



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 3 April 2019 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 13 March 2019. Pages 1 - 8
4. To receive any Police Liaison Officer's report.
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 9
7. To adjourn the meeting to allow members of the public & Councillors with prejudicial interests to speak¹.
8. School Lane Pre-School.
9. Future of Sprowston Diamond Field.
10. To receive the report of the Town Clerk. Pages 10 - 21
1.1 New Housing development South of Salhouse Road
11. Adjourn the meeting for a short break. Page 22 - 23
12. To consider planning applications to 3 April 2019.
13. To receive any written/verbal reports from the Council's Committees and Working Groups.
14. To receive any written and verbal reports from Members representing the Council on or at outside organisations. Pages 24 - 25
15. To confirm the payment of accounts to 3 April 2019. Page 26
16. To receive the schedule of credit card payments. Page 27
17. To receive the schedule of direct debits.

June Hunt

**June Hunt
Town Clerk**

29 March 2019

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

Footnote:

¹ 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 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 both 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 (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 – 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

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 Sprowston 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

CHAIRMAN

24th March 2019

Report from Councillor John Ward

Broadland District Council

Two new senior appointments to BDC/SND Council have been announced:-
Debbie Lorrimer will be the Director of Resources, overseeing A/Dir Finance and A/Dir Governance & Business Support.

Jamie Stutterby will be the Director of People & Communities, overseeing A/Dir Individuals & Families and A/Dir Community Service.

Sill to be filled is the Director of Place overseeing A/Dir Economic Growth, A/Dir Regulatory, A/Dir Planning.

BDC has awarded a 2 year contract for processing Food Waste to Norse Environmental Waste Services Ltd.

The Co-Op at Cannerby Lane has withdrawn its application to extend the hours for retail sale of alcohol 6.00-23.00 Mon-Sun.

Greater Anglia have advised us that from 1st April customers will be able to claim compensation for train delays of over 15 minutes (previously 30 min)

Norfolk County Council

Young volunteers are needed to help with "Space Chase" the Library Summer Reading Challenge. They should be 13-25 yrs and to find our more can contact their local library or email volunteercontact@norfolk.gov.uk

The first of 11 homes for Norfolk's Care Leavers has just opened following £5m of investment from NCC. They are staffed around the clock so that young people get the support they need.

Due to gas main works, Blackwell Ave will be closed for 25 mtrs from its junction with Mousehold Lane from 1-12 April.

Stuart Ruff has been appointed Norfolk Chief Fire Officer having previously served as Deputy,

COUNCIL MEETING – 3rd APRIL 2019

Report of the Town Clerk

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 New Housing Development South of Salhouse Road

Keir Living have exchanged contracts on the first phase of the new development allocation to the south of Salhouse Road and are currently preparing a development application for 252 houses and open space. The developer has contacted the Council to request if the Council are willing to adopt the LEAP play area and/or the open space.

The Council are requested to consider this adoption and if in the affirmative of adoption to state any specific design parameters for the equipment in the play area. Keir Living would like to create a wooden play area similar to the attached version, which the Council are asked to confirm or suggest an alternative.

If the Council does not accept responsibility for this area then it will be subject to a management company arrangement. The land in question is 8.32 acres of open space and 1.31 acres of ponds.

An averaged commuted sum provided by Broadland District Council Planning Officer would be £3500 for the play equipment and £150,000 for the green infrastructure; calculated with regard to the site having a maintenance commitment of a considerable number of trees under preservation orders and being subject to pond maintenance. The play equipment in isolation of the green infrastructure would be the subject of a risk assessment as on the plan it appears to be in a hard to reach location and consequently unsafe working environment; a subject of future discussion with the developers.

Recommendation: to advise the Town Clerk with regard to proposal to adopt the play area and open space at the development south of Salhouse Road.

1.2 Emergency Rest Centre Plan – Broadland District Council

For Members information, Sprowston Diamond Centre has been allocated as a rest centre by this Council and Broadland District Council in the case of a large-scale emergency in the near area. A plan of activation is being put in place at present working with the Emergency Planning and Response Manager at Broadland. Should the centre be used for this purpose evacuation staff will be used and all expenses will be covered with the Council being indemnified against any loss or insurance liability, together with returning the premises to normal after an event.

