

**NOTICE OF MEETING**  
**AND SUMMONS TO ATTEND**

**The meeting of Sprowston Town Council  
will be held by remote means on Wednesday 26 August 2020 at 7.30pm**

**Members of the public may use the details below to attend this Zoom meeting  
(password not required)**

**Online: <https://us02web.zoom.us>**

**By phone: +44 203 901 7895 United Kingdom.**

**(Find additional local numbers: <https://us02web.zoom.us/j/kboOZEs81y>)**

**Zoom Meeting ID: 858 4406 4316**

**AGENDA**

Item No.

1. To receive declarations of interest.
2. To receive apologies for absence.
3. To confirm the minutes of the Council meeting held 5 August 2020. Pages 1 - 8
4. To agree action/response arising from the minutes.  
Planning Applications:
  - (1) 2020/1260 - Installation of 8 x illuminated signs and 1 x non-illuminated signs at Starbucks, Chartwell Road, Sprowston NR6 7RB
  - (2) 2020/1218 - Installation of clearance bar, order point canopy & HVAC condensers to exterior of drive thru unit at Starbucks, Chartwell Road, Sprowston NR6 7RB
  - (3) 2020/1228 - Extension to existing residential detached garage with change of use from garage to cattery at 23, Blithemeadow Drive, Sprowston, NR7 8PY
5. To receive any Police Liaison Officer's report Pages 9 - 10
6. To receive correspondence:
  - (1) Broadland District Council's Licensing Policy Review. Pages 11 - 12
7. Sprowston Youth Engagement Project - Interim Report Page 13
8. To receive any written/verbal reports from Sprowston County and District Councillors. Page 14
9. To adjourn the meeting to allow members of the public and Councillors with prejudicial interests to speak.
10. White House Farm Play Equipment to parcels L5, L6, L15 and L18 Pages 15 - 20
11. Request for street names:
  - (1) Persimmon Homes Consortium - White House Farm Phase 2. Page 21
  - (2) Barratt David Wilson Homes - development off Salhouse Road. Page 22
12. To consider planning applications to 26 August 2020. Page 23 - 24
13. To receive any written/verbal reports from the Council's Committees and Working Groups.
14. To receive any written and verbal reports from Members representing the Council on or at outside organisations.
15. To confirm the payment of accounts to 26 August 2020. Pages 25 - 26

16. To receive the schedule of credit card payments.
17. To receive the schedule of direct debits.

Page 27  
Pages 28 - 29



**Guy Ranaweera**  
Town Clerk

**21 August 2020**

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> Councillors 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.*

## MEETING OF SPROWSTON TOWN COUNCILLORS – 5 AUGUST 2020

At the remote meeting of the Sprowston Town Council held by video conference on Wednesday 5 August 2020, the following Councillors were present: -

Mr J M Ward – Town Mayor

Mr M G Callam - Mrs J Leggett  
Mr W F Couzens - Mr I J Mackie  
Mr J F Fisher - Mr J H Mallen  
Mr R J Knowles - Mr N Shaw  
Mrs B J Lashley - Mr S C Walker

In attendance

Mr G Ranaweera - Town Clerk and Responsible  
Financial Officer  
Mrs E Elliot - Committee Officer  
Mrs N Harpley - Broadland District Councillor - Sprowston  
Central

2 members of the public

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### **20/179. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

<b>Councillor</b>	<b>Minute No. and Heading</b>	<b>Nature of Interest</b>
Mrs J Leggett	20/189 - Application for a Premises Licence	Broadland District Council - Portfolio Holder

### **20/180. APOLOGIES FOR ABSENCE**

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

### **20/181. MINUTES**

The Minutes of the Council's meeting held on 15 July 2020, having previously been circulated to all Councillors were confirmed subject to the following amendments

Minute 20/167 (3), **delete** to put their own measures in place and **insert** any traffic measures installed would be at their own expense.

Minute 20/171, **delete** **FIANANCE** and **insert** **FINANCE**

and will be signed by the Town Mayor of the Council at the next appropriate opportunity.

### **20/182. ACTIONS FROM MINUTES**

Planning Application 2019/1875, Land at Lushers Loke, Sprowston NR7 8TH

## **20/182. ACTIONS FROM MINUTES (CONTINUED)**

Council noted that planning application 2019/1875, Land at Lushers Loke Sprowston NR7 8TH had been withdrawn.

## **20/183. POLICE LIAISON OFFICER'S REPORT**

Having received an update from PC Gill Mrs J Leggett verbally reported:

- there had been an incidence of arson at Sparhawk Park;
- an increase in anti-social behaviour weekends and evenings;
- an increase in neighbourly disputes;
- the road policing unit were still dealing with speeding issues and three special constables were being trained.

## **20/184. CORRESPONDENCE**

### **Norwich Western Link Local Access Consultation**

Council noted the Western Link Local Access Consultation was launched on 27 July 2020 and it was agreed that Councillors respond on an individual basis.

## **20/185. 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) A planning application has been submitted to build a £1.9m recycling centre on part of the Harford Park and Ride site. This will replace one at Ketteringham and will complement the new Norwich North recycling centre. These will replace the current Mile Cross recycling centre in 2021.
- (2) In June, 27,895 Norfolk residents claimed Universal Credit, this is 5.2% of the resident population.
- (3) Norfolk County Council and business leaders have agreed to fund £2.225m tourism support package from the Norfolk Strategic Fund to be led by Norfolk County Council in partnership with the seven district councils.
- (4) The Linacre Avenue Bus Route: - I am pleased to report that following representations our MP Chloe Smith, Councillor Leggett, Councillor Harpley, myself and the Town Council, the County Council has arranged for Konect Bus company to take on this route from 7 September 2020 with an hourly service Monday - Friday.

### **Broadland District Council**

- (1) Since the lockdown in March, Broadland District Council and South Norfolk District Council have awarded more than £50m in grant payments to local businesses from Government funding, and processed more than 4,000 business grants.

## **20/185. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (COUTINUED)**

Councillor N Harpley verbally reported "As I'm sure you are now all aware, planning application 20191875 has now been withdrawn, with the developer citing local residents' concerns for safety and noise. I would like to thank the residents who I have been working with to oppose this development. This is a great result for community campaigning. There are still some unresolved questions regarding the site's interim use and I am currently in communication with the local planning officer about them."

