

Clerk's Note: Deadline has been extended to 5pm Monday 22nd March 2021

Guy Ranaweera

From: Ragan, Anita <anita.ragan@norfolk.gov.uk>
Sent: 29 January 2021 18:08
To: JHunt
Subject: GNLP Reg19 Publication

Please do not reply to this email. Forward any questions to: gnlp@norfolk.gov.uk

Sent on behalf of Mike Burrell, Greater Norwich Planning Policy Team Manager

Dear Consultee

This email is to update you on the progress of the Greater Norwich Local Plan (GNLP).

The GNLP will go forward for a six week Regulation 19 publication period, which will start at 09.00 on Monday 1 February 2021 and close at 17.00 on Monday 15 March 2021. **No representations will be accepted outside of this period.** You can find the proposed submission documents on our website at www.gnlp.org.uk

The publication period allows for any concerns to be formally raised as a 'representation' regarding the soundness or legal compliance of the GNLP. **Representations must be received by GNLP by 17.00 on Monday 15 March 2021.**

Due to the coronavirus pandemic, the complete plan and supporting documentation will only be published online in accordance with the latest Government guidance. We will endeavour to make limited relevant material available where possible, however.

There are two ways to make comments on this plan: by submitting them online or in writing. Ideally, please submit comments online at www.gnlp.org.uk. However, written responses can also be made on a response form, which can be downloaded from www.gnlp.org.uk, or requested by phoning 01603 306603 or emailing gnlp@norfolk.gov.uk.

Written representation forms should then be emailed to: gnlp@norfolk.gov.uk

Or sent via post to:

Greater Norwich Local Plan Team
County Hall
Martineau Lane
Norwich NR1 2DH

The full strategy document can be viewed here: <https://www.gnlp.org.uk/regulation-19-publication/part-1-strategy>

All representations must be received by 17.00 on Monday 15 March 2021.

The GNLP comprises two key elements: the **Greater Norwich Local Plan (GNLP) Strategy** which is the planning strategy for growth in Greater Norwich from 2018 to 2038 together with supporting thematic policies; and a **GNLP Sites document** which contains the policies for sites we propose to allocate for development to help deliver the GNLP. There are also supporting and evidence base documents available for inspection, including: the Sustainability Appraisal, the Habitats Regulations Assessment, the Equalities Impact Assessment.

See attached 'Sprowston Site Document'

As you may be aware, a separate allocation plan is being developed by South Norfolk Council for the village cluster sites in South Norfolk which will come forward in due course.