CEMETERY

2.1 No matters to report.

STREET LIGHTING

3.1 No matters to report.

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Norfolk Pension Fund

Attached, for Members information, is the result of salary strain analysis provided by the Norfolk Pension Fund. The total year end pay for 2017/18 has resulted in a salary strain of £21k due to the impact on liabilities of the increase in pensionable pay higher than the valuation assumption. The strain calculated is a function of the size of the increase and the value of the past accrual to which the final higher salary will now apply (pre April 2014 service). There is a chart of the distribution of increases on page 4 of the report.

PLANNING AND TRANSPORTATION

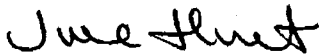
5.1 APP/K2610/D/19/3222953 Appeal against Broadland District Council decision

An appeal has been made to the Secretary of State against the decision of Broadland District Council to refuse planning permission for erection of new front wall (retrospective) and erection of freestanding garden room in rear garden at 126 Wroxham Road, Sprowston NR7 8EY.

This Council's comments will be considered as written representations which have been forwarded by Broadland to the Planning Inspectorate.

ENCLOSURES

- 6.1.1** Sprowston Senior Citizens Club Newsletter Issue 16 Spring 2019
- 6.1.2** SAM statistics Salhouse Road north and southbound



**June Hunt
Town Clerk**



The Brack

Riverside Park Drive

1/2

Item	Quantity	Unit	Notes
1. 1/2" Thick Plywood	1500	Sq. Ft.	
2. 3/4" Thick Plywood	1000	Sq. Ft.	
3. 1/2" Thick Plywood	500	Sq. Ft.	
4. 3/4" Thick Plywood	300	Sq. Ft.	
5. 1/2" Thick Plywood	200	Sq. Ft.	
6. 3/4" Thick Plywood	100	Sq. Ft.	
7. 1/2" Thick Plywood	50	Sq. Ft.	
8. 3/4" Thick Plywood	25	Sq. Ft.	
9. 1/2" Thick Plywood	10	Sq. Ft.	
10. 3/4" Thick Plywood	5	Sq. Ft.	
11. 1/2" Thick Plywood	2	Sq. Ft.	
12. 3/4" Thick Plywood	1	Sq. Ft.	
13. 1/2" Thick Plywood	0.5	Sq. Ft.	
14. 3/4" Thick Plywood	0.25	Sq. Ft.	
15. 1/2" Thick Plywood	0.125	Sq. Ft.	
16. 3/4" Thick Plywood	0.0625	Sq. Ft.	
17. 1/2" Thick Plywood	0.03125	Sq. Ft.	
18. 3/4" Thick Plywood	0.015625	Sq. Ft.	
19. 1/2" Thick Plywood	0.0078125	Sq. Ft.	
20. 3/4" Thick Plywood	0.00390625	Sq. Ft.	

