



**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 09 October 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 18 September 2019. Pages 1 - 9
4. To receive any Police Liaison Officer's report. Pages 10 - 11
5. Agree action/response arising from the minutes.
6. To receive correspondence.
7. To receive any written/verbal reports from Sprowston County and District Councillors. Page 12
8. S38 street lighting requirements. To decide to require, or not to require developers to install streetlighting to two new estates off Salhouse Road, Sprowston, and for the Council to take responsibility for such street lights. The two developments being:  
Development at Sprowston, Salhouse Road. By: Halsbury Homes.  
Development at Sprowston, Salhouse Road. By: Kier Living Ltd. Pages 13 - 19
9. Community, Well-being, Environment and Parish & Town Councils (Mrs B J Lashley and Town Clerk) Pages 20 - 21
10. To adjourn the meeting to allow members of the public & Councillors with prejudicial interests to speak<sup>1</sup>.
11. To receive the report of the Town Clerk and make decisions on: Pages 22 - 35
  - 4.1 Swaffham Town Council's Staff & Contractor Review 2019
  - 5.1 Community Woodland Park at Racecourse Plantation - Planning Ref: 2016/1896
  - 5.2 Norfolk minerals and Waste Local Plan: Preferred Options Consultation (Norfolk County Council)
  - 5.3 Notification of consultation - three planning documents (The Broads Authority)
12. Adjourn the meeting for a short break.
13. To consider planning applications to 9 October 2019. Page 36
14. Agree road naming plan for Residential Development, Land South of Salhouse Road, Sprowston (developer: Halsbury Homes) (Mr J M Ward). Pages 37 - 38
15. To receive any written/verbal reports from the Council's Committees and Working Groups.
16. To receive any written and verbal reports from Members representing the Council on or at outside organisations.

- |   |               |
|---|---------------|
| 17. To confirm the payment of accounts to 9 October 2019.   | Pages 39 - 41 |
| 18. To receive the schedule of credit card payments.  | Page 42       |
| 19. To receive the schedule of direct debits.   | Page 43       |
| 20. The Town Mayor will move that the press and public be excluded from the meeting for the remaining business because otherwise, information which is exempt information by virtue of Paragraph 1 of Part I 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. |               |
| 21. To receive Broadland District Council's Planning Enforcement Update - September 2019 (Confidential).  | Pages 44 - 46 |



**Guy Ranaweera**  
Town Clerk

**4 October 2019**

Council Office. Sprowston Recreation Ground . Recreation Ground Road Sprowston .  
Norwich.NR7 8EW

Tel: 01603 408063 . Email: [townclerk@sprowston-tc.gov.uk](mailto:townclerk@sprowston-tc.gov.uk)

**Footnote:**

*<sup>1</sup> 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](http://www.broadland.gov.uk) and follow the links through to planning.*

*It should be noted that Councillors Mr J F Fisher and Mr J M Ward (Town Mayor) 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.sprowston-tc.gov.uk](http://www.sprowston-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.*

## COUNCIL MEETING – 18 SEPTEMBER 2019

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 18 September 2019, the following Members were present: -

Mr J M Ward – Town Mayor

Mr A J Barton	-	Mrs B J Lashley
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 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

---

### 19/228. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

<b>Member</b>	<b>Minute No. and Heading</b>	<b>Nature of Interest</b>
Mrs J Leggett	19/233 (3) - Sprowston Youth Engagement Project - Three Peak Challenge	Trustee
Mr J M Ward	19/238 1.1 - Broadland District Council Enhancement Awards	Panel member judging the Broadland District Council Enhancement Awards

### 19/229. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr J F Fisher, Mr R J Knowles, Mr I J Mackie and Mr N Shaw.

### 19/230. MINUTES

The Minutes of the Council's meeting held on 28 August 2019, having previously been circulated to all Members, were subject to the following amendment

Minute 19/216 (3), delete documents and insert document

Minute 19/218 5.1, delete to begin preliminary consultation with confirmed and signed by the Town Mayor of the Council.

## **19/231. POLICE LIAISON OFFICER'S REPORT**

Norfolk Constabulary's Newsletter was unavailable.

## **19/232. TRAFFIC STATISTICS - WHITE WOMAN LANE**

Members noted that speed of vehicles travelling from North Walsham Road were higher than in the opposite direction. The Town Clerk was requested to provide some clarification on how the week day 85<sup>th</sup> percentile was calculated.

## **19/233. CORRESPONDENCE**

### **(1) Planning Application 2019/1193 Change of Use from A1 Office to D1 Education at 1F, Sapphire Business park, Sapphire House, Rountree Way**

Further to Minute 19/220 (b), Planning Application 2019/1193 Change of Use from A1 Office to D1 Education at 1F, Sapphire Business Park, Sapphire House, Rountree Way the Town Clerk reported that this application was to be considered by Broadland District Council's Planning Committee at its meeting to be held on Wednesday 2 October 2019.

It was agreed that Members view the application online, when available, and send their comments to the Town Clerk to collate and forward to the Planning Authority.

### **(2) Litter Bin - North Walsham Road**

Further to Minute 19/201, the Town Clerk reported that as Broadland District Council had not had any reports of a litter problem in the vicinity of the bus-stop they had declined to install a bin at this time.

A query was raised as to whether the bus stop in question was the correct location.

### **(3) Sprowston Youth Engagement Project (SYEP) - Three Peak Challenge**

Referring to Minute 19/218 1.2, the Town Clerk reported that SYEP thanked the Town Council for their sponsorship. Unfortunately, the vehicle transporting the SYEP team on the way to the challenge broke down and they were unable to undertake the challenge on the original date. They have booked to try again in October and would be grateful if the Town Council would continue with sponsorship on that occasion.

It was agreed that Council continue with their sponsorship of SYEP for their October challenge.

### **(4) 20MPH Road Surface Signage - Russell Avenue**

Further to Minute 19/197, the Town Clerk reported that PC Tupper was in agreement with the proposal to paint 20mph signage on the road surface of Russell Avenue. However, he suggested signage is not positioned too close to the junction as it is unlikely people will see it as they will be concentrating on looking in to the corner.

## **19/233. CORRESPONDENCE (CONTINUED)**

### **(5) Invitation to Town Mayor's Reception**

Members noted the Invitation from Mr J F Fisher, Town Mayor, Thorpe St. Andrew to a reception at the Town Hall, Fitzmaurice Park Pound Lane to be held Tuesday 22 October 2019, which was circulated at the meeting.

## **19/234. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

### **Broadland District Council**

- (1) at Broadland District Council's full Council meeting held on 17 September 2019, it was agreed to charge new properties for their wheelie bins. There will be a charge of £55.00 to cover the cost of grey and green bins to be paid by the householder or developer.
- (2) Broadland District Council has reversed a previous decision and decided to retain the freehold of the Bure Valley Railway and path, a 9 mile stretch from Aylsham to Wroxham. An advantageous agreement has been made with the operators following access to a £1.2m grant with the assistance of Norfolk County Council.

### **Norfolk County Council**

- (3) on 13 September 2019 I attended the Battle of Britain Commemoration at County Hall which included 3 flypasts by a Spitfire.
- (4) Norwich is set to benefit from a new cycle bridge across the Wensum funded by the Department of Transport through Sustrans. The bridge will cross the river between St. Georges Street and Duke Street and be part of a new cycle link to Marriots Way.

In response to a question regarding an item in his written report, Mr Ward confirmed that the Office for Low Emission Vehicles was a Government Department.

Referring to Mr Ward's verbal report Mrs B J Lashley asked who was responsible for the maintenance of bridges on the Bure Valley Railway, to which Mr Ward responded Broadland District Council

Mrs J Leggett verbally reported that:

- (1) Dr Hayley Pinto would be talking to Broadland District Council Members about climate change, health and associated problems.
- (2) she had the pleasure of presenting certificates to children at Sprowston Library who had completed the Summer Reading Challenge.
- (3) she had not received any requests for financial assistance as part of Broadland District Council's grant scheme for local projects and activities.

### **19/235. RESIDENTS' QUESTIONS**

On the motion of Mr J M Ward, seconded by Mr I J Walker 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 advised that the litter bin referred to earlier in the meeting was required at the bus stop on North Walsham Road junction with Edwards Road.

Mr Moore also suggested a number of people who he felt should be nominated for the BBC Radio Norfolk: Norfolk's Volunteers of the year. The Town Mayor advised Mr Moore to make his nominations through the appropriate website.

The meeting was reconvened

### **19/236. NORFOLK COUNTY COUNCIL CONSULTATION**

Members considered Norfolk County Council's consultation on a proposal to increase the number of places from 10 to 18 at the complex needs Specialist Resource Base at Sprowston Infant School.

Whilst the Council was supportive a number of concerns were expressed including appropriate funding being available for the additional places, only capital costs were referred to in the consultation and lack of publicity.

Mr J M Ward advised he would be attending the drop-in event on Wednesday 25 September 2019 at Sprowston Infant School and suggested that Councillors might like to attend this event as there would be an opportunity to ask questions.

Given the population increase in Sprowston and demand for this service it was

#### **RESOLVED**

That the Town Council's response to the consultation is to strongly agree but express concern regarding the provision of adequate funding of the additional places.

### **19/237. NOMINATIONS FOR VOLUNTEER AWARDS**

(1) Community at Heart Awards run by Broadland District Council

Mr W F Couzens advised that he had requested the Town Clerk place this item on the agenda following approaches from members of the community.

Mrs B J Lashley commented that it was a good opportunity to bring attention to how much volunteering took place in Sprowston.

Whilst recognising the many volunteers in Sprowston Mrs Lashley suggested Mr Bill Sayer who had been leader of the 45<sup>th</sup> Norwich (St. Cuthbert's) Scouts for 30 years a long serving, committed individual.

**RESOLVED** that

## **19/237. NOMINATIONS FOR VOLUNTEER AWARDS (CONTINUED)**

- (1.1) Council recommend Mr Sayer for the Broadland District Council Community at Heart Awards
  - (1.2) Mrs B J Lashley liaise with the Town Clerk to prepare the recommendation
  - (1.3) other nominations should be made by Councillors on an individual basis.
- (2) BBC Radio Norfolk's Volunteers of the Year
- (2.1) Council recommend Mr Sayer for the Broadland District Council Community at Heart Awards
  - (2.2) Mrs B J Lashley liaise with the Town Clerk to prepare the recommendation
  - (2.3) other nominations should be made by Councillors on an individual basis.

## **19/238. REPORT OF THE TOWN CLERK**

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

#### **1.1 Broadland District Council Enhancement Awards**

Having considered the report of the Town Clerk it was noted that 9 October 2019 was a Wednesday not Friday as indicated.

**RESOLVED** that Council participate in the Broadland District Council Enhancement Awards and Mr W F Couzens, Mrs B J Lashley and Mrs J Leggett meet the Panel on Wednesday 9 October 2019.

### **CEMETERY**

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

### **STREET LIGHTING**

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

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 Grounds Staff**

Members noted the return of a member of ground staff following long term sickness and the cessation of hiring temporary cover.

#### **4.2 Invitation from Thorpe Town Council to Sprowston Councillors to attend Harvest Festival Civic Service**

Members noted the invitation from Thorpe Town Council to the Harvest Festival and Civic Service to be held on Sunday 6 October 2019 at Parish Church, River Green, Yarmouth Road, Thorpe St. Andrew.

