the relevant authority and the Chairman of the Committee had closed the Pre-School. The Council hires rooms and in this instance room hire was terminated by the responsible person.
- A resident asked what was the period of notice.
- The Town Clerk advised that she would be reporting this to Council.

The meeting was reconvened.

**19/058. SPROWSTON NEIGHBOURHOOD PLAN - MONITORING REPORT MARCH 2015**

The Town Clerk presented the Draft Neighbourhood Plan Monitoring Report

A number of queries were raised as follows:

Q. Policy 5 - are there no vacant properties in Sprowston?

A. None that the Town Clerk was aware of other than those being marketed.

Q. Policy 3 states see Policy 18, Policy 18 refers to Policy 3.

A. To be amended.

Q. Policy 19 - when will the playing field opposite Sprowston Diamond Centre be restored?

A. The Town Council has not made a decision regarding this open space.

**RESOLVED** to place an item on the agenda for Council to consider future use of the open space opposite Sprowston Diamond Centre.

Q. Policy 13 - if the Park and Ride site is not used as a location for a high school it should be community use not housing

A. The Town Clerk responded that this item has not moved forward.

Q. Policy 10 - developers should be pressurised into replanting the abandoned bus gate and installing a footpath.

A. Town Clerk to investigate the footpath.

Members reviewed the Sprowston Neighbourhood Plan Draft Monitoring Report and on the motion of Mrs J Leggett, seconded Mrs S L England **RESOLVED** to adopt the plan.

**19/059. SPROWSTON TOWN COUNCIL BUSINESS PLAN 2015 - 2019 COMPLETED ACTIONS 3 April 2019**

The Town Clerk presented the draft Business Plan outcomes.

Mr J H Mallen queried 1.4.

**19/059. SPROWSTON TOWN COUNCIL BUSINESS PLAN 2015 - 2019 COMPLETED  
ACTIONS 3 April 2019 (CONTINUED)**

The Town Clerk advised that prior to this business plan the Council did not have a Facebook page and following its launch posting had increased.

Mr R J Knowles proposed, seconded by Mr N Shaw that the outcomes of the Business Plan be agreed and on being put to the vote the motion was CARRIED.

**19/060. SCHOOL LANE PRE-SCHOOL**

Due to a matter arising after the production of the agenda, and given the important nature of this subject the Chairman authorised the Town Clerk to make a statement regarding School Lane Pre-School. To this effect the Town Clerk read out the following:

“On Friday last week the Play School Nursery, who hire the Council’s facilities at Sprowston Diamond Centre, held a Committee Meeting and the Chairman told the staff at the nursery that the facility would be closing with the staff redundant.

The hire agreement makes provision for a 3-month termination period in lieu of notice and this has been invoiced to the Play School.

Going forward there is a need to purchase the equipment, stationery, and incidental furniture from the nursery at a competitive peppercorn amount and reimburse the charity. This will be held for future sale to the incoming hirer.

The condition of the premises is in need of preparation for a new hirer and this will be carried out once the Pre-School committee have given formal notice. A new hirer will be sourced once this work has been completed and we are in discussion with Norfolk County Council Early Year’s Learning who are providing guidance to the outgoing committee and ourselves.

This occurrence had reportedly been brought about as a result of an Ofsted report and complaint giving recommendations such as EY2 for committee members to be compliant with children as part of DBS checks.

Following a lengthy debate Mr J M Ward proposed, seconded by Mrs S L England for the Council to find another hirer as soon as possible.

On being put to the vote the motion was LOST

Mrs B J Lashley proposed, seconded by Mr W F Couzens

- (1) that the Council authorise a representative of the Council, the Town Clerk and Town Clerk Designate to meet with Norfolk County Council to explore the issues leading to this situation and proposals to get the Pre-School operational again.
- (2) to authorise the Town Clerk to arrange to clean, decorate and take an inventory of the premises.

On being put to the vote the motion was CARRIED

## **19/061. MEETING ADJOURNMENT**

On the motion of Mr K Lashley, seconded by Mr R A Fowkes it was **RESOLVED** to adjourn the meeting for a short break.

The meeting was reconvened.

## **19/062. REPORT OF THE TOWN CLERK**

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

#### **1.1 No matters were reported**

### **CEMETERY**

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

### **STREET LIGHTING**

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

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 Electricity**

Having considered the report of the Town Clerk it was

**RESOLVED** to commit unconditionally to ESPO for the supply of electricity between 2020 and 2024; and authorised the Town Clerk to sign the relevant contract.

#### **4.2 Grant Aid - Sprowston Nursery Playgroup**

**RESOLVED** that as the Council did not feel it appropriate to make a donation for a structural canopy to request the nursery re-apply if they fund-raise for an alternative project in the future.

#### **4.3 Reserved Matters applications for Phase One strategic infrastructure on land to the north of Sprowston and Old Catton between Wroxham Road and St. Faiths Road**

Members noted that Broadland District Council considered this planning application at their planning committee held 6 March 2019; with a decision to delegate to the planning officer.

#### **4.4 Broadland Community Clean Up Network**

Mr J M Ward proposed, seconded by Mr J H Mallen to participate in the Broadland Community Clean Up Network by holding litter pick sticks and high viz jackets available to volunteer groups, on being put to the vote the motion was **CARRIED**.

### **PLANNING AND TRANSPORTATION**

#### **5.1 Broadland District Council Licensing**

Mrs S L England proposed, seconded by Mr W F Couzens to strongly oppose the granting of an application to vary licensing hours at the Co-Operative,

**19/062. REPORT OF THE TOWN CLERK (CONTINUED)**

Cannerby Lane as they did not feel that the opening hours or licensing hours should exceed 0700 - 2200, on being put the vote the motion was CARRIED.

**6.1 ENCLOSURES**

- (i) **Norfolk County Council Email - Consultation Analysis Update 5 March 2019.**

Mr R J Knowles left the meeting.

**19/063. 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:

Y/5/2019/5005 - installation of solar photovoltaics (PV) panels on the roofs of Spowston Community Academy, with a total capacity of 245.3kWp at Cannerby Lane

2019/0301 - rear extension including rooms in roof at 28, Allens Lane

2019/0320 - replacement of garden room including infill extension at 16, Blenheim Crescent

- (b) to oppose the granting of planning application 2019/0253 - single storey front and rear extensions at 57, Falcon Road West - on the grounds that it is not subservient to the original dwelling and is an overdevelopment of the site.

**19/064. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

No written reports were received.

**19/065 REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

No written reports were received.

**19/066. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule and supplementary schedule of accounts to 13 March 2019 totalling £63,952.24 and £37,520.08 and answered Members' questions arising therefrom.

On the motion of Mr W F Couzens, seconded by Mrs J Leggett it was **RESOLVED** that payment of the accounts and supplementary accounts to 13 March 2019 totalling £63,952.24 and £37,520.08 be approved and the schedule authorising payment signed by Mr R A Fowkes and Mrs B J Lashley.

**19/067. SCHEDULE OF CREDIT CARD PAYMENTS**

The schedule of credit card payments totalling £1,795.25 was approved and noted.

**19/068. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule and supplementary schedule of direct debit payments totalling £756.86 and £3,782.98 was approved and noted.

**19/069. STAFF SALARIES**

The schedule of staff salaries as of 1 April 2019 was noted.

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

**03 April 2019**

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**CHAIRMAN**