

## COUNCIL MEETING – 29 JANUARY 2020

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 29 January 2020, 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  
Mr W F Couzens - Mrs J Leggett  
Mr J F Fisher - Mr J H Mallen  
Mr N Shaw

In attendance

Mr G Ranaweera - Town Clerk and Responsible  
Financial Officer  
Mrs E Elliot - Committee Officer  
  
Clare Lincoln - Sprowston Youth Engagement Project  
Simon Stokes - Reverend Canon (Sprowston Parish Churches)  
Paul Wheeler - Ascend Adventure

23 members of the public were present

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### 20/018. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

<b>Member</b>	<b>Minute No. and Heading</b>	<b>Nature of Interest</b>
Mrs J Leggett	Minute 20/022	Trustee - Sprowston Youth Engagement Project

### 20/019. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Ms D Coleman, Mrs B Cook, Mr I J Mackie, Ms C T Rumsby and Mr S C Walker.

### 20/020. MINUTES

The Minutes of the Council's meeting held on 8 January 2020, having previously been circulated to all Members were, confirmed and signed by the Town Mayor of the Council.

### 20/021. ACTIONS AND RESPONSES ARISING FROM MINUTES

- (1) **Planning Application 2019/1368 - Sub-division of Existing Garden to Form 2 New Semi-detached Dwellings (Outline) at 286, Blue Boar Lane, Sprowston, NR7 8RZ**

Further to Minute 19/240 (c), the Town Clerk reported that planning application 2019/1368 was to be considered by Broadland District Council's Planning Committee on Wednesday 5 February 2020.

## **20/021. ACTIONS AND RESPONSES ARISING FROM MINUTES (CONTINUED)**

- (2) Planning Application 2019/1776 - Sub-division of Curtilage and Erection of 2 No. Semi-detached Dwellings and Associated Access at 52, Blackwell Avenue, Sprowston NR7 8XW, to which Sprowston Town Council objected.**

Further to Minute 19/312, the Town Clerk reported that planning application 2019/1776 had now been granted permission.

- (3) Planning Application 2019/1803 - Replacement Dwelling, Garaging and New Garden Wall at 3, Park Cottages, Wroxham Road, Sprowston NR13 6LZ**

Referring to Minute 19/312, the Town Clerk reported that planning application 2019/1803 had been withdrawn.

## **20/022. SPROWSTON YOUTH ENGAGEMENT PROJECT (SYEP)**

Reverend Canon Simon Stokes gave a presentation on the history of SYEP and how it had evolved from its launch in 2013 giving examples of projects they were involved in as follows:

- Sprowston teen café;
- intergenerational community greenhouse project;
- Old Catton teen café;
- young volunteer program - 1950's tea dance, Sprowston sensory garden, WWI centenary tea dance;
- SYEP FC;
- 1:1 support at Sprowston Community Academy.

Clare Lincoln presented SYEP's vision for the future and expanded on how they planned to achieve the outcomes identified below:

- Community Outreach Programme and holiday provision;
- implement a 3-year business plan;
- youth provision in Sprowston and Old Catton 6 days a week;
- continue to build on SYEP Teen café's in Sprowston and Old Catton;
- extend reach of youth volunteers and intergenerational community projects;
- continue and develop accredited positive activity programmes;
- continue to build relationships and partnerships with the wider community;
- low level early intervention service in schools;
- support for young people in ALL areas of their lives.

Clare Lincoln explained that Ascend Adventure had been working alongside SYEP since 2014 and had successfully delivered youth activity camps in Norfolk and various UK National parks and other youth related programmes.

Paul Wheeler of Ascend Adventure briefly explained his 21 years' experience of youth work and why there was a need for community outreach in Sprowston and Old Catton, highlighting the problems as:

## 20/022. SPROWSTON YOUTH ENGAGEMENT PROJECT (SYEP) (CONTINUED)

### Sprowston Community Academy

- no Police Community Support Officers - has left limited operational link between school, family and community;
- large increase in social, emotional and mental health needs across the board;
- rise in anti-social behaviour (ASB) in spring and summer months;
- policy change and funding cuts;
- high risk of increase in not in education, employment or training young people (NEET) - young people left to their own devices;
- increased youth apathy and disempowerment;
- increased polarisation between mainstream and premium pupils / NEET etc.

### Community / Public Perception

- reports on life in Sprowston and media awareness of anti-social behavior;
- unreported crimes;
- bike storms, youth on youth violence, county lines.