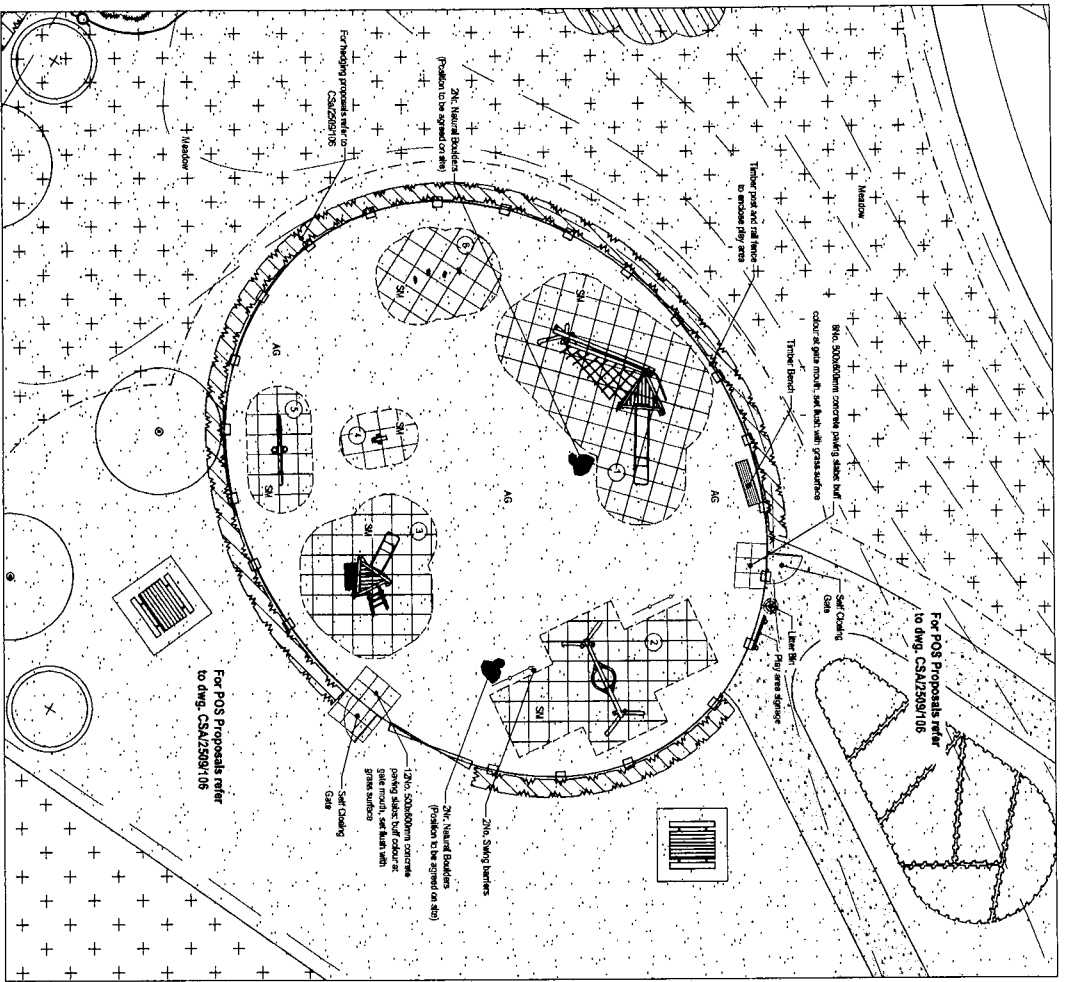
Key

- Existing lot boundaries
- Proposed lot boundaries
- Proposed lot boundaries - 10' setback
- Proposed lot boundaries - 20' setback
- Proposed lot boundaries - 30' setback
- Proposed lot boundaries - 40' setback
- Proposed lot boundaries - 50' setback
- Proposed lot boundaries - 60' setback
- Proposed lot boundaries - 70' setback
- Proposed lot boundaries - 80' setback
- Proposed lot boundaries - 90' setback
- Proposed lot boundaries - 100' setback
- Proposed lot boundaries - 110' setback
- Proposed lot boundaries - 120' setback
- Proposed lot boundaries - 130' setback
- Proposed lot boundaries - 140' setback
- Proposed lot boundaries - 150' setback
- Proposed lot boundaries - 160' setback
- Proposed lot boundaries - 170' setback
- Proposed lot boundaries - 180' setback
- Proposed lot boundaries - 190' setback
- Proposed lot boundaries - 200' setback



KIER
CMV
 1234 5th Street
 1234 5th Street
 1234 5th Street

PRELIMINARY



SCHEDULE OF PLAY EQUIPMENT

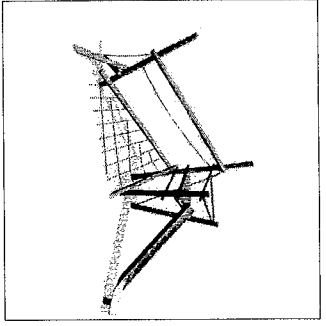
All equipment to be provided as per manufacturer's standards.
All equipment to be specified or quoted as appropriate.