Mrs B J Lashley advised she had received an email from a resident of School Lane regarding Colby Commercials erecting "Residents Only" signage.

Councillor Harpley responded, there was ongoing issues as no one was claiming ownership of the Byway and she was trying to ascertain under what terms it could be used. The Planning Authority were unaware and she was now approaching Norfolk County Council Highways.

## **20/186. RESIDENT'S 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 K Lashley commented that it was good news regarding Lushers Loke thanks to the hard work of residents and Councillor Harpley.

The owner of land at Lushers Loke is now putting forward an application for housing, the trans-shipment site has been a huge car park since its operation was closed, Colby Commercials have told the telecoms company to move their mast and planning permission has been given for a new location on Chartwell Road.

He went on to say is this not a great opportunity to achieve this element of the Neighbourhood Plan and asked what the Town Council was doing to move the plan forward.

Mr J M Ward replied the Town Council would aim to implement the Neighbourhood Plan but questioned whether the remaining business could be moved.

The meeting was reconvened.

## **20/187. REPORT OF THE TOWN CLERK**

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

#### **1.1 Sprowston Diamond Centre**

Further to his written report the Town Clerk advised that Sprowston Diamond Centre was now fully operational and had been well received by returning customers. He was hopeful of further regular customers returning.

## **20/187. REPORT OF THE TOWN CLERK (CONTINUED)**

Referring to the fitness group trialling use of Barkers Lane Mrs B J Lashley requested consideration be given to events taking place at St. Mary and St. Margarets Church to avoid any disturbance.

### **1.2 Football Teams using Sprowston Recreation Ground**

The Town Clerk further reported that Sprowston youth teams appreciated use of the Diamond Field however, usage was reducing as other venues re-opened.

With regard to adult and youth teams from outside Sprowston allegedly using Sprowston Recreation Ground Councillors enquired as to which teams were playing, how often, why they were gravitating to Sprowston and if it was causing a nuisance?

The Town Clerk advised he had not conducted a survey but had seen large numbers of participants engaged in organised football training sessions. It was a difficult situation given Sprowston teams were recently asked to move off the park. He said they might feel it unfair if non-Sproston teams were not requested to do the same.

Council did not feel Barkers Lane was a suitable location for formal football as it was originally purchased for use as an open space. It could deter other users and be a nuisance to neighbouring properties.

Council did not feel a decision could be made until further information was available and it was

### **RESOLVED**

- (1) To remove Option 4: Identify these clubs and offer the use of Barkers Lane open space at the standard rate of £15 per hour, or a reduced rate of Council's choosing, or free of charge.
- (2) Town Clerk to find out more details

## **CEMETERY**

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

## **STREET LIGHTING**

### **3.1 Annual Street Lighting Contract**

In answer to a Councillors question the Town Clerk advised that the £600.00 plus VAT monthly fee included all call outs and routine repairs. Specialist parts and repairs were additional.

On the motion of Mr J M Ward, seconded by Mrs B J Lashley it was proposed to renew the annual contract with Cozens UK at a cost of £600.00 plus VAT per annum and on being put to the vote the motion was CARRIED.

## **20/187. REPORT OF THE TOWN CLERK (CONTINUED)**

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 Personal Injury Claim by a Member of Staff**

Mr J H Mallen enquired as to progress of the personal injury claim by a member of staff.

The Town Clerk reported it was too early to comment as defence was submitted at the end of July however, he was confident there was no case to answer to.

He would update Council when more details were available.

### **PLANNING AND TRANSPORTATION**

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

### **SPROWSTON CORONAVIRUS UPDATE**

#### **6.1 Sprowston Coronavirus Help Group (SCHG)**

The Town Clerk reported that SCHG had been successful in their application for a £1000 grant from Clarion Housing.

Mrs J Leggett reported that the group were looking to move forward with their own Governance and Bank Account.

Also, Broadland District Council were no longer paying for travel expenses however, she understood there was still some grant money left to cover this.

## **20/188. 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:

2020/1166 - single storey rear extension (retrospective) at 10, Neville Road.

2020/1290 - two storey extension at 156, North Walsham Road.

2020/1296 - erection of two storey rear extension at 50, Blackwell Avenue.

2020/1318 - demolish existing rear conservatory and new single-storey extension with flat roof at 32, Greenborough Road.

2020/1334 - alteration including demolition and replacement of existing garage at 18, Recreation Ground Road.

## **20/188. PLANNING (CONTINUED)**

2020/1413 - single storey rear extension on the back of an existing extension, work to include a new flat roof to existing at 32, Allens Lane.

2020/1409 - proposed change of use of part ground floor of dwelling to 2 small business units. 1 - One Sensory Therapy. 2 Pottery Studio.

- (b) not to oppose the granting of planning application 2020/1390 subject to the illumination of signage being restricted to opening hours of the business.
- (c) not to oppose the granting of planning application 2020/1143 - 7 Avian Way but expressed concern with regard to the availability of male and female toilet facilities and increased traffic movements.

## **20/189. APPLICATION FOR PREMISES LICENCE UNDER LICENCING ACT 2003**

Council were opposed to the granting of a premises licence at 3, Hanson Close on the grounds of Prevention of Public Nuisance.

A cocktail and delivery service was considered to be an inappropriate activity in a residential close.

Preparation of cocktails would be carried out in a spare bedroom of a terraced house and could cause noise nuisance for neighbours of adjoining properties, particularly with additional movements up and down stairs, loading and deliveries.

## **20/190. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

Mrs J Leggett reported the Recreational Facilities Working group had met on 31 July 2020 and had:

- prepared a map with catchment areas of major facilities within a 10-minute walk (approximately)
- identified land at White House Farm phase 2 which the Town Clerk was to establish ownership
- looked at green areas across the parish suitable for recreational use
- commented on a survey to be completed by residents
- considered revising the Neighbourhood Plan and awaiting the Town Clerk to clarify the correct procedure to follow.

Mr M G Callam commented that a few areas had been identified as some distance from facilities and a planning application just considered by Council for change of use to football was in one of these locations.

Mrs B J Lashley asked the group to consider provision of disabled facilities during their deliberations.



**20/191. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

Mr W F Couzens reported the Senior Citizens Club was now open for a limited number of groups and activities

The Sprowston Coronavirus Help Group had changed their name to Sprowston Supporting Our Community Together. Numbers of residents requiring help was reducing but work was still ongoing and they now offered a befriending service.