## **19/238. REPORT OF THE TOWN CLERK (CONTINUED)**

### **PLANNING AND TRANSPORTATION**

#### **5.1 No matters were reported**

### **GRANT AND SPONSORSHIP REQUESTS**

#### **6.1 Sprowston Library**

Members considered the request from Sprowston library to sponsor a Lesbian, Gay, Bisexual, Transgender (LGBT) event at the library to promote and celebrate diversity in the community following the theft of the donation box.

Mr M G Callam proposed, seconded by Mr W F Couzens to give a donation of £70.00 to hold a LGBT event at Sprowston library in accordance with its powers under section 137 and 139 of the Local Government Act 1972, and on being put to the vote the motion was CARRIED.

#### **6.2 Grant Aid - Norfolk Citizens Advice**

Members considered the request from Norfolk Citizens Advice

Mrs J Leggett proposed a donation of £250.00, this proposal was not seconded.

Mr M G Callam proposed, seconded by W F Couzens a donation of £500.00.

Mrs B J Lashley proposed an immediate donation of £250.00 with a view to a further donation within the current financial year, subject to the Council's financial situation, this proposal was not seconded.

**RESOLVED** that a donation of £500.00 be made to Norfolk Citizens Advice to help with extended opening times in accordance with its powers under section 137 and 139 of the Local Government Act 1972.

## **19/239. MEETING ADJOURNMENT**

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

The meeting was reconvened.

## **19/240. 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 granting of planning application 2019/1395 - two storey side extension at 77, Cromwell Road



## 19/240. PLANNING (CONTINUED)

(b) to oppose the granting of planning application 2019/0758 - reserved matters application following grant of outline planning permission 20160498 for the phase 1 residential development comprising 251 houses & associated infrastructure & details reserved by conditions 18 (LEMP), 25 (Landscaping), 26 (Tree Protection), 27 (Ground Investigation) & 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 was considered 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.
5. inappropriate location for the LEAP. The LEAP should be in a more central location and overlooked to better serve residents.

(c) to oppose the granting of planning application 2019/1368 - sub-division of existing garden to no. 286 to form 2 new semi-detached dwellings (outline) at 286, Blue Boar Lane on the grounds that it is an over development of the site, detrimental to neighbours and an inappropriate development for this location. Concern was expressed regarding possible loss of mature indigenous trees and insufficient onsite parking causing obstruction to the highway.

(d) to strongly oppose the granting of planning application 2019/1370 - residential development of up to 516 dwellings, a local centre comprising up to 0.25ha of A1-A5 & D1 uses, with associated infrastructure & landscaping at Land at White House Farm, Salhouse Road on the grounds that:

1. amenity spaces are disjointed and too small to promote activities such as informal ball games.
2. play area locations are not central or overlooked by housing for the safety of children. One location boarder a main road.
3. the definition of public open space is not met. Footpaths and verges should not count towards public open space, be it formal or informal

#### **19/240. PLANNING (CONTINUED)**

4. the area allocated for the local centre is too small for all its possible uses and should be located in a more central, convenient position near White House Farm. This could then serve other housing sites.
5. there is no provision for community buildings with adequate parking
6. the development is not well planned and spread too widely
7. inconvenience and dangerous 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.

#### **19/241. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

No written reports were received.

#### **19/242. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

Minutes of the Safer Neighbourhood Meeting held 10 September 2019 were circulated at the meeting.

Councillors were pleased to note the compliment from a resident regarding the excellent upkeep of Sprowston Recreation Ground.

Members congratulated PC Tupper on his temporary promotion to Sergeant.

Mrs B J Lashley reported that NorfolkALC was working with Professor Tim O'Riordan to launch future events on wellbeing and other related subjects.

#### **19/243. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 18 September 2019 totalling £10,203.19.

On the motion of Mr J M Ward, seconded by Mr S C Walker it was **RESOLVED** that payment of the accounts to 18 September 2019 totalling £10,203.19 be approved and the schedule authorising payment signed by Mrs B J Lashley and Mr J M Ward.

#### **19/244. SCHEDULE OF CREDIT CARD PAYMENTS**

The schedule of credit card payments totalling £50.86 was approved and noted.

#### **19/245. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule of direct debit payments totalling £8,490.05 was approved and noted.

**19/246. 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**.

**20/247. PLANNING ENFORCEMENT UPDATE - AUGUST 2019**

Members noted Broadland District Council's Planning Enforcement Update August 2019 and written response from officers following enquiries from the Town Clerk regarding two ongoing open cases in Sprowston.

Referring to a site with broken fencing and dumped white goods Mrs B J Lashley suggested that Broadland Planning Enforcement be requested to check that this site was safe and a follow up call be made to the land owner.

Mr W F Couzens reported that a hedge on the junction of Couzens Hardy Road and Dixon Road was overgrowing the pavement by at least a metre.

It was agreed that the Town Clerk contact Norfolk County Council to resolve this matter.

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

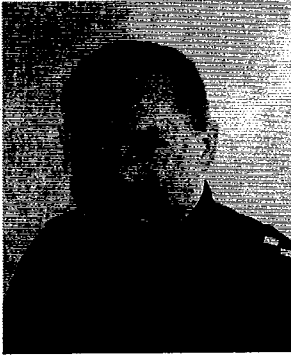
**9 October 2019**

---

**Town Mayor**

# Newsletter

Welcome to the newsletter for Old Catton and Sprowston West.



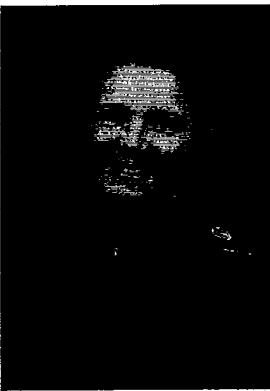
## Message from A/Inspector Matt Stuart

We know that one of the keys to local policing is our engagement with the community, in part through local representatives and councils, but also with ordinary local people whenever and wherever we meet them. This summer one of our priorities in Broadland has been to increase visible proactive policing in our parks and recreation areas where people of all ages and circumstances spend time. We have received lots of good feedback from members of the public about this and we have taken the opportunity to speak to lots of people in these spaces, particularly young people. We will continue to do this and are always keen to hear of your ideas, thoughts, and concerns regarding the community and the role the police play in keeping Broadland safe and enjoyable for everyone.

## Crime Updates 1st-31st August 2019

Offence	Numbers	What could this entail
Arson	0	Damage caused as a result of fire.
Anti-Social Behaviour (ASB)	4	Harassment, alarm or distress is caused in a non-crime incident.
Burglary Business and Community	1	A person commits theft in a building or structure that is not lived in.
Burglary Residential	5	Entry and theft in a building or a structure that is lived in.
Criminal Damage	4	A person destroys or damages property belonging to someone else.
Domestic	5	Domestic incidents where a crime has not occurred. Parties are aged 16 or over and have been intimate partners or family members regardless of sexuality.
Hate Incident	1	Any incident where a crime has not occurred which the victim, or anyone else, thinks is based on someone's prejudice towards them because of their race, religion, sexual orientation, disability or because they are transgender.
Race or Religious aggravated public fear	1	Any crime determined to have a hate element as per above.
Possession of controlled substance	0	Unlawful possession of a drug classified in class A, B or C.
Possession of weapons	0	Unlawful possession of an article used as a weapon.
Public fear, alarm or distress	5	Public order offences e.g. from a verbal altercation to offences just short of violence.
Robbery	1	Includes a range of offences where force is used, threatened or the victim is put in fear.
Theft from a motor vehicle	0	Any item stolen that was in, on or attached to a motor vehicle.
Theft or unauthorised taking of a motor vehicle	0	Any motor vehicle including those abandoned.
Theft of pedal cycle	1	From a public place, if stolen from a shed or garage this would be a BOTD.
Theft from a person	0	Purse being taken from a handbag, or a mobile phone from a shopping basket.

## Broadland Engagement Officer PC Vicky Bailey



Being a victim of scam/fraud can have a large scale and lasting impact on a person both financially and emotionally. Scams Prevention Service (SPS) is a new non-investigative, free and confidential service covering the whole of Norfolk for victims of scams and fraud.

The main aim of SPS is to reduce the likelihood of repeat victimisation of vulnerable victims of scam and further targeting by working with partners to provide appropriate advice, guidance and support. This could be achieved by providing an immediate support over the phone or arranging for a trained Police Volunteer to visit at home and talk through about what has happened, offer support and help to ensure that it never happens again. We can provide advocacy, practical advice and information to develop confidence and safety, and we can offer follow-up support to help to cope and recover.

To contact SPS please dial the Police Non-Emergency Number 101 ext 5483 please leave your name and contact details to be contacted back by the SPS. Alternatively, you could email SPS on [scamspreventionservice@norfolk.pnn.police.uk](mailto:scamspreventionservice@norfolk.pnn.police.uk)

You can find more information about SPS in <https://www.nsvictimcare.org/help-and-support-2/norfolk-scam-prevention-service/>

## Your local Beat Manager PC Russ Tupper



Hi everyone, I hope you are all enjoying the varied weather over the last month. It's been a bit up and down to say the least. It has been quite a busy period for the local SNT's, across Broadland as a whole due mainly in part to the school holidays. I, with the help of local response officers have been conducting regular patrols of local open spaces and I have found that on the whole, most residents and local young persons have been very receptive to this. The main topic of conversation with most youths in the area has been around Anti-Social bike use and the repercussions of this for them (if taking part) and also other persons involved. As soon as the idea they seem to take notice. I have dealt with a couple of incidents, where persons involved have all been spoken to and dealt with accordingly.

Now on to the good/bad news depending on how you look at things. I will sadly be moving on to pastures new in mid-September to a new role within the constabulary, therefore a replacement for me will be found in due course. It has been a pleasure working within this community and I look forward to meeting all of you again in future.

## Neighbourhood Priorities

Next SNAP meeting: To be arranged upon the appointment of the new beat manager

The current area priorities are:

- High visibility patrols of Sprowston Recreation Ground to prevent and deter ongoing Anti-Social Behaviour in the area
- High visibility patrols of all recreation/green spaces in the Sprowston and Old Catton area to prevent and deter drug use

### Point of contact



Follow us on social media

@BroadlandPolice

[www.crimestoppers.co.uk](http://www.crimestoppers.co.uk)

[www.norfolk.police.co.uk](http://www.norfolk.police.co.uk)

Non Emergency: 101

### Partner contacts



111 NHS

County Council 03448008012

District Council 01603 431133

Parking Issues 01553 616222



29<sup>th</sup> September 2019

## **Report from Councillor John Ward**

### **Broadland District Council**

The Veolia waste contract is to be extended for a further 2 years but a Waste Service Review is now commencing in conjunction with South Norfolk D.C. Three options are on the table; to outsource jointly, to bring the service in-house, or to set up a L.A. Company to run the service.

The Formal Staff Consultation on merging the Officer Team with South Norfolk closes on 14<sup>th</sup> October 2019. All staff have received consultation packs and there has been some very helpful feedback.

