

## **COUNCIL MEETING – 07 AUGUST 2019**

At the meeting of the Sprowston Town Council held in the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 7 August 2019, the following Members were present:-

Mr J M Ward – Town Mayor

Mr A J Barton	-	Mr J F Fisher
Mr M G Callam	-	Mr R J Knowles
Ms D Coleman	-	Mrs B J Lashley
Mrs B Cook	-	Mr N Shaw
Mr W F Couzens	-	Mr S C Walker

In attendance

Mr G Ranaweera	-	Town Clerk and Responsible Financial Officer
Mrs E Elliot	-	Committee Officer

2 members of the public were present

---

### **19/193. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

No declarations of disclosable pecuniary and other interests were received.

### **19/194. APOLOGIES FOR ABSENCE**

Written apologies for absence were received and accepted by the Council from Mrs J Leggett, Mr I J Mackie, Mr J H Mallen and Ms C T Rumsby.

### **19/195. MINUTES**

The Minutes of the Council's meeting held on 17 July 2019, having previously been circulated to all Members, were confirmed and signed by the Town Mayor of the Council.

### **19/196. POLICE LIAISON OFFICER'S REPORT**

Members noted the Police Liaison Officer's report and crime updates from 1 June - 30 June 2019 together with an email from PC Tupper elaborating on some incidences reported.

Mr J M Ward mentioned that PC Tupper had joined Mrs J Leggett and himself for their monthly surgery at Sprowston Library on Saturday 27 July 2019.

Mrs B J Lashley commented that Police Community Support Officers (PCSO's) were greatly missed, they had proved invaluable during the holiday period.

Mr J F Fisher observed that the Chief Constable had stated that crime statistics had improved following restructuring and the abolition of PCSO's.

### **19/197. SAM2 STATISTICS**

The Town Clerk reported a resident's request for traffic calming measures on Russell Avenue. This road being a 20 MPH zone with recent SAM2 data indicating speeding well above this limit.

Mrs B J Lashley felt the painting of 20MPH on the roadway at junctions with Russell Avenue should be considered.

Mr J M Ward suggested asking the opinion of the Sprowston Beat Manager.

It was agreed that the Town Clerk seek the opinion of PC Tupper, Beat Manager and make enquiries with the Highways Engineer as to the possibility of painting 20MPH on roadway junctions.

Mr J F Fisher advised that he would shortly be meeting Norfolk County Council Highways engineer and would also enquire about painting 20MPH at roadway junctions.

### **19/198. CORRESPONDENCE**

#### **(1) Sprowston War Memorial, St. Cuthbert's Church**

Further to Minute 19/182, the Town Clerk reported that:

- (1.1) Reverend Cannon Simon Stokes had expressed his gratitude to the Town Council for agreeing to repaint the brickwork and install a security frame.
- (1.2) Broadland Council's Historic Environment Officer had agreed brickwork re-pointing and similar like-for-like repairs could proceed and he was continuing to work with Broadland to obtain listed building consent for installation of the security frame.

#### **(2) Planning Application 2019/0485, reserved matters planning application 2019/0485 for details of appearance, layout, landscaping and scale of 365 dwellings to Land South of Salhouse Road, Sprowston**

Further to Minute 19/081, the Town Clerk reported that Broadland District Council had taken into account Sprowston Town Council's comments in the determination of the proposal. Permission had now been granted for the development proposed.

### **19/199. PLANNING ENFORCEMENT**

Further to Minute 20/174 and 20/192, the Town Clerk was requested to pursue this issue with Broadland District Council, as no action appeared to have been taken.

Mr Ward offered to follow this up with District Council officers as well.

### **19/200. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

Referring to his written report Mr J M Ward advised of an amendment. Each Broadland District Council Member would now have a budget of £500.00 with immediate effect, not from 1 April 2020 as previously reported.

In response to a question Mr Ward confirmed that grants between £100.00 and £500.00 were to be spent on community groups within the ward represented.

## **19/200. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)**

Mr R J Knowles asked if any of the four vacant Assistant Directors posts had been filled from South Norfolk, to which Mr Ward replied there were two from South Norfolk and one external.

Mr Ward verbally reported:

### **Broadland District Council**

- (1) on 31 July 2019 I attended a presentation and coffee morning by the Broadland Youth Advisory Board ambassadors at Carrowbeck House. They are making changes by young people, for young people, meeting others, developing new skills, training, creating opportunities and engaging in positive activities.