Mrs B J Lashley reported that:

- (1) guidance documentation was available from the National Association of Local Councils which referred to changes in legislation for Local Authorities and Police and Crime Panels.
- (2) Tree Charter Day is on 28 November 2020 and the National Association of Local Councils was offering 420 free trees to plant in the local community. Applications to be made by 14 August 2020.

Mrs B J Lashley enquired about the activity of Tree Wardens in Sprowston.

It was agreed the Town Clerk contact Tree Wardens Christine Hipperson and Ben Jervis.

**20/192. FIRST QUARTER (30 JUNE) 2020 BANK RECONCILIATION**

The First Quarter (30 June) 2020 Bank Reconciliation was received and noted.

**20/193. SUMMARY OF INCOME AND EXPENDITURE AND BALANCE SHEET TO 30 JUNE 2020**

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

1. The majority of Council's income is from the Precept which is paid in two instalments;
2. Annual charges are paid at the beginning of the financial year;
3. Rates are well above 25% as they are paid in two instalments;
4. Sprowston Diamond Centre Loan Charges (nominal code 7411) is paid twice yearly.
5. There had been no transactions within the Dementia Café and Heritage Fund however, held funds had to be represented within the summary.

**RESOLVED** to approve and adopt the Summary of Income and Expenditure and Balance Sheet to 30 June 2020.

**20/194. PAYMENT OF ACCOUNTS 5 AUGUST 2020**

The Town Clerk and Responsible Financial Officer presented the schedule accounts to 5 August 2020 totalling £7,383.16.

The Town Clerk responded as follows to a Councillors query on the Schedule of Accounts:

#### **20/194. PAYMENT OF ACCOUNTS 5 AUGUST 2020 (CONTINUED)**

Invoice No. INO1175 Seal (Part) Roof Diamond Centre - were repairs to an area of unsealed flat roof and glass skylight which had been leaking on and off. This had been taken up with the Architect and original roofing contractor to no avail.

The cost of repairs will be reimbursed from the contingency fund held by the Council.

The roof over the kitchen and storage cupboards will require replacement and quotations for various options have been received at approximately £10k - £12k. Further quotations will be sought. These costs will also be reimbursed from the contingency fund.

The project manager is aware however, the construction company OMNIS is in administration.

There has been no communication from the Receivers.

On the motion of Mr J M Ward, seconded by Mrs J Leggett it was **RESOLVED** that payment of the accounts to 5 August 2020 totalling £7,383.16 be approved and the schedule authorising payment signed by the appropriate signatories at the first opportunity

#### **20/195. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAY VISA DEBIT TO 5 AUGUST 2020**

The Town Clerk responded as follows to Councillors queries on the Schedule of Credit Card Payments and Barclay Visa Debit:

1. Invoice 167606 4 Hand Sanitising Stations - These are touch-free sanitising stations installed at Sprowston Diamond Centre. Due to vandalism of Council's public toilets and high cost of hand sanitising stations, units were not installed at public toilets. Additional handwashing signage was displayed in the public toilets instead.
2. Invoice nos. 100058148 and 10058196 - Fritillary bulbs and English Bluebells were planted in various locations including the Millennium Woodland and Blue Boar Lane open space. It was hoped that local Girl Guides would be able to help with planting however, this was unlikely given current COVID-19 restrictions.

The schedule of credit card payments totalling £1,513.06 was approved and noted.

#### **20/196. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule of direct debit payments totalling £3,696.19 was approved and noted.

There being no other necessary business the Town Mayor of the Council thanked Councillors for their participation and declared the meeting closed at 8.56pm.

**26 August 2020**

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**Town Mayor**

# COMMUNITY UPDATE

## SPROWSTON SAFER NEIGHBOURHOOD TEAM

SPROWSTON CENTRAL & EAST WARD



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



AUGUST 2020

WE ARE YOUR SAFER NEIGHBOURHOOD TEAM – WANT TO GET IN TOUCH?

CONTACT US – E: [SNTSPROWSTON@NORFOLK.PNN.POLICE.UK](mailto:SNTSPROWSTON@NORFOLK.PNN.POLICE.UK) TEL: 101

FOLLOW US ON SOCIAL MEDIA

FACEBOOK: [/BroadlandPolice](https://www.facebook.com/BroadlandPolice)

TWITTER: [@BroadlandPolice](https://twitter.com/BroadlandPolice)

YOUR LOCAL BEAT MANAGER



PC 1578 GRAHAM GILL

### UPDATE FROM YOUR COMMUNITY ENGAGEMENT OFFICER

PC 1425 VICKY BAILEY

TEL: 07967 820083

E: [VICTORIA.BAILEY@NORFOLK.PNN.POLICE.UK](mailto:VICTORIA.BAILEY@NORFOLK.PNN.POLICE.UK)



Unfortunately, we are aware of fraudsters continuing to target our communities with attempts to steal thousands of your hard-earned pounds. The latest method these fraudsters are using is to call the victim claiming to be an officer from the police, introducing themselves as DC Green or DC Clarke from Paddington Police Station. The caller says they believe someone has cloned the victim's credit card, claiming the card has been used in London and this can be verified by calling 999. The fraudster keeps control of the phone line and when the victim has dialled 999 they receive a false message confirming the scam. The victim is then asked for their credit card details. Please do not do this, please hang up and contact Norfolk Police immediate via 101 and let us know what has happened. These fraudsters are very convincing so if you are in doubt of any call/caller, just hang up and if possible call the company/organisation back via another phone to check if the original call was genuine or not.

Stay safe, Vicky

### WHAT'S HAPPENING IN YOUR AREA?

Hope you are all enjoying the lovely weather we are having. It has been a busy few weeks for me as there has been quite a lot of changes made regarding the coronavirus lockdown rules. I have heard mixed views from people, but hope all the changes and advice given by the government helps to stop the spread of the virus.

I've been visiting the re-opening businesses around the area, and speaking with the owners and their customers. I have also been on regular visits to the recreation grounds and public spaces after concerns raised by members of the community of ASB, criminal damage and littering.

I am aware that events are now beginning to take place around the area. Please contact me via e-mail with any dates of forthcoming events that you wish me to attend. This will give me the perfect opportunity to engage with groups of Parishioner, and local groups, again after what seems a very long time. I will endeavour to visit as many as I can.

