

COUNCIL MEETING – 18 DECEMBER 2019

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

Mr J M Ward – Town Mayor

Mr A J Barton	-	Mr W F Couzens
Mr M G Callam	-	Mrs B J Lashley
Ms D Coleman	-	Mrs J Leggett
Mrs B Cook	-	Mr N Shaw

Mr S C Walker

In attendance

Mr G Ranaweera	-	Town Clerk and Responsible Financial Officer
Mrs E Elliot	-	Committee Officer
Ray Houghton	-	Barratt David Wilson Homes
Daniel Fryd	-	Barratt David Wilson Homes
Alex Smith	-	Barratt David Wilson Homes

One member of the public was present

19/317. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Member	Minute No. and Heading	Nature of Interest
Mr W F Couzens	19/327.1.1	Sprowston Dementia Friendly Community Wellbeing Event (Volunteer)
Mrs B J Lashley	19/327.1.1	Sprowston Dementia Friendly Community Wellbeing Event (Volunteer)
Mrs J Leggett	19/327.1.1	Sprowston Dementia Friendly Community Wellbeing Event (Volunteer)
	19/327.1.2	Sprowston Youth Engagement Project

19/318. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr J F Fisher, Mr R J Knowles and Ms C T Rumsby.

19/319. MINUTES

The Minutes of the Council's meeting held on 20 November and 4 December 2019, having previously been circulated to all Members were, confirmed and signed by the Town Mayor of the Council.

19/320. PARISH PRECEPT/TAX BASE ESTIMATES 2020/21

Further to Minute 19/314, Members noted the response from Darren Slowther, Capital Accountant Broadland District Council, explaining how the tax base is calculated and why there is a variation between the estimate and actual figures.

19/321. BARRATT DAVID WILSON HOMES (BDWH)

Mr Daniel Fryd and Mr Ray Houghton gave a detailed presentation on a reserved matters application at Salhouse Road.

Mr Fryd and Mr Houghton responded to Members' questions as follows:

- (1) 2.5 storey buildings would not be erected on this site;
- (2) the development consists of 535 dwellings including a range of 1 to 4-bedroom properties of which 17% affordable, this is rented or shared ownership;
- (3) there are now two proposed access points from Salhouse Road. BDWH would prefer three but Norfolk County Council required the third access junction be removed due to safety concerns joining Salhouse Road.
- (4) a third of new properties in the United Kingdom are purchased with Help to Buy;
- (5) BDWH will contribute a proportion towards construction of the interconnecting roadway to other developments;
- (6) parking is fully compliant with planning regulations and there is also onsite parking;
- (7) estate pathways are 1.8m wide to allow a wheelchair and Buggy to pass;
- (8) play areas are located to the south-east of the site;
- (9) water is managed with use of underground crates, no ponds;
- (10) BDWH are looking into the provision of single storey dwellings;
- (11) all dwellings are provided with fibre optic connection;
- (12) there is an 8-metre buffer between the Salhouse Road and housing with cycle path incorporated;
- (13) the Council will have an input into S106 and provision of services;

Members advised Mr Houghton that Council supported the provision of footway lighting on all new developments.

19/321. BARRATT DAVID WILSON HOMES (BDWH) (CONTINUED)

The Town Mayor thanked Mr Fryd, Mr Houghton and Mr Smith for their attendance.

Mrs J Leggett joined the meeting during this item.

19/322. CORRESPONDENCE

(1) The Royal British Legion

Members noted the letter from The Royal British Legion thanking Council for their contribution to the 2019 Poppy Appeal.

19/323. POLICE LIAISON OFFICER'S REPORT

Norfolk Constabulary's Newsletter was unavailable.

19/324. RESIDENTS' QUESTIONS

As no residents were present at this point of the meeting the Chairman moved to the next item of business.

19/325. TRAFFIC STATISTICS (SAM2) - COUZENS HARDY ROAD

Members were pleased to note that SAM2 traffic statistics had recorded a majority of vehicles travelling within the speed limit on Couzens Hardy Road, however it was suggested that monitors be located away from junctions in the future.

19/326. 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) with regard to the Papillon Project's request for a grant. I submitted a request to Broadland District Council for £306.00 to be paid from my Councillor Grants, this was agreed and the money has been paid to the project.

Sprowston Town Council

(2) as Town mayor I have attended 3 events recently. On 22 November 2019, the launch of the Papillon allotment project at Sprowston Community Academy. On 29 November 2019 the Cecil Gowing School Christmas Fayre and on 12 December 2019 the Cecil Gowing Nativity Play.

Mrs J Leggett verbally reported:

(1) on her attendance at a meal with Sprowston Youth Engagement Project;

19/326. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

- (2) she had given her Broadland District Councillor grants to the Sprowston Church project, coffee morning at White House Farm School and Sprowston Youth Engagement Project.

19/327. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Sprowston Dementia Friendly Community (SDFC) Wellbeing Event

Members considered a request from Sprowston Dementia Friendly Community for use of two rooms at Sprowston Diamond Centre free of charge to host a wellbeing event.

Ms D Coleman proposed, seconded by Mr M G Callam to offer Sprowston Dementia Friendly Community use of the Burrows Room, School Room or Beryl Read Sports Hall between 9.00am and 3.30pm on Thursday 29 October 2020, free of charge for the hosting of a wellbeing event. On being put to the vote the motion was CARRIED.