Equipment	Supplier	Ref.
1. Robinia 2m High Climbing Unit main slide	Witcha Design and Play	WSD17002
2. Robinia 2m High Climbing Unit LH	Witcha Design and Play	WSD18001
3. Robinia 2m High Climbing Unit RH	Witcha Design and Play	WSD18001
4. Robinia Spring	Witcha Design and Play	WSD00144
5. Robinia 2m Spring	Witcha Design and Play	WSD00144
6. Robinia Slide	Witcha Design and Play	WSD00105

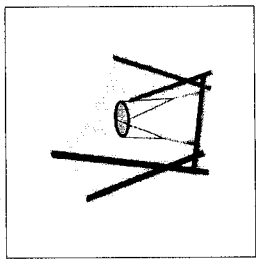
Notes

- Final design of play area must be agreed with Local Authority prior to installation.
- All play equipment and safety surfacing to be installed in accordance with relevant Safety Standards BS EN 1176, SS EN 1177 and SS EN 1186.
- Final design of seating and lighting must be in accordance with relevant EU Standards taking account of minimum fall height to be determined by building contractor.
- All equipment play areas should be subject to an independent post-installation inspection by a certified inspector as registered with the Register of Playground Inspectors International (RPI) as a ROPSA prior to opening.

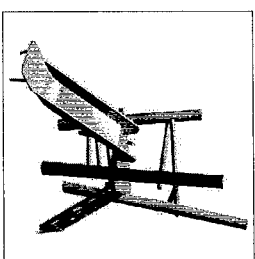
Play Area Layout 1:100



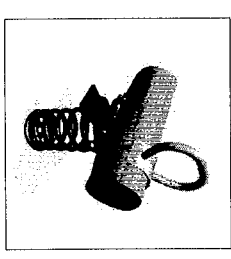
① Robinia 2m high slide unit



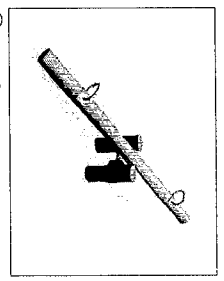
② Robinia Ness Swing



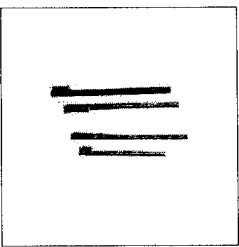
③ Robinia Toddler Unit



④ Robinia Spring



⑤ Robinia Seesaw



⑥ Robinia Slits



Scale 1:100

LEGEND

PROPERTY OWNERS:
 REFER TO DRAWING FOR PROPERTY OWNERS' CONSENTS

CONSTRUCTION:
 1. CONCRETE: 200mm thick concrete for footpaths and kerbs.
 2. PAVED: 100mm thick paving slabs for footpaths and kerbs.
 3. GRAVEL: 100mm thick gravel for footpaths and kerbs.
 4. ASPHALT: 100mm thick asphalt for footpaths and kerbs.

VEGETATION:
 1. PLANTING: 100mm thick paving slabs for footpaths and kerbs.
 2. PLANTING: 100mm thick gravel for footpaths and kerbs.

UTILITIES:
 1. UTILITIES: 100mm thick paving slabs for footpaths and kerbs.
 2. UTILITIES: 100mm thick gravel for footpaths and kerbs.

TOURIST INFORMATION:
 1. TOURIST INFORMATION: 100mm thick paving slabs for footpaths and kerbs.
 2. TOURIST INFORMATION: 100mm thick gravel for footpaths and kerbs.

TOURIST INFORMATION:
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TOURIST INFORMATION:
 1. TOURIST INFORMATION: 100mm thick paving slabs for footpaths and kerbs.
 2. TOURIST INFORMATION: 100mm thick gravel for footpaths and kerbs.



SAFETY INFORMATION

1. All equipment must be installed in accordance with relevant standards.

2. All equipment must be installed in accordance with relevant standards.

3. All equipment must be installed in accordance with relevant standards.

4. All equipment must be installed in accordance with relevant standards.

5. All equipment must be installed in accordance with relevant standards.

6. All equipment must be installed in accordance with relevant standards.

7. All equipment must be installed in accordance with relevant standards.

8. All equipment must be installed in accordance with relevant standards.

9. All equipment must be installed in accordance with relevant standards.

10. All equipment must be installed in accordance with relevant standards.

Accommodations Summary

Room	Count	Area (sq ft)	Cost (\$)
Single	10	1000	100,000
Double	20	2000	200,000
Triple	10	3000	300,000
Quad	5	5000	500,000
Other	0	0	0
Total	45	11000	1100000

Legend

Symbol	Description
○	Living Space (Existing)
○	New Living Space (Proposed)
○	Living Space (Leasehold)
○	Other
○	Other
○	Other

Management Company Areas

LEAP Area for possible adoption

Area to be conveyed to Anglia Water + 1m x 1m around Pump station walls.