Mr Wheeler went on to describe what the Community Outreach programme could offer in Sprowston to address these concerns:

- create an outreach presence in ASB hotspots;
- weekly outreach drop-ins in heart of Sprowston - week days and weekends;
- link in with Sprowston Community Academy personal development education;
- link with safer neighbourhood priorities and beat officers;
- create an individually designed youth & community social capital outcome measurement tool;
- create co-designed events for the wider community e.g. family fun day, summer fete etc;
- secure additional funding to develop activity pathways beyond the outreach programme (e.g. call 2 adventure, holiday activity programmes, youth venue (youth innovation fund - April 2020).

Clare Lincoln outlined the funding requirement for the Community Outreach Programme

#### Community Outreach Ascend Adventure

13 hours per week @ £12.50 per hour x 52 weeks	£8,450.00
SYEP 7 Hours per week @ £16.00 per hour x 25 weeks (£2619.25 from grant, £180.75 in kind)	£2,619.25
Pathways into leadership course	£2,293.95
Secure email address 12 months (12 x £11.40 per month)	£136.80
<b>Total</b>	<b>£13,500.00</b>

to be funded by:

- £2,000 - Sprowston Town Council's agreed grant of £5,000
- £1,500 - Old Catton Parish Council
- £10,000 - request for additional funding from Sprowston Town Council

The Town Mayor advised that SYEP's funding request would be considered at a future meeting of the Council.

### **20/023. ST. MARY AND ST MARGARETS'S CHURCH - PATH REPAIR**

The Town Mayor invited Reverend Canon Stokes to comment on the request from St Mary & St Margaret's and St Cuthbert's for assistance in meeting the cost of repairing a damaged footpath running from the cemetery, through the churchyard to the north door of the church.

Following debate, it was agreed that the Head Groundsman assess the pathway and if he felt repairs were needed the Town Clerk to obtain a quotation.

### **20/024. ANNOUNCEMENT BY THE TOWN MAYOR OF THE ORDER OF REMAINING BUSINESS IN ACCORDANCE WITH STANDING ORDER 1 (a)**

The Town Mayor proposed, seconded by Mrs J Leggett to change the order of the agenda to consider items 8, 12 and 11 before moving to item 6. On being put to the vote the motion was CARRIED.

### **20/025. RESIDENTS' QUESTIONS**

On the motion of Mr J M Ward, seconded by Mrs J Leggett 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 D Wright of Neville Close expressed his objection to the granting of planning application 2019/1875, Land at Lushers Loke, for the following reasons:

- the site is adjoined to my back garden. The applicant wants to erect a 45ft x 30ft x 20ft high building on the boundary with my property, which is an unneighbourly form of development;
- whilst the business hours stated are 7.30am - 4.30pm Monday to Friday and 7.30am - 1.00pm on Saturday the self-storage business is 24-hour access 7 days a week. Metal containers are noisy, particularly when doors are closed and locked, there will be light pollution and disturbance to surrounding residential properties day and night;
- the only access to this site is via a byway unsuitable for larger vehicles such as HGV's carrying/collecting scrap and reclamation materials. It is also a restricted byway according to Norfolk County Council's website;
- the byway is used by children, cyclists and dog walkers and there is a potential safety issue given the additional traffic and size of vehicles this business would attract;
- to accommodate 52 containers the site will have to be concreted which could create drainage and flooding issues. Anglia water have already expressed their concern with regard to water usage, waste water, surface water and effluence as the site has not been surveyed and it considers there to be a high risk of flooding;
- this application is in direct contradiction to the Sprowston Neighbourhood Plan;
- School Lane, the main access to this site is already congested at its entrance from the ring road and larger vehicles would have difficulty passing where traffic is regularly parked on both sides of the road. Furthermore, larger vehicles would not be able to make the turn at the George Hill junction;

## **20/025. RESIDENTS' QUESTIONS (CONTINUED)**

- this is an erroneous application and false, the supporting statement is inaccurate, vague and irresponsible. It is not a like for like business it is two separate businesses and two separate planning applications should be submitted, one for reclamation and one for change of use to self-storage;
- it is an unsuitable development in a predominantly residential area and just because Lushers previously existed on this site it should not set a precedent.