Regards

Graham

### CURRENT NEIGHBOURHOOD PRIORITIES

- MONITOR & CHALLENGE INCONSIDERATE PARKING AROUND CANNERBY LANE, SPROWSTON & SCHOOLS IN OLD CATTON & SPROWSTON
- MONITOR & CHALLENGE SPEEDING ON CANNERBY LANE, WHITE WOMAN LANE & WROXHAM ROAD IN SPROWSTON; & ST FAITHS ROAD & SPIXWORTH ROAD IN OLD CATTON

### DATES FOR YOUR DIARY

- S.N.A.P MEETING – DATE TBC



CONTACT US THROUGH OUR  
SOCIAL MEDIA CHANNELS



CALL US ON 101 OR 999 IN  
AN EMERGENCY



TALK TO YOUR LOCAL  
BEAT MANAGER

# COMMUNITY UPDATE

## SPROWSTON SAFER NEIGHBOURHOOD TEAM

SPROWSTON CENTRAL & EAST WARD



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



AUGUST 2020

### CRIME UPDATES

Offence	Numbers	What could this entail
Arson	1	Damage caused as a result of fire.
Anti-Social Behaviour (ASB)	2	Harassment, alarm or distress is caused in a non-crime incident.
Burglary business and community	0	A person commits theft in a building or structure that is not lived in.
Burglary residential	0	Entry and theft in a building or a structure that is lived in.
Criminal Damage	8	A person destroys or damages property belonging to someone else.
Domestic	14	Domestic incidents where a crime has not occurred. Parties are aged 16 or over and have been intimate partners or family members regardless of sexuality.
Hate Incident	0	Any incident where a crime has not occurred which the victim, or anyone else, thinks is based on someone's prejudice towards them because of their race, religion, sexual orientation, disability or because they are transgender.
Race or Religious aggravated public fear	0	Any crime determined to have a hate element as per above.
Possession of controlled substance	0	Unlawful possession of a drug classified in class A, B or C.
Possession of weapons	2	Unlawful possession of an article used as a weapon.
Public fear, alarm or distress	10	Public order offences e.g. from a verbal altercation to offences just short of violence.
Robbery	0	Includes a range of offences where force is used, threatened or the victim is put in fear.
Theft from a motor vehicle	1	Any item stolen that was in, on or attached to a motor vehicle.
Theft or unauthorised taking of a motor vehicle	2	Any motor vehicle including those abandoned.
Theft of pedal cycle	0	From a public place, if stolen from a shed or garage this would be a BOTD.
Theft from a person	0	Purse being taken from a handbag, or a mobile phone from a shopping basket.



CONTACT US THROUGH OUR  
SOCIAL MEDIA CHANNELS



CALL US ON 101 OR 999 IN  
AN EMERGENCY



TALK TO YOUR LOCAL  
BEAT MANAGER

**Please Ask For** : Licensing Team  
**Telephone** : 01603 430580  
**E-Mail** : [licensing@broadland.gov.uk](mailto:licensing@broadland.gov.uk)

**Broadland District Council**  
Thorpe Lodge  
1 Yarmouth Road  
Thorpe St. Andrew  
Norwich  
NR7 0DU

29 July 2020

Mr G Ranaweera  
Clerk, Sprowston Town Council  
Council Office  
Sprowston Diamond Centre  
Sprowston  
Norwich  
NR7 8TR

Dear Sir/Madam,

**Licensing Act 2003**  
**Broadland District Council's Licensing Policy Review**

Under the Licensing Act 2003 all Councils throughout England and Wales are required to review their Licensing Policy every five years. Broadland's current Policy will expire on 7 January 2021. We are therefore required to carry out a review of our Policy and this includes completing a public consultation on the Policy document.

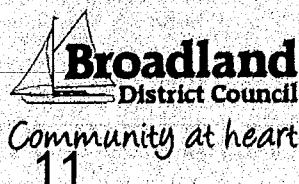
This Policy review has been conducted jointly with the Licensing Team at South Norfolk Council in a move to align the two Policy documents. However, whilst similar, the policies remain as two distinct documents.

The Act requires that the following must be consulted during the review; the chief officer of police for the area; the fire and rescue authority for the area; and persons/bodies representative of; local holders of premises licences; local holders of club premises certificates; local holders of personal licences; and businesses and residents in its area. On this basis, you have been selected as a consultee for the Policy review and are therefore invited to submit any comments you may have on the draft Licensing Policy.

Please visit the Council's website at [www.broadland.gov.uk/licensingpolicyreview](http://www.broadland.gov.uk/licensingpolicyreview) to view an electronic copy of the draft policy.

../..

Two Councils  
One Team



It should be noted that the Policy produced is focused on 'high level' policy and does not set out the application processes, decision-making procedures, etc.

The consultation period begins on 3 August 2020 and ends on 21 September 2020. You are therefore invited to comment on the draft Policy document by **21 September 2020**. Contact details are provided on page 19 of the Policy should you wish to make any comments or require any further information.


At the end of the consultation period, any comments received will be considered and the Policy will be amended as appropriate. The finalised Policy will take effect on 8 January 2021.

Yours sincerely,



**Mrs S Harris**  
Licensing and Enforcement Officer

Two Councils  
One Team



**Broadland**  
District Council  
*Community at heart*



**South Norfolk**  
COUNCIL

## **SYEP - Interim Report to Sprowston Town Council**

**August 2020**

**By Clare Lincoln**

We have delivered a number of outreach sessions and have engaged a large group that hangs out on the bike track. There is a core group of about 20 but we have engaged over 50 young people. They come from Sprowston Old Catton, Fiddlewood and Spixworth. We have engaged 17 young people through our youth leadership course and have taken 3 groups on separate trips to Wales where they have taken part in mountain climbing and gorge walking.

We have delivered 5 sessions of our youth leadership course with the final one this week and they have taken part in group building exercises, bush craft, canoeing and lots more.

They are all very keen to be involved in the skatepark (if this is possible) and wondered if they could put on an event for the opening? We have some very skilled wheelies who would like to showcase their skills.

