

**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 20 November 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 30 October 2019. Pages 1 - 8
4. Agree action/response arising from the minutes.
5. To receive any Police Liaison Officer's report.
6. To receive correspondence.
  - (1) CPRE Norfolk - Norfolk Voice Pages 9 - 14
  - (2) Norfolk County Council - Your views on draft Integrated Risk Management Plan Pages 15 - 16
7. To adjourn the meeting to allow members of the public & Councillors with prejudicial interests to speak<sup>1</sup>.
8. Presentation by Broadland District Council Planners and to:
  - (1) discuss a detailed overview of the new and proposed developments in Sprowston and how they fit in with each other and the surrounding area.
  - (2) explore possible new public and civic facilities to provide benefit to these new developments, and to existing nearby communities in Sprowston.
9. To receive Traffic Statistics (SAM2) - Wroxham Road. Pages 17 - 18
10. To receive any written/verbal reports from Sprowston County and District Councillors. Page 19
11. To receive the report of the Town Clerk and make decisions on: Pages 20 - 26  
4.1 Grant Request - Papillon Project
12. Adjourn the meeting for a short break.
13. To consider planning applications to 20 November 2019. Page 27
14. To receive any written/verbal reports from the Council's Committees and Working Groups.  
To consider the draft Sprowston Town Council Business Plan 2020 - 2024 Action Plan (Enclosed).
15. To receive any written and verbal reports from Members representing the Council on or at outside organisations.
16. To confirm the payment of accounts to 20 November 2019. Pages 28 - 30
17. To receive the schedule of credit card payments. Page 31
18. To receive the schedule of direct debits. Page 32



**Guy Ranaweera**  
Town Clerk

**15 November 2019**

Council Office. Sprowston Recreation Ground . Recreation Ground Road Sprowston .  
Norwich.NR7 8EW  
Tel: 01603 408063 . Email: 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.

In the interests of openness and transparency, Councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

## **COUNCIL MEETING – 30 OCTOBER 2019**

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 30 October 2019, the following Members were present: -

Mr J M Ward – Town Mayor

Mr A J Barton	-	Mr R J Knowles
Mr M G Callam	-	Mrs B J Lashley
Mrs B Cook	-	Mrs J Leggett
Mr W F Couzens	-	Mr N Shaw
Mr J F Fisher	-	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

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### **19/271. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

No declarations of disclosable pecuniary and other interests were received.

### **19/272. APOLOGIES FOR ABSENCE**

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

### **19/273. MINUTES**

The Minutes of the Council's meeting held on 9 October 2019, having previously been circulated to all Members were, subject to the following amendment

Minute 19/256 (3) delete VG and insert VJ

confirmed and signed by the Town Mayor of the Council.

### **19/274. POLICE LIAISON OFFICER'S REPORT**

Norfolk Constabulary's Newsletter was unavailable.

### **19/275. REVIEW SECTION 38 STREET LIGHTING REQUIREMENTS**

(1) Halsbury Homes Development - Salhouse Road

The Town Clerk explained that Halsbury Homes Development straddled the parish boundary of Sprowston and Great and Little Plumstead. Having contacted Great and Little Plumstead Parish Clerk he had been advised that their Council do not ask to install and adopt street lighting.

### **19/275. REVIEW SECTION 38 STREET LIGHTING REQUIREMENTS (CONTINUED)**

Mr M G Callam suggested that the Council continues to support the adoption of street lighting on the part of the Halsbury Homes development in Sprowston.

(2) David Wilson Homes - Salhouse Road (recorded on the Agenda as Keir Living Ltd)

It was noted that the David Wilson Homes development straddled the parish boundary of Sprowston and Rackheath. The Town Clerk would establish Rackheath Parish Council's policy on installation and adoption of street lighting.

### **19/276. BUSINESS PLAN**

Further to Minute 19/264, Mr J M Ward reported that the Business Plan Group had met and a draft Business Plan would be presented to Council for consideration at the next meeting.

### **19/277. CORRESPONDENCE**

Members noted the email from Steve Shaw, Director Power for People requesting the Council to help their campaign by passing a motion in support of the Local Electricity Bill, and signing up to the campaign.

Concerns were expressed regarding the number of agencies needing to be involved, knowledge of energy safety and legal issues, whether OFGEM compliant, small energy suppliers already out of business as uncompetitive, what would happen if no energy was generated by sun or wind, it was a form of circumventing the planning system.

Mr M G Callam commented that it was just a calling for support for a bill where Councils and other local people could avail themselves of these potential facilities. Mr J F Fisher said the Council would not be committing to anything, the bill was just supporting smaller councils in gaining access to community power.

Mr M G Callam proposed, seconded by Mr Fisher for the Council to support the Local Energy Bill.

On being put to the vote the motion was LOST.

### **19/278. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

#### **Norfolk County Council**

(1) Norfolk's five-year olds are ahead of the national average 72.5% have achieved a "Good" level compared to 71.8% nationally. This is a big improvement on where we were in 2014.

(2) last week I had a tour of our 3 County Farms, Care Farms. A well established and growing one at Lingwood, a new one at Mountby (the tenants have only been in for

## **19/278. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)**

2 weeks) and the large original Care Farm, Clinks Farm, at Haddiscoe - this latter one works with up to 40 clients 5 days a week.

### **Norfolk Museum Development Foundation**

- (3) if anybody would like a free visit to the Castle, as Chairman of the Norfolk Museum Development Foundation I can take in 5 guests free of charge. I am next going to the Castle on Monday 4 November 2019 at 2.00pm so if anybody would like to join me, they are very welcome. I would just get you in, you can then do whatever you wish.

### **Sprowston Town Council**

- (4) On Sunday 10 November 2019 I will be representing this Council and doing a reading at the Remembrance Service at St. Mary and St. Margarets Church at 10.45am, all Councillors are welcome to join me.

Mrs J Leggett verbally reported that:

- (1) having considered the applications for a Beat Manager a formal recruitment was felt not to be required and PC Graham Gill had been appointed.
- (2) she had attended the opening of the new White House Farm School.
- (3) Andrew Frederick Adult Support, for whom Hayley Howes runs the Dementia Café, won the Business Community Support of the Year Award at Broadland Community at Heart Awards.

Mr J F Fisher verbally reported that:

- (1) following concerns previously expressed regarding the Childhood and Family Support Services more people not previously reached were now contacting them using the on-line service.

There were still some play/community groups in the centres run by volunteers

An Ofsted focus inspection had taken place on the front-end service, where first assessments were handled, and it was noted that the service had transformed and was now working well. The previous OFSTED report had stated it was in serious need of improvement.

Mr N Shaw verbally reported he:

- (1) had attended a Norfolk Rivers Internal Drainage Board meeting.
- (2) had attended a Community Safety Scrutiny meeting where county lines were the main topic. He would send a written report and presentation to the Town Clerk to be disseminated to Councillors.

Referring to Mr Ward's written report, Mr W F Couzens asked how many pupils the new school could accommodate and was there a shortfall of spaces in Norfolk?

## **19/278. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)**

Mr J F Fisher responded that £1.2m was to buy the site which could accommodate 100 pupils. There were no pupils in Norfolk without a space.

There would be four new schools dealing with different educational needs depending on the requirements of the area and 11 resource bases located within existing schools.

Travelling would be reduced and children not sent out of the county.

The overall spend would be £120m.

Mrs B J Lashley asked if the new schools would be Academy Trusts.

Mr Fisher replied that the land and buildings would be owned by Norfolk County Council and leased to Academy Trusts.

Mrs Lashley asked if the academies would be obliged to take all applicants or could they choose?

In response Mr Fisher stated that available vacancies were advertised and parents could apply. The academy would decide which applicants were offered a placement however, parents could appeal the decision and judiciary would consider if the decision was appropriate.

Mrs B J Lashley reported that since the clocks had changed, the street lights on the A1151, Wroxham Road were lighting up later than those on side roads and requested Norfolk County Councillors to investigate why.

## **19/279. RESIDENTS' QUESTIONS**

On the motion of Mr J M Ward, seconded by Mr R J Knowles it was **RESOLVED**, that the meeting be adjourned to receive residents' questions on matters concerning the town. Residents were reminded that their questions should be addressed to the Town Mayor who would, assisted by the Town Clerk, reply.

Mr M Moore asked:

- (1) if there was any further information with regard to the perpetrators of the incident at the petrol station on North Walsham Road;
- (2) why there were only warning signs of ramps in one direction on Foxburrow Road;
- (3) for details of the scrap man that visited Sprowston fortnightly.

In response Mr Moore was advised that the Council did not have any details pertaining to the incident at the petrol station on North Walsham Road or of the scrap man collection service. As to signage for ramps this was temporary and waiting for collection following roadway re-surfacing.

## **19/280. REPORT OF THE TOWN CLERK**

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

#### **1.1 Broadland Enhancement Award**

Members noted the report of the Town Clerk. Mrs J Leggett reported that the Octagon Barn at Little Plumstead had won the award.

### **CEMETERY**

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

### **STREET LIGHTING**

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

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 Recycling**

Having considered the report of the Town Clerk Councillors were supportive of introducing a recycling facility for office and grounds staff to be located in the compound at Sprowston Recreation Ground.

