

MEETING OF SPROWSTON TOWN COUNCILLORS – 26 AUGUST 2020

At the remote meeting of the Sprowston Town Council held by video conference on Wednesday 26 August 2020, the following Councillors were present: -

Mr J M Ward – Town Mayor

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

In attendance

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

No members of the public were present

20/197. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Councillor	Minute No. and Heading	Nature of Interest
Mrs J Leggett	20/203 - Sprowston Youth Engagement Project	Trustee - Sprowston Youth Engagement Project
	20/200 (4) Actions from Minutes	Broadland District Council Portfolio Holder
Ms C T Rumsby	20/203 - Sprowston Youth Engagement Project	Trustee - Sprowston Youth Engagement Project
Mr N Shaw	20/200 (4) Actions from Minutes	Broadland District Council Licencing Committee Member

20/198. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mrs B Cook, Ms D Coleman, Mr J F Fisher and Mr I J Mackie.

20/199. MINUTES

The Minutes of the Council's meeting held on 5 August 2020, having previously been circulated to all Councillors were confirmed subject to the following amendments

20/186, paragraph 4, **delete** full stop **insert** question mark.

20/187 3.1, paragraph 2, **delete** month **insert** annum.

20/199. MINUTES (CONTINUED)

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

20/200. ACTIONS FROM MINUTES

- (1) Planning Application 2020/1260 - Installation of 8 x illuminated signs and 1 x non-illuminated sign at Starbucks, Chartwell Road, Sprowston NR6 7RB.

Further to Minute 20/173 (e), Council noted permission had been granted for planning application 2020/1260.

- (2) Planning Application 2020/1218 - Installation of clearance bar, order point canopy & HVAC condensers to exterior of drive thru unit at Starbucks, Chartwell Road, Sprowston NR6 7RB.

Further to Minute 20/173 (d), Council noted permission had been granted for planning application 2020/1218.

- (3) 2020/1228 - Extension to existing residential detached garage with change of use from garage to cattery at 23, Blithemeadow Drive, Sprowston NR7 8PY.

Further to Minute 20/173 (c), Council noted permission had been granted for planning application 2020/1228. Council had objected to the granting of this application.

- (4) Referring to Minute 20/189, the Town Clerk reported that the consultation period for the licence application for 3, Hanson Close, Sprowston had ended.

Representation from the Town Council was the only objection received by Broadland District Council in respect of this application

As a relevant representation had been received the application must be considered at a meeting of Broadland District Council's Licensing and Regulatory Committee within a further 20 working days.

Broadland District Council was asking if the Town Council would still like their representation to stand and if so, whether a representative of the Town Council would be prepared to attend the meeting and speak in relation to the objection.

RESOLVED to continue with Council's representation and the Town Clerk to attend the remote meeting of the Licensing and Regulatory Committee to reiterate the Councils objections.

20/201. POLICE LIAISON OFFICER'S REPORT

Mrs B J Lashley commented that Current Neighbourhood Priorities listed were now out of date and enquired if the Police had indicated how to decide neighbourhood priorities in the future.

Mrs J Leggett advised that having asked this question, she had received no response. She had also encouraged the Beat Manager to remotely attend Council meetings but experienced reluctance.

20/201. POLICE LIAISON OFFICER'S REPORT (CONTINUED)

Having received a recent update from PC Gill she reported:

- 2 burglaries
- 5 criminal damage to vehicles
- Public fear, alarm or distress numbers in the report mainly related to neighbourhood disputes

Mr W F Couzens reported:

- that Temporary Sergeant Russell Tupper had moved on and the post of Beat Manager might now be advertised.
- PC Gill had confirmed numbers of domestic incidences were increasing.
- he was aware that some residents were experiencing difficulties in getting through to 101.
- SNAP meetings would no longer be held in current format but through the District Council, process yet to be clarified.

Mr M G Callam noted Sprowston West Ward was not included in the crime updates and asked if this could be corrected.

Mrs J Leggett advised the easiest way would be to circulate Old Catton and Sprowston West crime update.

20/202. BROADLAND DISTRICT COUNCIL LICENSING POLICY REVIEW

Mrs J Leggett stated there were very minor changes to Broadland's Licensing Policy and the element relating to town and parish councils being notified of all applications for new or full variations of Premises Licence and Club Premises Certificates remained.

Mrs B J Lashley commented Council had always been assured that Broadland District and South Norfolk Councils shared officers but continued as two separate councils. Why are they aligning policy documents?