Area to be transferred to utility company + 1m x 1m Around Substation



KIBR
 KIBR Engineering
 1500 10th Street
 Kansas City, MO 64105
 816.234.2800

CMV
 CMV Inc.
 10000 NW 11th Street
 Miami, FL 33177
 305.444.7400

PRELIMINARY
 06/14/2018

JHunt

From: Griffiths, James <James.Griffiths@kier.co.uk>
Sent: 15 March 2019 12:32
To: JHunt
Subject: RE: Salhouse Road Sprowston
Attachments: Adoptabel and Managed Areas.pdf

Hi June

I have attached a rough marked up version of the plan which identifies the areas (pink crosshatched) that would either become management company land or could be transferred to the parish including the play area in blue (apologies for its draft nature but this is currently being worked up at the moment)

Regards James

James Griffiths
Senior Planning Manager

Kier Living | Eastern | Lysander House, Tempsford Hall, Sandy, Bedfordshire, SG192BD
T: 01767 355576 | M: 07527 384320 | www.kier.co.uk

Connect with us | follow us on [LinkedIn](#) | like us on [Facebook](#) | follow us on [Twitter](#) | follow us on [Google+](#) | follow us on [Instagram](#)
Our values are enthusiastic, collaborative and forward-thinking

Kier Living Limited | Registered in England No. 775505
Registered Office: Tempsford Hall, Sandy, Bedfordshire, SG19 2BD

From: JHunt <JuneHunt@sprowston-tc.gov.uk>
Sent: 15 March 2019 11:20
To: Griffiths, James <James.Griffiths@kier.co.uk>
Subject: RE: Salhouse Road Sprowston

Dear James

Thank you for your contact with this Council. I have looked at the plan layout of your housing proposal and would be grateful if you could please send a map with the extent of the open space so that this might be brought to the attention of the Council to make a decision if they wish to adopt this land. The plan does not show exactly the extent of the pond on the open space.

I look forward to receiving this as soon as possible.

Regards June

From: Griffiths, James <James.Griffiths@kier.co.uk>
Sent: 15 March 2019 09:33
To: JHunt <JuneHunt@sprowston-tc.gov.uk>
Subject: Salhouse Road Sprowston

Dear Sir or Madam

Kier Living have exchanged contracts on the first phase of the large new development allocation to the South of Salhouse Road and are currently preparing a development application for 252 houses and open space. I understand from the planning officer that the LEAP play area which we are currently designing may be adopted by your council although you are unlikely to want to adopt the remaining open space. At this stage the attached plan shows an illustrative location for the play area. Can you discuss with the Council whether you will indeed wish to adopt the play area and if so whether you have any specific design parameters for their equipment which you would like met



Sprowston Town Council
PLANNING APPLICATIONS – 3RD APRIL 2019

Broadland DC App.No.
2019/0377

Location

Foxley Wood, Buxton Road, Spixworth, NR10 3FJ

Classification: Outline Planning Application
Type: Full Permission

Description: Erection of 4 No. Detached Dwellings with Garages (Outline – Revised Proposal)

Broadland DC App.No.
2019/0392

Location

25 Chenery Drive, Sprowston, NR7 8RR

Classification: Minor dwellings Householder
Type: Full Permission

Description: Use of Approved Pool and Pool Building (Under Planning Permission 20181670) For Private Hire