The issues highlighted are -

- Not having play equipment that older young can use. (Same as the younger children's equipment)
- Not having a skate park
- Look at young people putting on an event when the skate park opens?
- Get moaned at for doing wheelies
- Getting police called on us for no reason
- Older people all ways having a go at us
- Relationships

We have been engaging with the young people and their families and have started to support a number on a 1:1 basis.

Some of the issues include DV, self-harm, mental health, relationships and lots more.

16<sup>th</sup> August 2020

## Report from Councillor John Ward

### CORONAVIRUS TRUSTED SOURCES FOR INFORMATION

[www.nhs.uk/coronavirus](http://www.nhs.uk/coronavirus)

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

### Broadland District Council

BDC has received a Silver Award in the Armed Forces Covenant Employer Recognition Scheme where they had to demonstrate or advocate support to the armed forces community and align their values with the Armed Forces Covenant.

BDC and SNDC now have a single domain name  
[southnorfolkandbroadland.gov.uk](http://southnorfolkandbroadland.gov.uk)

Nominations for the Broadland Community at Heart Awards 2020 have now opened. Details from Laura Woolacott: [woolacott@s-norfolk.gov.uk](mailto:woolacott@s-norfolk.gov.uk)

The annual Marriotts Way 10k Run will this year be done virtually with participants running their individual 10k and recording their time via a fitness wearable so it can be uploaded to an online leader board. Details from Matt Allen [mallen@s-norfolk.gov.uk](mailto:mallen@s-norfolk.gov.uk)

A new Government White Paper that is out for consultation with the Councils, proposes the biggest changes to the Planning System since 1947. The main change is that developments in Growth Areas, identified in the Local Plan, would automatically receive outline planning permission.

### Norfolk County Council

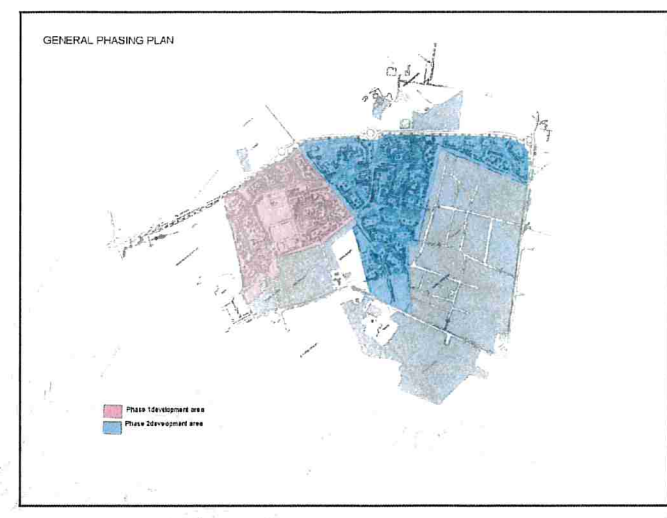
Norfolk Car Free Day will be held on Sunday 20<sup>th</sup> September. This Day is celebrated across the world and encourages motorists to give up their cars for a day. NCC will be waiving fees for residents wishing to apply for a temporary street closure in their local community that day. The deadline for applications is Friday 28/8/20. [www.norfolk.gov.uk/carfreenorfolk](http://www.norfolk.gov.uk/carfreenorfolk)

Construction work has now started on the National Lottery Heritage Fund supported £13.5m project to transform Norwich Castle Keep back to its origins as a Royal Palace. Morgan Sindall Construction have been appointed as the project co-ordinator.

During the Coronavirus Crisis, the County Council made over 40,000 calls and contacts to vulnerable citizens, provided temporary accommodation for 200 homeless people, delivered 7.2m pieces of PPE to 898 organisations, provided 3,500 emergency food boxes, and responded in many other ways.



- Notes**
- Contractors must check all dimensions on site. Only figured dimensions are to be worked from. Discrepancies must be reported to the Architect or Engineer before proceeding. © This drawing is copyright.
  - Reproduced from OS Streetmap © by permission of Ordnance Survey on behalf of The Controller of Her Majesty's Stationery Office. © Crown copyright 2008. All rights reserved. Licence number 10000732.



**KEY**

**DEVELOPMENT PARCELS**

- Permitted Homes (P)
- Taylor Wimpey Homes (TW)
- Hopkins Homes (HH)

Each development parcel to be constructed by the respective developer in the order indicated unless otherwise agreed

**OPEN SPACE**

- Landscape Parcel
- Woodland Parcel
- LEAP
- NEAP/LEAP

The respective landscaping parcel and/or facility shall be laid out and completed prior to the completion of the development parcel that it is adjacent to. The Woodland - A woodland management plan to be submitted prior to occupation of 45% dwelling

**INFRASTRUCTURE**

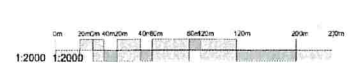
- Infrastructure Phase - Prior to the 1st occupation with any development parcel that part of the infrastructure that serves the development parcel shall be completed to base course
- Recycling Facility - Provides prior to occupation of 100% dwelling
- Phase 1 Link Road - Constructed to base course level prior to implementation of the first development parcel and be completed prior to first occupation
- Phase 2 Link Road - Constructed and surface prior to completion of the 45% dwelling

**PUBLIC TRANSPORT**

- Bus Route - Provides prior to occupation of 45% dwelling together with temporary Bus Stops
- Bus Lane - Provides prior to occupation of 350th dwelling together with approved Bus Stops

**PEDESTRIANS AND CYCLE ROUTES**

- Suitable temporary footpath along approximate route coloured brown prior to occupation of 50th dwelling unless otherwise agreed
- Cycle way to be provided adjacent to the bus route coloured red to be provided in conjunction with provision of bus route
- Cycle way to be provided adjacent to Blue Boar Lane coloured pink prior to occupation of 550th dwelling unless otherwise agreed
- Cycle way to be provided adjacent to Salhouse Road coloured light blue prior to 1050th occupation or prior to occupation of 1st dwelling in time the development parcel in the vicinity of the Salhouse Road, on Road roundabout, whichever is the earlier (unless otherwise agreed)
- Proposed location of Primary School Site and Primary School Extension



Drawing updated to client's comments

**Woods Hardwick**  
Architects, Engineers and Development Consultants

15-17 Southdon Road  
Sproston, Norfolk  
NG32 9JH  
Tel: +44 (0)1254 799202  
Fax: +44 (0)1254 330334  
www.woods@hardwick.com

