

COUNCIL MEETING – 5 JUNE 2019

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 5 June 2019, the following Members were present:-

Mr J M Ward – Town Mayor

Mr A J Barton	-	Mr R J Knowles
Mr M G Callam	-	Mrs J Leggett
Ms D Coleman	-	Mr J H Mallen
Mrs B Cook	-	Ms C T Rumsby
Mr W F Couzens	-	Mr N Shaw

Mr S C Walker

In attendance

Mr G Ranaweera	-	Town Clerk and Responsible Financial Officer
----------------	---	---

2 members of the public were present

19/139. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

19/140. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr I Mackie and verbal apologies were received from Mrs B J Lashley and Mr J F Fisher.

19/141. MINUTES

The Minutes of the Council's Annual meeting held on 15 May 2019, having previously been circulated to all Members, were confirmed subject to the following amendments

Minute 19/115 (1), **Replace** Colin Foulges **with** Colin Foulger.

Minute 19/131, 4.1, Broadland District Council - Community Infrastructure Levy (CIL), **add** On being put to the vote the motion was **CARRIED**.

and signed by the Town Mayor of the Council.

19/142. POLICE LIAISON OFFICER'S REPORT

As no Police Liaison Officer's report had been received Council took the opportunity to discuss the SAM2 traffic speed statistics for Greenborough Road, Sprowston (enclosed). It was noted that apart from periods on Monday 1500hrs - 1600hrs and Wednesday 0600hrs - 1200hrs which were likely distorted by heavy rain, no significant increase in the volume of traffic were observed, nor were any significant or sustained instances of excessive speed recorded.

Mrs J Leggett gave a verbal report of the Sprowston and Old Catton Safer Neighbourhood Action Panel (SNAP) meeting of 3 June 2019, which she chaired.

19/142. POLICE LIAISON OFFICER'S REPORT (CONTINUED)

SNAP priorities relating to Sprowston, for last quarter were: Parking outside schools; Parking issues and concerns following the accident near Wroxham Road shops.

19/143. CORRESPONDENCE

(a) Crime Statistics 1 - 30 April 2019

Referring to Minute No.19/112, the Town Clerk reported that the Local Beat Manager PC Tupper advises that the 14 offences of "theft from motor vehicle" relate mostly to break-ins to works vans and the theft of tools. The problem does not seem to be local to Sprowston alone as there has also been a spate of break-ins to works van across Broadland and Norwich. Thieves have been driving around at night targeting vans where opportunity presents itself.

An email with detailed breakdown is enclosed with the Clerk's Report.

(b) Greenborough Road Traffic Calming Measures

Further to Minute 19/096, Greenborough Road - South Bound traffic SAM2 data enclosed was discussed under Minute 19/142.

(c) Planning application 2019/0392 - Use of Pool and approved Pool Building for Private Hire at 25 Chenery Drive, Sprowston, NR7 8RR

Further to Minute No.19/132 (c), planning application 2019/0394 to which this Council expressed strong objection, has been called into Broadland District Council's Planning committee on Wednesday 12 June 2019.

Any persons or representatives wishing to attend the planning committee must register their intention to speak by 5.00pm on Friday 7 June 2019.

A request has been received from residents of Chenery Drive for the Town Clerk or a nominated representative of the Council to put forward Sprowston town Council's objections at Broadland District Council's Planning Committee.

On the motion of Mr J M Ward, seconded by Mr J H Mallen it was **RESOLVED** to grant delegated authority to the Town Clerk to attend planning committee and represent the Council's objections to the above planning application (2019/0392).

19/144. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

19/145. RESIDENTS' QUESTIONS

On the motion of Mr R J Knowles seconded by Mrs J Leggett 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 Town Mayor who would, assisted by the Town Clerk, reply.

Two residents, Mr Newman and Mr McGrotty commented on planning application 2019/0392 - Use of Pool and approved Pool Building for Private Hire at 25, Chenery Drive, Sprowston, NR7 8RR. Specifically:

19/145. RESIDENTS' QUESTIONS (CONTINUED)

- the majority of Chenery Drive residents still have strong concerns regarding this application
- the highway engineer's report to the Broadland District Council planning committee contained material errors
- representatives of the Chenery Drive residents will be attending Broadland District Council Planning Committee on 12 June 2019 to give their objections
- requested a meeting with the Town Clerk to discuss attendance and the planning committee, to which request the Town Clerk assented

19/146. INTERNAL AUDIT REPORT (FINAL) 2018/2019

The Town Clerk answered Members' questions regarding the Internal Audit Report (Final) 2018/2019.

Councillors congratulated and thanked the current Town Clerk, the previous Town Clerk and the Council's office staff for achieving a successful audit.

Members **RESOLVED** to accept the Internal Audit Report (Final) for 2018/19.

19/147. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Collaboration with Norfolk Wildlife Trust

Members noted this collaboration. Signage will be put up in the appropriate areas and publicity and awareness raising will go out via Sprowston Matters, Social Media and Noticeboards to inform residents.

1.2 Sprowston Diamond Centre Usage

Members noted that Broadland District Council had paid to hire Sprowston Diamond Centre as a counting station for the European elections.