**RESOLVED** to enter into a one-year contract with Broadland District Council for a commercial recycling bin at £133.00 per annum.

#### **4.2 Redmond review of local authority financial reporting and external audit: call for views**

**RESOLVED** that the Town Clerk and Councillors respond on an individual basis to the Redmond Review Audit Call For Evidence, provided no financial details were disclosed.

### **PLANNING AND TRANSPORTATION**

#### **5.1 Residential Developments of North Blue Boar Lane and East of Salhouse Road**

The Town Clerk reported that he had requested Broadland District Council Planning Officers to attend a Council meeting to discuss the new residential developments North of Blue Boar Lane and East of Salhouse Road. He was awaiting a response.

### **ATTACHMENTS**

#### **6.1 Email from NALC Committees [NALCCommittees@nalc.gov.uk](mailto:NALCCommittees@nalc.gov.uk). Subject "Policy Consultation E-Briefing 12 - 19 Independent Review into Local Government Audit Call for Evidence".**

### **19/281. MEETING ADJOURNMENT**

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

The meeting was reconvened.

### **19/282. 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**

to raise no objection to the following applications:

2019/1408 - proposed garage and side extension at 8, Rangoon Close

2019/1452 - matters reserved by conditions 2 (layout, scale, appearance and landscaping), 6 (landscaping), 10 and 13 (layout) of outline approval 2016/0759 - erection of 4 x detached dwellings with garages at Foxley Wood, Buxton Road, Spixworth

2019/1573 - variation of condition 2 following grant of permission 2018/0295 - revised design and layout of building location at 14, Adams Road

2019/1595 - prior notification of installation of solar photovoltaics (PV) panels on roof at Tesco Stores Ltd, Blue Boar Lane

2019/1635 - single storey rear extension at 32, Cere Road

2019/1603 - display of: 1) 1 no. internally illuminated height barrier; 2) 2 no. internally illuminated key seller signs; 3) 1 no. internally illuminated double menu sign; 4) 1 no. internally illuminated pole sign; 5) 1 no. internally illuminated frame sign; 6) 1 no. internally illuminated roof lettering; 7) 3 no. non illuminated fascia signs location : coffee shop with drive-thru at Sprowston Retail Park

### **19/283. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

No written reports were received.

### **19/284. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

No written reports were received.



**19/285. SUMMARY OF INCOME & EXPENDITURE AND BALANCE SHEET TO 30 SEPTEMBER 2019**

The Town Clerk responded as follows to queries on the Income & Expenditure and Balance Sheet:

- (1) Administration, nominal code 7017 (IT) - 70.5% of budget spent due to up-front costs
- (2) Allotments, nominal code 5101 (Vermin Control) - 100% budget spent resulting from of an annual contract
- (3) Street Scene, nominal code 5605 (Dog and Litter Bins) - overspend due to Broadland District Council identifying a bin they had not previously been charging for.

Mrs J Leggett asked if there was any aspiration to generate an income from Sprowston Diamond Centre.

The Town Clerk responded that usage was growing and an income of £29k had already been achieved. However, he did feel a target of £70k within the first year following redevelopment was quite ambitious.

SDC Phase 4 was clarified as being Sprowston Diamond Centre Phase Four redevelopment.

Mrs B J Lashley asked if there was any indication of how Chestnut Nursery was performing.

The Town Clerk advised that capacity was at just under 10% at the moment but they were hopeful of 70% by end of first school year.

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

**19/286. FIXED LOAN REPAYMENTS**

The schedule of fixed loan repayments was received and noted.

**19/287. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts and supplementary schedule of accounts to 30 October 2019 totalling £9,315.85 and £219.25.

In response to queries on

- (1) invoice No. 4595 - Cozens (UK) Ltd: LED at 70 Pioneer Road, 29/30 Mountbatten Drive the Town Clerk confirmed that it was for two Lamps.
- (2) invoice No. 460034 - MD Thompson: 4 pin light bulbs the Town Clerk advised these were replacement bulbs for lights at Sparhawk Park toilets.

**19/287. PAYMENT OF ACCOUNTS (CONTINUED)**

Referring to Invoice No. 30174096 - The Royal British Legion: poppy wreath it was

**RESOLVED** that a donation of £300.00 (to include £19.25 for purchase poppy wreath) be made to The Royal British Legion in support of their appeal in accordance with its powers under the LGA 1972, s137 (as amended LAGHA 1989 s.28).

On the motion of Mr J M Ward, seconded by Mr N Shaw it was **RESOLVED** that payment of the accounts and supplementary accounts to 30 October 2019 totalling £9,315.85 and £219.25 be approved and the schedule authorising payment signed by Mr R J Knowles and Mr J M Ward.

**19/288. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAYS VISA DEBIT**

The schedule of credit card payments totalling £120.02 and visa debit totalling £35.76 was approved and noted.

**19/289. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule of direct debit payments totalling £85,139.46 was approved and noted.

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

**20 November 2019**

\_\_\_\_\_  
**Town Mayor**



**Norfolk**  
Campaign to Protect Rural England

# NORFOLK VOICE

The newsletter of the Norfolk branch of the Campaign to Protect Rural England November 2019



George Freeman MP at our Rural Housing Conference  
Picture Credit: George Freeman MP

## Pushing Forward

*Over the last six months we have held a successful Conference examining the vexed question of affordable rural housing, continued our lobbying and questioning of local authorities over their policies on new housing, responded to central Government surveys on countryside matters including protection for AONBs, taken out a full-page advert in the EDP to coincide with Climate Strike Day, held a wonderful fundraising summer fair and been treated to a fascinating Annual Lecture at our AGM.*

### George Freeman MP headlines CPRE Norfolk Rural Housing Conference

CPRE Norfolk has long campaigned for more affordable rural housing, especially important for local young families. There is currently little incentive for developers to provide this and even then they often wriggle out of even small commitments, exacerbating the problem of a lack of genuinely affordable houses, which is a very pressing local need.

To examine this problem more closely, we held a Rural Housing Conference on 6th September in Dereham, opened for us by George Freeman, MP for mid Norfolk, who fully supported our arguments. He was followed by several expert speakers: Jo Lavis, a specialist in affordable housing, Mark Ashwell North Norfolk District Council Planning Policy Manager, Lois Lane, CPRE national Research and Policy Adviser, Debbie Wildridge, Community Housing Development Manager from Locality, East of England, and David Hook, CPRE Norfolk Chair of Vision for Norfolk Committee.

The speakers were all excellent and we certainly learned a lot. The 80 delegates comprised mainly members of parish and town councils from across the county, so we look forward to more affordable housing schemes being supported and developed.

Many sincere thanks to all the volunteers who helped out on the day, Breckland District Council which supported the event with a welcome grant, the excellent speakers who willingly gave their time, the Tea Post at North Elmham for the wonderful lunch and the Mid Norfolk Railway for the welcome parking at Dereham Station.

Housing continues to dominate our planning issues, with numerous planning applications being submitted for greenfield sites which are not allocated for housing under Local Plans. Given there are sufficient allocated sites in these Local Plans to meet the build rates of developers and satisfy Government targets, there is no need for additional, unplanned and unallocated market housing on greenfield sites. Moreover, there has been enough house-building in most Norfolk areas to ensure that they can demonstrate having a 5-year housing land supply, which is crucial when it comes to preventing speculative applications for housing on unallocated sites. ....ctd....

Burgate Lane, Poringland.

Picture Credit: EDP



**IF YOU RECEIVE THIS NEWSLETTER BY POST BUT HAVE AN EMAIL ADDRESS TO WHICH IT COULD BE SENT TO SAVE ON COSTS, WE WOULD BE GRATEFUL IF YOU COULD FORWARD THE DETAILS to [info@cprenorfolk.org.uk](mailto:info@cprenorfolk.org.uk). If we don't have your email address it also means you are missing out on all the newsletters, alert bulletins, information and invitations we send out in between our twice-yearly published *Norfolk Voice*. We NEVER share your email address.**

An example of this is provided by the attempts to build a large housing estate on an unallocated greenfield site off Burgate Lane, outside the village of Poringland in South Norfolk. Here, an initial application to build up to 165 dwellings was submitted in 2017, which was refused permission in April 2018. The developer, Gladman, then appealed against this decision, only to withdraw their appeal a few months later. This was then followed by a new application by the same developer on the same site, for up to 98 houses. CPRE Norfolk objected to both applications with thorough comments focussing on a range of issues including potential harm to landscape character, traffic issues, a perceived lack of community engagement and problems with sustainability.