1.2 Sprowston Youth Engagement Project (SYEP) Plastic Sculpture Trail

Members considered the report of the Town Clerk and request from Sprowston Youth Engagement Project to reduce the hire rate of Sprowston Pavilion.

Mr Couzens felt this would be a good opportunity to promote the Pavilion as a venue for multi-use hire.

Mr M G Callam said it was a wonderful event and proposed room hire should be offered free of charge. This proposal was not seconded.

Mrs B J Lashley queried if there were bookings during the period SYEP required use of the building and would the event be manned.

The Town Clerk advised there were no hirers of Sprowston Pavilion during the Easter Holidays.

Mrs B J Lashley proposed, seconded by Mr W F Cozens a nominal fee of £100.00 for hire of Sprowston Pavilion from 4 April to 18 April 2020 subject to the event being manned at all times. On being put to the vote the motion was CARRIED.

1.3 Recycling Contract

Further to Minute 19/280, the Town Clerk reported that Broadland District Council could not accept recycling collected from public recycling bins as cleanliness and low levels of contamination could not be guaranteed.

However, he had received a quotation from Norse Waste for rental of 1100 litre wheeled bin and fortnightly collections. Loads containing contaminated waste would be treated as general waste and subject to an emptying fee of £20.95.

19/327. REPORT OF THE TOWN CLERK (CONTINUED)

In answer to questions the Town Clerk advised that additional recycling bins, with appropriate signage, would be placed around Sprowston Recreation Ground and if the scheme proved successful it would be expanded to Sparhawk Park and other open spaces.

Mr M G Callam proposed, seconded by Mr A J Barton to no longer pursue a recycling collection contract with Broadland District Council and instead accept a recycling collection contract with Norse Waste at an annual cost of £279.50, subject to contaminated loads being treated as general waste attracting an emptying fee of £20.95. On being put to the vote the motion was CARRIED.

1.4 Sprowston Diamond Centre Cinema - Proposal to screen a Children's Film during February 2020 Half Term

Members considered the Town Clerk's proposal to screen a children's film during February half term holidays together with cost analysis.

Mrs B Cook volunteered to help with supervision of the event.

Mr M G Callam proposed, seconded by Mr N Shaw to authorise the Town Clerk to arrange a children's film screening in accordance with the appropriate logistical details and ticket price of £2.00. On being put to the vote the motion was CARRIED.

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 No matters were reported

PLANNING AND TRANSPORTATION

5.1 The Better Broadband for Norfolk (BBfN) Project

Members noted the installation of a new communications cabinet on Glenburn Avenue as part of the Better Broadband for Norfolk Project.

5.2 Verges

Having received several complaints about the poor condition of verges in Sprowston, and being advised by Norfolk County Council that no action will be taken the Town Clerk reported that he would be exploring this issue in more depth and bringing a report to a future meeting of the council.

19/327. REPORT OF THE TOWN CLERK (CONTINUED)

ATTACHMENTS

6.1 Email from Sandra Hughes Re: SDFC Health and Wellbeing event

6.2 Sprowston Diamond Centre Cinema - Children's Film Cost Analysis

19/328. MEETING ADJOURNMENT

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

19/329. PLANNING

The Town Clerk reported that observations had been requested by the District Council's Head of Planning on applications received since the last meeting.

Having considered each application and the accompanying plans the Council

RESOLVED

(a) to raise no objection to the following applications:

2019/1899 - single storey rear extension at 3, Allerton Close;

2019/1915 - change of use of unit 6 from retail (use class A1) to dance studio (use class D2) (prior notification) at White House Farm, Salhouse Road.

(b) to oppose the granting of planning application 2019/1867 - rear balcony extension and raised decking area to rear at 3, Blackwell Avenue on the grounds that it was an unneighbourly form of development and impinges on the privacy of adjacent properties.

19/330. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written reports were received.

19/331. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written reports were received.

19/332. PAYMENT OF ACCOUNTS

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 18 December 2019 totalling £160,810.14.

In response to queries on:

(1) invoice No. 2874 - A.T. Coombes Associates Ltd: Aerial Inspection Oak (T807) Millennium Loke the Town Clerk explained concern had been expressed about a limb overhanging a resident's garden and a Tree Surgeon was engaged to inspect

19/332. PAYMENT OF ACCOUNTS (CONTINUED)

and check the safety of the tree. The tree was found to be safe but some minor pruning was recommended and will be carried out.

- (2) invoice No. 925934 - Heritage Contract Service Ltd: unlocking Cemetery gates: November 2019 the Town Clerk explained that Council had requested Church Lane car park gates be locked daily at 8.00pm following reports of anti-social behaviour.

On the motion of Mr J M Ward, seconded by Mr M G Callam it was **RESOLVED** that payment of the accounts to 18 December 2019 totalling £160,810.14 be approved and the schedule authorising payment signed by Mr J M Ward and Mrs B J Lashley.

19/333. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAYS VISA DEBIT

Mr N Shaw suggested original Canon Toners could be purchased at a more competitive price from the Cartridge People.

The schedule of credit card payments totalling £458.49 was approved and noted.

19/334. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £18,683.28 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.

08 January 2020

Town Mayor