The Joint Domain Name Survey has closed and the results will go to Cabinet on 26/11 and to Council on 10/12

The Tots 2 Teens Summer Holiday Programme was very busy again with almost 1000 places being booked. The October half term programme is now open for bookings. Details at [www.broadland.gov.uk/t2t](http://www.broadland.gov.uk/t2t)

### **Norfolk County Council**

On 26.9.19, as Town Mayor, I attended Sprowston Library for a singing/music event with young adults with learning difficulties, organised by Musical Keys.

The Government has just announced an extra £1.5bn for Social Care. £500m of this will be raised by Councils increasing their Council Tax by 2%. Of the remaining £1bn, NCC's share is only £14m.

NCC spends over £1m per day supporting around 14,000 people. Half of these are older people and half with learning difficulties. Over the last 9 years the Council has lost £220m in grants and has had to fund £440m additional costs.

A new school is planned for Children with Special Educational Needs (SEND) in Great Yarmouth as part of the Government's £120m investment in SEND education. Up to 40 children will be able to live on site during the school week.

NCC has just announced its Budget Proposals. These include a 3.99% Council Tax rise and new savings of £15.8m next year (This is on top of £31.1m savings already agreed for next year). £7.2m of the savings will come from Adult Social Services, £3.8m from Children's Services, £1.9m from Community & Environmental Services, £500k from Strategy & Governance, £800k from Finance & Commercial Services, and £1.6m from Business Transformation. The Council has budgeted to save £395m since 2011, during which time Government funding has reduced by £220m and costs have risen by £440m.



**via e-mail**

Guy Ranaweera  
Clerk to Sprowston Town Council  
Council Office  
Recreation Ground Road  
NR7 8EW

NCC contact number: 0344 800 8020  
Textphone: 0344 800 8011

cc: J Larter - NCC Developer Services

Your Ref:  
Date: 25 September 2019

My Ref: KHU 9.5/19/0485  
Tel No.: 01603 223326  
Email: cameron.main@norfolk.gov.uk

Dear Guy

**Development at Sprowston, Salhouse Road.  
By: Halsbury Homes.**

The County Council will only accept responsibility for street lighting around the junction and controlled crossings at Salhouse Road to the north of this estate. The "5 second rule" will be applied to the spine road entering the estate from this junction, where the selected lighting class will be installed for a stretch long enough to provide 5 seconds of driving distance at the expected traffic speed.

The County Council will not accept responsibility for street lighting on the remainder of this estate as it is considered that there is no highway need.

If your Council requires lighting and wishes to accept its future responsibility then it must be to a footway lighting standard, (Where no street lamp is mounted above 13 feet (3.9 metres) or where no street lamp is mounted more than 20 feet (6 metres) above ground level and there is at least one interval of more than 50 yards (45.75 metres)) between adjacent street lamps in the system) but the actual positions and equipment used is your Council's decision subject to the County Council's approval as Highway Authority.

Would you please complete the attached form and return it to me in order that I may know your Council's requirements.

Yours sincerely

Cameron Main  
Senior Street Lighting Technician

*Continued.../*

Encl

Continuation sheet to: KHU 9.5/19/0485

Dated 25 September 2019 -2-

To: Highways Maintenance Manager  
Community and Environmental Services  
County Hall  
Martineau Lane  
NORWICH  
NR1 2SG

**For the Attention of the Street Lighting Section**

Development at Sprowston, Salhouse Road.  
By Halsbury Homes.

Please select which statement applies to your Council, as the local lighting authority:

*(Please tick one statement only)*

The local lighting authority does not want street lighting to be installed on the above development.	
The local lighting authority would like street lighting to be provided on the above development and wishes to accept responsibility for it. The lighting will be designed and installed to a footway lighting standard.	

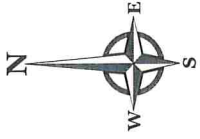
Name (Print): \_\_\_\_\_ Signed: \_\_\_\_\_

On behalf of the local lighting authority

**You may wish to keep a copy of this for your records.**



1:1000



Accommodation Schedule | 365 Pubs - 107E | Plot numbers 140 & 141 | Refuses / Removed from this selection

Public Open Space requirements.

[Empty rectangular box]

**NOTE: THIS DRAWING TO BE READ IN CONJUNCTION WITH DRAWINGS SALN - 01, SALS - 01 & SAL - 02 SUBMITTED WITH THIS PLANNING APPLICATION.**

\*1\* All site boundaries are shown in green. \*2\* All site boundaries are shown in red. \*3\* All site boundaries are shown in blue. \*4\* All site boundaries are shown in yellow. \*5\* All site boundaries are shown in purple. \*6\* All site boundaries are shown in brown. \*7\* All site boundaries are shown in grey. \*8\* All site boundaries are shown in white. \*9\* All site boundaries are shown in black. \*10\* All site boundaries are shown in pink. \*11\* All site boundaries are shown in light blue. \*12\* All site boundaries are shown in light green. \*13\* All site boundaries are shown in light yellow. \*14\* All site boundaries are shown in light purple. \*15\* All site boundaries are shown in light brown. \*16\* All site boundaries are shown in light grey. \*17\* All site boundaries are shown in light white. \*18\* All site boundaries are shown in light black. \*19\* All site boundaries are shown in light pink. \*20\* All site boundaries are shown in light light blue. \*21\* All site boundaries are shown in light light green. \*22\* All site boundaries are shown in light light yellow. \*23\* All site boundaries are shown in light light purple. \*24\* All site boundaries are shown in light light brown. \*25\* All site boundaries are shown in light light grey. \*26\* All site boundaries are shown in light light white. \*27\* All site boundaries are shown in light light black. \*28\* All site boundaries are shown in light light pink. \*29\* All site boundaries are shown in light light light blue. \*30\* All site boundaries are shown in light light light green. \*31\* All site boundaries are shown in light light light yellow. \*32\* All site boundaries are shown in light light light purple. \*33\* All site boundaries are shown in light light light brown. \*34\* All site boundaries are shown in light light light grey. \*35\* All site boundaries are shown in light light light white. \*36\* All site boundaries are shown in light light light black. \*37\* All site boundaries are shown in light light light pink. \*38\* All site boundaries are shown in light light light light blue. \*39\* All site boundaries are shown in light light light light green. \*40\* All site boundaries are shown in light light light light yellow. \*41\* All site boundaries are shown in light light light light purple. \*42\* All site boundaries are shown in light light light light brown. \*43\* All site boundaries are shown in light light light light grey. \*44\* All site boundaries are shown in light light light light white. \*45\* All site boundaries are shown in light light light light black. \*46\* All site boundaries are shown in light light light light pink. \*47\* All site boundaries are shown in light light light light light blue. \*48\* All site boundaries are shown in light light light light light green. \*49\* All site boundaries are shown in light light light light light yellow. \*50\* All site boundaries are shown in light light light light light purple. \*51\* All site boundaries are shown in light light light light light brown. \*52\* All site boundaries are shown in light light light light light grey. \*53\* All site boundaries are shown in light light light light light white. \*54\* All site boundaries are shown in light light light light light black. \*55\* All site boundaries are shown in light light light light light pink. \*56\* All site boundaries are shown in light light light light light light blue. \*57\* All site boundaries are shown in light light light light light light green. \*58\* All site boundaries are shown in light light light light light light yellow. \*59\* All site boundaries are shown in light light light light light light purple. \*60\* All site boundaries are shown in light light light light light light brown. \*61\* All site boundaries are shown in light light light light light light grey. \*62\* All site boundaries are shown in light light light light light light white. \*63\* All site boundaries are shown in light light light light light light black. \*64\* All site boundaries are shown in light light light light light light pink. \*65\* All site boundaries are shown in light light light light light light light blue. \*66\* All site boundaries are shown in light light light light light light light green. \*67\* All site boundaries are shown in light light light light light light light yellow. \*68\* All site boundaries are shown in light light light light light light light purple. \*69\* All site boundaries are shown in light light light light light light light brown. \*70\* All site boundaries are shown in light light light light light light light grey. \*71\* All site boundaries are shown in light light light light light light light white. \*72\* All site boundaries are shown in light light light light light light light black. \*73\* All site boundaries are shown in light light light light light light light pink. \*74\* All site boundaries are shown in light light light light light light light light blue. \*75\* All site boundaries are shown in light light light light light light light light green. \*76\* All site boundaries are shown in light light light light light light light light yellow. \*77\* All site boundaries are shown in light light light light light light light light purple. \*78\* All site boundaries are shown in light light light light light light light light brown. \*79\* All site boundaries are shown in light light light light light light light light grey. \*80\* All site boundaries are shown in light light light light light light light light white. \*81\* All site boundaries are shown in light light light light light light light light black. \*82\* All site boundaries are shown in light light light light light light light light pink. \*83\* All site boundaries are shown in light light light light light light light light light blue. \*84\* All site boundaries are shown in light light light light light light light light light green. \*85\* All site boundaries are shown in light light light light light light light light light yellow. \*86\* All site boundaries are shown in light light light light light light light light light purple. \*87\* All site boundaries are shown in light light light light light light light light light brown. \*88\* All site boundaries are shown in light light light light light light light light light grey. \*89\* All site boundaries are shown in light light light light light light light light light white. \*90\* All site boundaries are shown in light light light light light light light light light black. \*91\* All site boundaries are shown in light light light light light light light light light pink. \*92\* All site boundaries are shown in light light light light light light light light light light blue. \*93\* All site boundaries are shown in light light light light light light light light light light green. \*94\* All site boundaries are shown in light light light light light light light light light light yellow. \*95\* All site boundaries are shown in light light light light light light light light light light purple. \*96\* All site boundaries are shown in light light light light light light light light light light brown. \*97\* All site boundaries are shown in light light light light light light light light light light grey. \*98\* All site boundaries are shown in light light light light light light light light light light white. \*99\* All site boundaries are shown in light light light light light light light light light light black. \*100\* All site boundaries are shown in light light light light light light light light light light pink.

**HALSBURY**  
 Seymour House London Northwick NR4 4 6D  
 - Tel 01598 521599 -

PROJECT  
 RESIDENTIAL DEVELOPMENT  
 SALHOUSE ROAD  
 NORWICH.

TITLE  
 COMPLETE SCHEME.

Scale: 1:1000 @ A0 size Date: Nov 2018  
 DRG NO: SAL - 01F

Site: Seymour House, Seymour Park, London Northwick, Norfolk, NR4 4 6D  
 Drawn by: [Name] / Checked by: [Name] / Date: [Date]



# Norfolk County Council

Community and Environmental Services  
County Hall  
Martineau Lane  
Norwich  
NR1 2SG

**via e-mail**

Guy Ranaweera  
Clerk to Sprowston Town Council  
Council Office  
Recreation Ground Road  
NR7 8EW

NCC contact number: 0344 800 8020  
Textphone: 0344 800 8011

cc: J Larter - NCC Developer Services

Your Ref:  
Date: 27 September 2019

My Ref: KHU 9.5/19/0465  
Tel No.: 01603 223326  
Email: cameron.main@norfolk.gov.uk

Dear Guy

**Development at Sprowston, Salhouse Road.  
By: Kier Living Ltd.**

The County Council will not accept responsibility for street lighting on this estate as it is considered that there is no highway need.

If your Council requires lighting and wishes to accept its future responsibility then it must be to a footway lighting standard, (Where no street lamp is mounted above 13 feet (3.9 metres) or where no street lamp is mounted more than 20 feet (6 metres) above ground level and there is at least one interval of more than 50 yards (45.75 metres) between adjacent street lamps in the system) but the actual positions and equipment used is your Council's decision subject to the County Council's approval as Highway Authority.