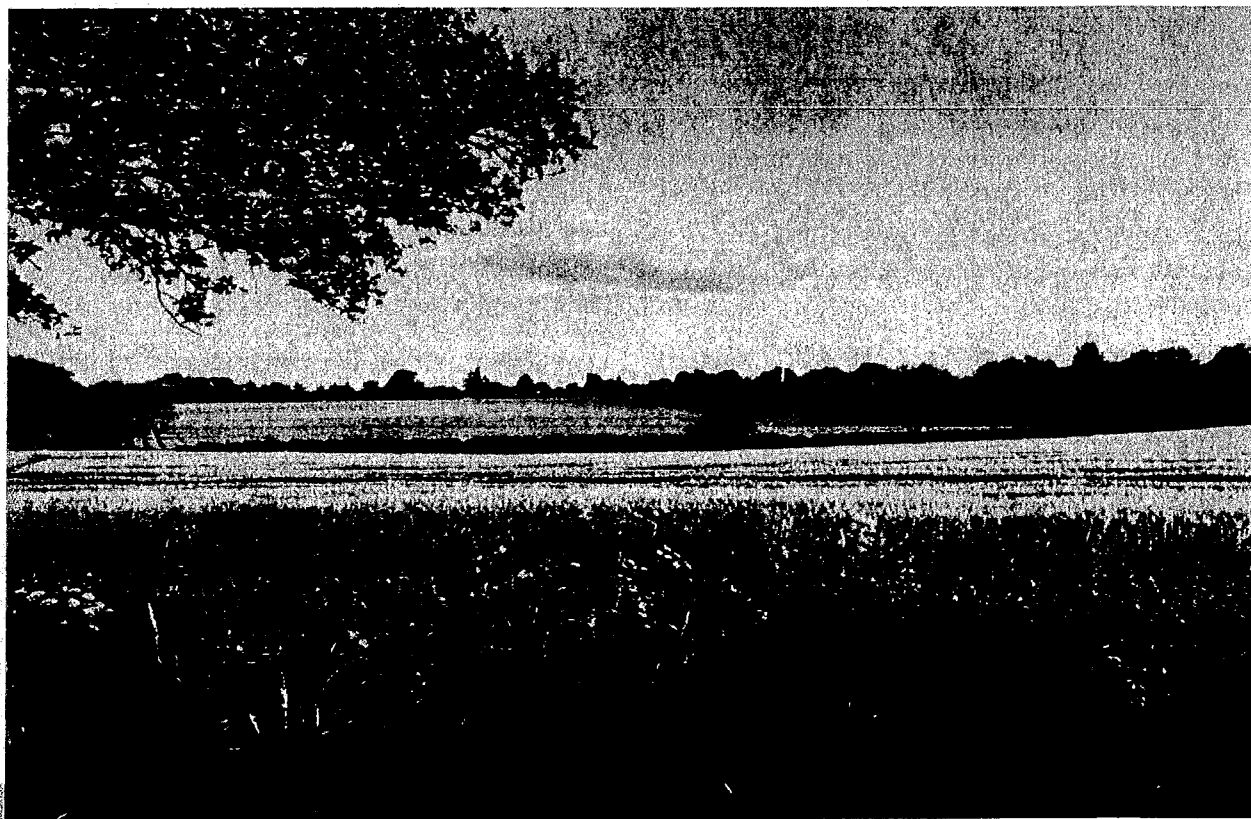
These factors were in addition to the basic issue of the development being on an unallocated greenfield site outside a village which had already seen a massive increase in new housing and is in an area which can demonstrate that it has a current 5-year housing land supply. At the time of writing (9 October 2019) no date has been set for determination of this second application, reference 2019/1593, but one hopes that it will also be refused permission.

Proposed site in Swainsthorpe for Ben Burgess Industrial Site.  
Picture Credit: Swainsthorpe Planning Facebook Page.

### Proposed Ben Burgess relocation to Swainsthorpe

To date there has been no indication of when this application will be considered by South Norfolk District Council. CPRE Norfolk is opposed to this application as it would potentially lead to many harmful impacts on the countryside, residents and users of the A140. Moreover, if this application is approved it would set a very dangerous precedent as it would drive a coach and horses, not to say a fleet of tractors, through various policies in the Local Plan, leaving one wondering what the point is of having such policies. Understandably, Ben Burgess Ltd. the agricultural machinery supplier, wishes to move away from its current site off Martineau Lane, Norwich, to re-locate to a larger and less congested site. They are seeking to move to a greenfield site next to Swainsthorpe village, adjacent to the A140, claiming that this is the only available site that meets their needs. This is due to the imposition of, CPRE Norfolk argues, largely arbitrary selection criteria which have led to this site being chosen, rather than a location already designated for agricultural-industrial use, such as the Harford Bridges industrial park, or the Food Hub a short way along the A47.

CPRE Norfolk considers the Swainsthorpe site to be completely inappropriate for this sort of large-scale industrial use, given the loss of designated countryside it would entail, as well as the



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the major problems it would cause for the already-congested A140, the residents of Swainsthorpe and various landscape and environmental issues.

A full objection has been submitted to South Norfolk District Council urging them to refuse permission. Given the ongoing consultation for the new Greater Norwich Local Plan it seems incredible that any largescale industrial application could be considered for land not designated for that use in the current or emerging Local Plan.

**Offshore windfarms and their associated onshore works**

While CPRE Norfolk continues to support the generation of electricity by offshore wind power, concerns remain over the unnecessary and continuous damage and disruption caused by onshore works. Primarily these involve cable trenches crossing the countryside and substations ever-increasing in size. Every time a new wind farm comes into operation, new cables are laid. CPRE Norfolk urges adoption of an Offshore Ring Main (ORM) which would hugely decrease the amount of this onshore damage and disruption, as any new windfarms could 'plug into' the ORM.

*Below: our full-page advert in the EDP on 20th September*

**Greater Norwich Local Plan**

There has been a delay in the next phase of public consultation for the GNLP, which now looks to start in January 2020. This appears to be due in part to concerns over a suggested increase in the number of additional new houses to be delivered as part of the plan, from 7,200 to 8,500 – 8,900. CPRE Norfolk is sceptical about the suggestion to have growth in 'village clusters', as this could lead to a loss of village character and significant environmental problems due to more car journeys on increasingly congested roads, as the majority of new residents would need to commute to work, with frequent public transport services being often unavailable.

CPRE Norfolk will continue to campaign for the right type of housing in the right locations, for example by following a 'brownfield first' policy, and by urging all of Norfolk's Local Planning Authorities to prioritise developing sites for housing allocated under current plans before allowing any additional sites to be built-out. This has been and remains the focus of our Norfolk Alliance to which 156 parishes have signed up, equating to 29.8% of Norfolk parishes. We are also looking to extend the Alliance so that it covers a wider range of issues of common interest such as the issues around onshore works for offshore windfarms and delivering much-needed affordable housing. If your parish is STILL not signed up please get in touch with [michaelr@cprenorfolk.org.uk](mailto:michaelr@cprenorfolk.org.uk).

**Your Norfolk, Your Future...**

**Today, Global Climate Strike Day, young people and many others are demonstrating their concern about the lack of action being taken to protect the future of the planet.**

**CPRE Norfolk fights for a better future for our county. We campaign for measures that improve the environment for the benefit of all of us and for future generations.**

**We believe we should have:**


- Safe access to a tranquil, protected countryside, with thriving biodiversity, that is properly valued
- Genuinely energy efficient and affordable homes and more local jobs
- Access to a clean high quality transport system, safe walking and cycling, and efficient communication systems
- A secure water supply, clean energy and urgent strategies and policies to deal with the impacts of climate change
- Profitable, naturally regenerating agriculture and a sustainable, developing business economy.

**Read more about our Vision for Norfolk and sign our countryside and green belt petitions by visiting [www.cprenorfolk.org.uk](http://www.cprenorfolk.org.uk)**

**Help us take action for a better future as an individual, a family or an organisation by visiting our website and clicking on 'Join Us'. Membership costs £36 per year and gives discounts to many historic homes and gardens.**

**01603 761660**  
**[www.cprenorfolk.org.uk](http://www.cprenorfolk.org.uk)**

CPRE Norfolk  
15 Pigg Lane  
Norwich  
NR3 1RS

 **The countryside charity**  
**CPRE Norfolk**

**Please sign and share our Petition calling for #GreenBeltforNorwich**  
**<https://www.change.org/p/broadland-district-council-and-south-norfolk-council-green-belt-for-norfolk>, (01603) 761660**

**11**

## AGM and Annual Lecture

We were thrilled that Sir Nicholas Bacon Bt., one of our Patrons, was our Guest Speaker to deliver this year's Annual Lecture to a full house—a fascinating history of his family home and business 'The Bacons and Raveningham Hall'.

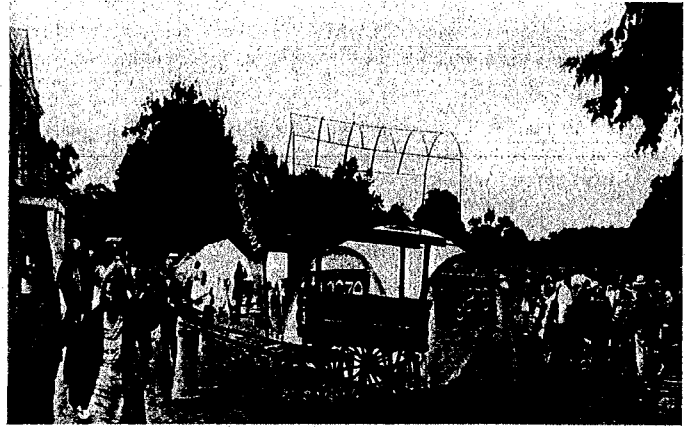


Next year's AGM and Annual Lecture will again be at The Hostry, Norwich Cathedral. The date will be Friday 29th May 2020 from 5pm with the speaker due to be announced soon. Please keep an eye on our website for details.

