

COUNCIL MEETING – 17 JULY 2019

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 17 July 2019, the following Members were present:-

Mr J M Ward – Town Mayor

Mr M G Callam	-	Mr R J Knowles
Ms D Coleman	-	Mrs B J Lashley
Mr W F Couzens	-	Mrs J Leggett
Mr J F Fisher	-	Mr S C Walker

In attendance

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

1 member of the public was present

19/175. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

19/176. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr A J Barton, Mrs B Cook, Mr I Mackie and Mr J H Mallen and verbal apologies from Ms C T Rumsby and Mr N Shaw.

Mrs J Leggett had advised that she may arrive late.

19/177. MINUTES

The Minutes of the Council's meeting held on 26 June 2019, having previously been circulated to all Members, were confirmed subject to the following amendments

Minute 19/169, third paragraph, after July and **insert** the Hub

and signed by the Town Mayor of the Council.

19/178. POLICE LIAISON OFFICER'S REPORT

Norfolk Constabulary's Newsletter was unavailable. PC Russ Tupper had been intending to attend but had been called away last minute on Police business. However, PC Tupper had provided some crime updates from June/July, reported by the Town Clerk as follows:

- 1 count of possessing class A (Cocaine) - a vehicle was stopped due to intel and Cocaine found in the possession of the driver.
- 4 counts of possessing class B (Cannabis) - 4 youths found in possession of Cannabis at Church Lane/Barkers Lane field and wooded area.

19/179. CORRESPONDENCE

- (a) **Planning Application 2019/0392 - Use of Pool and approved Pool Building (Under Planning Permission 20181670) For Private Hire at 25, Chenery Drive, Sprowston, NR7 8RR**

Members noted the letter from Broadland District Council advising that Planning Application 2019/0392 had been withdrawn.

19/180. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr Ward also verbally reported:

Broadland District Council

- (a) there is an unauthorised encampment at Sprowston Park and Ride. The family have been spoken to by Mark Siddall, the Housing Enforcement officer and the County Council and other agencies are aware.

Norfolk County Council

- (b) an important early painting by J M W Turner titled Walton Bridges has been saved for the nation with a major grant from the National Lottery Heritage Fund and Art Fund. Norfolk Museums Service led on the fund raising of the £2.1m and the painting will be displayed first at Norwich Castle in September 2019 then following a tour of some Norfolk and Suffolk museums it will reside permanently at Norwich Castle from 2023.
- (c) Norfolk Police and Fire Services are now working more closely together with the two services sharing a control room at Police Headquarters at Wymondham.
- (d) I was present at the Cabinet meeting on 15 July 2019 when the Northern Western link road was agreed as Option C. This option limits environmental impact, has a high cost to benefit ratio, reduces congestion on existing roads and minimises the impact on communities and properties. This option will be submitted to the Department for Transport by the end of the month which will start the process required to secure funding.

Sprowston Town Council

- (e) on 2 July 2019 I hosted 60 children from Cecil Gowing Infant School at our Town Council offices to view the Sprowston Tapestries and the Town Clerk kindly put together a quiz on the tapestries which was very well received. Back in their classroom the children created a large wall panel as a result of this visit.
- (f) on 13 July 2019 I attended the Better Together event at Cannerby Lane Green. There were a number of stalls, including one from the library, all aimed at bringing people together for various activities.
- (g) on 16 July 2019 I was at the Cecil Gowing Year 2 end of term play "Robin Hood".

Referring to Mr Ward's report Mr W F Couzens noted that Norfolk's Police and Fire services were sharing a control room at Wymondham and enquired as to whether anything was happening with the site at Bowthorpe. Mr Ward responded that there was not.

19/180. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

Mr Couzens also commented on Broadland District Council's decision not to provide spaces for travellers and questioned whether the provision of a small site should be reconsidered.

Mr Ward replied that Broadland District Council had considered this but decided not to provide additional spaces at that time.

Mr J F Fisher advised that there had not previously been a need to provide spaces but this was being relooked at.

Having noted the number of events involving Cecil Gowing school in Mr Ward's report, Members commented on the lack of contact with other schools in the area.

Mr Ward explained that he was a Governor at Cecil Gowing school.

The Town Clerk was asked to invite other Sprowston schools to view the tapestries and learn the history behind them.

19/181. RESIDENTS' QUESTIONS

On the motion of Mr J M Ward, seconded by Mr W F Couzens 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.

As there were no residents questions the meeting was reconvened

Mrs J Leggett joined the meeting.

19/182. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Watercourse at Hall Wood Road

Members noted the Town Clerk's report regarding permission being granted for Broadland District Council to access land at Hall Wood Road to install a new anti-blockage grating over the mouth of the culvert to alleviate problems which could lead to localised flooding.

1.2 Sprowston War Memorial, St. Cuthbert's Church

Referring to Minute 18/256, Mrs B J Lashley explained that agreed work to supply and fit a bronze security frame had not been carried out and would like the Town Council to honour their commitment.

The Town Clerk reported that the previous Town Clerk had instructed Omnis to carry out the agreed works but they had not done so.

He also reported that Minute 18/162, resolved that the Council, subject to the permission of the church, become custodians of the war memorial at St. Cuthbert's Church, Wroxham Road. However, he had no evidence that this had been officially progressed. Councillors observed there was also a query regarding insurance of the memorial.

19/182. REPORT OF THE TOWN CLERK (CONTINUED)

Members questioned whether Council would require permission to carry out work as the monument was now grade II listed.