### **Norfolk County Council**

- (2) on 19 July I wore my Chair of Office at the Norfolk County Council Chairman's Reception at Kings Lynn Town Hall.

In answer to a query regarding his attendance at an event in Kings Lynn Mr Ward confirmed that he had been officially invited to wear the Mayoral Chain.

Mr J F Fisher verbally reported:

- (1) on the annual review of Children's Services advising that first time offenders were at an all-time low resulting from focus on prevention and early years intervention.
- (2) Early Childhood and Family Services, the replacement for Children's Services, will be on-line in October working more closely with Norfolk Health.

Responding to a question Mr Fisher confirmed that Spixworth and Sprowston Children's Centre had already closed.

## **19/201. RESIDENTS' QUESTIONS**

On the motion of Mr J M Ward, seconded by Mr R J Knowles 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.

Mr Moore suggested a litter bin be placed at the bus stop on North Walsham Road near the junction with Edwards Road as there was regularly rubbish laying on the ground in this area. He proposed that the bin at a nearby bus stop, which was underused, be relocated for this purpose. Mr Moore advised that he had already discussed this with Broadland District Council.

It was agreed that the Town Clerk liaise with Broadland District Council and recommend, on behalf of the Council, that a bin be erected at this site.

Mr Moore also raised concern regarding an LED light located in the alleyway between Barkers Lane and Foxburrow Road, commenting that the area was underlit.

Mr Lashley referred to comments on social media regarding speeding on School Lane and Neville Road. He was not personally aware of an issue but requested the Council place their speed monitoring device on these roads.

## **19/201. RESIDENTS' QUESTIONS (CONTINUED)**

It was agreed that School Lane and Neville Road be added to the list for speed monitoring.

Mr Lashley also commented on incidences of crime since the PCSO's were abolished and questioned if the Chief Constable, as referred to earlier in the meeting, was looking at the same statistics. In view of the Prime Ministers (PM) commitment to increase funding for police forces Mr Lashley suggested the Council write to the PM requesting the reinstatement of PCSO's as they were more economical.

Mr J M Ward responded this was an issue for the Safer Neighbourhood Action Panels, however the Chief Constable of Norfolk was adamant he would not reinstate PCSO's.

The meeting was reconvened

## **19/202. REPORT OF THE TOWN CLERK**

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

#### **1.1 Fact Finding Visit to the Sprowston Diamond Centre**

The Town Clerk reported that on 26 July 2019 members of Old Catton Parish Council Community Centre Committee paid a fact finding visit to the Sprowston Diamond Centre. The committee had been formed to oversee the redevelopment of Old Catton's own community centre. They were accompanied on the visit by Town Mayor John Ward, Mrs B J Lashley, Mr K Lashley (former Town Council Chairman during part of the Diamond Centre redevelopment), Broadland Council Community Infrastructure Coordinator Sally Hoare, and the Town Clerk. Mrs J Leggett, through the Town Clerk also verbally passed on her observations and advice. The Committee expressed their thanks to all those from Sprowston who gave up some of their Friday evening to facilitate the visit and answer questions on the redevelopment project.

#### **1.2 Broadland District Council Annual Rough Sleeper Count**

The Town Clerk reported that the above survey was advertised to Sprowston residents on Facebook and he was pleased to report no rough sleepers were reported on the census night of 24 July 2019.

#### **1.3 Sprowston Diamond Centre Field**

Further to Minute 19/078, Future of Sprowston Diamond Field, the Town Clerk reported that he had met with Broadland Council officer and a representative of Clarion Futures to explore options for the field.

He explained the field was easily accessible to Clarion Housing's tenants in the nearby Clover Road estate and as such Clarion Futures, the charity arm of Clarion, may be willing to use some of its 2020-21 financial year budget to match-fund equipment that meets the needs of their residents. These needs having initially been identified as play equipment for 6-year olds and under (pre-school / infants) and adult fitness equipment.

## **19/202. REPORT OF THE TOWN CLERK (CONTINUED)**

The Town Clerk had also met with two equipment providers to obtain illustrative costings which would be used to inform the new business plan.

Mrs B J Lashley queried why Clarion Housing Group were not considering the green spaces at Clover Road for play equipment. She expressed concern about provision of equipment for 6-year olds and under but nothing for parents. However, she could understand how adult fitness equipment complimented activities at Sprowston Diamond Centre.