Broadland DC App.No.
2019/0419

Location

34 Blithemeadow Drive, Sprowston, NR7 8PY

Classification: Minor dwellings Householder
Type: Full Permission

Description: Single Storey Front Extension

Broadland DC App.No.
2019/0425

Location

Former Royal Observer Corps, Chartwell Road, Sprowston, NR6 7RB

Classification: Retail
Type: Full Permission

Description: Single Storey Front Extension

Broadland DC App.No.
2019/0462

Location
Gryphon Place, 36 Wroxham Road, Sprowston, NR7 8TY

Classification: Amendment Section 73
Type: Full Permission

Description: Variation of Condition 2 of Planning Permission 20180650 – Change to Roof Design from Hipped to Lean-To

Broadland DC App.No.
2019/0471

Location
132 Wroxham Road, Sprowston, NR7 8EZ

Classification: Householder
Type: Full Permission

Description: Two Storey Side and Rear Extension

Broadland DC App.No.
2019/0485

Location
Land South of Salhouse Road, Sprowston

Classification: Major Development
Type: Reserved Matters

Description: Reserved Matters Application for Details of Appearance, Layout, Landscaping and Scale of 366 dwellings following Outline Planning Permission 20170104 including details reserved by conditions 6 (Construction Parking), 7 (Construction Traffic Management Plan), 9 (Wheel Cleaning), 14 (Interim Travel Plan), 22 (Surface Water Drainage), 24 (Materials Management Plan – Minerals) and 29 (Contamination) (EIA Application)

Sprowston Town Council

Meeting Date: 03 April 2019

Payments

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
15/03/2019	38539	358.00	71.60	429.60	260
20/03/2019	38547	38.00	7.60	45.60	
23/03/2019	38553	85.00	17.00	102.00	
		481.00	96.20	577.20	
Bartlett Signs					
Details					
Manor Reach Play Area Sign					
Mind the step: signage					
Millennium Woodland sign					
E. Elliott					
Details					
Travel Expenses:22/01/2019-29/03/2019					
		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
		49.50		49.50	261
ESPO					
Details					
Lamination Pouches,Blue Paper					
		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
		37.21	7.44	44.65	262
Felthorpe Forest Nursery					
Details					
12 Trees,75 shrubs (Blue Boar Lane)					
		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
		189.00	37.80	226.80	263
Heritage Contract Services Ltd					
Details					
Caretaking/Cleaning Services May 2019					
		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
		5,464.64	1,092.93	6,557.57	264
		32.92	6.58	39.50	
		148.14	29.63	177.77	
		5,645.70	1,129.14	6,774.84	
J.Hunt					
Details					
Travel expenses : 03/12/2018-22/03/2019					
		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
		92.70		92.70	265
Intouch Systems					
Details					
Annual Support Agreement					
		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
		1,792.20	358.44	2,150.64	266
A.C.Leigh					
Details					
6 Squire locks, 6 Abloy padlocks					
		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
		573.12	114.62	687.74	267

Pest Express Ltd <u>Details</u> Pest Control April 2019-March 2020	<u>Net</u> 480.00	<u>VAT</u> 96.00	<u>Amount</u> 576.00	<u>BACS</u> 268
G.Ranaweera <u>Details</u> Travel Expenses March 2019	<u>Net</u> 91.80	<u>VAT</u>	<u>Amount</u> 91.80	<u>BACS</u> 269
Switched on Installations <u>Details</u> Electrical Maintenance, cables, adaptors	<u>Net</u> 275.68	<u>VAT</u>	<u>Amount</u> 275.68	<u>BACS</u> 270
A Waterfield & Sons Ltd <u>Details</u> Windsor Park adj, North Walsham Road paths Recreation Ground: Council office Path Recreation Ground: Library/Tennis court Path The Allotments	<u>Net</u> 13,800.00 1,650.00 3,600.00 600.00	<u>VAT</u> 2,760.00 330.00 720.00 120.00	<u>Amount</u> 16,560.00 1,980.00 4,320.00 720.00	<u>BACS</u> 271 272 273 274
Zurich Municipal <u>Details</u> Insurance :01/04/2019-21/03/2020	<u>Net</u> 7,327.00	<u>VAT</u>	<u>Amount</u> 7,327.00	<u>BACS</u> 272
TOTAL OF INVOICES	36,684.91	5,769.64	42,454.55	Trf 46
STC Drawings a/c to Salaries a/c	20,000.00		20,000.00	Trf 47
STC Drawings a/c to Petty Cash	-	-	-	Trf
STC General a/c to STC Drawings a/c	<u>56,684.91</u>	<u>5,769.64</u>	<u>62,454.55</u>	
			<u>62,454.55</u>	Trf 48