Would you please complete the attached form and return it to me in order that I may know your Council's requirements.

Yours sincerely

Cameron Main  
Senior Street Lighting Technician

**Encl**

*Continued.../*

To: Highways Maintenance Manager  
Community and Environmental Services  
County Hall  
Martineau Lane  
NORWICH  
NR1 2SG

**For the Attention of the Street Lighting Section**

Development at Sprowston, Salhouse Road.  
By Kier Living Ltd.

Please select which statement applies to your Council, as the local lighting authority:

*(Please tick one statement only)*

The local lighting authority does not want street lighting to be installed on the above development.	
The local lighting authority would like street lighting to be provided on the above development and wishes to accept responsibility for it. The lighting will be designed and installed to a footway lighting standard.	

Name (Print): \_\_\_\_\_ Signed: \_\_\_\_\_

On behalf of the local lighting authority

**You may wish to keep a copy of this for your records.**

Note

SUMMARY

— Application Site



**BROADLAND  
DISTRICT COUNCIL**  
18 Mar 2016  
20160498  
**PLANNING CONTROL**

PROJECT TITLE  
Salhouse Road GT7  
Allocation  
PROJECT NUMBER  
DES001-0283  
CLIENT  
Grange Farm Salhouse  
Consortium  
DRAWING TITLE  
101 Location Plan  
DRAWING NUMBER  
REV  
101  
SCALE  
1:50000(at) 1/100000(at)  
DATE  
MARCH 2016  
DRAWN BY  
VK

**Lompro»**  
Planning and Development Consultancy  
Rushmore House, 98 Pelham Rd,  
Norwich, NR2 7ED  
01603 831318  
www.lompro.com

**Accommodation Schedule**

Phase	Start	End	Duration
1	15/05/17	15/05/17	1
2	16/05/17	16/05/17	1
3	17/05/17	17/05/17	1
4	18/05/17	18/05/17	1
5	19/05/17	19/05/17	1
6	20/05/17	20/05/17	1
7	21/05/17	21/05/17	1
8	22/05/17	22/05/17	1
9	23/05/17	23/05/17	1
10	24/05/17	24/05/17	1
11	25/05/17	25/05/17	1
12	26/05/17	26/05/17	1
13	27/05/17	27/05/17	1
14	28/05/17	28/05/17	1
15	29/05/17	29/05/17	1
16	30/05/17	30/05/17	1
17	31/05/17	31/05/17	1
18	01/06/17	01/06/17	1
19	02/06/17	02/06/17	1
20	03/06/17	03/06/17	1
21	04/06/17	04/06/17	1
22	05/06/17	05/06/17	1
23	06/06/17	06/06/17	1
24	07/06/17	07/06/17	1
25	08/06/17	08/06/17	1
26	09/06/17	09/06/17	1
27	10/06/17	10/06/17	1
28	11/06/17	11/06/17	1
29	12/06/17	12/06/17	1
30	13/06/17	13/06/17	1
31	14/06/17	14/06/17	1
32	15/06/17	15/06/17	1
33	16/06/17	16/06/17	1
34	17/06/17	17/06/17	1
35	18/06/17	18/06/17	1
36	19/06/17	19/06/17	1
37	20/06/17	20/06/17	1
38	21/06/17	21/06/17	1
39	22/06/17	22/06/17	1
40	23/06/17	23/06/17	1
41	24/06/17	24/06/17	1
42	25/06/17	25/06/17	1
43	26/06/17	26/06/17	1
44	27/06/17	27/06/17	1
45	28/06/17	28/06/17	1
46	29/06/17	29/06/17	1
47	30/06/17	30/06/17	1
48	01/07/17	01/07/17	1
49	02/07/17	02/07/17	1
50	03/07/17	03/07/17	1
51	04/07/17	04/07/17	1
52	05/07/17	05/07/17	1
53	06/07/17	06/07/17	1
54	07/07/17	07/07/17	1
55	08/07/17	08/07/17	1
56	09/07/17	09/07/17	1
57	10/07/17	10/07/17	1
58	11/07/17	11/07/17	1
59	12/07/17	12/07/17	1
60	13/07/17	13/07/17	1
61	14/07/17	14/07/17	1
62	15/07/17	15/07/17	1
63	16/07/17	16/07/17	1
64	17/07/17	17/07/17	1
65	18/07/17	18/07/17	1
66	19/07/17	19/07/17	1
67	20/07/17	20/07/17	1
68	21/07/17	21/07/17	1
69	22/07/17	22/07/17	1
70	23/07/17	23/07/17	1
71	24/07/17	24/07/17	1
72	25/07/17	25/07/17	1
73	26/07/17	26/07/17	1
74	27/07/17	27/07/17	1
75	28/07/17	28/07/17	1
76	29/07/17	29/07/17	1
77	30/07/17	30/07/17	1
78	31/07/17	31/07/17	1
79	01/08/17	01/08/17	1
80	02/08/17	02/08/17	1
81	03/08/17	03/08/17	1
82	04/08/17	04/08/17	1
83	05/08/17	05/08/17	1
84	06/08/17	06/08/17	1
85	07/08/17	07/08/17	1
86	08/08/17	08/08/17	1
87	09/08/17	09/08/17	1
88	10/08/17	10/08/17	1
89	11/08/17	11/08/17	1
90	12/08/17	12/08/17	1
91	13/08/17	13/08/17	1
92	14/08/17	14/08/17	1
93	15/08/17	15/08/17	1
94	16/08/17	16/08/17	1
95	17/08/17	17/08/17	1
96	18/08/17	18/08/17	1
97	19/08/17	19/08/17	1
98	20/08/17	20/08/17	1
99	21/08/17	21/08/17	1
100	22/08/17	22/08/17	1
101	23/08/17	23/08/17	1
102	24/08/17	24/08/17	1
103	25/08/17	25/08/17	1
104	26/08/17	26/08/17	1
105	27/08/17	27/08/17	1
106	28/08/17	28/08/17	1
107	29/08/17	29/08/17	1
108	30/08/17	30/08/17	1
109	31/08/17	31/08/17	1
110	01/09/17	01/09/17	1
111	02/09/17	02/09/17	1
112	03/09/17	03/09/17	1
113	04/09/17	04/09/17	1
114	05/09/17	05/09/17	1
115	06/09/17	06/09/17	1
116	07/09/17	07/09/17	1
117	08/09/17	08/09/17	1
118	09/09/17	09/09/17	1
119	10/09/17	10/09/17	1
120	11/09/17	11/09/17	1
121	12/09/17	12/09/17	1
122	13/09/17	13/09/17	1
123	14/09/17	14/09/17	1
124	15/09/17	15/09/17	1
125	16/09/17	16/09/17	1
126	17/09/17	17/09/17	1
127	18/09/17	18/09/17	1
128	19/09/17	19/09/17	1
129	20/09/17	20/09/17	1
130	21/09/17	21/09/17	1
131	22/09/17	22/09/17	1
132	23/09/17	23/09/17	1
133	24/09/17	24/09/17	1
134	25/09/17	25/09/17	1
135	26/09/17	26/09/17	1
136	27/09/17	27/09/17	1
137	28/09/17	28/09/17	1
138	29/09/17	29/09/17	1
139	30/09/17	30/09/17	1
140	01/10/17	01/10/17	1
141	02/10/17	02/10/17	1
142	03/10/17	03/10/17	1
143	04/10/17	04/10/17	1
144	05/10/17	05/10/17	1
145	06/10/17	06/10/17	1
146	07/10/17	07/10/17	1
147	08/10/17	08/10/17	1
148	09/10/17	09/10/17	1
149	10/10/17	10/10/17	1
150	11/10/17	11/10/17	1
151	12/10/17	12/10/17	1
152	13/10/17	13/10/17	1
153	14/10/17	14/10/17	1
154	15/10/17	15/10/17	1
155	16/10/17	16/10/17	1
156	17/10/17	17/10/17	1
157	18/10/17	18/10/17	1
158	19/10/17	19/10/17	1
159	20/10/17	20/10/17	1
160	21/10/17	21/10/17	1
161	22/10/17	22/10/17	1
162	23/10/17	23/10/17	1
163	24/10/17	24/10/17	1
164	25/10/17	25/10/17	1
165	26/10/17	26/10/17	1
166	27/10/17	27/10/17	1
167	28/10/17	28/10/17	1
168	29/10/17	29/10/17	1
169	30/10/17	30/10/17	1
170	31/10/17	31/10/17	1
171	01/11/17	01/11/17	1
172	02/11/17	02/11/17	1
173	03/11/17	03/11/17	1
174	04/11/17	04/11/17	1
175	05/11/17	05/11/17	1
176	06/11/17	06/11/17	1
177	07/11/17	07/11/17	1
178	08/11/17	08/11/17	1
179	09/11/17	09/11/17	1
180	10/11/17	10/11/17	1
181	11/11/17	11/11/17	1
182	12/11/17	12/11/17	1
183	13/11/17	13/11/17	1
184	14/11/17	14/11/17	1
185	15/11/17	15/11/17	1
186	16/11/17	16/11/17	1
187	17/11/17	17/11/17	1
188	18/11/17	18/11/17	1
189	19/11/17	19/11/17	1
190	20/11/17	20/11/17	1
191	21/11/17	21/11/17	1
192	22/11/17	22/11/17	1
193	23/11/17	23/11/17	1
194	24/11/17	24/11/17	1
195	25/11/17	25/11/17	1
196	26/11/17	26/11/17	1
197	27/11/17	27/11/17	1
198	28/11/17	28/11/17	1
199	29/11/17	29/11/17	1
200	30/11/17	30/11/17	1
201	01/12/17	01/12/17	1
202	02/12/17	02/12/17	1
203	03/12/17	03/12/17	1
204	04/12/17	04/12/17	1
205	05/12/17	05/12/17	1
206	06/12/17	06/12/17	1
207	07/12/17	07/12/17	1
208	08/12/17	08/12/17	1
209	09/12/17	09/12/17	1
210	10/12/17	10/12/17	1
211	11/12/17	11/12/17	1
212	12/12/17	12/12/17	1
213	13/12/17	13/12/17	1
214	14/12/17	14/12/17	1
215	15/12/17	15/12/17	1
216	16/12/17	16/12/17	1
217	17/12/17	17/12/17	1
218	18/12/17	18/12/17	1
219	19/12/17	19/12/17	1
220	20/12/17	20/12/17	1
221	21/12/17	21/12/17	1
222	22/12/17	22/12/17	1
223	23/12/17	23/12/17	1
224	24/12/17	24/12/17	1
225	25/12/17	25/12/17	1
226	26/12/17	26/12/17	1
227	27/12/17	27/12/17	1
228	28/12/17	28/12/17	1
229	29/12/17	29/12/17	1
230	30/12/17	30/12/17	1
231	31/12/17	31/12/17	1

**Notes**

1. All areas are to be completed by the end of the project.

2. All areas are to be completed by the end of the project.

3. All areas are to be completed by the end of the project.

4. All areas are to be completed by the end of the project.

5. All areas are to be completed by the end of the project.

6. All areas are to be completed by the end of the project.

7. All areas are to be completed by the end of the project.

8. All areas are to be completed by the end of the project.

9. All areas are to be completed by the end of the project.

10. All areas are to be completed by the end of the project.

11. All areas are to be completed by the end of the project.

12. All areas are to be completed by the end of the project.

13. All areas are to be completed by the end of the project.

14. All areas are to be completed by the end of the project.

15. All areas are to be completed by the end of the project.

16. All areas are to be completed by the end of the project.

17. All areas are to be completed by the end of the project.

18. All areas are to be completed by the end of the project.

19. All areas are to be completed by the end of the project.

20. All areas are to be completed by the end of the project.

21. All areas are to be completed by the end of the project.

22. All areas are to be completed by the end of the project.

23. All areas are to be completed by the end of the project.

24. All areas are to be completed by the end of the project.

25. All areas are to be completed by the end of the project.

26. All areas are to be completed by the end of the project.

27. All areas are to be completed by the end of the project.

28. All areas are to be

To : «Title» «Christian» «Name»  
Clerk to «Parish» (in «District»)

Dear «Christian»

**Community, Well-being, Environment and Parish & Town Councils**

I am writing about a new initiative by Norfolk ALC and to ask for your help.