Mike Burrell
Greater Norwich Planning Policy Team Manager
Tel: 01603 306603



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Sprowston Site Document

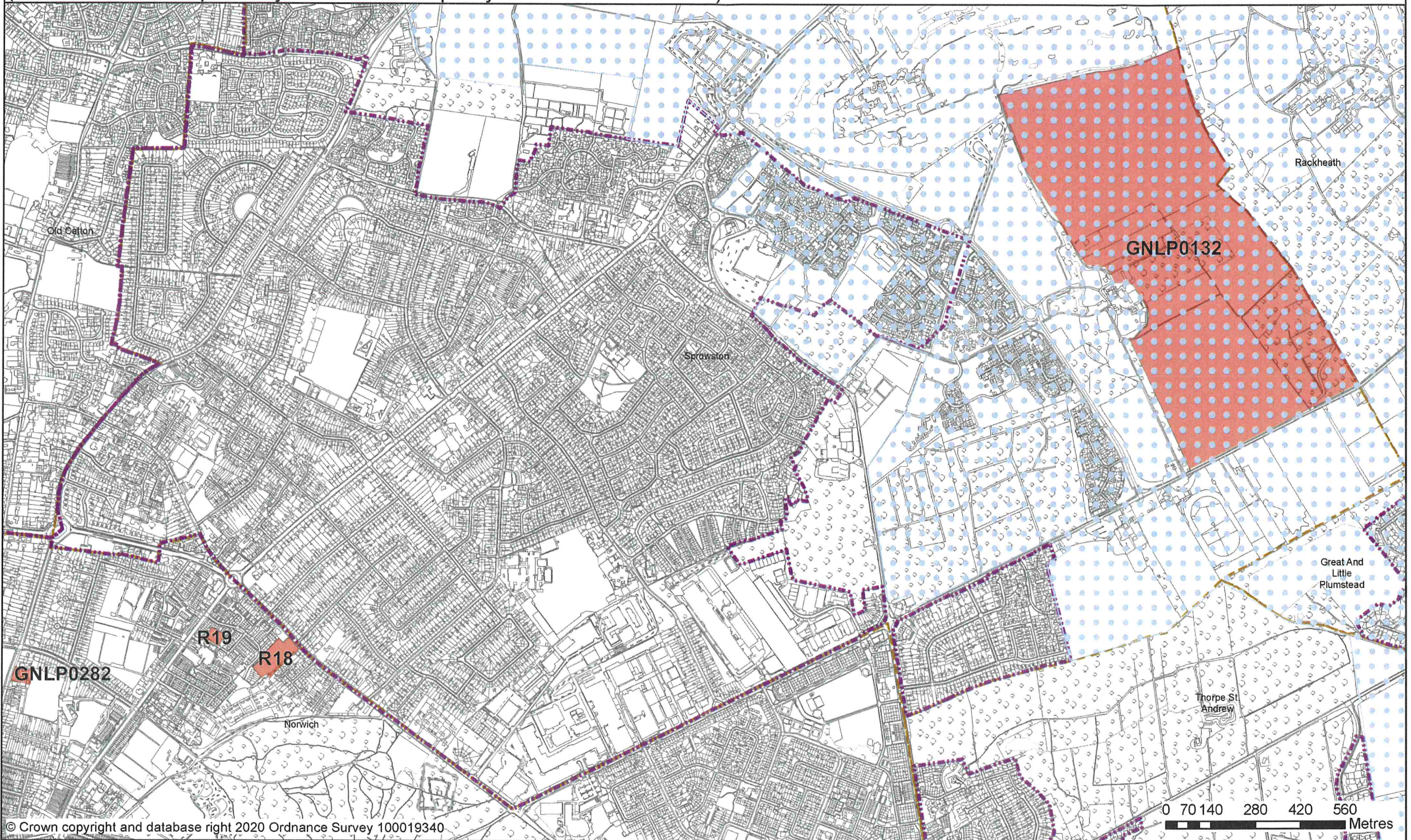
SPROWSTON

- 3.61 Sprowston is an urban fringe town under policy 7.1. Part of the settlement is within the (OSRT) Old Catton, Sprowston, Rackheath Thorpe St Andrew Growth Triangle Area Action Plan (AAP) boundary, and so it is set for continued development in coming years. The suburban character of the area mainly comprises 20th century semi-detached and detached properties often set in large plots with mature planting. The most significant historic building in Sprowston is the Grade I listed Church of St Mary and St Margaret. In recent decades there has been more estate-scale development but prior to that Sprowston grew along the radial routes out from Norwich. As to services and facilities, a focal point is the retail at Blue Boar, as well as smaller parades of shops, examples being along the Wroxham Road, and at Cannerby Lane. As to landscape features, there are several plantation woodlands, such as Cottage Plantation, Harrison's Plantation, Boar Plantation and the Breck. Sprowston Manor and its grounds, which are used as a hotel and golf course, also form a significant landscape feature. Amongst existing development commitments, several schemes are under construction in the vicinity of White House Farm, to the east of Blue Boar Lane. There is also the Beeston Park development of circa 3,500 homes that encompasses land from the A1151 Wroxham Road, crosses the B1150 North Walsham Road, and will join the Buxton Road (in the neighbouring parish of Old Catton).
- 3.62 The Sprowston Neighbourhood Plan was 'made' in May 2014 and covers the period to 2026. The vision for the Neighbourhood Plan is by 2026 the community of Sprowston will be strong, cohesive, creative and forward-looking. The community will be safer, healthier, more prosperous, sustainable and inclusive. High quality homes will meet people's needs and aspirations in attractive and sustainable places. People will have access to good quality jobs, essential services and community facilities, with less need to use a car.
- 3.63 There is one site allocation for housing in Sprowston providing for 1,200 additional new homes. There are 26 additional dwellings with planning permission on small sites. This gives a total deliverable housing commitment for Sprowston of 1,246 homes between 2018 – 2038 in this plan. High amounts of existing development commitment remain, as the allocations identified in the Growth Triangle Area Action Plan will not be superseded by the GNLP.
- 3.64 All allocations are expected to address standard requirements associated with development. These vary from place to place, but are likely to include mitigations for flood risk (as well as SUDs), highways improvements, safeguarding of minerals resources, land remediation, measures to protect the environment, biodiversity, and landscape intrusion.