Mr K Lashley of Neville Road stated that the Sprowston Neighbourhood Plan went out to consultation, independent examination and a referendum where residents voted in favour of adopting the plan. This is a golden opportunity to achieve the part of the plan relating to this land. Storage units is a change of use and has nothing to do with a builders-yard. This application is contrary to the plan and the Council has every right to object to it.

Mr Gregory of Wroxham Road referred to the double yellow lines outside the terrace houses opposite St. Cuthbert's Church advising that people continually park on these lines creating a bottle neck for lorries and busses. He suggested shorting the bus lane and reducing the length of the yellow lines.

The Town Mayor suggested Mr Gregory contact the Town Clerk via email with details but said changes to road markings required a road traffic order which cost £1000's.

Mrs Tovell of Proctor Road queried as to when Councillors walked around Sprowston to identify issues in the Parish, stating that some walkways were impassable due to leaf build up and when raining it was worse. She suggested that it should not be the responsibility of residents to keep reporting problems to Council.

The Town Mayor requested Mrs Tovell email details of specific problems to the Town Clerk.

Mr Tovell of Proctor Road queried whether it was the responsibility of Sprowston Town Council to remove debris from a fallen tree on the open space at Ecton Walk.

It was agreed that the Clerks of Old Catton and Sprowston liaise on this matter.

## **20/026. 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:

2019/1978 - single storey rear extension at 11, Greenborough Road

2019/1991 - two storey side extension & single storey rear extension at 67, Cromwell Road

## 20/026. PLANNING (CONTINUED)

2020/0133 - extensions to existing detached house (revised proposal) at 28, Rosemary Road

2020/0150 - two storey side and rear extensions at 27, Church Lane

(b) to strongly oppose to the granting of planning application 2019/1875 - demolition of derelict building, replacement of existing office block with portacabin office, new building, new weighbridge and weighbridge hut and siting of 52 storage containers at Land at Lushers Loke on the grounds that:

- (1) the application includes a change of use to self-storage business which is a material departure from the previous use of the site.
- (2) it is not possible, as suggested in the application, to estimate traffic movements on this site on the information available, given the application includes the sale of new and reclaimed building materials, manufacture and sale of timber products and joinery, joinery shop and sawmill storage, sale of aggregates, storage of plant and machinery open 7.30am - 4.30 Monday to Friday and 8.00am - 1.00pm Saturday and 52 containers for the self-storage business, accessible 24 hours a day 7 days a week.
- (3) metal containers are noisy and there is no control over what will be stored in them. Night access will cause disturbance to residents living in the area through noise and light pollution. i.e. vehicle engines, headlights and car doors, closing and locking of gates and metal containers, security lights and talking.
- (4) there is potential noise nuisance from vehicle reversing alarms given the nature and volume of vehicles on this site.
- (5) access is via a byway, unsuitable for larger vehicles being narrow with limited space for passing. Furthermore, the byway is well used by school children, dog walkers and other residents and not conducive to sharing with large vehicles and increased volumes of traffic.
- (6) the area outlined in the application implies that the access road is part of the site whereas it is a Norfolk County Council byway.
- (7) the main route to the development is via the ring road and School Lane, which presents its own difficulties. Parking outside and opposite business premises on School Lane reduces the roadway to single lane during peak hours and larger vehicles already find it difficult to navigate. Increased volumes of HGV's would only further exacerbate this situation.
- (8) the application indicates soakaways are to be used for drainage, this system has already proved inadequate in Sprowston. There are no holding measures to contain water to prevent flooding.
- (9) this proposal would not achieve the objectives of Policy 12 of the Joint Core Strategy for Broadland, Norwich and South Norfolk adopted March 2011,

## **20/026. PLANNING (CONTINUED)**

amended January 2014, the need to regenerate tired suburbs, improve townscape and retain local character.

(10) the application is in contradiction with Sprowston Neighbourhood Plan, Policies 18 and 20.

(11) this application is an unneighbourly form of development.

## **20/027. 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.

## **20/028. POLICE LIAISON OFFICER'S REPORT**

Members noted Norfolk Constabulary's January Newsletter.

Mrs J Leggett reported on her attendance at the Safer Neighbourhood Action Panel (SNAP) held 27 January 2020.

23 residents were in attendance who raised issues on parking outside schools, speed of traffic and parking on Atlantic Way and surrounding estate roads, litter on Cozens Hardy Road and the state of verges.