We are also seeking new Trustees, including a Vice Chairman and Chairman. If you are interested in joining our Executive Board of Trustees, please contact our Honorary Secretary [richardwtturner20@gmail.com](mailto:richardwtturner20@gmail.com) for more information.

## Aestival Summer Fair

Our fundraising summer fair, in the beautiful grounds of Raveningham, thanks to the huge generosity of Sir Nicholas and Lady Bacon, was a great success, despite the damp weather. Designed to showcase the best of Norfolk, and timed as part of the #NorfolkDay weekend celebrations on 27/28 July, visitors enjoyed a wonderful selection of stalls, music, dance, food, drink, tea tent, barbeque, childrens' activities, archery, garden tours, Gaze's antiques valuation tent, companion dog show, great raffle prizes and so much more. We are incredibly grateful to everyone who helped to make it such a special day: the Bacons and their amazing team at Raveningham, all the volunteers and helpers, stallholders, exhibitors, visitors, musicians Rattlebox and Brook Street Band and dancers the Hoxon Hundred, Claire Turner for organising the dog show, Lee Wall for rescuing the archery, Loddon Lions for smoothly supervising the parking, Elizabeth Talbot and her team at TW Gaze, the generous donors of raffle prizes and our lovely sponsors, The Lady, Cozens-Hardy, Wildcraft Brewery, Hollingers and of course Raveningham itself. There are plenty of pictures of the day still on the website, plus a handful here.



The Front Lawn

Picture Credit: Helen Leith



Rattlebox Folk Band

Picture Credit: Helen Leith



Hoxon Hundred Dancers

Picture Credit: Hoxon Hundred



A Happy Stallholder at the summer fair.

Picture Credit: Helen Leith



The History Hubs

Picture Credit:

The History Hubs



Please sign and share our Petition #ProtectNorfolkCountryside let's get to 5,000 names

<https://www.change.org/p/norfolk-s-local-authorities-protect-norfolk-s-precious-countryside>

## CPRE Norfolk Awards 2020

Next year it will be our Awards again. If you run or know of a suitable project which is a great example of protecting or improving either the Natural or Built Environment in Norfolk then please do enter. Entry forms aren't available yet but please do register your interest by dropping a line to [info@cprenorfolk.org.uk](mailto:info@cprenorfolk.org.uk). The deadline for entries will probably be the end of May, judging will probably take place in June and July and the Awards Ceremony will be on the evening of Thursday 17th September 2020 at the Dereham Memorial Hall. More details to follow on our website and invitations to enter should be going out in the New Year.

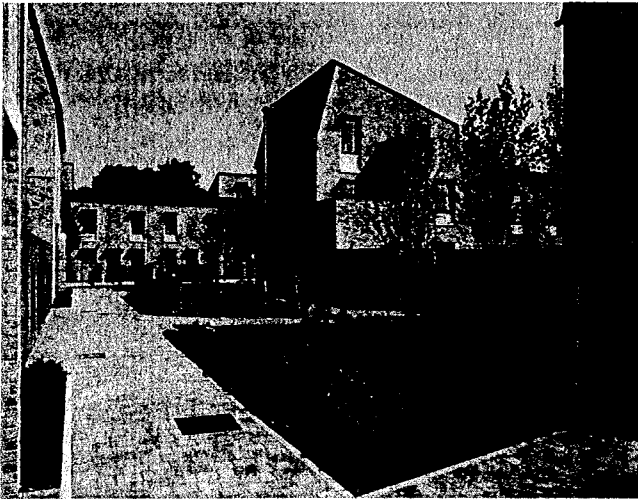
Winners of our last Awards in 2018 were:

Goldsmith Street, Norwich City Council. Hill Farm Barns, Holkham Estate. Barley House, Rockland St. Peter. Biergarten, Caston. North Walsham Conservation Group. Returning Grazing to Whitwell Common. Colby Primary School Eco Hub. Felbeck Trust Outdoor Classroom. Norfolk Ponds Project. Brecks Bat Project. Assist Trust.

You can read more about the 2018 Awards evening, including lots more photographs at: <http://www.cprenorfolk.org.uk/category/news/page/3/>.

### Goldsmith Street wins Stirling Prize

Goldsmith Street, the pioneering project by Norwich City Council, and the largest PassivHaus social housing development in the country, designed by the architects **Mikhail Riches**, which came first in our Green Build Award in 2018, has gone on to receive numerous prizes, including this year's RIBA Stirling Prize, a fabulous accolade and the first time a social housing project has won such a prestigious award. Read more about it here: <http://www.cprenorfolk.org.uk/2019/10/goldsmith-street-wins-the-stirling-prize/>



Goldsmith Street, Norwich.

Picture Credit: mikhailriches.com



Norfolk Ponds Project wins a CPRE Norfolk Award in 2018

Picture Credit: Oscar Ross-Jolly

### Tree Planting at Mannington Hall to remember

#### Martin Walton and Maurice de Soissons

Sadly, over the last year or so, we have lost two great friends of CPRE, who both served on our boards for many years and did such a huge amount to promote the work of saving the Norfolk countryside. Read more about Martin here <http://www.cprenorfolk.org.uk/2018/03/martin-walton-obituary/> and Maurice here: <http://www.cprenorfolk.org.uk/2019/02/maurice-de-soissons/>

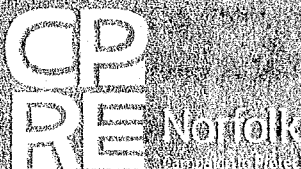
We will be honouring them both with a tree-planting ceremony at Mannington Hall, through the generosity of the Lord and Lady Walpole, Patrons of CPRE Norfolk, and friends of both of them, in the Spring of 2020, date yet to be confirmed. If you knew either Martin or Maurice and would like to attend this ceremony, please drop a line to [info@cprenorfolk.org.uk](mailto:info@cprenorfolk.org.uk) or telephone the office on 01603 761660.

### Help us sign up more members!

You may be a member of CPRE Norfolk—but are your friends? Is your parish council? Our major source of income is members' subscriptions and the more members we have, the more vital work we can do in lobbying and campaigning to protect the precious Norfolk countryside from inappropriate development and campaign for the right kind of development for the right reasons and in the right locations. Overleaf you will find a membership form—do try and get one person or one organisation you know to sign up. It is only £3 a month and benefits include discounted entry to some wonderful country homes and gardens and other attractions. See more information here: <https://www.cpre.org.uk/magazine/features/item/3257-discover-your-countryside>

### Do you need an expert speaker?

Do you need an expert speaker for your organisation's meetings? Our board of trustees comprise experts with a huge amount of knowledge and experience on all sorts countryside/environmental/wildlife/light pollution/planning issues and more. We can speak to your meeting for a modest fee and help to spread the word about our vital work. Just get in touch with [info@cprenorfolk.org.uk](mailto:info@cprenorfolk.org.uk) or call 01603 761660.



CPRE Norfolk

15 Pige Lane, Norwich, Norfolk, UK NE1 1PS

t: 01603 761660 e: [info@cprenorfolk.org.uk](mailto:info@cprenorfolk.org.uk)

[www.cprenorfolk.org.uk](http://www.cprenorfolk.org.uk) Registered Charity No: 210706

Newsletter printed on 100% recycled paper



Campaign to Protect Rural England  
Standing up for your countryside

**JOIN US**

**IN STANDING UP FOR THE COUNTRYSIDE**

**YOUR DETAILS**

Title: \_\_\_\_\_ First Name: \_\_\_\_\_  
Surname: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

**Staying in touch**

Your support is important to us so we would like to keep in touch. CPRE and your local CPRE branch will write to you about your membership and other things we think would be of interest to you. This may include sending you information about our work, campaigns, fundraising, events and other ways you can keep the fight for our countryside going.

Please let us know below if you would also be happy to hear from us by:

Email  Yes My email \_\_\_\_\_  
Phone  Yes My phone No. \_\_\_\_\_  
SMS  Yes My mobile No. \_\_\_\_\_  
(if different to above)

Don't forget you can choose to change how we communicate with you or ask to stop hearing from us at any time. Simply email us at [supporterservices@cpre.org.uk](mailto:supporterservices@cpre.org.uk) or call 0800 163680.

CPRE membership starts at £3 per month but giving at a higher level will help us do more to protect the countryside.

**I wish to pay a Direct Debit of:**

£3\* per month  
 £5 per month  
 £10 per month

I'd rather pay £ \_\_\_\_\_ per month/year (delete as appropriate)

\*Recommended minimum. In order to receive copies of our magazine *Countryside Voice* you will need to donate a minimum of £3 a month.

**Please complete the Direct Debit form below**

Are you renewing your membership?  Yes  No

How did you hear about us? (e.g. radio, TV, social media, local branch, other): \_\_\_\_\_

Boost your donation by 25p of Gift Aid for every £1 you donate. Simply tick the box and complete the declaration below. Thank you!

*giftaid it*

Please treat as Gift Aid all donations and subscriptions I make from the date of this declaration, until I notify you otherwise.

I am a UK tax payer and understand that if I pay less Income Tax and/or Capital Gains Tax than the amount of Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

If your circumstances change, or you want to cancel your declaration, please contact us on 0800 163680.