SPROWSTON

(Please use this map in conjunction with the policy text for this settlement)

GREATER NORWICH LOCAL PLAN SETTLEMENT MAP



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 Housing Allocation

 Settlement Boundary

 Parish Boundary

 Growth Triangle Area Action Plan Boundary

Scale at A3:
1:10,750

Date: 28/10/2020

New allocation

POLICY GNLP0132: Land off Blue Boar Lane/Salhouse Road, White House Farm, Sprowston

3.65 This is a large strategic scale greenfield site off Salhouse Road adjacent to a major existing allocation within the North East Growth Triangle AAP. There are no major constraints to make the site unsuitable for development, therefore the site is allocated subject to an acceptable masterplan incorporating the requirements set out in the policy below.

STRATEGIC ALLOCATION

POLICY GNLP0132

Land off Blue Boar Lane/Salhouse Road, White House Farm, Sprowston. An area of approximately 66.78 ha is allocated for residential development. The site is expected to accommodate approximately 1,200 homes, open space and a new high school

The arrangement and interrelationship of different land uses resulting from the development of the site will be established through a participative masterplanning process. The development of the site will be in accordance with the resulting masterplan, which shall be submitted as part of the planning application for the site.

The masterplan should clearly demonstrate how the development has been designed to respond to the particular characteristics of the site and to interact and function appropriately with adjacent development sites. The masterplan should demonstrate how homes, jobs, services and facilities have been integrated with walking and cycling, public transport facilities/services, provision for private vehicles and green infrastructure.

Development will not be commenced until a phasing plan indicating the orderly sequence of development has been approved. The phasing plan will need to show how infrastructure (including green infrastructure) and services are to be co-ordinated with the development of the site.

The masterplan should include:

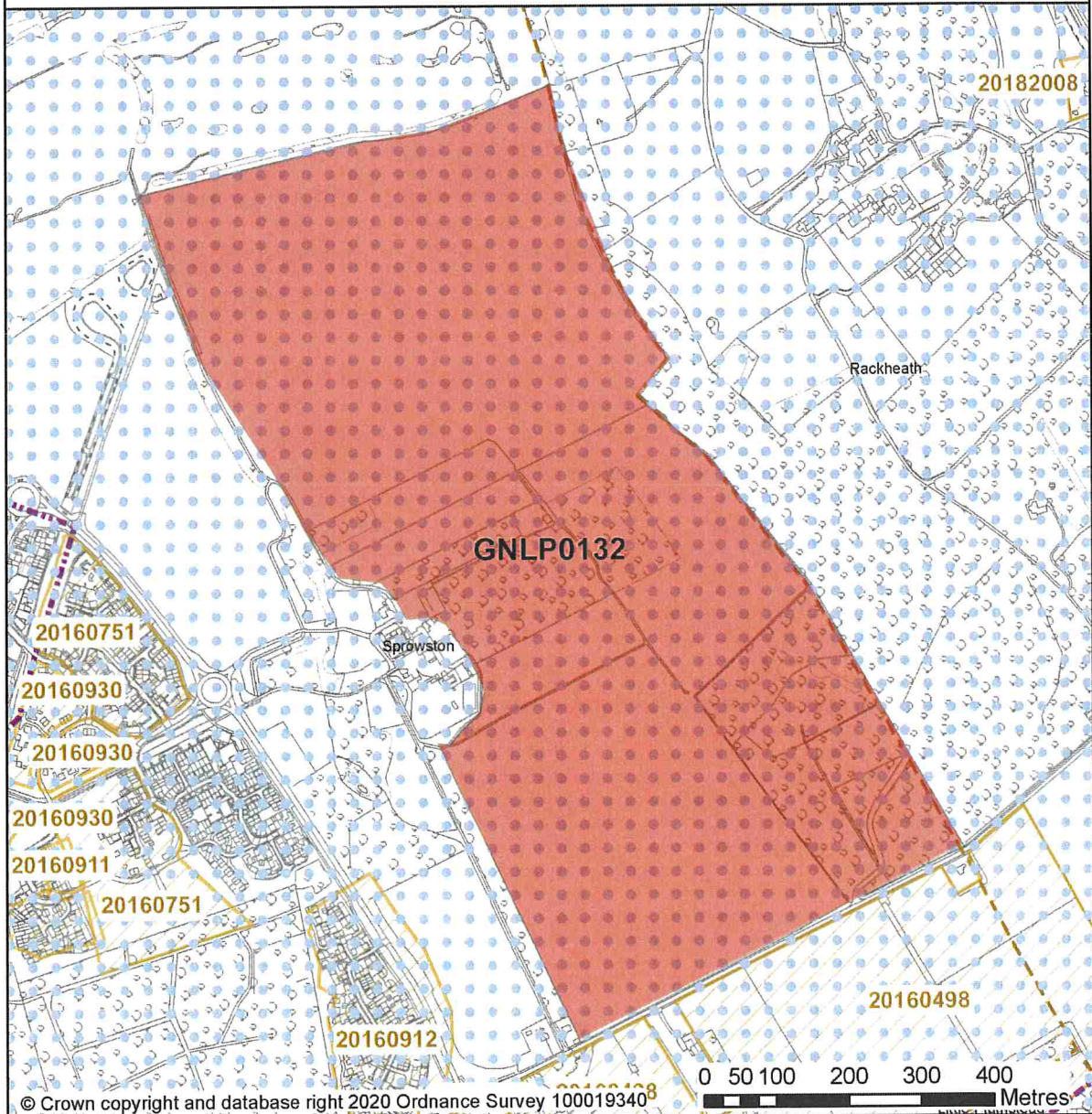
1. Vehicular, pedestrian and cycle access to the site via Salhouse Road and Atlantic Avenue.
2. A new link road from Salhouse Road to Atlantic Avenue which includes footway and cycleway provision.
3. The provision of a footway and cycleway along the southern boundary of the site adjacent to Salhouse Road, continuing provision delivered through the development of adjacent land.
4. Off-site improvements to the highway network as necessary to address the impact of development.