Mrs J Leggett replied that where there were similarities, they would be included within the policy document. She invited Mrs Lashley to respond to the review if she felt there were elements not applicable to Broadland.

20/203. SPROWSTON YOUTH ENGAGEMENT PROJECT (SYEP)

Councillors considered the interim report from SYEP.

Mrs B J Lashley remarked it was interesting to see younger people's perspectives.

It would also be good to hear about their experiences of outdoor expeditions and what they gained from it.

Mr J H Mallen thought it would be beneficial to get young people involved with the opening of the skatepark. However, he was disappointed to see issues highlighted in the report relating to older people and police.

20/203. SPROWSTON YOUTH ENGAGEMENT PROJECT (SYEP) (CONTINUED)

Mr M G Callam commented that some older people's perception of the younger generation was not always accurate.

Mr W F Couzens expressed his thanks to Clare and her team and was keen for them to be involved with the skatepark and equipment prior to installation.

20/204. 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) Transport for Norwich has been approved by the Department of Transport to take part in the Governments 12-month e-scooter trial. This will be partnered with Beryl using the existing bike bay infrastructure.

There will be a maximum of 100 scooters, they will be regulated to 12.5mph, a driving licence will be required. They will not be permitted on pavements.

- (2) 450,000 leaflets entitled Help Prevent the Spread of Coronavirus will be going out to all Norfolk residences within one month.
- (3) The Local Government Services pay award has been agreed. It is a one-year deal and staff will receive a 2.75% increase backdated to 1 April 2020.
- (4) 300 workers at Banham poultry in Attleborough have been tested for COVID-19 and 46 were positive. Norfolk's Public Health team is working with their management, Breckland Council and the Department of Health to control this outbreak.
- (5) Norfolk County Council today launched a campaign "Let's Get Back to School" to encourage parents to support their children's return to all of our 422 schools.
- (6) This afternoon Cllr. Leggett, Cllr Harpley, myself and other Broadland District Councillors joined the Broadlands Youth Advisory Board's meeting on Zoom where we heard of the work they have been doing and had a general discussion on how they could be more involved with the Councils.

Referring to Mr Ward's written report Mr M G Callam expressed concern with regard to changes to the planning system where developments in Growth Areas, identified in the Local Plan, would automatically receive outline planning permission. Given current difficulties in getting recreational facilities on developments he felt it would be detrimental not to have a consultation process.

Mrs J Leggett verbally reported that Aslake Close Community Hub sessions for people with learning difficulties held on Mondays had now ceased.

20/205. RESIDENT'S QUESTIONS

As no residents were present the Chairman moved to the next item of business.

20/206. WHITE HOUSE FARM PLAY EQUIPMENT

The Town Clerk reported he had forwarded the Councils requirements for public amenity land at White House Farm to Broadland District Council and presented their draft proposals.

Referring to L5 (park to rear of White House Farm School) the Town Clerk asked Council to consider prohibiting dogs from this area as it was in the middle of a family development, similar to Sparhawk Park, and there was lots of recreational and community space available nearby for dog walking.

Mrs B J Lashley noted there was insufficient provision of wheelchair accessible equipment and requested Council pursue this.

She thought it had been agreed to locate the skatepark adjacent Harrisons Woodland with remaining open space grassed for future youth development. It should be sited furthest away from the younger children's play area whereas adult equipment would be better sited near the skatepark.

Referring to the Neighbourhood Equipped Area for Play (NEAP) at L18 Mrs J Leggett suggested procuring the views of SYEP members to ensure the right type of equipment was selected.

With regard to items placed to the southern corner of L5 Mrs Leggett queried the distance of 20m from the nearest dwelling as she thought it was 30m.

She also questioned the size of the MUGA being 20m x 10m asking if this was standard. Compared to a tennis court which is 24m x 11m it seemed a bit small.

Mr M G Callam asked for clarification that it was only equipment being omitted from the Local Areas for Play (LAPS) not the open space.

The Town Clerk advised it was his understanding that green space was to be retained but equipment removed and items added to NEAPS.

He also explained that the Planning Authority did not think it advisable to locate a skatepark or play area next to a woodland, or close to housing.

Mrs B J Lashley said on the original plans the Sports and Social Club was included in the green space but no longer. The development now wraps around the club and the green space seemed smaller. If green space is 15% of housing, she queried how this had got smaller and suggested referring back to the original plans as housing TW4 had appeared.

Having considered the best way to involve SYEP it was agreed the Town Clerk report location and size of community space and proposed equipment to Clare Lincoln and arrange a meeting between SYEP and the Recreational Facilities Working Group.