Full name of taxpayer \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Your Privacy:** CPRE holds and manages your details in accordance with the Data Protection Act 2018 and the General Data Protection Regulation (GDPR). To find out more about how we manage your personal information please see our Privacy Policy at [www.cpre.org.uk/privacypolicy](http://www.cpre.org.uk/privacypolicy)

**YOUR MEMBERSHIP**

CPRE is a national charity with a regional network – we have a CPRE branch in every county of England. When you join CPRE you also become a member of your local CPRE county branch. If you would prefer to belong to a different branch from where you live, please write your preferred county here: \_\_\_\_\_

Upon returning this membership form, your data will be passed to your CPRE branch for membership and so they can stay in touch. All CPRE county branches are separate registered charities, with the exception of Durham and Northumberland.

Please be assured we do not share, sell or swap your information with other organisations outside of CPRE and our county branch network.



Campaign to Protect Rural England  
Standing up for your countryside

**Instruction to your bank or building society to pay by Direct Debit**



**Name and full postal address of your Bank/Building Society**

To: The Manager \_\_\_\_\_ Bank/Building Society  
Address \_\_\_\_\_  
\_\_\_\_\_ Postcode \_\_\_\_\_

**Name(s) of account holder(s)**

\_\_\_\_\_

**Branch Sort Code**

\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|

**Bank/Building Society account number**

\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|

**Service User Number**

7 2 4 2 4 5

**Reference (for office use only)**

\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|\_\_\_\_\_|/\_\_\_\_\_|\_\_\_\_\_|

**Instruction to your Bank or Building Society**

Please pay CPRE Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction will remain with CPRE and, if so, my details will be passed electronically to my Bank/Building Society.

Signature(s) \_\_\_\_\_  
\_\_\_\_\_  
Date \_\_\_\_\_

Banks and building societies may not accept Direct Debit Instructions for some types of account.

Please complete this form and return to:  
**Freepost Plus RTCK-UBXX-BBCR, Supporter Services, CPRE, 5 Lavington Street, London, SE1 0NZ**  
Campaign to Protect Rural England, a company limited by guarantee, registered in England 4302973 Registered charity number 1089685







29 October 2019

Dear Colleague

## Your views on our draft Integrated Risk Management Plan

Norfolk Fire and Rescue Service has just published its draft Integrated Risk Management Plan (IRMP) for 2020-2023. The draft IRMP sets out to identify foreseeable changes in community risks for Norfolk that the fire and rescue service has responsibility for and the strategies we intend to use to mitigate these risks.

The Fire and Rescue Service national context is changing and, following the tragedy of Grenfell Tower, has led to a refocus on our statutory community fire protection services. The proposals for development and change in our draft IRMP are focused on improvement, but before any decisions are made we want to hear your views about your service.

Please find a copy of our draft IRMP attached. You can have your say on the plan and our proposals in online consultation at [www.norfolk.gov.uk/irmp](http://www.norfolk.gov.uk/irmp). Our consultation includes a summary of the draft IRMP and an online feedback form. Using our online feedback form ensures we have a clear record of your response and that your views are accurately recorded.

Online you can also find a list of public drop-in events at our libraries where residents can find out more about both the work of the Norfolk Fire and Rescue Service and the draft IRMP.

We appreciate that some residents may not have online access and people who are unable to respond online can send us their views in writing to:  
Freeport Plus RTCL-XSTT-JZSK Norfolk County Council, Ground floor - south wing,  
County Hall, Martineau Lane, Norwich NR1 2DH.

Residents can request our IRMP consultation in other formats, including paper form, by calling 0344 800 8020 or emailing [haveyoursay@norfolk.gov.uk](mailto:haveyoursay@norfolk.gov.uk). We will make all materials as accessible as possible.

Our consultation closes at **midnight on Tuesday 10 December 2019**. Please note that if we receive any consultation responses after this date we cannot guarantee that we will be able to take them into account.

Cont.../

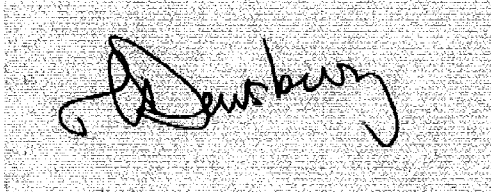
2 / ...

We will consider all feedback in January 2020, before making a final decision on the proposals in February 2020.

I hope this update is helpful to you in giving your organisation the time to plan how to make your views known and to schedule any agenda items or special meetings that you may need to put in place.

If you have any questions about the process for consultation, please do not hesitate to get in touch with Area Manager Tim Edwards via [tim.edwards@fire.norfolk.gov.uk](mailto:tim.edwards@fire.norfolk.gov.uk) or telephone 0300 123 1669.

Yours sincerely

A handwritten signature in black ink, appearing to read 'M Dewsbury', is written over a rectangular area with a light grey grid background.

**Councillor Margaret Dewsbury**

Cabinet Member for Communities and Partnerships, Norfolk County Council

Outbound Monthly EightyFifthSpeeds  
 Wroxham Road - Outbound Traffic  
 (Outside 41 Wroxham Road)

from Mon-Sep-30-2019-12-00-AM to Mon-Oct-14-2019-11-59-PM

Oct 2019.

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Week Day Avg	Weekend Avg	Week Day 8 Avg Speed
0-1	32.7	32.7	31.5	32.9	30	31.2	32.1	31.96	31.65	31.96
1-2	32.5	33.1	34.4	34.4	30	31.9	33.5	32.88	32.7	32.88
2-3	35	31.7	36.2	35	32	32.9	33.7	33.98	33.3	33.98
3-4	34	30	34	30	28.9	33.6	32.5	31.38	33.05	31.38
4-5	33.5	33.3	33	33.1	33	34.3	29.8	33.18	32.05	33.18
5-6	32.1	31.4	30.6	32.2	31.8	31.5	29.8	31.62	30.65	31.62
6-7	31	30.4	31.4	31.8	31.6	33.2	32.2	31.24	32.7	31.24
7-8	30	29.5	29.8	31.3	29.8	31.1	29.9	30.08	30.5	30.08
8-9	28.7	28.6	28.5	29	28.8	29.8	29.7	28.72	29.75	28.72
9-10	29.2	29.4	29.1	29.4	29.2	29.4	29.8	29.26	29.6	29.26
10-11	29.3	29.4	28.8	28.9	29.3	29.3	29.3	29.14	29.3	29.14
11-12	29.4	29.1	29.3	29.4	29.2	28.5	29.1	29.28	28.8	29.28
12-13	29.4	29.3	29.3	29.2	29.3	28.9	29	29.3	28.95	29.3
13-14	29.2	29.1	29.4	29.5	29.4	29.4	29.1	29.32	29.25	29.32
14-15	29	28.9	29.2	28.8	29.2	29	29.3	29.02	29.15	29.02
15-16	28.8	28.8	28.9	29.2	28.7	29.4	29.6	28.88	29.5	28.88
16-17	29.2	28.8	29.2	29.2	29	29.4	29.8	29.08	29.6	29.08
17-18	28.3	28.2	28.9	29.1	28.4	29.6	31.5	28.58	30.55	28.58
18-19	28.9	28.6	29.4	29.2	28.2	29.5	30.7	28.86	30.1	28.86
19-20	29.4	29.1	29.5	29.5	29.2	29.8	30.5	29.34	30.15	29.34
20-21	30.8	29.5	29.7	29.7	29.6	30.7	30.9	29.86	30.8	29.86
21-22	30.7	29.3	30.6	30.1	29.4	29.9	30.7	30.02	30.3	30.02
22-23	29.8	29.8	31.7	31.1	29.8	29.8	30	30.44	29.9	30.44
23-24	32.5	31	33.2	30	31.2	29.7	31.7	31.58	30.7	31.58

Incoming Monthly EightyFifthSpeeds  
Wroxham Road - Inbound Traffic  
Outside 224

from Mon-Sep-30-2019-12-00-AM to Mon-Oct-14-2019-11-59-PM

Page 1

Hour	Oct 2019							Weekend Avg	Week Day Avg	Week Day 85? Avg Speed
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday			
0-1	33.5	34.4	35	35.7	36.8	34.2	34.2	34.2	35.08	35.08
1-2	35	34.5	33	35	33.6	34.3	38.1	36.2	34.22	34.22
2-3	36.2	35	38	37	35.8	34.6	39.4	37	36.4	36.4
3-4	40	40	37.1	40	36.2	39.3	35	37.15	38.66	38.66
4-5	38.3	35.8	35.7	37.3	36.7	37.1	31.9	34.5	36.76	36.76
5-6	37.7	36	38.1	37.6	37.5	36	38.8	37.4	37.38	37.38
6-7	33.3	33.4	33.7	33.6	32.9	34.6	35	34.8	33.38	33.38
7-8	30.8	30.5	31.2	31.6	31.1	33.6	34	33.8	31.04	31.04
8-9	29.2	28.7	29	29.3	28.7	30.4	33.6	32	28.98	28.98
9-10	29.2	28.9	28.8	29.5	29	29.5	31.6	30.55	29.08	29.08
10-11	29.2	28.8	28.9	28.7	28.8	28.4	28.3	29.2	28.88	28.88
11-12	28.8	28.4	28.6	28.7	28.8	28.9	27.9	28.4	28.66	28.66
12-13	29.2	28.5	28.9	28.9	28.6	28.9	28.6	28.4	28.82	28.82
13-14	29.1	28.3	28.8	29	28.7	29.1	28.6	28.85	28.78	28.78
14-15	28.4	28.5	28.4	27.6	27.9	29	28.5	29	28.16	28.16
15-16	28.2	27.6	28.3	28.4	28.5	29.1	28.9	29	28.2	28.2
16-17	28.5	26.7	28.6	28.5	28.4	29.2	29.4	29.3	28.14	28.14
17-18	28.6	27	28.5	28.7	28.7	29.5	31.6	30.55	28.3	28.3
18-19	28.9	28.5	28.8	29	28.5	29.4	29.5	29.45	28.74	28.74
19-20	29.1	29.4	29.6	29.6	29	29.9	29.9	29.9	29.34	29.34
20-21	30.5	30.1	29.9	30.6	30.2	31.4	32.5	31.95	30.26	30.26
21-22	31.2	30.6	31.3	30.8	29.7	32	32.4	32.2	30.72	30.72
22-23	30.5	32.2	32.1	32.8	31.8	31.9	33.2	32.55	31.88	31.88
23-24	33.7	33.8	32.7	31.8	33.1	32.9	34.1	33.5	33.02	33.02