Norfolk ALC have decided to take forward a piece of work designed to improve the wellbeing of all citizens in Norfolk by helping and encouraging member councils (working with other organisations and possibly adjacent parishes) to help their residents overcome barriers (to achieving better well-being) that may exist locally. It has commissioned a group with a clear brief to bring this idea to fruition so that it becomes an integral part of the Association's work. I was asked to lead it.

"Well-being" is a huge subject and has many dimensions. It includes family and social relationships, the community in which we live, health, housing, work and income, the wider social context around us and, of course, the local environment.

The group met recently and acknowledged the scale of the task. We have decided that this needs to be broken down into manageable pieces, *must involve councillors*, and must be thought through and *delivered locally*. We recognise that it will take a long time to achieve this vision in its entirety. But, if we don't start, we will never deliver!

We also agreed that it is vital that the group's work should reflect the interests of the member councils **and councillors** of Norfolk ALC. We therefore need help from some councillors from every parish who are willing to champion well-being and the environment and help take things forward at a local (district) level.

This is an outline of the plan our group is working to

- Have arrangements in place before Christmas for two meetings in every district to get the project underway
- Find sponsors/grants so that all these meetings can be free to our members
- Set up local committees to prioritise local needs
- Work with other tiers of local government and other organisations
- Find out which councillors would like to be directly invited to these events and who can help with ideas, etc

We have in mind four topics to include in our first batch of meetings (two of these are labelled "well-being" and two "green"):

1. "**Housing**" (including affordable, community building trusts, carbon footprint, self-build, etc), (well-being)
2. "**Loneliness & Community Care**", including mentoring and supporting through community-based action (well-being)
3. "**Electricity**" (including renewables, heat pumps, electric vehicle charging points at village halls etc) (green)
4. "**Trees, Hedges and Open Spaces**" for safe and easy access to nature (green)

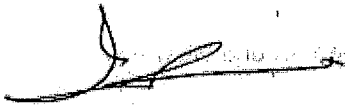
These have been chosen because there are some grants available in some districts, and because they are all very important for the promotion of overall well-being. We hope your councillors will also give us more ideas and set other priorities according to their community needs.

As clerk, you will be aware of the special interests and skills of your councillors and I am writing to ask you to help us contact those councillors in your council whom you feel would have the interest and commitment to join us.


Accordingly, we will be very grateful if you could give us the names and email addresses of those councillors who you feel would like to be included on our direct mailing list as likely participants in this process. There is a form at the bottom of this email for you to complete, which I hope you can do as soon as possible.

Please do not hesitate to email me if you have any questions

With kind regards



John W Pennell – Chairman: Norfolk ALC Task & Finish Group  
on behalf of all the members of the Task & Finish Group:

 Please complete and then cut and paste this form into an email and send to [john.pennell@live.co.uk](mailto:john.pennell@live.co.uk)

---

Form for completion by «**Parish**» «District»

Title	Surname	First Name	Email Address	Main ** Interests	

\*\* enter a **W** for wellbeing and/or a **G** for green issues – we will refine these interests later. We have to limit participation to a maximum of two **W**'s and two **G**'s for each council at the moment.

Please return form to [john.pennell@live.co.uk](mailto:john.pennell@live.co.uk) by 13<sup>th</sup> October 2019

## COUNCIL MEETING – 9<sup>th</sup> October 2019

### Report of the Town Clerk

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

##### **1.1 Bowling Green at Sprowston Recreation Ground**

The perimeter fence has sustained two vehicle collisions in the space of two weeks. Police have been notified and provided with CCTV footage Insurance claims are in progress.

New number-pad locks have been installed to improve security to the bowls pavilion. The new locks will remove the need for users to have their own pavilion key.

##### **1.2 Anti-Social Behaviour at Sprowston Recreation Ground**

Following several instances of youths on roof of the cricket pavilion and other buildings, the local policing team have implemented extra uniformed and plain clothes patrols in and around the recreation ground.

Anti-climb paint (with appropriate signage) will be applied to the main points via which youths were gaining access to the cricket pavilion roof and works compound.

#### CEMETERY

##### **2.1 No matters to report.**

#### STREET LIGHTING

##### **3.1 No matters to report.**

#### CENTRAL ADMINISTRATION AND PERSONNEL

##### **4.1 Swaffham Town Council's Staff & Contractor Review 2019**

I have been contacted by the Clerk to Swaffham Town Council with a request to fill out a Staff and Contractor Review survey. The results will not be made public but will be shared with participating councils.

See attachment 6.1

***Option: To authorise the Town Clerk to respond to Swaffham Town Council's Staff & Contractor Review 2019 survey and for the information given therein to be shared with participating councils***

##### **4.2 The Local Government Boundary Commission for England:**

**Consultation on division boundaries for Norfolk County Council**

For Members' information; A 10-week public consultation on proposals for new council divisions and division boundaries for Norfolk County Council is currently underway, closing on 2 December 2019.



Draft recommendations will be published in March 2020 with a further period of consultation resulting in final recommendations in August 2020. The new electoral arrangements will come into effect at the local elections in 2021.

See attachment 6.2

## **PLANNING AND TRANSPORTATION**

### **5.1 Community Woodland Park at Racecourse Plantation - Planning ref 20161896**

Further to minute 19/218 5.1, On 25<sup>th</sup> September 2019 I and several other stakeholders attended a site meeting with the developer of this site (Socially Conscious Capital). As a result of this visit and subsequent meeting I have the following observations:

1. The footway to the site along Plumstead Road East needs to be improved to allow safe pedestrian access. Currently much of this footway is narrow, unmade and very dangerous.
2. Surfaced paths on the site are intended to encourage cyclists. Will the proposed crushed aggregate surfacing withstand rutting caused by frequent cycle use?
3. The unsurfaced secondary ride (shown as khaki dashes on map ref 19-0508) running south-west from the northern boundary of the site to meet the surfaced primary ride (shown as black dashes on map ref 19-0508) should also be surfaced. This will create a surfaced path from the new Halsbury Homes development (in Sprowston), located to the north of the site all the way through to Plumstead Road East.

See attachment 6.3

***Option: To submit to Broadland District Council observations on the developer's vision for the Community Woodland Park at Racecourse Plantation***

### **5.2 Norfolk Minerals and Waste Local Plan: Preferred Options Consultation (Norfolk County Council)**

Norfolk County Council are inviting comments on the Preferred Options Consultation on the Norfolk Minerals and Waste Local Plan (M&WLP), which takes place over a six-week period from 18 September to 30 October 2019 (inclusive).

The Minerals and Waste Local Plan will contain policies used to determine planning applications for minerals developments and waste management facilities in Norfolk and will cover the period up to 2036. When adopted, it will replace the existing M&WLP documents.

No extraction or waste sites are currently proposed for Sprowston.

See attachment 6.4

***Option: To respond to the Norfolk Minerals and Waste Local Plan: Preferred Options Consultation***

**5.3 Notification of consultation - three planning documents (The Broads Authority)**

The Broads Authority are currently consulting on three planning documents. Deadline for comments is 4pm on 22 November 2019

The three documents are:

1. Flood Risk Supplementary Planning Document (SPD)
2. Marketing and Viability Supplementary Planning Document (SPD)
3. Statement of Community Involvement (SCI)

See attachment 6.5

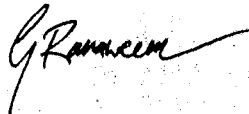
***Option: To respond to the Broads Authority consultations***

**ATTACHMENTS**

- 6.1 **Swaffham Town Council's Staff & Contractor Review 2019 survey (email from Swaffham Town Clerk; survey form)**
- 6.2 **Consultation on division boundaries for Norfolk County Council (Local Government Boundary Commission for England information poster)**
- 6.3 **Community Woodland Park, Racecourse Plantation, Map 19-0508**
- 6.4 **Norfolk Minerals and Waste Local Plan: Preferred Options Consultation (email from Norfolk County Council; list of proposed sites)**
- 6.5 **Notification of Consultation – Three Planning documents Norfolk (email from the Broads Authority)**

**ENCLOSURES**

- 7.1 **Sprowston Senior Citizens Club newsletter**
- 7.2 **Broadleaf – The magazine for Tree Wardens**



**Guy Ranaweera  
Town Clerk**

## Guy Ranaweera

---

**From:** Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>  
**Sent:** 12 September 2019 15:19  
**To:** Guy Ranaweera  
**Subject:** Staff & Contractor Review 2019  
**Attachments:** Staff & Contractor Review 2019.docx  
**Categories:** Dealt with

Hi Guy,

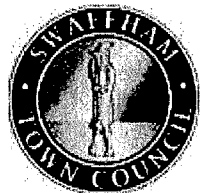
Swaffham Town Council are conducting a Staff and Contractor Review, comparing how each of our Norfolk Town Councils and some of the larger Parish Councils operate. Looking at the balance each Council has with their Staffing and Contracting costs. Please find attached two page form which I would be grateful if you could fill in and return to me ASAP. I have timed myself filling in the form and it takes roughly half an hour, so sorry about that in advance, as I am sure you have a million and one other things to do.

I would like to share the results of this review with all Council's that participate by returning the form. If you can find that half an hour sometime in the next couple of weeks and get this back to me, then I will share the results some time next month. All I will say that the results will not be made available to the public, they will form the basis of a confidential report only shared with members of our HR & Governance Committee, Town Clerk and Deputy Clerk.

If you have any problems, please get back to me or give me a call on my Direct line 01760 726500 – many thanks.