The priorities agreed by the SNAP panel for the next quarter were:

- Monitor and challenge inconsiderate parking around Cannerby Lane, Sprowston and Schools in Old Catton and Sprowston
- Monitor and challenge speeding on Cannerby Lane & Blue Boar Lane in Sprowston; and St Faiths Road, Spixworth Road and Woodland Drive in Old Catton

## **20/029. CORRESPONDENCE**

(1) Members noted the proposal for Spixworth Neighbourhood Development Plan

(2) Members noted correspondence from Claire Sharland, Sprowston Library giving feedback on the success of the Mama G event and thanking Council for their sponsorship.

(3) Mr J F Fisher proposed, seconded by Mr J H Mallen the reimbursement of £49.99 to Mr B Woolner for purchase of Office 365 for him to continue updating the Sprowston History Archive. On being put to the vote the motion was **CARRIED**.

## **20/030. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

## **20/030. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

- (1) flooding and loss of electric power at most of the Falcon Road School site on Tuesday 21 January 2020 caused Norfolk County Council's education Department to take urgent action transferring all year 3, 4 and 5 pupils to White House Farm School until the problems at Falcon Road School are fixed. Year 6 remain at Falcon in an unaffected independent building.
- (2) there will shortly be a proposal out for consultation to extend the 30MPH limit at Salhouse Road to beyond Atlantic Way
- (3) on Monday this week I attended the Corporate Select Committee where we discussed the "One Public Estate Partnership which is a partnership of Norfolk County Council, the District Councils, Blue Light Services and Norfolk Health Service. It was set up in 2016 and aims to share services and property wherever possible. One example is part of Children's Services and the Police working from Broadland District Councils Thorpe Lodge. We also heard about the roll out of Superfast Broadband which is now available in 94% of Norfolk. Mobile phone coverage continues to improve and 5G is now available in Norwich.
- (4) we have a vacancy for School Governor at Cecil Gowing Infant School.

Mrs B J Lashley queried why there were coloured markings identifying services along Wroxham Road.

It was agreed that the Town Clerk contact Norfolk County Council to establish the reason for this.

Mr M G Callam asked, given the proposed extension of a 30MPH limit on Salhouse Road, if the speed limit on Atlantic Way would be reduced from 40MPH to 30MPH.

Mr Ward replied that it was likely to be changed.

Referring to the closure of most of Falcon Road School Mr J F Fisher advised that a proper investigation was to be carried out as to why the school flooded, particularly when not in use during evenings and weekends.

He also commented on Racecourse Woods reporting there was renewed public interest and a meeting called by Friends of the Earth and Extinction Rebellion to discuss whether to embark on a new campaign to save the woods. They intend to write to Belmore Trust to see if they would be willing to withdraw the planning application. Despite stating there would be no direct action there has been activity by demonstrators. Protestors have marked trees so those previously identified for felling have been lost amongst others.

Mr W F Couzens said there was a slight issue with use of the White House Farm School at pick up times which was increasing traffic at both schools.

Mr Fisher agreed to raise this issue.

Mr R J Knowles left the meeting.



## **20/031. REPORT OF THE TOWN CLERK**

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

#### **1.1 Sparhawk Park Building Maintenance**

Members noted that significant maintenance recently carried out to the roof, and plumbing at Sparhawk park buildings had caused the parks building repairs budget for 2019/20 to be exceeded although the overall Parks budget should come in on target (discounting the loan over-payments).

Furthermore, as additional repair works were likely the Town Clerk would bring a report to Council following feedback from the roofing contractor.

#### **1.2 Request from a Local Girl Guide Group**

Members considered the report of the Town Clerk and request from a local girl guide group. It was suggested:

- to wait and see the success of the film screening on 17 February 2020;
- to refer the group to the greenhouse or library projects
- SYEP might like assistance with their proposed summer fete
- the cinema could be arranged subject to Council's costs being covered
- Guides could participate in the Councils annual planting programme, subject to health and safety requirements

**RESOLVED** that the Town Clerk advise the Guide Group of the various projects in Sprowston.

### **CEMETERY**

#### **2.1 St Mary and St Margaret's Church - Path Repair**

This item was considered under Minute 20/023.

### **STREET LIGHTING**

#### **3.1 Street Lighting Update**

Members noted the report of the Town Clerk and requirement to hold an open and competitive tender process to include a suitable specification for the street lighting replacement programme.