It was noted that the plaques were not brass, as suggested in the letter from Reverend Canon Simon Stokes, but were of a composite material. Council were also not aware of any current or previous evidence of tampering or attempted theft.

Mrs B J Lashley proposed, seconded by Mr W F Couzens to authorise the Town Clerk to:

- (a) organise for the supply and fitting of a bronze security frame at a cost of £2,375 plus inflation and VAT.
- (b) obtain a quotation for repointing.

On being put to the vote the motion was CARRIED.

1.3 Sprowston Recreation Ground Tennis Courts

Having considered the actions of the Town Clerk regarding reports of anti-social behaviour on tennis courts at Sprowston Recreation Ground Members were pleased to note that Police were working closely with the Town Clerk to resolve this and other issues in the area.

CEMETERY

2.1 Plastic Free Cemetery

Members noted that options were being explored by the Town Clerk for eliminating single use plastic from the cemetery and that a report would be brought to a future meeting of the Council.

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Grounds Staff

Members noted that a member of grounds staff would be on sick leave until early August and an agency temporary worker had been sourced to provide partial cover during the summer season.

PLANNING AND TRANSPORTATION

5.1 One-way system, Wroxham Road shopping parade

Further to his report and Minute 19/164, the Town Clerk advised that he had not received any objections from the proprietors, or landlords of the parade of shops on Wroxham Road following his visit and letter outlining proposals for a one-way system. Objections were requested by 5 August 2019. A further update would be brought by the Town Clerk to the next meeting of the Council.

19/182. REPORT OF THE TOWN CLERK (CONTINUED)

5.2 Temporary closure of Plumstead Road in the Parish of Great and Little Plumstead - drainage improvement works

The Temporary Traffic Order from Norfolk County Council affecting Plumstead Road in the parish of Great and Little Plumstead was noted.

ENCLOSURES

6.1 Letter from Reverend Canon Simon Stokes

6.2 Copy of letters page Norwich Evening News July 4 2019

6.3 Notification of temporary closure of Plumstead Road in the Parish of Great and Little Plumstead - drainage improvement works

6.4 Sprowston Senior Citizens Club Newsletter - Summer 2019, Issue 17

19/183. MEETING ADJOURNMENT

Due to the early hour it was **RESOLVED** not to adjourn the meeting for a short break.

19/184. 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:

2019/0824 - change of use class A1 (Undertakers) to D1 (Physiotherapy Clinic) at 4 - 5, Shopping Centre, Corbet Avenue

2019/0911 - single storey side extension (car port) and two / single storey side and rear extension (revision of planning permission 20180847) at 24, Blenheim Crescent.

2019/0958 - single storey side and rear extension at 48, Linacre Close

2019/1064 - extension to existing detached chalet / new workshop at 26, Rosemary Road

(b) to oppose the granting of planning application 2019/1057 - erection of new front wall (retrospective) at 126, Wroxham Road and suggest the wall along its complete length be reduced to the height determined by legislation for a wall next to a highway used by vehicles (or footpath of such a highway).

(c) to oppose the granting of planning application 2019/1037 - loft conversion including hip to gable end and rear dormer at 60, Rosemary Road on the grounds of design as the dormer is almost at ridge height and the change from gable to hip on an adjoining pair of houses would be out of character.

19/184. PLANNING (CONTINUED)

Furthermore, the number of windows overlooking the adjacent property is an unneighbourly form of development.

19/185. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

19/186. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

Mr R J Knowles verbally reported that a meeting of the Broadland Older Peoples' Partnership (Bopp) was being held on Friday, 19 July 2019 at Gage Road Chapel where a talk was taking place on mental health issues.

19/187. SUMMARY OF INCOME AND EXPENDITURE AND BALANCE SHEET TO 30 JUNE 2019

RESOLVED to approve and adopt the Statement of Accounts and Balance Sheet and Detailed Income and Expenditure to 30 June 2019.

19/188. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 17 July 2019 totalling £13,125.75 and answered Members' questions arising therefrom.

Following a query regarding Invoice no. 5069714: Bottled Water Angel Springs Ltd (T/A Waterlogic) and referring to Minute 19/071, the Town Clerk advised that signage had been erected at Sprowston Diamond Centre inviting visitors to refill their reusable water receptacles and paper cups ordered to replace use of plastic cups.

On the motion of Mr J M Ward, seconded by Mr R J Knowles it was **RESOLVED** that payment of the accounts to 17 July 2019 totalling £13,125.75 be approved and the schedule authorising payment signed by Mr R J Knowles and Mr J M Ward.

19/189. SCHEDULE OF CREDIT CARD PAYMENTS

The schedule of credit card payments totalling £89.90 was approved and noted.

19/190. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £4,258.84 was approved and noted.

19/191. EXCLUSION OF PRESS AND PUBLIC

Mr J M Ward proposed, seconded by Mr W F Couzens to exclude the Press and Public from the meeting for the remaining business because otherwise, information which is exempt information by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006 would be disclosed to them and on being put to the vote the motion was **CARRIED**.

20/192. PLANNING ENFORCEMENT UPDATE - JUNE 2019

Members noted Broadland District Councils Planning Enforcement Update June 2019 and expressed concern that details of neighbouring parishes were included. The Town Clerk was asked to contact the Planning Authority and request they provide only details pertinent to Sprowston.

Further to Minute 20/174, the Town Clerk then reported on actions taken by the enforcement team with regard to two properties in Sprowston.

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

07 August 2019

Town Mayor