<u>Invoice Date</u> 01/04/2019	<u>Invoice No.</u> SI-7232
<u>Invoice Date</u> 28/03/2019	<u>Invoice No.</u> Claim 52
<u>Invoice Date</u> 11/03/2019	<u>Invoice No.</u> 201815
<u>Invoice Date</u> 21/03/2019	<u>Invoice No.</u> AW-7387
<u>Invoice Date</u> 25/03/2019	<u>Invoice No.</u> AW-7391
<u>Invoice Date</u> 25/03/2019	<u>Invoice No.</u> AW-7392
<u>Invoice Date</u> 25/03/2019	<u>Invoice No.</u> AW-7393
<u>Invoice Date</u> 01/04/2019	<u>Invoice No.</u> 36452173

.....
Councillor

.....
Town Clerk

Sprowston Town Council		Barclaycard Payments		Meeting Date: 03/04/2019	
<u>Invoice Date</u> 21/03/2019	<u>Invoice No.</u> 6273919	Amazon Co. UK <u>Invoice Detail</u> HDMI Audio Cable	<u>Net</u> 14.56	<u>VAT</u> 2.91	<u>Amount</u> 17.47
<u>Invoice Date</u> 19/03/2019	<u>Invoice No.</u> 0402/H51	Jessops <u>Invoice Detail</u> Panasonic Luminix Camera	<u>Net</u> 153.33	<u>VAT</u> 30.67	<u>Amount</u> 184.00
<u>Invoice Date</u> 20/03/2019	<u>Invoice No.</u> 431067	M D Thompson <u>Invoice Detail</u> 4 Pin Light Bulb	<u>Net</u> 29.80	<u>VAT</u> 5.96	<u>Amount</u> 35.76
Total of Payments Due by Direct Debit			197.69	39.54	237.23

Sprowston Town Council	Direct Debit Payments	Meeting	Date: 03 April 2019
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Net</u>	<u>Amount</u>
28/02/2019	658829	1.68	2.02
28/02/2019	661632	98.42	103.77
28/02/2019	661632	18.17	19.16
		118.27	124.95
Anglia Farmers Limited <u>Details</u> Vodafone to 22/01/2019 Haven Power:Cemetery February 2019 Haven Power:Sparhawk February 2019			
		<u>VAT</u>	<u>DIRECT DEBIT</u>
		0.34	2.02
		5.35	103.77
		0.99	19.16
		6.68	124.95
Anqlian Water Business <u>Details</u> Allotments: 16/12/2018-15/03/2019			
		<u>Net</u>	<u>Amount</u>
		153.99	153.99
		<u>VAT</u>	<u>DIRECT DEBIT</u>
Broadland District Council <u>Details</u> Recreation Ground Recreation Ground:Town Council offices Sprowston Diamond Centre Cemetery & Premises			
		<u>Net</u>	<u>Amount</u>
		3,621.25	3,621.25
		3,498.75	3,498.75
		3,866.25	3,866.25
		1,190.35	1,190.35
		12,176.60	12,176.60
Total Direct Debits			
		12,448.86	12,455.54
		6.68	12,455.54

Invoice Date	Invoice No.	Invoice Detail	Net	VAT	Total	BACS Ref
28/03/2019	27921	Supplier: Colour Print Sprowston Matters : Edition 51 April 2019	476.00	0.00	476.00	273
02/04/2019		Supplier: Moviola Ltd Stan & Ollie	101.88	19.37	121.25	274
27/03/2019	2007611	Supplier: Norwich Pension Fund Pay Strain 2017/2018	21,000.00	0.00	21,000.00	274
29/03/2019		Supplier: SYEP Donation	2,500.00	0.00	2,500.00	275

TOTAL OF INVOICES

24,077.88 19.37 24,097.25

Transfer: STC General a/c to STC Drawings a/c

£24,097.25

Trfr 49

.....
Councillor

.....
Councillor

.....
Town Clerk