Best regards,

Richard Bishop  
**Town Clerk**



**Swaffham Town Council**, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ  
Tel **01760 722922** Fax **01760 720469** [www.swaffhamtowncouncil.gov.uk](http://www.swaffhamtowncouncil.gov.uk)



You can also follow Swaffham Town Council on Twitter

**@SwaffhamClerk** and our Traditional Market **@SwaffhamMarket**

**DRAFT – STAFF/CONTRACTOR REVIEW**

**1. NUMBER of STAFF including Town Clerk?**

Details	2018-19 (last year)	2019-20 (this year)
Outside Staff		
Admin Staff		

**2. NUMBER OF COUNCILLORS including Chairman or Mayor?**

Details	2015-19 (last term)	2019-23 (this term)
FULL COUNCIL		
WARDS		

**3. ELECTORATE and POPULATION at May 2019?**

Details	Electorate	Population
Within TOWN or PARISH		

**4. SALARY STRUCTURE i.e. SCP pay scales/range, all staff 2019-20 (this year)**

Job Title	F - Full	Number of Staff in post	SCP or Salary Range
	PT - Part-Time		
TOWN CLERK			
DEPUTY CLERK			
ASSISTANT CLERK			
ADMINISTRATOR			
RECEPTIONIST			
PROJECT OFFICER			
PROJECT SUPPORT			
EVENTS OFFICER			
MARKET OFFICER			
WORKS MANAGER			
GROUNDS MAINT			
CARETAKER			
CAR PARK ATTENDANT			
VOLUNTEERS			
<b>TOTAL STAFF</b>	<b>FULL TIME</b>	<b>PART -TIME</b>	

**5. SERVICES delivered by the Council (✓) all that apply**

Weekly Market	Play Areas	Little Bins	Gates/Fences	Nb'hood Plan	Social Media
Allotments	War Memorial	Dog Bins	Trees	Public Toilets	Events
Cemetery	Town Hall	Signs	Hedges	Website	Tourism (TIC)
Churchyard	Com Centre	Footpaths	Retail Shop	Car Park	Other Assets
Open Space/Pk	Assembly Rms	Litter Picking	Museum	Newsletter	
Rec Ground	Public Seats	Town Clock	Planning	Other buildings	

6. **ACCOUNTING STATEMENT actual 2018 and 2019 (last two financial years)**

<b>Details</b>	<b>2018</b>	<b>2019</b>
1 Balances B/fwd		
2 Precept		
3 Total Other Receipts		
4 Staff Costs		
5 Loan Interest/Capital Paid		
6 All other payments		
7 All other payments		
8 Total Value Cash & invest		
9 Total fixed term assets etc		
10 Total Borrowings		

7. **SERVICES delivered by Contractors 2018-19 (last financial year)**

<b>Service Details</b>	<b>Frequency</b>	<b>Value of Contract</b>
Grounds Maint:		
Cleaning		
Accounting		
Tourist Info		

8. **COUNCIL & COMMITTEE MEETINGS 2018-19 (last financial year)**

<b>Group</b>	<b>Frequency</b>	<b>Number of meetings last year</b>
Full Council		
Committees		
Sub-Committees		
Liaison/Focus Groups		
Staff meetings		

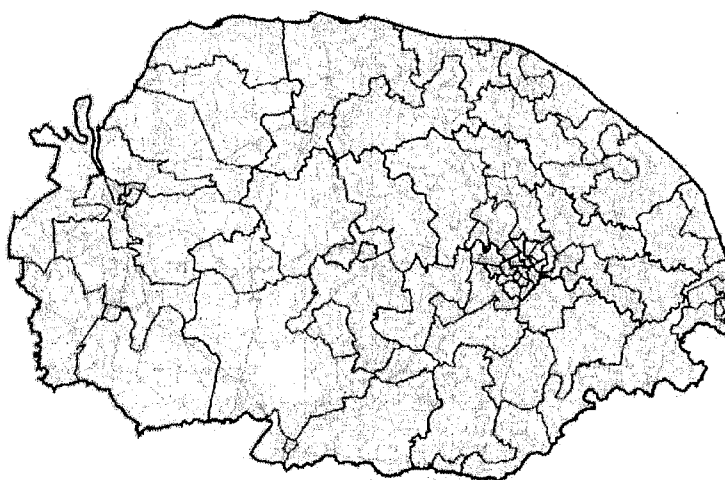
9. **PROJECTS or EVENTS delivered by the Council 2018-19 (last financial year)**

<b>Event Type</b>	<b>Frequency</b>	<b>Number per year</b>
Xmas Lights		
Mayoral/Civic		
Special Market		
Fundraising		

10. **CONSENT to SHARE information**

Name of Council	I agree to share the contents of this report with participating Council Clerks and their HR/Personnel Committee's only
Name	Signed

# Norfolk County Council Electoral Review



## Tell us what you think

The independent Local Government Boundary Commission for England is asking for your views on our electoral review of Norfolk County Council. The review will agree new council division boundaries across the council.

- Do you have suggestions about where your division boundaries should be?
- Where do people in your area go to access local facilities, such as shops and leisure activities?
- Which areas do you identify as your local community?

## Your opinion matters

For more information and interactive maps, visit:  
[consultation.lgbce.org.uk](http://consultation.lgbce.org.uk) and [www.lgbce.org.uk](http://www.lgbce.org.uk).

**Write to:** Review Officer (Norfolk), LGBCE, 1st Floor, Windsor House, 50 Victoria Street, London, SW1H 0TL

**Email:** [reviews@lgbce.org.uk](mailto:reviews@lgbce.org.uk).

**Twitter:** @LGBCE

**Consultation closes:**  
2 December 2019





**Area Summary:**  
 Racecourse W & Beilmore = 35.5 ha  
 (Informal Recreation Woodland)  
 Racecourse E & Browns = 21.3 ha  
 (Reserve Woodland)  
 Area Excluded from CWP = 14.4 ha  
 Total = 71.2 ha

**Meeting Point:**  
 Nearest Postcode  
 NR7 9LW  
 Grid Ref  
 TG 272 106 GB

REVISIONS		DATE	BY	DATE	SCALE
		10-09-19	V5	RWT	1:4,000 @A3

**LOCKHART GARRATT**

**TITLE**  
 Community Woodland Park (CWP)  
 Layout & Improvement Proposals

**PROJECT/SITE**  
 Beilmore Park

**CLIENT**  
 Thorpe & Felthorpe Trust

**REF ID**  
 19-0508

**DATE** 21-06-19  
**SCALE** 1:4,000 @A3  
**APPROVED BY** JAL  
**PRODUCED BY** RWT

Reproduced with the permission of the Ministry, Stationery Office, Crown Copyright. Not to be reproduced without the permission of Lockhart Garratt Ltd. Licence number: 015281-0000 Lockhart Garratt Ltd.

7 & 8 Beilmore House  
 Castlegate Business Park  
 Northamptonshire, NN17 5JG  
 01604 64857  
 01604 64857

[www.lockhartgarratt.co.uk](http://www.lockhartgarratt.co.uk)

- Access Features:**
- 1 x sculpture
  - 1 x interp sign, 2 x benches, 1 x sculpture
  - 1 x bench
  - 1 x access sign, 1 x bench
  - 1 x access sign, 1 x bench, 1 x sculpture
  - 1 x access sign, 1 x sculpture
  - 1 x bench
  - 1 x access sign, 1 x sculpture
  - 1 x bench
  - 1 x interpretation sign, 1 x bench, 1 x sculpture
  - 1 x bench
  - 1 x bench, 1 x sculpture
  - 1 x access point sign, 1 x sculpture
  - 1 x interpretation sign, 2 x benches, 1 x sculpture
  - 1 x access sign, 1 x sculpture

- Legend**
- CWP (56.8 ha) plus Area Excluded (14.4 ha) = (71.2 ha)
  - Area Excluded from CWP (14.4 ha)
  - Informal Recreation Woodland (28.6 ha)
  - Infor. Recr. Woodl. - Heavy Thin (2.8 ha of 28.6 ha)
  - Infor. Recr. Woodl. - Woodland Glades x 4 (0.8 ha)
  - Infor. Recr. Woodl. - Open Heathland (5.2 ha)
  - Infor. Recr. Woodl. - Ponds (0.9 ha)
  - Reserve Woodland with Restricted Access (18.0 ha)
  - Res. Woodl. - Heavy Thin (2.3 ha of 18.0 ha)
  - Res. Woodl. - Open Heathland (2.9 ha)
  - Res. Woodl. - Ponds (0.4 ha)
  - Res. Woodl. - Chestnut Pale Fencing (540m)
  - Primary Rides - Existing Surfaced (310 m)
  - Primary Rides - Proposed Surfaced (1510 m)
  - Primary Rides - Unsurfaced (2720 m)
  - Secondary Rides - Unsurfaced (1950 m)

**From:** Jeffery, Caroline <caroline.jeffery@norfolk.gov.uk>  
**Sent:** 16 September 2019 11:30  
**To:** MWLP  
**Subject:** Norfolk Minerals and Waste Local Plan Review - Preferred Options Consultation  
**Attachments:** parishes and sites.pdf

Dear Parish Clerk,

**Norfolk Minerals and Waste Local Plan: Preferred Options Consultation**

I am writing to inform you that the Preferred Options Consultation on the Norfolk Minerals and Waste Local Plan (M&WLP) will take place over a six-week period from **18 September to 30 October 2019** (inclusive), and I would welcome your comments.

The Minerals and Waste Local Plan will contain policies used to determine planning applications for minerals developments and waste management facilities in Norfolk and will cover the period up to 2036. When adopted, it will replace the existing M&WLP documents.

The M&WLP includes a forecast of the quantities of waste that need to be planned for over the Plan period to 2036 and criteria-based policies to determine planning applications for waste management facilities. The Preferred Options document does not allocate specific sites for waste management facilities.

The M&WLP includes the forecast quantities of sand and gravel (1,868,000 tonnes per annum), carstone (121,400 tpa) and silica sand (750,000 tpa) that need to be planned for during the period to 2036, in order to provide a steady and adequate supply of minerals, and the policies to be used to determined planning applications for mineral extraction and associated development.

The Preferred Options document also includes all the sites that were proposed for mineral extraction in response to a 'call for mineral extraction sites' carried out for the purpose of the M&WLP: 40 sites for sand and gravel extraction, one site for carstone extraction and 3 sites for silica sand extraction, and a conclusion on the suitability of each site. The Preferred Options document also includes four areas of search for future silica sand extraction.

Full details of the proposed sites, site assessments and policies are contained within the Preferred Options document, which is available on Norfolk County Council's website at [www.norfolk.gov.uk/nmwdf](http://www.norfolk.gov.uk/nmwdf) on the 'Norfolk Minerals and Waste Local Plan Review' page.

Attached to this email is a list of all of the parishes in Norfolk where there is a proposed site in the Preferred Options Consultation document.

In addition to the Preferred Options Consultation document, the following documents which provide information to support the M&WLP have also been published:

Sustainability Appraisal Report (Parts A and B) (shows social, environmental and economic impacts of the M&WLP)

Habitats Regulations Assessment Task 1 (of impacts on European-designated nature conservation sites)  
Waste Management Capacity Assessment (contains data on current waste management capacity, waste movements, existing and forecast waste arising in Norfolk)

Silica Sand AOS E and SIL 02 - Historic Environment Impact Assessment - Designated Heritage Assets (assesses the impact of Area of Search E and site SIL 02 on the setting of Listed Buildings and Scheduled Monuments)

All documents are available on Norfolk County Council's website at [www.norfolk.gov.uk/nmwdf](http://www.norfolk.gov.uk/nmwdf) on the 'Norfolk Minerals and Waste Local Plan Review' page.