5. Up to 12 ha of the site should be safeguarded to incorporate a well-located High School. An off-site drop-off area for buses and coaches to serve the school should be incorporated as part of the highway infrastructure for the development. Community use of open space associated with the school should be facilitated.
6. Appropriate protection of, and mitigation for, impact on trees and woodland (established through an Arboricultural Impact Assessment). This should include safeguarding the ancient woodland of Bulmer Coppice and historic Rackheath parkland to the east of the site.
7. The delivery of Green Infrastructure to ensure connections between Harrisons Woodland Park and Bulmer Coppice/Rackheath Park
8. Provision of formal recreation in the form of sports pitches and children's play space in accordance with the adopted policies of the development plan to be located adjacent to ancient woodland
9. An ecological assessment will be required to show how impacts on ecology, including Great Crested Newts, have been minimised and mitigated as part of the development of the site.
10. Appropriate remediation of any land contamination and/or localised made ground deposits, including those related to an historic gravel pit and landfill to the east of the site.
11. This site intersects watercourses so a WFD compliance assessment will be required for the watercourse receiving the runoff. A buffer of 20 m will need to be maintained between the watercourse and gardens and opportunities for riparian habitat restoration should be secured.
12. Norfolk Minerals and Waste Core Strategy Policy CS16 applies, as this site is partly underlain by safeguarded minerals resources. The benefits of extracting the minerals, if feasible, will be taken into consideration.

SPROWSTON

GREATER NORWICH LOCAL PLAN SITE ALLOCATION FOCUS MAP

SITE REFERENCE: GNLP0132
 LOCATION: Land off Salhouse Road, White House Farm
 ALLOCATION: Residential development (1200 dwellings)
 SITE AREA: 66.78 ha



	Housing Allocation		Settlement Boundary		Parish Boundary
	Growth Triangle Area Action Plan Boundary		Commitment*		

Scale at A4: 1:7,500

N

Date: 30/10/2020

*new and extant permission at 1st April 2020

Existing allocations to be carried forward

3.66 High amounts of existing development commitment remain, as the allocations identified in the (OSRT) Growth Triangle Area Action Plan will not be superseded by the GNLP.

Guy Ranaweera

From: Michael Rayner <michaelr@cprenorfolk.org.uk>
Sent: 02 March 2021 14:07
To: Michael Rayner
Subject: re: GNLP Regulation 19 consultation
Attachments: GNLP Reg 19 summary CPRE Norfolk.pdf; GNLP Reg 19 consultation response CPRE Norfolk FINAL.pdf; PC Pledge JCS Jan20.docx

Dear Clerk of a Greater Norwich Parish/Town Council,

Please find attached CPRE Norfolk's submission to the current GNLP Regulation 19 consultation, which closes on 22 March. I've attached both the full submission and a two-page summary of the main points for your Parish/Town Council to use as you see fit. As you'll know, this consultation only covers matters of legal compliance and soundness of the plan, with this being the last opportunity for input to a consultation for the GNLP.

In addition, I've attached a blank pledge for your consideration regarding CPRE Norfolk's campaign for currently allocated sites for housing in the Joint Core Strategy to be developed before any new sites in GNLP are built out. If you feel your Council can support this campaign, to which over 38% of Broadland and South Norfolk parishes are current signatories, please sign and return.

I hope you find this helpful: please circulate to your councillors.

Best wishes,

Michael Rayner
Planning Campaigns Consultant, CPRE Norfolk

**Clerk's Note: Full submission
omitted for brevity - available on
request**

www.cprenorfolk.org.uk

01603 761660

15 Pigg Lane, Norwich, NR3 1RS

For the following weeks I am working from home in response to the Coronavirus issues. You can contact me as usual by email - if you would like me to speak to you, please include your telephone number on your email.

View and read CPRE Norfolk's Vision for Norfolk at <http://v4n.org.uk/>

CPRE Norfolk is a county branch of the Campaign to Protect Rural England and is a separate registered charity, no. 210706.

Read more about our work, sign up for our newsletter, join as a member or just donate to a campaign.

March 2021

GNLP Regulation 19 – a summary of CPRE Norfolk’s consultation response

CPRE Norfolk’s submission is based on the following parts of paragraph 35 of the NPPF relating to the examination and soundness of local plans: that to be justified a plan must be based on proportionate evidence, and that a plan must be consistent with national policy, by enabling the delivery of sustainable development. In addition, there are some comments which raise issues of legal compliance.