#### **3.2 Land South of Salhouse Road - Barratt David Wilson Homes (BDWH) Section 38 Street Lighting**

The Town Clerk corrected his report advising that the BDWH development straddled the boundary with Rackheath not Gt & Lt Plumstead.

Council considered the proposed street lighting scheme from BDWH and did not deem it be of a suitable standard.

## **20/031. REPORT OF THE TOWN CLERK (CONTINUED)**

Mr M G Callam proposed, seconded by Mrs B J Lashley that the same standard of street lighting throughout Sprowston should be applied to this development. On being put to the vote the motion was CARRIED.

### **3.3 Land South of Salhouse Road (Kier Living Eastern) - Section 38 Street Lighting**

Having considered the proposed lighting scheme at Land South of Salhouse Road Members did not regard it to be of an appropriate standard and Mr J F Fisher proposed, seconded by Mrs J Leggett that all residential road should have footway lighting. On being put to the vote the motion was CARRIED.

## **CENTRAL ADMINISTRATION AND PERSONNEL**

### **4.1 No matters were reported.**

## **PLANNING AND TRANSPORTATION**

### **5.1 Land South of Salhouse Road (Kier Living Eastern) - Street Naming Scheme**

Members noted the proposed street naming scheme for the development on land south of Salhouse Road and it was **RESOLVED** to adopt the names Willow; Sycamore; Poplar; Hawthorne; Chestnut; Maple; Walnut and Ash subject to the English spelling.

## **ATTACHMENTS**

- 6.1 Email from Sprowston Parish Churches
- 6.2 Plan of Barratt David Wilson Homes on land South of Salhouse Road showing proposed street lit areas
- 6.3 Plan of Kier Living Eastern development on land South of Salhouse Road showing proposed street lit areas

## **20/032. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

No written reports were received.

## **20/033. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

- (1) Members noted the written report from Mr W F Couzens on his attendance at the Draft Greater Norwich Development Plan meeting held 22 January 2020. This subject would be discussed at Council's February meeting.
- (2) Mr N Shaw verbally reported on his attendance at the Norwich Airport Consultative Committee as follows:

**20/033. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

- (1) helicopter activity has reduced;
- (2) there is uncertainty with regard to Flybe;
- (3) Loganair is to withdraw from Norwich Airport;
- (4) passenger numbers are lower but this was expected given the time of year.

**20/034. QUARTER 3 BANK RECONCILIATION**

The Town Clerk presented the Quarter 3 Bank Reconciliation and responded to Members queries as follows:

- (1) the precept is the same as the budget as it is paid in two instalments;
- (2) actual loan charges were significantly higher than budgeted for in 2019/20 as the Council had repaid in full a number of loans; this will reduce;
- (3) Nursery costs relate to redecoration and preparation of a tenancy agreement prior to Chestnut Nursery moving in;
- (4) whilst some budget headings depict 9 months income exceeding 12 months budget this is not likely to continue with regard to administration, allotments, parks and open spaces, street scene, or Sprowston Diamond Centre which had a very challenging target. Whereas the cemetery could exceed budget.

Mr M G Callam proposed, seconded by Mr J M Ward to approve and adopt the Quarter 3 Bank Reconciliation.

**20/035. PAYMENT OF ACCOUNTS**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 29 January 2020 totalling £5,344.56 and answered Members queries as follows:

Invoice No. 4815 LED lights at Windsor Park Gardens and Rushmore Road one light had become loose in the wind and the other hit by a motor vehicle.

Credit Note Invoice No. 926068 Extra litter picking at Sprowston Recreation Ground  
Invoice No. 926024 a credit for November and December when additional litter picks were not required or carried out.

On the motion of Mr J M Ward, seconded by Mr J H Mallen it was **RESOLVED** that payment of the accounts to 29 January 2020 totalling £5,344.56 be approved and the schedule authorising payment signed by Mrs B J Lashley and Mr J M Ward.

**20/036. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAYS VISA DEBIT**

The schedule of credit card payments totalling £127.55 was approved and noted.

**20/037. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The Town Clerk answered Members questions on Direct Debit payments as follows:

Invoice No. 1104050452 Haven Power - Sparhawk Park, this was an estimated reading.

**20/037. SCHEDULE OF DIRECT DEBIT PAYMENTS**

Invoice No. 8405338 Sage 50, Sage payroll: 01.01.20 - 31.12.20 Cover this is for 2 users.

The schedule of direct debit payments totalling £7,303.58 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.

**19 February 2020**

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**Town Mayor**