RESOLVED

- (1) To prohibit dogs at L5 park to rear of White House Farm School.

20/206. WHITE HOUSE FARM PLAY EQUIPMENT (CONTINUED)

- (2) Town Clerk to incorporate all Councillors comments in the response to Broadland District Council.
- (3) Town Clerk to liaise with Clare Lincoln (SYEP) and arrange a remote meeting between Councillors on the Recreational Facilities Working Group and SYEP members.
- (4) Town Clerk to enquire if the location of the skatepark was immovable.

20/207. REQUEST FOR STREET NAMES

Council noted invitations from Persimmon Homes Consortium and Barratt David Wilson Homes to provide suggestions for street names in two developments off Salhouse Road.

The Town Clerk advised 21 names were required. He had a prepared list of Curates and Chaplains dating from 1481 provided by the Heritage Group but permission would be required where there were living relatives.

In addition to Curates and Chaplains a number of themes were suggested including:

- Wildflowers
- Items related to Horse Racing
- Wildlife in general

It was agreed Councillors to forward their suggestions to the Town Clerk.

20/208. 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:

2020/0968 - single storey hipped roof front extension to include a rear dormer and loft conversion to existing bungalow at 42, Carleton Road.

2020/1508 - single storey flat roof extension to replace the existing conservatory to rear (revised proposal) at 52, Blackwell Avenue.

2020/1536 - proposed first floor side extension over existing garage at 27, Cromwell Road.

2020//1538 - propose single storey front and rear extension at 5, Hornbeam Close.

20/208. PLANNING (CONTINUED)

- (b) not to oppose the granting of planning application 2020/1432 - 1. Convert existing ground floor extension adding first floor bedroom accommodation 2. Remove existing conservatory and construct new single storey extension at 6, Blenheim Crescent subject to the new side window overlooking the neighbouring property to be opaque glass.
- (c) not to oppose the granting of planning application 2020/1448 - single storey rear extension and conversion of garage to habitable space at 7, Lindsay Road but expressed concern with regard to the lack of remaining amenity space and possible noise nuisance to neighbours. A restriction on time of use was suggested.
- (d) to oppose the granting of planning application 2020/1455 - conversion of double garage to annex at 97, North Walsham Road on the grounds that it is back land development and not subservient to the original dwelling. There is no indication as to where vehicles associated with the annex would be parked and it has all the facilities of a separate self-contained unit. However, should the Planning Authority be minded to approve the application Council suggested a condition to link the annex to the occupancy of the main dwelling.

20/209. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

Mrs J Leggett reported that a meeting of the Recreation Facilities Working Group was scheduled for Friday 28 August 2020.

20/210. REPORTS FROM MEMBERS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

Mr W F Couzens reported that the Senior Citizens Club Committee had agreed they could not open to all activities however, clubs could use their facilities subject to suitable evidence of COVID-19 social distancing etc.

20/211. PAYMENT OF ACCOUNTS 26 AUGUST 2020

The Town Clerk and Responsible Financial Officer presented the schedule accounts to 26 August 2020 totalling £7,062.11.

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

Invoice No. 5195 - Electrical works Diamond Centre were repairs to emergency lighting, car park lights, timers and a light switch.

Invoice No. 5196 - Electrical Works Council Office and Sparhawk Park - were repairs to emergency lighting at the Council Office and replacement of faulty lights with LED's in the lady's toilets at Sparhawk Park.

Invoice No. 2704 - Laptop Screen was a replacement screen for the Council's laptop which had ceased to function.

Invoice No. PJI/18746 - Diamond Centre Leaks Boiler Room was completion of a temporary repair following receipt of parts. There was no damage to fixtures and fittings.

20/211. PAYMENT OF ACCOUNTS 26 AUGUST 2020 (CONTINUED)

On the motion of Mr J M Ward, seconded by Mrs J Leggett it was **RESOLVED** that payment of the accounts to 26 August 2020 totalling £7,062.11 be approved and the schedule authorising payment signed by the appropriate signatories at the first opportunity

20/212. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAY VISA DEBIT TO 26 AUGUST 2020

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

Invoice No. 30029 - 6 x Alexander Rose Broadfield Benches were Council's standard benches for re-sale and installation at Sprowston Cemetery.

The schedule of credit card payments totalling £1,743.00 was approved and noted.

20/213. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments totalling £517.71 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 8.43pm.

16 September 2020

Town Mayor