- **Climate Change.** This should be at the front and centre of the GNLP to ensure that it complies with Section 19 (1A) of the Planning and Compulsory Purchase Act 2004 which requires that: ‘development plan documents must (taken as a whole) include policies designed to secure that the development and use of land in the local planning authority’s area contribute to the mitigation of, and adaptation to, climate change.’ The GNLP does not include clear evidence-based carbon reduction targets, other than broad intentions to help meet national greenhouse gas emissions to net zero by 2050. This means that throughout the GNLP, policies should have carbon reduction at their core, which will be of great importance when considering location of development, transport planning, environmental policies, and others where sustainability is a key.
- To make this sound, the total number of dwellings beyond the required amount should be reduced to the necessary minimum, and the locations of much of the new development changed to reflect the needs resulting from climate change. This should result in inclusion of the “additional” brownfield urban sites, such as those in East Norwich, and the withdrawal of many of the proposed sites in unsustainable rural locations, where there is poor access to public transport and local jobs, but instead a reliance on private cars, as well as delivery vehicles to support these new dwellings.
- **Housing Delivery.** The GNLP aims to deliver 49,492 new dwellings by 2038. CPRE Norfolk contests this number as unnecessarily high. Sites for 5,000 additional houses, included in the plan in response to 2018 ONS household projections may not be required, and should only be developed if needed. Phasing of development should also prioritise the use of sustainable Brownfield sites over Greenfield. A lower target, set at 42,568 to cover local housing need (40,541) plus a 5% buffer (2,027), could be met by current Joint Core Strategy commitments (31,452) combined with housing completions 2018-2020 (5,240) along with new prioritised brownfield allocations e.g. East Norwich, and windfalls, without the need for new allocations in less sustainable rural locations.
- Delivery of almost 50,000 houses would make it difficult or even impossible to meet climate change targets, including the legally binding commitment to reach net zero by 2050, particularly as these are likely to be made more stringent during the life of the plan. If climate change is going to be the priority it should be, then the number of new houses in the plan should be kept to the legally required minimum rather than inflated to the proposed levels which are far above the legal requirement or “need”. Moreover, the location of any new housing should be reviewed in light of climate change targets and legislation, so that sites are allocated in the most sustainable locations, bearing in mind the importance of environmental factors in ensuring development is sustainable, and the plan sound.