1.3 School Lane Nursery

Following discussion, it was proposed by Mr J M Ward and seconded by Mr N Shaw to delegate authority to the Town Clerk to draw up and sign a lease or license for Chestnut Nursey Ltd, on the basis set out in the Clerk's Report.

On being put to the vote the motion was **CARRIED**.

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

19/147. REPORT OF THE TOWN CLERK (CONTINUED)

PLANNING AND TRANSPORTATION

5.1 Spixworth Parish Council Neighbourhood Plan

Mr J M Ward and the Town Clerk advised Members that should they wish to comment on Spixworth Parish Council's Neighbourhood Plan they were welcome to submit these to the Town Clerk and he would be pleased to collate all such comments and forward them to Spixworth's Parish Clerk on behalf of Sprowston Town Council.

ENCLOSURES

- Letter from Spixworth Parish Council (22 May 2019)
- Email from PC Russell Tupper, Beat Manager Sprowston & Old Catton (26 May 2019)

19/148. MEETING ADJOURNMENT

On the motion of Mr J M Ward, seconded by Mr R J Knowles it was **RESOLVED** to adjourn the meeting for a short break.

The meeting was reconvened.

19/149. 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:

2019/0768 - directional signage with the site 4 x fascia signs and 1 x totem sign at Former Royal Observer Corps, Chartwell Road

2019/0786 - hip to gable conversion, front and rear dormers and erection of front porch at 153, Moore Avenue

2019/0814 - construction of a drive-thru coffee shop, alterations to car park, construction of new accesses, bin stores, and plant areas, provision of outside seating areas, alterations to landscaping and other associated works at Sprowston Retail Park, Salhouse Road

(b) to conditionally raise no objection to planning application 2019/0800 - variation of condition 2 of planning permission 2018/1000 - add dormer with high level windows to north-west roof at 11, Falcon Road East, subject to the new first floor windows being of obscured glass since they overlook a neighbour's property and gardens.

(c) to oppose the granting of planning application 2019/0425 - variation of condition 2 of permission 2015/1802 - alterations to the elevations and floorplans for proposed A3 unit at Former Royal Observer Corps, Chartwell Road on the following grounds: Generation of noise and disturbance to

19/149. PLANNING (CONTINUED)

- (d) neighbours, caused by position of commercial waste bins, air conditioning units and order point speaker post
- (e) to oppose the granting of planning application 2019/0758 - reserved matters application following grant of outline planning permission 2016/0498 for the phase 1 residential development comprising 251 houses and associated infrastructure and details reserved by conditions 25 (landscaping), 26 (tree protection), 27 (ground investigation) and 28 (archaeology) (EIA application) at Land to the South of Salhouse Road on the following grounds:
 - 1. Road system is inadequate: Ingress and egress to/from the development through only a single point via Salhouse Road is inadequate and likely to cause traffic strain on Salhouse Road.
 - 2. Inconvenience for pedestrians: Sections of Salhouse Road footway are not paved. This means pedestrians wishing to access the development from that direction would be required to walk on unmade muddy footways or on the road itself. Unless the inadequate footway on Salhouse Road is addressed, the likely increase in pedestrian numbers on Salhouse Road caused by this development would be unsafe.
 - 3. Failure to meet housing needs: the proposed 15% affordable housing is inadequate and falls below the guidance for affordable dwellings on new developments.
 - 4. Insufficient amenity land: The provided open space is mostly dominated by open ponds and is therefore of limited use. Furthermore, the specified post-and-rail fences around the ponds are easy to climb and are inadequate for the purposes of excluding children from the areas of water danger.

19/150. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

19/151. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

19/152. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 5 June 2019 totalling £39,582.29 and answered Members' questions arising therefrom.

On the motion of Mr J H Mallen, seconded by Mrs J Leggett it was **RESOLVED** that payment of the accounts to 5 June 2019 totalling £39,582.29 be approved and the schedule authorising payment signed by Mr R Knowles and Mr J M Ward.

19/153. SCHEDULE OF CREDIT CARD PAYMENTS

Mr J H Mallen queried Invoice no. 1251-37158: Barclaycard payment to Progress fuels - Petrol: £113.53. The Town Clerk answered this was most likely payments for

19/153. SCHEDULE OF CREDIT CARD PAYMENTS (CONTINUED)

petrol mower fuel. The Town Clerk undertook to supply further information to Mr J H Mallen and the Town Mayor to address the query in full, after the meeting.

The schedule of credit card payments totalling £336.76 was approved and noted.

19/154. SCHEDULE OF DIRECT DEBIT PAYMENTS

Mr J H Mallen queried Invoice no. 673065 Direct Debit payment to Anglia Farmers - SSE Recreation Ground 29/12/2018 -27/03/2019: £1556.72. The Town Clerk answered this was most likely a direct debit bill payment for electricity used by buildings and lights on Sprowston Recreation Ground. The Town Clerk undertook to supply further information to Mr J H Mallen and the Town Mayor to address the query in full, after the meeting.

The schedule of direct debit payments totalling £1,720.84 was approved and noted.

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

26 June 2019

Town Mayor