Page 2

10<sup>th</sup> November 2019

## **Report from Councillor John Ward**

### **Broadland District Council**

There have been some recent senior staff appointments:- Rodney Fincham as Assistant Director Finance, Simon Phelan as Assistant Director Community Services and Imogen Mole as Conservation Officer.

BDC recently hosted a workshop on County Lines (Drug supply). Criminal gangs have established 20 lines in Norwich which are obviously impacting people in Broadland. The event was one of a number being held around the county and the agreed outcomes will be turned into actions. Teri Munro is our contact at BDC.

At the Full Council meeting on 7<sup>th</sup> November, BDC adopted an Environmental Policy Statement and agreed to review its action plan every 6 months.

Also at the meeting on 7<sup>th</sup> November, it was agreed that the Council would continue in the Norfolk Business Rates Pool despite there being some risk of extra cost if the NHS win its current high court case against business rates which would mean the Councils would have to jointly pick up NHS's share .

### **Norfolk County Council**

Norfolk's gritters made their first run of winter on Monday 28<sup>th</sup> October in the West of the County. 16,000 tonnes of salt are in stock in preparation for winter. More than a third of Norfolk's roads are on the 49 regular gritting routes, a run covering 2,200 miles and taking 3 hours to complete.

As part of NCC's Early Childhood and Family Service, up to £250k is available annually to help new or existing groups provide activities for 0-5yr olds. Groups are invited to apply for grants of up to £2,500 for projects which might include music, creative arts or physical play. Details from:-  
[www.norfolk.gov.uk/earlychildhoodfunding](http://www.norfolk.gov.uk/earlychildhoodfunding)

Norfolk library service has won a bid of £7k to enable it to put on events and be part of the national BBC "Novels that shaped the world" Festival. Norfolk's specific theme is "Coming of Age" which will aim to improve reading skills across communities that have poor literacy.

The County Council has approved the date of 2030 for Norfolk to achieve net zero carbon emissions. This is part of a far reaching environmental policy for the Council.

## COUNCIL MEETING – 20<sup>th</sup> November 2019

### Report of the Town Clerk

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

##### **1.1 Assist Trust**

The Assist Trust has recently begun hiring the Beryl Reed Sports Hall for five-a-side football sessions. The trust, which is a local charity supporting adults with learning difficulties to become independent is based at Lazar House on Sprowston Road in Norwich.

##### **1.2 Rough Sleeper Count 13<sup>th</sup> November 2019**

Broadland District Council conducted a rough sleeper count on 13<sup>th</sup> November. Towns and parishes were asked to assist by reporting numbers of rough sleepers within their boundaries. Sprowston Town Council put out a request via Facebook asking residents to report any rough sleepers within Sprowston. One report of a rough sleeper within the Norwich City boundary (Sprowston Road) was received but no reports were received pertaining to rough sleepers within Sprowston.

#### CEMETERY

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

#### STREET LIGHTING

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

#### CENTRAL ADMINISTRATION AND PERSONNEL

##### **4.1 Grant Request for £306 from The Papillon Project**

A grant request has been received from The Papillon Project (a new private ltd company aiming to become a registered charity) to support a new school allotment at Sprowston Community Academy through purchase of a plastic cover for an old polytunnel frame.

Company number 12171611

Nature of business (SIC) 88990 – Private Limited Company - Other social work activities without accommodation not elsewhere classified

*See attachment 6.1 for full application*

## **PLANNING AND TRANSPORTATION**

### **5.1 Norfolk Association of Local Councils (ALC) bus meeting**

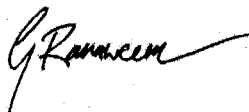
On 11<sup>th</sup> November I attended a workshop on town and rural buses hosted by Norfolk ALC. The purpose of the workshop was to gather ideas from clerks and councillors to put together a bid for some of the £300 million central government funding available for bus schemes. Potential schemes must demonstrate carbon reduction and contributions to well-being.

Whilst the problems faced by rural parishes were on the whole quite different from those faced by Sprowston, at least one other town in attendance did face similar issues to ourselves, e.g.: poor bus services to new housing developments, pollution generated by diesel engines and the need for a responsive local service to help older people living away from main bus routes retain their independence.

**I would be grateful if Councillors could inform me of any 'broad brush' problems of which they may be aware related to buses and bus routes, along with any identified potential solutions. I will collate and submit these to Norfolk ALC on behalf of the Town Council.**

## **ATTACHMENTS**

### **6.1 The Papillon Project – Application for financial assistance**



**Guy Ranaweera  
Town Clerk**



The Papillon Project

## APPLICATION FOR FINANCIAL ASSISTANCE

<p><b>1 Name of Organisation:</b> The Papillon Project</p>
<p><b>2 Name and address of correspondent (and office held):</b> Nigel Boldero Chair of Trustees  Norfolk</p>
<p><b>3 What are the objectives of your organisation?</b> <b>4</b> To inspire children &amp; young people to learn to grow their own food for their school and their community. The ultimate aim of the project is to help schools and sixth-form colleges across Norfolk to create and develop an allotment growing area which the children &amp; young people will design, create and develop themselves. The Papillon Project is also about creating a shared responsibility and forging a community of volunteers from amongst staff, parents and the wider community to help develop a school allotment and maintain it for future children &amp; young people who attend the school.  Being in touch with the environment and being away from the classroom means far more than just gardening! Having a school allotment provides an escape from school books, a chance for students to make new friendships and also bonds with the wider community. Being and learning outside is hugely beneficial for the mental health of children and young people and others who are actively involved with it.</p>
<p><b>5 Is membership/support open to any resident of Sprowston, regardless of sex, age, ethnic origin, religion, disability or sexual orientation? If not, please give reason:</b>  Yes</p>
<p><b>6 Amount of grant applied for £306 (based on a firm quotation for supply of what is needed)</b></p>
<p><b>7 Purpose for which the money will be used. Please explain clearly and simply the reason for your request.</b> The Papillon Project is supporting the creation of a School Allotment at Sprowston Community Academy. The site has great potential and much work has already been completed. There is a frame of a large former Polyunnel, which no longer has a covering, and the grant would enable us to purchase a good quality plastic covering to enable the Polyunnel to be used for food growing which would ultimately be used in the School canteen or sold to the local community, so generating income for the continued development of the Sprowston project.</p>



**8 Have you applied for grant aid to any other organisation (including local authorities)? If so, to whom (please give details of the decision on your application):** No

**9 Is there anything else you wish the Town Council to take into account when considering this application?**

Sixth formers, along with staff and community volunteers are already actively engaged in creating the allotment at Sprowston, and plans are in place to involve children from the whole school, plus staff and community volunteers. To have the Polytunnel ready for us next spring would be great boost to what is possible at the site.

The Papillon Project has only recently been set up as a Charitable Company, and we are seeking funding to meet our day to day running costs and to be able to register as Charity as soon as possible. This means that we do not have funding at present to support the provision of materials and other set up costs for the allotments we are working with.

**10 Please ensure that you have attached up to date examined accounts in support of this application.**

We do not yet have accounts as the Project has been running for two months. A copy of our bank account balance is attached as an indication of our current level of funding. We will in due course agree a reserves policy to ensure that we have sufficient funding to meet our operating costs, which we intend to include a salary for our Project leader, who is currently providing his time on a voluntary basis.

**I agree to the Principles of Grant Aid as set out by Sprowston Town Council**

Signed



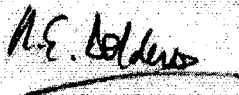
**Dated 10<sup>th</sup> November 2019**

**Consent Form**

Your privacy is important to us and we would like to communicate with you regarding your application for financial assistance. To do so we need your consent. Please confirm your consent. You can find out more about how we use your data from our "Privacy Notice" which is available from our website or from the Council Office at Sprowston Recreation Ground, Recreation Ground Road Sprowston, Norwich, NR7 8EW (01603 408063).