Project: Blue Boar Lane, Sproston  
Drawing: Implementation Phasing Plan  
Scale: 1:2000@A0 Date: July 12 Drawn: KD Checked: LP  
16072/1021A

**Guy Ranaweera**

---

**From:** Payne, George  
**Sent:** 14 August 2020 09:54  
**To:** Guy Ranaweera; 'Ben Burgess'; 'Sally Hoare'  
**Cc:** Cornish, Alison  
**Subject:** RE: White House Farm - Play Equipment to landscaped parcels L5, L7 and L18  
**Attachments:** SPR-PE-001 (4 sheets) .pdf; 351206 masterplan.pdf

Hi All,

Following our zoom meeting, please see attached for the draft proposals for Sprowston. As requested, both L18 and L5 have been increased in equipment, as these will be the two "honey pot" areas for recreation. I have added 3 items to L15 to provide the NEAP as requested, however, as these are very close to dwellings, I have added "quieter" items, and compensated for this on the other two parcels. Note that basket swings, roundabouts and climbers have been added to both areas to cater for children with disabilities.

- All LAPs omitted as agreed, items added to NEAPs to compensate.
- All Football pitches omitted as agreed, and will just be seeded POS (JBA landscaping drawings to be updated).

MUGA at L6

- Tennis court omitted and substituted for a MUGA. (Note MUGA now located on L6, and not L7, JBA-14-168-06 drawing to be updated)

NEAP at L5:

9No items of child's play equipment shown, including

- Large multiplay unit
- Springer
- Roundabout
- See-saw
- Medium Climber
- Balance beam
- Basket Swing
- Toddler swings (2No of this item)

3No "workout" equipment added, including:

- Large gym workout frame
- Lower monkey bars
- Outdoor exercise bike

Larger LEAP at L18:

9No items of child's play equipment shown, including

- Basket swing
- Large climber
- Zip line
- Inclusive roundabout
- Swings
- Higher monkey bars
- Trim trail consisting of stepping stones, balance logs and raised stilt poles

Smaller LEAP at L15:

- Swings
- Toddler swings
- Junior multiplay unit

**Guy Ranaweera**

---

**From:** Payne, George  
**Sent:** 19 August 2020 16:20  
**To:** Guy Ranaweera; 'Ben Burgess'; 'Sally Hoare'  
**Cc:** Cornish, Alison  
**Subject:** RE: White House Farm - Play Equipment to landscaped parcels L5, L7 and L18  
**Attachments:** MUGA.png

Hello Guy, Thank you for your email.

My comments are below in DARK RED. With regards to point 2, I have attached an example of what the MUGA could look like.

I look forward to hearing from you again after the 26<sup>th</sup> of August, and to confirm if the below is acceptable.

Regards,

**George Payne**  
 Engineer

**Persimmon Homes / Charles Church (Anglia)**  
 Bankside 100  
 Peachman Way  
 Broadland Business Park  
 Norwich  
 NR7 0WF

T:  
 E: [www.persimmonhomes.com](http://www.persimmonhomes.com) [www.charleschurch.com](http://www.charleschurch.com)

---

**From:** Guy Ranaweera <GuyRanaweera@spowston-tc.gov.uk>  
**Sent:** 19 August 2020 14:18  
**To:** Payne, George; 'Ben Burgess' <Ben.Burgess@broadland.gov.uk>; 'Sally Hoare' <sally.hoare@broadland.gov.uk>  
**Cc:** Cornish, Alison  
**Subject:** RE: White House Farm - Play Equipment to landscaped parcels L5, L7 and L18

Dear George

A quick amendment to my earlier email below; looking back on my notes it seems Council had asked if the gym equipment (earmarked for L5) could be installed at the larger LEAP at L18? **Yes.**

The aim is to create for teens and adults a desirable activity area anchored around the Skate Park.

Regards

Guy Ranaweera  
 Town Clerk

Spowston Town Council  
 Council Office  
 Recreation Ground Road  
 Spowston

T: 01603 408063

E. [GuyRanaweera@spowston-tc.gov.uk](mailto:GuyRanaweera@spowston-tc.gov.uk)

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**From:** Guy Ranaweera

**Sent:** 19 August 2020 13:52

**To:** 'Payne, George'

; 'Ben Burgess' <[Ben.Burgess@broadland.gov.uk](mailto:Ben.Burgess@broadland.gov.uk)>;

'Sally Hoare' <[sally.hoare@broadland.gov.uk](mailto:sally.hoare@broadland.gov.uk)>

**Cc:** Cornish, Alison

**Subject:** RE: White House Farm - Play Equipment to landscaped parcels L5, L7 and L18

Dear George

Thank you for pulling all of this together. It's looking good.

The proposals will go to Council on Wed 26<sup>th</sup> August and I should be able to give you feedback shortly after that. In the meanwhile I've a few queries/comments with which I hope you may be able to assist please:

1. I understand that at this stage the drawings can only be an indicative visual guide and positions of items may differ when installed. Will we receive final positional drawings once play equipment has been agreed? **The drawings will be amended and tidied to include the footpaths from the JBA landscaping. Final positional will be similar to how they are currently shown.**
2. MUGA at L6
  - Could you provide please the maximum dimensions (and any practical constraints) for the MUGA on L6? This will allow my Council to explore different types of MUGA for this the space (unless you already have suggestions?) **MUGA shown is 20m x 10m. I have attached an indicative graphic of what this would look like, and how it would include both basketball rings, and football goals.**
3. NEAP at L5
  - Given the indicative position of equipment shown in the drawings, could I for the avoidance of doubt please check if it is the intention to place play equipment towards the centre of the open space as shown in drawing SPR-PE-02? If so, could these items instead be placed towards an edge or corner so as to preserve an expanse of open space in the middle of the area for informal ball games etc? **Items will be placed to the southern corner of L5, but it will have to be circa 20m from the nearest dwellings.**
  - Could we swap one of the 2 toddler swings for a 'standard' swing set? (to cater to a slightly wider range of children). **Yes of course, I will change this when the drawing is amended.**
  - 3nos "workout" equipment. Thank you for adding these. Where would items like these usually be situated please? Are they best kept entirely away from the children's play equipment, or would installing them close to the children's area allow parents to themselves take exercise whilst keeping any eye on their young ones playing on the children's equipment? Would be grateful for your informed opinion on this one please. **As per your latest email, these will be moved to L18. These will be placed in close proximity to the rest of the play equipment.**
4. Regarding the basket swings, roundabouts and climbers added to both areas to cater for children with disabilities; are any of these wheelchair accessible please? **All three items of equipment have high usability and**