Mrs Lashley asked if the field would be unlocked all day.

The Town Clerk explained the field was rarely hired. He did not envisage vehicles driving onto the field except on the existing overflow car park. The area was of sufficient size to provide for a children's play area, adult fitness equipment, tables and seating. Broadland District Council had assessed the green spaces at Clover Road as too small to accommodate a children's play area.

Mr W F Couzens agreed with Mrs Lashley and also felt that equipment suitable for a wider age range was required. If the car park was to be retained it would need proper surfacing.

Mrs Lashley pointed out that equipment required ongoing maintenance and queried whether Clarion Housing would be prepared to contribute funding.

Mr J M Ward suggested this item be deferred until consideration of the Business Plan 2019 - 2023.

### **CEMETERY**

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

### **STREET LIGHTING**

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

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 Broadland District Council's Review of Polling Districts**

Members considered the District Council's review of polling districts and polling places. Mr M G Callam highlighted problems which occurred during the European Elections as a cricket match was underway at the same time as voting was taking place. Whilst the situation was not ideal Mr Callam appreciated there were no public buildings in the west ward polling area.

It was agreed that Mr M G Callam submit his response directly to Broadland District Council.

### **PLANNING AND TRANSPORTATION**

#### **5.1 One-way system, Wroxham Road shopping parade**

Further to Minute 19/182, Members noted no objections had been received regarding the proposed one-way system at Wroxham Road shopping parade.

**19/202. REPORT OF THE TOWN CLERK (CONTINUED)**

The Town Clerk would now liaise with Norfolk County Council Highways engineer to progress implementation.

**ENCLOSURES**

**6.1 Review of polling districts and polling places (email and webpage printouts)**

**19/203. 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.

**19/204. 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:

2019/1075 - conversion of 4 No. flats into 5 No. two-storey town houses with two-storey side extension at 1, Vicarage Court, Mousehold Lane

2019/0938 - single storey side extension at 15, Allens Lane

2019/1145 - ground and first floor extensions at 34, Gage Road

2019/1082 - garden room to side elevation at 5A, Recreation Ground Road

19/01009/F - extension and recladding of existing hangar and mezzanine floor, construction of car park with associated landscaping at Hangar 14, Gambling Way, Norwich

(b) to oppose the granting of application 2019/1051 - single storey rear extension, dual pitched roof over existing roof and extension and loft conversion with front and side at 8, Virginia Close on the grounds of design as it is out of keeping with the surrounding area. Furthermore, the dormer windows are at ridge height and oversized.

**19/205. REVIEW AND ADOPTION OF ACCESSIBILITY POLICY 2019 - 20**

The Town Clerk reported that the Accessibility Policy 2019 - 20 had been revised to include current legislation.

Having reviewed the policy, it was

**RESOLVED** to re-adopt the policy subject to the following:

- change title to Accessibility of Information Policy 2019 - 20

**19/205. REVIEW AND ADOPTION OF ACCESSIBILITY POLICY 2019 - 20 (CONTINUED)**

- 1.3 **insert** full stop after language and change please to Please
- 4.3 **delete** 11 and **insert** 12
- 4.4 **delete** paragraph and **insert** Aim for a clear colour contrast. Black text on a white background
- 4.11 **delete** RNIB and **insert** Royal National Institute of Blind People
- Town Clerk to investigate use of Interpreting and Translation Services

**19/206. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

No written reports were received.

**19/207. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

No written reports were received.

**19/208. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 7 August 2019 totalling £31,777.05.

In answer to members questions the Town Clerk advised that:

Invoice No. 18865 related to the purchase of two character litter bins sited at Blue Boar Lane play area.

Invoice No. 4446 referred to the fitting of individual photo cells to three bollards located in the pathway between 297A and 299 Wroxham Road.

On the motion of Mr J M Ward, seconded by Mr M G Callam it was **RESOLVED** that payment of the accounts to 7 August 2019 totalling £31,777.05 be approved and the schedule authorising payment signed by Mr R J Knowles and Mr J M Ward.

**19/209. SCHEDULE OF CREDIT CARD PAYMENTS**

The schedule of credit card payments totalling £134.90 was approved and noted.

**19/210. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule of direct debit payments totalling £662.99 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.

28 August 2019

---

Town Mayor