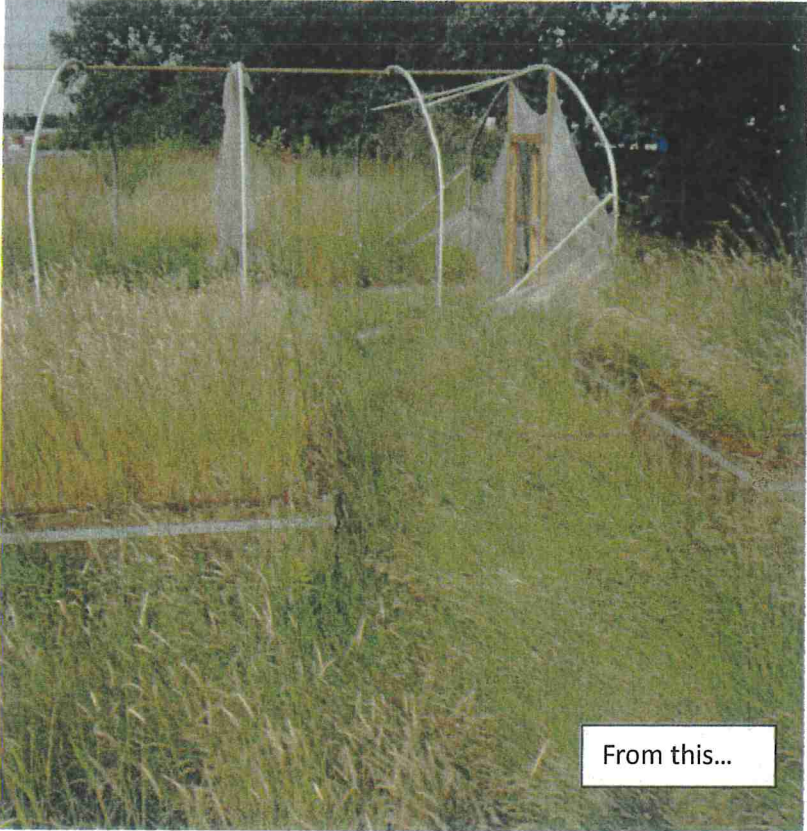
/ Yes, please, I would like to receive communication by telephone / email

Signed

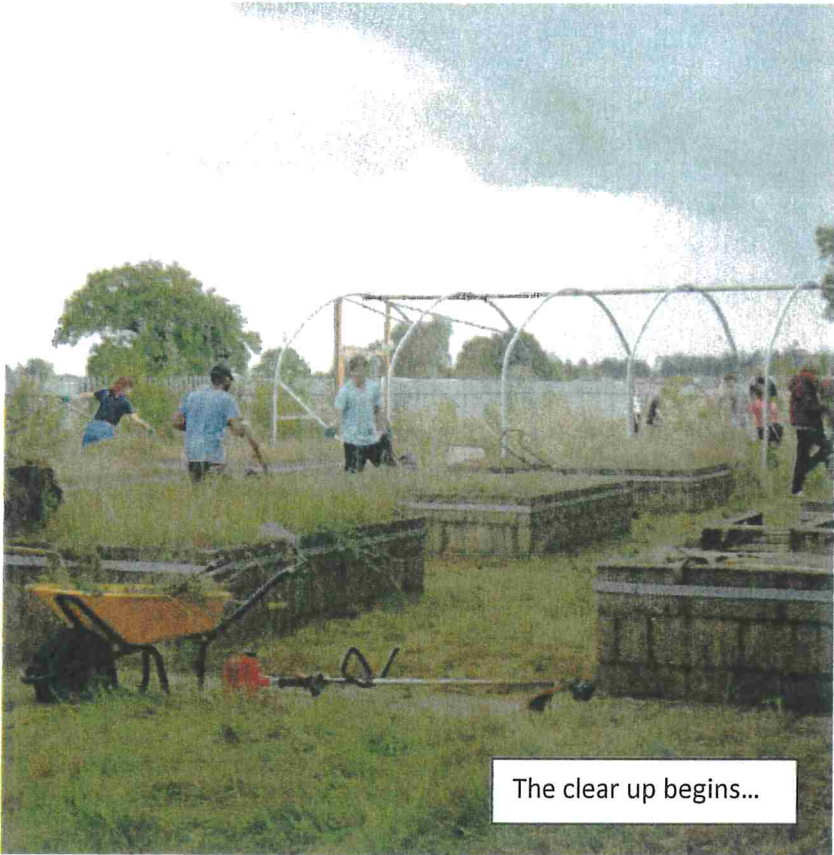


**\_dated \_10<sup>th</sup> November 2019**

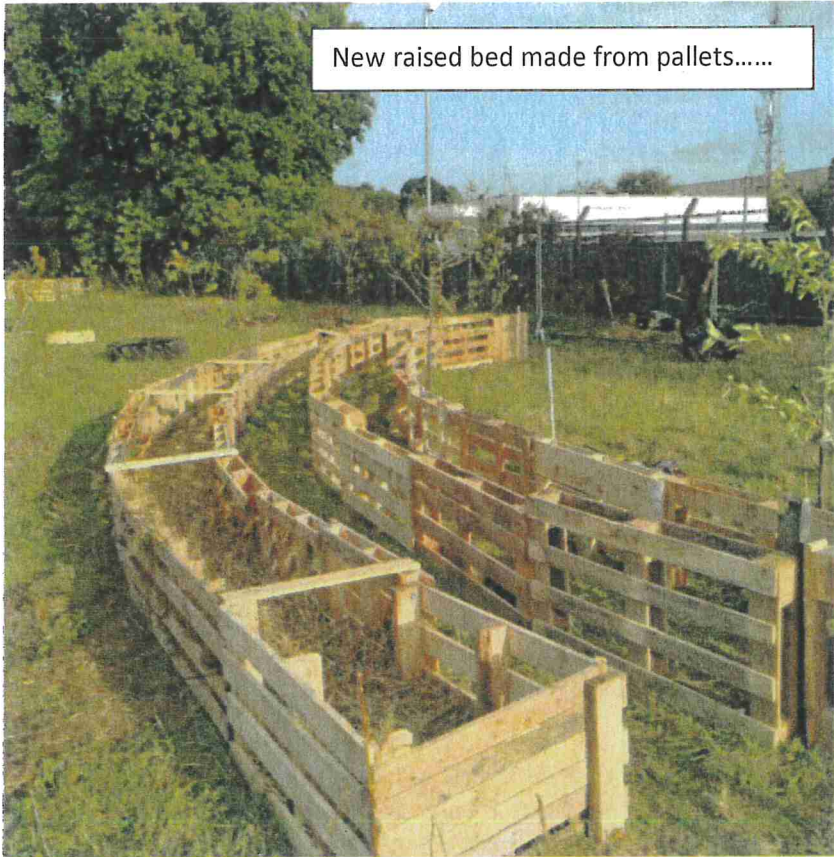
Images of Works at Sprowston School Allotment



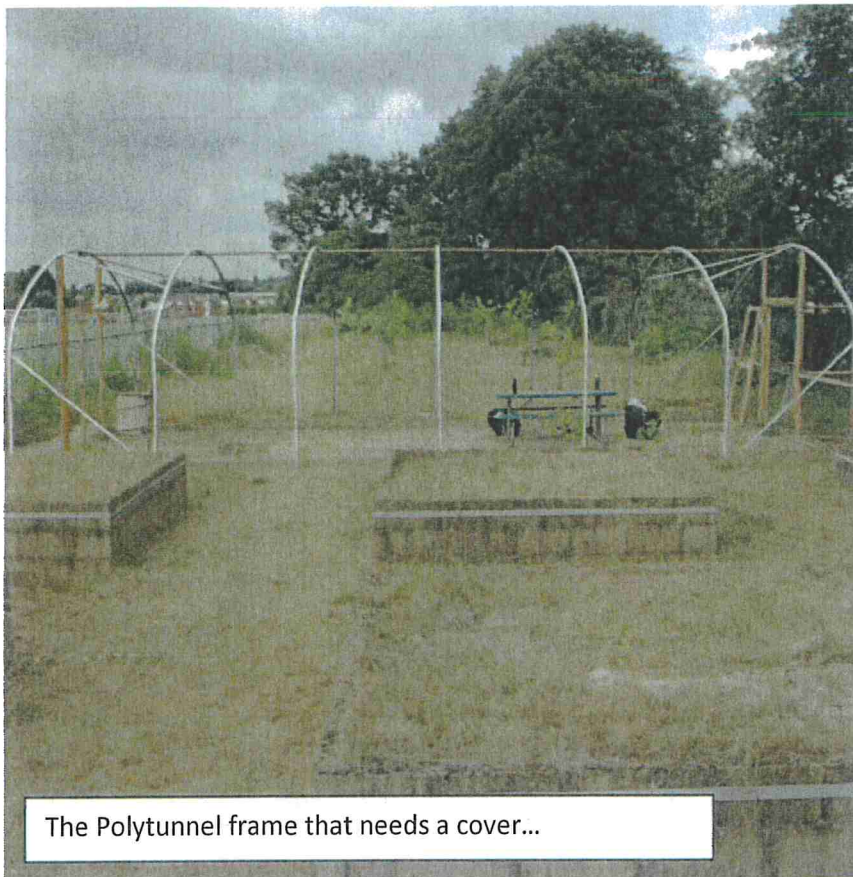
From this...



