

COUNCIL MEETING – 8 JANUARY 2020

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 8 January 2020, the following Members were present: -

Mr J M Ward – Town Mayor

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

In attendance

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

1 member of the public was present

20/001. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

20/002. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr I Mackie and verbal apologies from Mrs B Cook.

20/003. MINUTES

The Minutes of the Council's meeting held on 18 December 2019, having previously been circulated to all Members were confirmed and signed by the Town Mayor of the Council.

20/004. ACTIONS FROM MINUTES

No actions from the minutes were received.

20/005. POLICE LIAISON OFFICER'S REPORT

Norfolk Constabulary's Newsletter was circulated at the meeting. The Town Clerk reported the breakdown of Burglary Business and Community Crimes as follows, being the updated figures at the time of meeting:

- 2 attempted burglary - business premises
- 3 burglary - business premises
- 2 residential - dwelling
- 6 residential - non dwelling

20/005. POLICE LIAISON OFFICER'S REPORT (CONTINUED)

Mrs J Leggett drew Members attention to the date of the next Safer Neighbourhood Action Panel meeting to be held 27 January 2020 at Gage Road Chapel, Gage Road commencing 7.00pm.

20/006. CORRESPONDENCE

(1) Norfolk Police & Crime Commissioner Annual Budget Consultation 2020/21 Police Precept

Members noted the copy email from Norfolk Association of Local Councils regarding the Norfolk Police & Crime Commissioner Annual Budget Consultation.

20/007. RESIDENTS' QUESTIONS

On the motion of Mr J M Ward, seconded by Mr M G Callam 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.

No questions were raised.

The meeting was reconvened.

20/008. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

(1) Norfolk Youth Offending Team is holding a public presentation of its work and a chance to meet the front-line practitioners at The Gallery, The Forum on 16 January 2020, 5.00pm - 7.00pm.

Broadland District Council

(2) at the Place Shaping Committee on 6 January 2020 Broadland Councillors considered the Greater Norwich Local Plan and gave approval for it to go to consultation on 29 January 2020. This will last until 26 March 2020 and one of the consultation points for residents will be Sprowston Library.

Norfolk County Council

(3) the Council has published its £427.7m budget proposals. This includes a 3.99% increase in Council Tax with 2% of that increase going to adult social services.

Mr W F Couzens was pleased to note in Mr Ward's written report the upgrade of the Bus Station.

Mrs B J Lashley asked if there would be travelling Place Shaping Exhibitions to which Mr Ward responded no however, exhibitions were taking place in a number of Towns.

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Sprowston Diamond Centre - Enhancement Award: High Commendation

The Town Clerk reported that further to Sprowston Diamond Centre's entry into Broadland District Council Enhancement Awards 2019 the building had been awarded a Certificate of High Commendation which will be displayed at the centre.

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Website redesign and new accessibility regulations

Having considered the report of the Town Clerk, Mrs B J Lashley advised that Norfolk Association of Local Councils provided, through a central provider, websites for Town and Parish councils.

Mr W F Couzens felt the Council's current website was due an upgrade as it was difficult to navigate.

Mrs J Leggett said documents to be added to the new site should be carefully considered to ensure they can be easily located.

4.2 Internal Audit 2019 - 20 First Interim Visit

Members noted the Internal Audit 2019-20 First Interim report and congratulated the Town Clerk.

PLANNING AND TRANSPORTATION

5.1 Draft Greater Norwich Local Plan (DGNLP)

RESOLVED that Mr W F Couzens and the Town Clerk attend a briefing event prior to consultation on the Greater Norwich Local Plan, to be held at Broadland District Council on 22 January 2020, 7.00pm - 8.00pm.

Referring to an agenda item to agree a response to the DGNLP at Town Council's February meeting, Mrs B J Lashley asked if the Town Clerk was drafting a response for Members to consider or if the item was for discussion.

The Town Clerk responded that the item was for discussion, any Members unable to attend the meeting could submit their comments in advance for consideration.

20/009. REPORT OF THE TOWN CLERK (CONTINUED)

ATTACHMENTS

6.1 Copy of interim internal audit report Audit Solutions Ltd

6.2 Invitation email from Victoria West (BDC)

20/010. SKATE PARK AND WHITE HOUSE FARM PHASE ONE

Having carefully considered the report of the Town Clerk Members made the following comments:

- the skate park should be relocated adjacent Harrisons Woodland to the rear of the car park in the south eastern corner of the open space. This area was identified in the Sprowston Neighbourhood Plan as a recreational area for residents and the youth of Sprowston in particular.
- the original location proposed for the skate park could become an informal kick about area.
- skate parks close to younger children's play areas create problems. It is also important to involve young people in the design of the skate park so they feel some ownership which helps prevent vandalism.
- maintain the skate park in its current position and pipe and cover the culvert.
- the senior football pitch is unnecessary, there are no changing rooms it is high maintenance and next to a school. Given its location access and parking could be an issue. The area would be better served as an open space suitable for informal play and possibly moveable goals.
- the west area is suitable for a Multi-Use Games Area (MUGA) as it is close to housing and overlooked, however, one super MUGA would be more appropriate with no floodlighting.
- the picnic area could have equipment suitable for younger children and seating.
- would like play equipment to be of a woodland variety.
- the car park to be brought closer to Blue Boar Lane to make it more visible from the road to avoid anti-social behaviour.
- there is no requirement for tennis courts as this sport is adequately catered for at Sprowston Recreation Ground.
- the south Local Equipped Area for Play (LEAP) should be for all ages, designed so that younger children's play equipment is situated away from older children's play equipment and provision of equipment suitable for adults.
- retention of North LEAP as no other play area within this part of the development.

20/010. SKATE PARK AND WHITE HOUSE FARM PHASE ONE (CONTINUED)

- if Local Areas for Play (LAPS) are to be removed assurance is required that these areas would remain as green space and not be used for housing.
- do not want building debris placed on open spaces and thinly earthed. There should be a good depth of topsoil with no contaminates.

In response to a query regarding the proposed football pitch adjacent White House Farm School the Town Clerk confirmed he had consulted with the Head Teacher who advised that the School had a football pitch and in her personal opinion felt a park might be suitable for the area.

Mr J M Ward proposed, seconded by Mr M G Callam that the skate park remains in the proposed location.

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

Mrs B J Lashley proposed the skate park be relocated adjacent Harrisons Woodland to the rear of the car park in the south eastern corner of the open space. The remaining open space to be grassed for future youth development. On being put to the vote the motion was **CARRIED**.

Mr J M Ward proposed, seconded by Mrs J Leggett to:

1. remove all LAPS but retain land as public open space
2. retain the North LEAP
3. upgrade the Neighbourhood Equipped Area for Play (NEAP) at land adjacent to White House Farm School to accommodate children of all ages. Remove proposed formal football pitches and create area of high-quality open space.
4. upgrade the LEAP at proposed skate park site to a NEAP to accommodate children of all ages.
5. remove proposed tennis courts at land west of withdrawn bus link and install large enclosed MUGA with screening from housing.

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

20/011. MEETING ADJOURNMENT

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

The meeting was reconvened.

20/012. 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 planning application 2019/1368 and the accompanying plan the Council

RESOLVED

20/012. PLANNING (CONTINUED)

to remain opposed to 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 there is no significant change to the original proposal and 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.

20/013. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

20/014. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

Members noted Mr K Lashley's report on his attendance at Norfolk Association of Local Councils AGM held 20 November 2019.

Mr K Lashley attended this meeting as an observer on behalf of the Council - Minute 19/265 refers.

Mrs B J Lashley explained that NorfolkALC wanted to reform itself as a co-operative and detailed why and how this would be achieved and answered Members questions therefrom.

Mrs B J Lashley asked if Council felt this was a good idea.

Mr M G Callam proposed, seconded by Mrs J Leggett that Norfolk Association of Local Councils should be encouraged to pursue its reform to a co-operative and on being to the vote the motion was **CARRIED**.

20/015. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule and supplementary schedule of accounts to 8 January 2020 totalling £9,768.45 and £1,904.00.

In response to queries on:

- (1) invoice Nos. 926023 and 926024 - Heritage Contract Services Ltd additional litter picks the Town Clerk explained these were additional to those agreed in the contract but he had queried them with Heritage and was awaiting their response.
- (2) invoice No. 10724 - Westcotec Limited Bus Shelter Condition Survey the Town Clerk confirmed 10 Bus Shelters were surveyed.
- (3) Cr. Note 6647 - Buy Back Plot no. 7.M.23B the Town Clerk advised it was a refund for the purchase of exclusive rights to a burial plot no longer required by the grantee.

On the motion of Mr R J Knowles, seconded by Mr J F Fisher it was **RESOLVED** that payment of the accounts and supplementary accounts to 8 January 2020 totalling

20/015. PAYMENT OF ACCOUNTS (CONTINUED)

£9,768.45 and £1,904.00 be approved and the schedule authorising payment signed by Mrs B J Lashley and Mr R J Knowles.

20/016. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAYS VISA DEBIT

In response to a query on invoice No. 141085971 - Telescopic Pole the Town Clerk explained it was to dislodge debris from the ceiling of the Beryl Reed Sports Hall.

The schedule of credit card payments totalling £245.10 was approved and noted.

20/017. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £640.57 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.

29 January 2020

Town Mayor