These documents are available for public inspection, free of charge, within normal opening hours during the consultation period, at:



- Norfolk County Council, County Hall, Martineau Lane, Norwich, NR1 2DH
- Breckland District Council, Elizabeth House, Walpole Loke, East Dereham, NR19 1EE
- Broadland District Council, Thorpe Lodge, Yarmouth Road, Norwich, NR7 0DU
- Great Yarmouth Borough Council, Town Hall, Great Yarmouth, NR30 2QF
- Borough Council of King's Lynn and West Norfolk, King's Court, Chapel Street, King's Lynn, PE30 1EX
- North Norfolk District Council, Holt Road, Cromer, NR27 9EL
- Norwich City Council, City Hall, Bethel Street, Norwich, NR2 1NH
- South Norfolk Council, South Norfolk House, Swan Lane, Long Stratton, NR15 2XE
- The Broads Authority, Yare House, 62-64 Thorpe Road, Norwich, NR1 1RY

Where possible the County Council would prefer comments to be made directly to <https://norfolk.idi-consult.net/localplan/> however, responses by post and email, to the following address, will also be accepted.

Email: [LDF@norfolk.gov.uk](mailto:LDF@norfolk.gov.uk)

Post: Planning Services, Norfolk County Council, CES, County Hall, Martineau Lane, Norwich, NR1 2DH

Any comments that you send will be published on Norfolk County Council's website.

**All comments, using whatever method, must be made by 5pm on 30 October 2019.**

Following the end of the consultation period, the Submission version of the M&WLP will be prepared, taking into account the comments made during the Preferred Options Consultation. The Submission version of the M&WLP will be subject to a formal representations period prior to submission for examination by a Planning Inspector on behalf of the Secretary of State.

Any enquiries should be made to [LDF@norfolk.gov.uk](mailto:LDF@norfolk.gov.uk).

Please also contact Norfolk County Council if you do not wish to receive any further correspondence regarding the M&WLPR.





Regards

**Caroline Jeffery, Principal Planner (Minerals and Waste Policy)**

Community and Environmental Services

Tel: 01603 222193 | Dept: 0344 800 8020 |

Planning Services, County Hall, Martineau Lane, Norwich, NR1 2DH

 Norfolk County Council   

 **Get ready for Brexit** at [gov.uk/brexit](http://gov.uk/brexit)

To see our email disclaimer click here <http://www.norfolk.gov.uk/emaildisclaimer>

The Preferred Options version of the Minerals and Waste Local Plan Review contains proposed minerals extraction sites, areas of search or waste management facilities within the following parishes:

Parish	Proposal
Attlebridge	Mineral extraction site – MIN 55 & MIN 202
Aylmerton	Mineral extraction site – MIN 69
Bawsey	Mineral extraction site – SIL 01
Beeston with Bittering	Mineral extraction site – MIN 23
Beetley	Mineral extraction site – MIN 08, MIN 12, MIN 13, MIN 51
Burgh Castle	Mineral extraction site – MIN 203
Buxton with Lamas	Mineral extraction site – MIN 37
Carbrooke	Mineral extraction site – MIN 200 Waste management site – WS1
Cranworth	Mineral extraction site – MIN 116
Crimplesham	Mineral extraction site – MIN Waste management site - WS6
Earsham	Mineral extraction site – MIN 209, MIN 210, MIN 211
East Beckham	Mineral extraction site – MIN 208
East Rudham	Mineral extraction site – MIN 45
East Winch	Mineral extraction site – MIN 40
Edgefield	Mineral extraction site – MIN 207
Felthorpe	Mineral extraction site – MIN 48
Feltwell	Mineral extraction site – MIN 204
Frettenham	Mineral extraction site – MIN 37
Fritton with St Olaves	Mineral extraction site – MIN 38
Haddiscoe	Mineral extraction site – MIN 25
Heckingham	Mineral extraction site – MIN 92
Holt	Mineral extraction site – MIN 71
Horsham & Newton St Faiths	Mineral extraction site – MIN 96
Horstead with Stanninghall	Mineral extraction site – MIN 64, MIN 65
Ludham	Waste management site – WS4
Marham	Mineral extraction site – SIL 02 Area of Search for future silica sand extraction - AOS E
Middleton	Mineral extraction site – MIN 06 Waste management site - WS5
Morton-on-the-Hill	Waste management site – WS3
Mundham	Mineral extraction site – MIN 212
North Walsham	Mineral extraction site – MIN 115
Pentney	Mineral extraction site – MIN 19, MIN 205
Quidenham	Mineral extraction site – MIN 35, MIN 201
Runcton Holme	Area of Search for future silica sand extraction - AOS F, AOS I
Shouldham	Mineral extraction site – SIL 02 Area of Search for future silica sand extraction - AOS E
Shouldham Thorpe	Area of Search for future silica sand extraction - AOS E, AOS I
Snetterton	Mineral extraction site – MIN 35, MIN 102, MIN 201 Waste management site – WS2

<b>Parish</b>	<b>Proposal</b>
Spixworth	Mineral extraction site – MIN 96
Stow Bardolph	Area of Search for future silica sand extraction – AOS F
Stratton Strawless	Mineral extraction site – MIN 213
Tottenhill	Mineral extraction site – MIN 74, MIN 77, MIN 206 Area of Search for future silica sand extraction - AOS I, AOS J
West Dereham	Mineral extraction site – MIN 32 Waste management site - WS6
Weston Longville	Waste management site – WS3
Wormegay	Area of Search for future silica sand extraction – AOS E, AOS J

## Guy Ranaweera

---

**From:** Natalie Beal <Natalie.Beal@broads-authority.gov.uk>  
**Sent:** 27 September 2019 16:08  
**Subject:** Notification of consultation - three planning documents

Dear Sir or Madam

We are consulting on three planning documents and would welcome your thoughts. Deadline for comments: 4pm on 22 November 2019 to [planningpolicy@broads-authority.gov.uk](mailto:planningpolicy@broads-authority.gov.uk).

### Documents out for consultation

The three documents are:

- 1. Flood Risk Supplementary Planning Document (SPD)**
  - SPDs will help with the interpretation and implementation of Local Plan policies adopted in May 2019.
  - This is a review of the SPD we currently use.
  - It goes into more detail about flood risk and provides greater information on some Local Plan and National Policy requirements.
  - It also has some templates: for example for Flood Response Plans.
  - The document has been produced with the help of the Environment Agency, Norfolk and Suffolk County Councils (As Lead Local Flood Authorities) and Anglian Water Services.
  - We welcome any thoughts you may have on this document.
- 2. Marketing and Viability Supplementary Planning Document (SPD)**
  - SPDs will help with the interpretation and implementation of Local Plan policies adopted in May 2019.
  - This is a new SPD.
  - It goes into more detail about marketing and viability and elaborates on policy requirements.
  - It sets out ways to market your site if you wish to change the use to something not normally supported by our policies.
  - We welcome any thoughts you have on this document, but we have some specific questions to ask you:
    - Question 1: Are we clear with what we need from applicants when they produce a marketing strategy? Do you have any suggestions to improve this document?
    - Question 2: We refer to a longer period or marketing of around 18 months if the market is stagnant – do you have any thoughts on that draft requirement?
- 3. Statement of Community Involvement (SCI)**
  - This is a review of our existing SCI.
  - It sets out how and when we will consult you on the Broads Plan, Local Plan and planning applications.
  - We welcome any thoughts you may have on this document.

### About the consultation

The consultation period is from 27 September to 4pm on 22 November 2019.

You can go here to see the consultation documents: <https://www.broads-authority.gov.uk/about-us/how-we-work/transparency/consultations>

Hard copies will be in the following venues by 4 October (to allow time for delivery of these documents).

- Libraries: Acle, Beccles, Brundall, Bungay, Cromer, Great Yarmouth, Loddon, Lowestoft, Oulton Broad, Norwich Millennium, Stalham and Wroxham.
- Council Offices: Broads Authority, Broadland, Great Yarmouth, North Norfolk, South Norfolk, Waveney, Norfolk County and Suffolk County.
- Tourist Information Centres: Whitlingham

**How to comment**

If you wish to comment, please email [planningpolicy@broads-authority.gov.uk](mailto:planningpolicy@broads-authority.gov.uk) with your comments.

**Next steps**

- We will read all comments and write a response to each one.
- We cannot guarantee that your comment will result in changes to the documents as we may not agree with you, but we will set out our reasons.
- We will send out a summary table of the comments received and our responses to the comments.
- We will notify you as and when the documents are adopted/endorsed by the Authority.

Yours faithfully

Natalie Beal

**Please note:** The Broads Authority has adopted a new Local Plan which can be found [here](#). The policies in the Core Strategy, Development Management and Site Specific documents are all superseded and not in place anymore.

**Natalie Beal**

Planning Policy Officer  
Broads Authority  
01603 756050

Broads Authority, Yare House, 62-64 Thorpe Road. Norwich NR1 1RY  
01603 610734  
[www.broads-authority.gov.uk](http://www.broads-authority.gov.uk)



If you have received this email in error, please delete it immediately and notify the sender. This email may contain confidential information and may be legally privileged or prohibited from disclosure and unauthorised use. If you are not the intended recipient, you must not copy, distribute or rely on it.

As email is not a 100% secure communications medium we advise you to check that messages and attachments are virus-free before opening them. We cannot accept liability for any damage that you sustain as a result of software viruses. We reserve the right to read and monitor any email or attachment entering or leaving our systems without prior notice. Opinions expressed in this email are not necessarily endorsed by the Broads Authority unless otherwise specifically stated.

Scanned by iCritical.

**Sprowston Town Council**  
**PLANNING APPLICATIONS – 18<sup>th</sup> September 2019**

---

**Broadland DC App.No.**  
20191467

**Location:** Former Royal Observer Corps, Chartwell Road, Sprowston, NR6 7RB

**Type:** Full Permission

**Description:** Installation of Two Rapid Electric Vehicle Charging Stations Along with Associated Equipment and Works.

---

**Broadland DC App.No.**  
20191472

**Location:** Land South of Moorsticks, Buxton Road, Spixworth

**Type:** Reserved Matters

**Description:** Matters Reserved by Conditions 2 (Layout, Scale, Appearance and Landscaping), 14 (Landscaping) and 16 (Layout) of Outline Approval 20152035 - Development of 19x Dwellings with Associated Access, Open Space, Landscaping, Pumping Station and Drainage Infrastructure

---

**Broadland DC App.No.**  
20191522

**Location:** 28 Greenborough Road, Sprowston, NR7 9HQ

**Type:** Householder

**Description:** Single Storey Rear Extension & Front Dormer & Porch

---

**Broadland DC App.No.**  
20191525

**Location:** 21 Edwards Road, Sprowston, NR7 8QW

**Type:** Householder

**Description:** Single Storey Rear Extension & Internal Alterations



[www.broadland.gov.uk](http://www.broadland.gov.uk)

Ask For: Dawn Brown/Rebecca Byland  
Direct Dial: (01603) 430513  
Email: [street.naming.numbering@broadland.gov.uk](mailto:street.naming.numbering@broadland.gov.uk)  
Ref: 128/19  
Date: 12 September 2019

Mr Guy Ranaweera  
By email to [townclerk@sprowston-tc.gov.uk](mailto:townclerk@sprowston-tc.gov.uk)

Dear Mr Ranaweera

**Street Naming: Residential Development, Land South of Salhouse Road, Sprowston, Norwich**

I have asked the developer on this site, Halsbury Homes, to contact you so that you may put forward an agreed joint proposal for naming of the roads on the above development. The development site crosses Sprowston, Thorpe St Andrew and Great and Little Plumstead and therefore the proposal for the road names will need to be agreed by all Parish and Town Councils.