The clear up begins...



New raised bed made from pallets.....



The Polytunnel frame that needs a cover...

**Sproston Town Council**  
**PLANNING APPLICATIONS – 20<sup>th</sup> November 2019**

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<b>Broadland DC App.No.</b> 2019/1657	<b>Location</b> 1 Saint George Loke, Sproston, NR7 8TJ
<b>Type:</b> Householder	
<b>Description:</b> Single Storey Side Extension	

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<b>Broadland DC App.No.</b> 2019/1737	<b>Location</b> 14 Blenheim Road, Sproston, NR7 8AH
<b>Type:</b> Householder	
<b>Description:</b> Erection of Front Porch and Single Storey Side and Rear Extension	

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<b>Broadland DC App.No.</b> 2019/1760	<b>Location</b> 37 Cromwell Road, Sproston, NR7 8XH
<b>Type:</b> Householder	
<b>Description:</b> First Floor Side Extension	

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Meeting Date: 20 November 2019

Payments

Sprowston Town Council

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
07/11/2019	19237	Amberol Limited Litter bins (2) Blue Boar Lane	405.00	81.00	486.00	431
04/11/2019	30826	Boyd Sport & Play Limited Goal Posts, Counterbalance Weights	502.00	100.40	602.40	432
01/11/2019	88822	Broadland Security Alarms Annual Maintenance:03/11/2019-02/11/2020	110.00	22.00	132.00	433
31/10/2019	456968	Ben Burgess & Co.Ltd 600 hour Service:Gator	383.79	76.75	460.54	434
06/11/2019	8070509804	Copy IT Digital Solutions Ltd Photocopies 30/09/2019-31/10/2019	33.20	6.64	39.84	435
10/10/2019	4577	Cozens (UK) Ltd Maintenance:October 2019	600.00	120.00	720.00	436
18/10/2019	191083	DD Health & Safety Supplies Ltd Steel toe capped Trainers	49.00	9.80	58.80	437
01/10/2019	111323	East Fire Extinguisher & Alarm(UK) Ltd Burglar Alarm call out 21/08/2019	90.00	18.00	108.00	438
01/10/2019	113765	Burglar Alarm call out 25/09/2019	90.00	18.00	108.00	
03/10/2019	113727	Burglar Alarm:Fault Rectified	126.00	25.20	151.20	
			<b>306.00</b>	<b>61.20</b>	<b>367.20</b>	

Ernest Doe & Sons Ltd  
**Details**  
 Parts:Husqvarna  
 Husqvarna Parts: Inv L01270  
 Throttle Cable:Inv.L00915

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
28/10/2019	L01270	236.70	47.34	284.04	439
30/10/2019	L01294	205.32	41.06	246.38	
01/11/2019	L01316	18.54	3.71	22.25	
		<b>12.84</b>	<b>2.57</b>	<b>15.41</b>	

Cr Note  
 Cr Note

ESPO  
**Details**  
 Files,Clips, Copy Paper  
 Gloves,Batteries,DVDs,Hand Towels  
 Tea Spoons, Soap & Washing Up liquid

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
18/10/2019	5452472	38.13	7.63	45.76	440
28/10/2019	5459315	57.90	11.58	69.48	
04/11/2019	5465548	49.02	9.80	58.82	
		<b>145.05</b>	<b>29.01</b>	<b>174.06</b>	

Forethought Marketing  
**Details**  
 Sprowston Matters : Delivery

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
28/10/2019	13372	256.62	51.32	307.94	441

Heritage Contract Services Ltd  
**Details**  
 Face Masks,Refuse Sacks,Hand Soap  
 Caretaking/Cleaning Services December 2019  
 Opening Cemetary Gates : October 2019  
 Litter Picking Blue Boar Lane:October 2019  
 Litter Picking Recreation Grd.:October 2019  
 2 soap dispensers

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
30/09/2019	925808	37.02	7.40	44.42	442
01/11/2019	925848	5,569.58	1,113.92	6,683.50	
01/11/2019	925849	119.64	23.93	143.57	
01/11/2019	925850	16.46	3.29	19.75	
01/11/2019	925851	197.52	39.50	237.02	
01/10/2019	925809	21.62	4.32	25.94	
		<b>5,961.84</b>	<b>1,192.36</b>	<b>7,154.20</b>	

HH Tankering  
**Details**  
 Sceptic Tank Emptying

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
06/11/2019	2478	117.00	23.40	140.40	443

Intouch Systems  
**Details**  
 SDC:Broadband November 2019  
 Recreation Grd:Broadband November 2019  
 Hosted Exch x7 December 2019  
 Server Backup:18/11/2019-18/12/2019

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
01/11/2019	675724	150.00	30.00	180.00	444
01/11/2019	675723	50.00	10.00	60.00	
01/11/2019	675678	53.00	10.60	63.60	
08/11/2019	677206	49.00	9.80	58.80	
		<b>302.00</b>	<b>60.40</b>	<b>362.40</b>	

<u>Invoice Date</u>	<u>Invoice No.</u>	Leathes Prior	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
05/11/2019	172194	<u>Details</u> Nursery : Lease Rental Agreement	1,512.00	302.40	1,814.40	445
<u>Invoice Date</u>	<u>Invoice No.</u>	Moviola Ltd	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
06/11/2019	191395	<u>Details</u> Late Night	85.83	16.17	102.00	446
<u>Invoice Date</u>	<u>Invoice No.</u>	NBB Recycled Furniture	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
31/10/2019	2194532	<u>Details</u> Park Seats, Picnic Tables, Fixings	1,822.00	364.40	2,186.40	447
<u>Invoice Date</u>	<u>Invoice No.</u>	PPL PRS Ltd	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
11/11/2019	SIN1282243	<u>Details</u> Music Royalties:01/07/2019-30/06/2020	1106.44	221.29	1327.73	448
<u>Invoice Date</u>	<u>Invoice No.</u>	The Royal British Legion	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
31/10/2019		<u>Details</u> Donation less cost of Wreath	280.75		280.75	449

**TOTAL OF INVOICES**      13,991.36      2,741.11      16,732.47      Trf 73

**Transfer:**      STC Drawings a/c to Petty Cash      13,991.36      2,741.11      16,732.47

**Transfer:**      STC Active a/c to STC Drawings a/c      16,732.47      Trf 73

**Transfer:**      STC Active a/c to Salaries a/c      25,000.00      25,000.00      Trf 74

..... Councillor      Town Clerk

<b>Sprowston Town Council</b>	<b>Barclaycard Payments</b>	<b>Meeting Date:</b>	<b>20th November 2019</b>
<b><u>Invoice Date</u></b> 01/11/2019	<b><u>Invoice No.</u></b> 49964	<b><u>Net</u></b> 70.83	<b><u>VAT</u></b> 14.17
	Cambridge Framing Centre <b><u>Invoice Detail</u></b> Picture of Council : 2019		<b><u>Amount</u></b> 85.00
<b><u>Invoice Date</u></b> 01/11/2019	<b><u>Invoice No.</u></b> postage postage	<b><u>Net</u></b> 1.90 2.70	<b><u>VAT</u></b>
	Post Office <b><u>Invoice Detail</u></b> Lowestoft Police station:Fence Leathes Prior:Solicitors		<b><u>Amount</u></b> 1.90 2.70
		4.60	4.60
<b><u>Invoice Date</u></b> 07/11/2019	<b><u>Invoice No.</u></b> W51CO28186	<b><u>Net</u></b> 12.90	<b><u>VAT</u></b> 2.58
	Wilco Motor Spares <b><u>Invoice Detail</u></b> Self Fusing Silicone Tape		<b><u>Amount</u></b> 15.48
	<b>Total of Payments</b>	<b>88.33</b>	<b>16.75</b>
			<b>105.08</b>

**Paid by Barclays: Visa Debit**



<b>Sprowston Town Council</b>		<b>Direct Debit Payments</b>		<b>Meeting</b>	<b>Date: 20 November 2019</b>	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT DEBIT</u>
30/10/2019	712743357	British Gas SDC:06/08/2019-30/10/2019	852.99	170.59	1,023.58	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT DEBIT</u>
30/10/2019	67075793	PHS Group SDC 01/12/2019-29/02/2020	311.16	62.23	373.39	
30/10/2019	67075795	Recreation Grd:01/12/2019-29/02/2020	60.13	12.03	72.16	
30/10/2019	67075797	Sparhawk 01/12/2019-29/02/2020	60.13	12.03	72.16	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT DEBIT</u>
09/11/2019	201491108/19	Total Gas & Power Limited	431.42	86.29	517.71	
09/11/2019	201491064/19	Diamond Centre October 2019	286.39	57.28	343.67	
09/11/2019	201491119/19	Streetlights: October 2019	3,072.96	614.60	3,687.56	
		Floodlights : October 2019	9.54	0.47	10.01	
			<b>3,368.89</b>	<b>672.35</b>	<b>4,041.24</b>	
<b>Total of Payments Due by Direct Debit</b>			<b>4,653.30</b>	<b>929.23</b>	<b>5,582.53</b>	