**ease for children with disabilities. The Basket Swings and the roundabouts, especially the “inclusive roundabout”, are designed specifically for children with disabilities, particularly those who use wheelchairs.**

5. Lastly, please could you or Alison confirm that the DoV will indicate to all prospective house purchasers the existence and position of the skate park and play areas? **Alison will confirm on this one, but our intention is to amend/create a drawing to confirm the new LEAPs/NEAPs/MUGA locations, as well as the skate park.**

Kind regards

Guy Ranaweera  
Town Clerk

Sprowston Town Council  
Council Office  
Recreation Ground Road  
Sprowston  
NR7 8EW

T: 01603 408063

E. [GuyRanaweera@sprowston-tc.gov.uk](mailto:GuyRanaweera@sprowston-tc.gov.uk)

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## Guy Ranaweera

---

**From:** Payne, George  
**Sent:** 12 August 2020 11:25  
**To:** Guy Ranaweera  
**Cc:** Cornish, Alison; 'Ben Burgess'  
**Subject:** Sprowston Phase 2 (Broadland DC REF: 20191370) - Prefixes for road names

Good Morning Guy

In anticipation for "Phase 2" of Sprowston, planning REF 20191370, does Sprowston Town Council wish to recommend or offer a list of prefixes for road names, which may be considered for the future development?

Obviously the development itself is a long way off, however, we usually ask Parish/Town Councils out of courtesy as I know some keep a logbook of names etc., for street prefix suggestions to be put forward for future street naming.

If you are interested in providing some suggestions, we will take these into consideration when liaising with the Broadland District Council Street Naming Officer in the future.  
Likewise if the Town Council wishes to offer no suggestions or comments, please confirm and The Consortium of developers will anticipate this ourselves in the future.

Regards,

**George Payne**  
Engineer

**Persimmon Homes / Charles Church (Anglia)**  
Bankside 100  
Peachman Way  
Broadland Business Park  
Norwich  
NR7 0WF

[www.persimmonhomes.com](http://www.persimmonhomes.com) [www.charleschurch.com](http://www.charleschurch.com)

We are proud to be an official partner of Team GB.



**CHARLES CHURCH**

Persimmon Homes is proud to support local communities. Every year our Community Champions scheme donates £750,000 to local groups and our Building Futures scheme supports young people with donations of over £1 million. [Find out more...](#)



## Guy Ranaweera

---

**From:** Jackson, Gavin  
**Sent:** 11 August 2020 13:09  
**To:** Guy Ranaweera; EElliot; clerk@rackheathparishcouncil.org.uk  
**Cc:** Clark, Danny  
**Subject:** Salhouse Road - Street Naming Proposals  
**Attachments:** Residential Dev Land South of Salhouse Rd\_developer.pdf; Barratt Parcels Street Naming.jpeg; DWH Parcels Street Naming.jpeg

Afternoon Guy / Evelyn / Anne,

I hope you are all well.

Further to our conversations and to conversations held with Broadland District Council, please find attached the Street Naming requirements to be agreed with for these proposals. I am proposing that Sprowston Town Council take the lead on this as the majority of the Roads fall under their council ownership, however if we could ask you to make contact with Rackheath Parish Council to agree a 'Theme' for the Street Naming then this will help to have a more harmonious design.

I have also attached the Barratt Parcels mark-up and the David Wilson Homes mark-up showing the Streets that will need to have names proposed by yourselves as part of this application. As we have previously discussed, this will need to be taken to the next council meeting and names discussed.

As can be seen from the mark-ups Sprowston Town Council will need to propose 14 Street Names for the Barratt Parcels as well as a further 7 for the David Wilson Homes Parcels so we understand that this will not be a quick task, however it is a very much needed and significant one.

There are also another 3 roads within Rackheath Parish Council ownership that will need street names proposed for by Rackheath Parish Council and are shown on the DWH mark-up as the below:-

- Pink dotted line
- Orange dotted line
- Red dotted line

I understand that the extent of the Green dotted road is not fully within the Sprowston Town Council boundary ownership as well as the full extent of the Red dotted road is not fully within the Rackheath Parish Council boundary, however as the development crosses this boundary line between the councils we would propose some collaborative working between yourselves and ourselves to overcome this.

Once we have an agreed set of proposed Street Names for the development, I will submit this to Broadland District Council who will in turn advise if these have been approved for use or if there are any issues with the Street Names that will need to be relooked at before approval can be granted.

If you have any further questions or queries please feel free to contact me.

I look forward to hearing from you all soon.

Kind regards,



**Sprowston Town Council**  
**PLANNING APPLICATIONS – 26 AUGUST 2020**

---

**Broadland DC App. No.:** 2020/0968

**Location:** 42, Carleton Road, Sprowston NR7 8NJ

**Type:** Amended Plans

**Description:** Single storey hipped roof front extension to include a rear dormer and loft conversion to existing bungalow

---

**Broadland DC App. No.:** 2020/1432

**Location:** 6, Blenheim Crescent, Sprowston NR7 8VAW

**Type:** Householder

**Description:** . 1. Convert existing ground floor extension adding first floor bedroom accommodation 2. Remove existing conservatory and construct new single storey extension

---

**Broadland DC App. No.:** 2020/1448

**Location:** 7, Lindsay Road, Sprowston NR7 8JR

**Type:** Householder

**Description:** Single storey rear extension and conversion of garage to habitable space

---

**Broadland DC App. No.:** 2020/1455

**Location:** 97, North Walsham Road, Sprowston NR6 7QG

**Type:** Full Planning

**Description:** Conversion of double garage to annexe

---

**Sprowston Town Council**  
**PLANNING APPLICATIONS – 26 AUGUST 2020**

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**Broadland DC App. No.:** 2020/1508