You may find it helpful if I state the Council's policy and options on street names at this point, which are:-

- Names of living persons may not be used, except in rare special circumstances, nor may the name of a developing firm be used.
- Names of landscape features demolished by development or names of historic persons, events or places are desirable, as are names selected from themes which will reflect and enhance the character of the area.
- Names should not be readily confused with street names already in use.

All proposals are examined by the Address Development Team at Royal Mail Doxford, Admiral House, 2 Admiral Way, Doxford International Business Park, Sunderland, SR3 3XW on our behalf. Not so much to enhance the postal service, but with a view to preventing confusion for the emergency services in urgent situations. You are free to check any proposal you may have by telephone to them on 08456 045060.

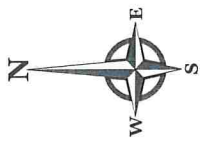
I look forward to hearing from you shortly, in the meantime if you have any queries then please do not hesitate to contact Dawn Brown/Rebecca Byland.

Yours sincerely

Mr P Courtier  
Head of Planning

Broadland District Council  
Thorpe Lodge, 1 Yarmouth Road, Norwich, NR7 0DU  
Tel : (01603) 431133

**IN**  
**TRAN**  
communication for all



- BUTTERFLY NAMES**
- ADMIRAL
  - ARGUS
  - COPPER
  - EMPEROR
  - MONARCH
  - PEACOCK
  - SKIPPER
  - SWALLOWTAIL
  - TORTOISESHELL
  - ADONIS
  - FRITILLARY
  - GRAYLING
  - HAIRBREAK
  - HEATH
  - PAINTED LADY
  - PEACOCK
  - RINGLET
  - SPECKLED WOOD

Accommodation Schedule 1, 365 Pkts. NOTE: Pkts numbers 140 & 141 Relieved / Removed from this situation

Public Open Space requirements.

**NOTE: THIS DRAWING TO BE READ IN CONJUNCTION WITH DRAWINGS SALN - 01, SALS - 01 & SAL - 02 SUBMITTED WITH THIS PLANNING APPLICATION.**

**HALSBURY**  
 Seymour House, Loddon, Norfolk, NR14 6JD  
 Tel: 01598 821500

**PROJECT**  
 RESIDENTIAL DEVELOPMENT  
 SALHOUSE ROAD  
 NORWICH.

**TITLE**  
 COMPLETE SCHEME.

Scale: 1:1000 @ A3 size Date: Nov 2018  
 DWS NO: SAL - 01d

1. All drawings are subject to the provisions of the Planning Act 2008.  
 2. No part of this drawing is to be reproduced or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Halsbury.  
 3. This drawing is the property of Halsbury and is to be used only for the purpose for which it is issued.  
 4. Halsbury makes no representation or warranty as to the accuracy or completeness of the information contained in this drawing.  
 5. Halsbury makes no representation or warranty as to the accuracy or completeness of the information contained in this drawing.



Sprowston Town Council		Payments	Meeting	Date: 09 October 2019
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>
11/09/2019	52069	The Alarm Co	43.33	8.67
30/09/2019	52320	Maintenance 8 mths Recreation Grd.office	496.00	99.20
		Work shed double doors:Sensors		
			<b>539.33</b>	<b>107.87</b>
				<b>647.20</b>
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>
23/08/2019	2792	A. T. Coombes Associates Ltd	280.00	56.00
		Tree Work Wilkes Farm Drive		
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>
02/10/2019	53879	Baileys of Norfolk Ltd	240.00	48.00
		Bulk Bags Topdressing (3)		
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>
30/09/2019	455806	Ben Burgess & Co.Ltd	88.88	17.78
		Chain, Cables, Strimmer Wire		
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>
30/09/2019	149309	Collier Turf Care Ltd	785.26	100.87
		Rakes, Winter Feed, Grass Seed		
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>
30/09/2019	28835	Colour Print	496.00	
		Sprowston Matters issue 53		
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>
11/09/2019	8070414656	Copy it Digital Solutions	20.76	4.15
		Photocopying:31/07/2019-30/08/2019		
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>
16/09/2019	4533	Cozens (UK) Ltd	790.00	158.00
16/09/2019	4535	Led:Dovedale,Alleyway Foxburrow	232.50	46.50
16/09/2019	4536	Sparhawk:Lights Gents & Disabled Toilets	194.00	38.80
06/09/2019	4514	Bollards: Wroxham Road	600.00	120.00
		Street lighting Maintenance August 2019		
			<b>1,816.50</b>	<b>363.30</b>
				<b>2179.80</b>

<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount BACS</u>
24/09/2019	225587	CPS Fuels <u>Details</u> 2000 litres heating Oil	995.80	49.79	1045.59 404
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount BACS</u>
15/09/2019	Inv.118	Simon Dazeley Construction Services <u>Details</u> Supply & fit locks Bowling Pavilion	302.87		302.87 405
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount BACS</u>
10/09/2019	S112447412	Dulux Decorator Centre <u>Details</u> Dulux Paint Specialist Wood Stain	158.03	31.61	189.64 406
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount BACS</u>
01/10/2019	Claim 57	E. Elliot <u>Details</u> Travel Expenses 17/07/19 to 01/10/2019	35.82	7.16	42.98 407
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount BACS</u>
20/09/2019	5415092	ESPO <u>Details</u> Copy Paper,Plastic Wallets,A3 Paper	45.30	9.06	54.36 408
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount BACS</u>
23/08/2019	1009953531	Hays Recruitment Ltd <u>Details</u> D.P.D.Temp grounds staff w/e16/08/2019	96.45	19.29	115.74 409
28/08/2019	1009960442	D.P.D.Temp grounds staff w/e23/08/2019	96.45	19.29	115.74
			<b>192.90</b>	<b>38.58</b>	<b>231.48</b>
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount BACS</u>
01/10/2019	925770	Heritage Contract Services Ltd <u>Details</u> Caretaking/Cleaning Services November 2019	5,569.58	1,113.92	6,683.50 410
26/08/2019	925709	Graffiti removal Wroxham R Bus shelter	72.00	14.40	86.40
31/08/2019	925731	Cleaning Materials:August 2019	43.77	8.75	52.52
			<b>5,685.35</b>	<b>1,137.07</b>	<b>6,822.42</b>
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount BACS</u>
08/09/2019	673424	Intouch Systems <u>Details</u> Server Backup 18/09/2019-18/10/2019	49.00	9.80	58.80 411
	671898	7x hosted exchange 01/10/2019-01/11/2019	53.00	10.60	63.60
	671934	Broadband: Recreation Ground September 201	50.00	10.00	60.00
	671935	Broadband: Diamond Centre September 2019	150.00	30.00	180.00
			<b>302.00</b>	<b>60.40</b>	<b>362.40</b>

<u>Invoice Date</u>	<u>Invoice No.</u>	Norfolk County Council	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
30/09/219	Grant	Sprowston Library Diversity Grant	70.00		70.00	412
<u>Invoice Date</u>	<u>Invoice No.</u>	Norfolk Citizens Advice	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
30/09/2019	Grant	Norfolk Citizens Advice Grant	500.00		500.00	413
<u>Invoice Date</u>	<u>Invoice No.</u>	Richard Powell	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
23/09/2019	2255	Sprowston Matters: Design edition 53	60.00		60.00	414
<u>Invoice Date</u>	<u>Invoice No.</u>	G. Ranaweera	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
02/10/2019	Claim 58	Travel Expenses 16/07/19-25/09/2019	25.12	5.03	30.15	415
<u>Invoice Date</u>	<u>Invoice No.</u>	Ridgeons Timber & Builders Merchants	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
03/09/2019	I1188030	Sharp sand,Cement,Slabs	262.04	52.41	314.45	416
<b>TOTAL OF INVOICES</b>			<b>12,901.96</b>	<b>2,089.08</b>	<b>14,991.04</b>	<b>Trf 69</b>
<b>Transfer:</b>		STC Drawings a/c to Petty Cash	-	-	-	
<b>Transfer:</b>		STC Active a/c to STC Drawings a/c	12,901.96	2,089.08	14,991.04	
<b>Transfer:</b>		STC Active a/c to Salaries a/c	20,000.00		20,000.00	Trf 70

.....  
Councillor

.....  
Town Clerk

Sprowston Town Council		Barclaycard Payments		Meeting Date: 09 October 2019	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
25/09/2019	STC24/GR	Direct Signs (UK) Ltd Sign:Anti climb paint/unsafe roof	60.00	12.00	72.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
18/09/2019	90740254	Homebase Padlocks:Bowls Green/Allotments	12.92	2.58	15.50
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
18/09/2019	65367	Just Fans Cowl Vents(Changing Rooms)	40.03	8.01	48.04
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
24/09/2019	4-660235	Post Office Ltd Postage: C C TV info to police	2.03		2.03
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
24/09/2019	35468503	Max Spielmann 2019 Council Photograph	13.33	2.67	16.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
19/09/2019	21246948	Tesco Pen Drives	16.25	3.25	19.50
18/09/2019	2955077	Teabags/Coffee	11.98		11.98
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>			
12/09/2019	597	Timpson Ltd Nursery Postbox key	5.63	1.12	6.75
24/09/2019	7398	Front door Council office keys	10.00	2.00	12.00
27/09/2019	7502	Changing room Keys	10.00	2.00	12.00
			<b>25.63</b>	<b>5.12</b>	<b>30.75</b>
		<b>Total of Payments</b>	<b>182.17</b>	<b>33.63</b>	<b>215.80</b>
		<b>Due by Direct Debit</b>			

Sproston Town Council		Direct Debit Payments		Meeting	Date: 09 October 2019	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>The AF Group</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
31/08/2019	701113	Details	2.57	0.51	3.08	DEBIT
31/08/2019	703978	Vodafone: Mobile July 219	57.10	3.10	60.20	
31/08/2019	703978	Haven Power: Cemetery : August 2019	16.91	0.92	17.83	
		Haven Power: Sparhawk Park : August 2019	<b>76.58</b>	<b>4.53</b>	<b>81.11</b>	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Angel Springs Ltd t/a Waterlogic</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
31/08/2019	5177434	Details	25.93	5.19	31.12	DEBIT
		Bottled Water : August 2019				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Anqian Water Business</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
15/09/2019	6071485	Details	163.57		163.57	DEBIT
		Allotments: 15/06/2019-14/09/2019				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Information Commissioners Office</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
06/09/2019	Z2419077	Details	35.00		35.00	DEBIT
		Data Protection Fee:				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Total Gas &amp; Power Limited</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
07/09/2019	197792721/19	Details	235.79	47.15	282.94	DEBIT
07/09/2019	197792677/19	Diamond Centre August 2019	2,400.37	480.07	2,880.44	
07/09/2019	197792732/19	Streetlights: August 2019	9.34	0.46	9.80	
		Floodlights : August 2019	<b>2,645.50</b>	<b>527.68</b>	<b>3,173.18</b>	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Veolia Environmental Services</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
31/08/2019	SIO1155944	Details	264.27	52.85	317.12	
		All Sites Skip Hire				
<b>Total Direct Debits</b>			<b>3,134.27</b>	<b>585.72</b>	<b>3,719.99</b>	