**Location:** 52, Blackwell Avenue, Sprowston NR7 8XW

**Type:** Revised Proposal

**Description:** Single storey flat roof extension to replace the existing conservatory to rear (revised proposal)

---

**Broadland DC App. No.:** 2020/1536

**Location:** 27, Cromwell Road, Sprowston NR7 8XH

**Type:** Householder

**Description:** Proposed first floor side extension over existing garage

---

**Broadland DC App. No.:** 2020/1538

**Location:** 5, Hornbeam Close, Sprowston NR7 8LN

**Type:** Householder

**Description:** Proposed single storey front and rear extension

---

**Sprowston Town Council**

**Payments**

**Meeting Date: 26 August 2020**

**Invoice Date Invoice No.**  
07/08/2020 8070834474

Copy it Digital Solutions  
**Details**  
Photocopies:30/06/2020-31/07/2020

<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
51.90	10.38	62.28	67

**Invoice Date Invoice No.**  
30/07/2020 5195  
30/07/2020 5196  
**05/08/2020 5204**

Cozens (UK) Ltd  
**Details**  
Electrical works Diamond Centre  
Electrical works:Council Off,Sparhawk Park  
Street Lighting Maintenance: July 2019

<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
1,012.00	202.40	1,214.40	68
480.00	96.00	576.00	
600.00	120.00	720.00	
<b>2,092.00</b>	<b>418.40</b>	<b>2,510.40</b>	

**Invoice Date Invoice No.**  
13/08/2020 J59907

Ernest Doe & Sons Ltd  
**Details**  
Husqvarna :Blade Rider

<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
101.25	20.25	121.50	69

**Invoice Date Invoice No.**  
10/08/2020 5730049  
10/08/2020 5730048

ESPO  
**Details**  
Laminate Pouches  
Hand Sanitiser,Centre feed Roll

<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
23.45	4.69	28.14	70
52.90	10.58	63.48	
<b>76.35</b>	<b>15.27</b>	<b>91.62</b>	

**Invoice Date Invoice No.**  
17/08/2020 2704

Susan Formosa/First Computers  
**Details**  
supply & fit Laptop Screen Dell 5580

<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
100.00		100.00	71

**Invoice Date Invoice No.**  
01/08/2020 926537  
01/08/2020 926569

Heritage Contract Services Ltd  
**Details**  
Locking Cemetery Gates: August 2020  
Recreation Grd:Additional Litter Pick-August 2

<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
119.64	23.93	143.57	72
197.52	39.50	237.02	
<b>317.16</b>	<b>63.43</b>	<b>380.59</b>	

**Invoice Date Invoice No.**  
18/08/2020 4077

HH Tankering Services Ltd  
**Details**  
Septic Tank Emptying

<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
107.00	21.40	128.40	73



**Sprowston Town Council**

**Barclaycard Payments**

**Meeting Date: 26th August 2020**

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
05/08/2020	418288205	Amazon uk Copy Paper	8.32	1.67	9.99
04/08/2020	118709301	Ink Cartridges	52.95		52.95
			<b>61.27</b>	<b>1.67</b>	<b>62.94</b>
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
17/07/2020	128685	Map UK.(t/a Toolchimp.uk) Squire CBW85 Padlock/Chain	54.05	10.81	64.86
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
05/08/2020	30029	Norwich Camping & Leisure 6xAlexander Rose Broadfield Benches	1235.00	247.00	1482.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
18/08/2020		Post Office 12x2nd class,4x 2nd class large	33.20		33.20
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
04/08/2020	66696	Progress Fuels Unleaded Fuel	83.33	16.67	100.00
		<b>Total of Payments Due by Direct Debit</b>	<b>1466.85</b>	<b>276.15</b>	<b>1743.00</b>

Sprowston Town Council

Direct Debit Payments

Meeting

Date: 26 August 2020

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
<b>Anglian Water Business</b>						
03/08/2020	7612936	Sparhawk Park:03/05/2020-02/08/2020	276.89		276.89	DEBIT
09/08/2020	7642779	Recreation Grd:09/05/2020-08/08/2020	825.86		825.86	
09/08/2020	7641182	Diamond Ctre:09/05/2020-08/08/2020	276.89		276.89	
			<b>1,379.64</b>		<b>1,379.64</b>	
<b>Anglia Farmers Limited</b>						
31/07/2020	769297	Screwfix:Cable Ties	12.69	2.54	15.23	DEBIT
31/07/2020	769297	Wolseley Invoiced in error/Credit to follow	46.01	9.20	55.21	
31/07/2020	769297	Vodafone :Mobile May 2019	44.68	8.94	53.62	
			<b>103.38</b>	<b>20.68</b>	<b>124.06</b>	
<b>Barclaycard Payment Solutions</b>						
31/07/2020	14844360720	PDQ Rental & Transaction Charges July 2020	91.36	3.46	94.82	DEBIT
<b>British Gas</b>						
06/08/2020	976482515	Diamond Centre:09/07/2020-31/07/2020	139.66	27.93	167.59	DEBIT
<b>Norse Waste Solutions</b>						
02/08/2020	NWS00179595	Recycling :July 2020	32.25	6.45	38.70	DEBIT
<b>PHS Group</b>						
28/07/2020	67603916	Recreation Ground:01/09/2020-30/11/2020	60.13	12.03	72.16	DEBIT
28/07/2020	67603917	Sparhawk Park :01/09/2020-30/11/2020	60.13	12.03	72.16	
28/07/2020	67603918	Diamond Centre: 01/09/2020-30/11/2020	311.16	62.23	373.39	
			<b>431.42</b>	<b>86.29</b>	<b>517.71</b>	

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>PWLB Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
14/09/2020	Loan 502857	Cemetery Groundwork	7,748.00		7,748.00	DEBIT
<b>Total Gas &amp; Power</b>						
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
09/08/2020		Floodlights:July 2020	9.53	0.47	10.00	DEBIT
09/08/2020		Diamond Centre: July 2020	226.53	45.31	271.84	
09/08/2020		Streetlights:July 2020	2,595.72	519.15	3,114.87	
			<b>2,831.78</b>	<b>564.93</b>	<b>3,396.71</b>	
<b>Veolia Environmental Services</b>						
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
31/07/2020	SIO1182789	All sites skip hire	292.50	58.50	351.00	DEBIT
<b>Waterlogic</b>						
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
cr.note 31/07/2020	5754070	Deposit Water Bottles	- 48.00 -	9.60 -	57.60	DEBIT
<b>Total Direct Debits</b>			<b>13,001.99</b>	<b>758.64</b>	<b>13,760.63</b>	