- The GNLP proposes to have 'enough committed sites to accommodate 22% more homes than "need", along with a "contingency" location for growth, should they be required to offset any non-delivery. Additional opportunities will be provided, particularly small-scale growth at villages and on small brownfield sites across Greater Norwich, through additional windfall development' (Reg. 19 GNLP Delivery Statement.) Having such a high buffer of 22% makes the GNLP unsound due to this almost certain to result in failure to meet necessary climate change targets, legislation and aspirations. The Reg. 19 GNLP at para. 53 notes that a 5% buffer is required by the NPPF, and yet a 22% buffer is being proposed.
- There is clear and compelling evidence from historic completions that windfalls are highly likely to come forward for development, with the Reg. 19 GNLP forecasting that an estimated 4,450 resulting from windfall development will come forward during the plan period, and yet only 1,296 dwellings have been included as a windfall allowance. 'As windfall delivery is likely to remain robustly high', it would be sound to include a much higher number within this allowance, thus meaning that fewer new housing allocations would be required on less sustainable greenfield rural sites. This is also further evidence that a 22% buffer is unnecessarily high.
- **The GNLP and South Norfolk Village Clusters.** CPRE Norfolk challenges the decoupling of the housing allocations for the South Norfolk Village Clusters and its associated policy from the rest of the GNLP as being unsound. The GNLP Regulation 19 consultation has commenced before the South Norfolk Village Clusters Housing Allocations document (SNVCHA) has been published for its Regulation 18 consultation. This is despite the South Norfolk Local Development Scheme (accessed 18 February 2021 when it was labelled as "final") stating that the SNVCHA will be consulted on in February/March 2021. While it is reasonable for a Local Plan to comprise several separate documents, the GNLP and the SNVCHA to be sound should follow the same, or at least a very similar timetable, otherwise it is impossible to judge whether the two (or more) documents are based on proportionate evidence.
- **Policy 7.5 Small Scale Windfall Housing Development.** CPRE Norfolk contends that as there is no "need" for the high numbers of additional new housing, and given the generally unsustainable locations of any new housing under this policy, the policy should be considered to be unsound. Existing allocations in the JCS to be carried forward to the GNLP will allow for support of local services and the maintaining of rural vitality, without needing additional new sites within village settlement boundaries, but especially without the need for the provision of new market housing outside settlement boundaries as would be permitted under this policy.
- **The Norwich Western Link Road.** The inclusion of this proposed road is incompatible with the climate change statement and its inclusion is therefore unsound.
- **Consultation.** The cancellation of the Reg. 18d consultation has meant that new sites and amended policies have not been as open to public scrutiny as the GNDP had proposed and accepted as being necessary.
- **Green Belt.** Insufficient baseline evidence for the establishment of a green belt has been collected, assessed and examined.
- **Future-proofing the GNLP.** The GNLP is planning for the period up to 2038 and as such should be making greater attempts to plan for the likely more demanding laws and regulations regarding climate change, which will be introduced during the life of the plan. These may come as a result of COP26 being held in November 2021, as well as the Government's increasingly loudly stated commitments around the environment and climate change, as well as a focus on utilising brownfield land as in Robert Jenrick's statement on the 'right to regenerate' made on 16 January 2021. In addition, the NPPF is due to be revised, with an interim revision already being consulted on to end on 27 March 2021. This interim revision looks to implement policy changes in response to the 'Building Better Building Beautiful Commission "Living with Beauty" report', and will also take the opportunity to make a number of environment-related changes including amendments on flood risk and climate change. The direction of travel is clear from this, and to future-proof the GNLP we urge the GNDP to take this into account to ensure the soundness of the plan.

Please note this is a summary: the full GNLP Reg. 19 consultation submission is available from CPRE Norfolk



January 2020

THE PLEDGE -

please return to planning@cprenorfolk.org.uk or to 15 Pigg Lane, Norwich, NNR3 1RS

_____ Parish / Town Council supports CPRE Norfolk in its campaign aimed at ensuring that no new sites are allocated for house building in revised local plans to 2038 until all existing allocations in current core strategies have been developed.

We consider that unrealistic and unnecessary new housing targets, currently under consideration, would cause unacceptable damage to the environment and landscape of Norfolk.

This council therefore asks that our local authorities prepare cases to demonstrate that the environmental harm caused by slavishly following housing market assessments* is serious enough to outweigh potential benefits and in so doing enable the adoption of local plans to 2038 that do not elevate housing targets beyond existing levels.

We note that the Annual Monitoring Reports of local councils reveal that housing delivery is considerably below target levels and that large areas of land already allocated for development remain available and therefore there is no need for new allocations to be made.

Signed _____

Dated _____

* Furthermore these Strategic Housing Market Assessments, which pre-date Brexit, are now unreliable.

Footnotes

Pledging support will not increase your council's workload. We will submit all pledges to the relevant planning authority.

JCS

Guy Ranaweera

From: Norwich Western Link <Norwichwesternlink@norfolk.gov.uk>
Sent: 25 February 2021 15:30
To: JHunt
Subject: Norwich Western Link project update

Dear Mr Ranaweera

You may remember that the Norwich Western Link project team updated you last month on the great progress that has been made on this vital project for the county over the last year, and informed you of the work we would be carrying out over the next year and beyond to fill in the 'missing link' between Broadland Northway and the A47.

When we wrote to you last month, the team told you that a report on the project was due to be considered at a March meeting of our cabinet. Due to a delay in the completion of the procurement process to appoint a design and build contractor for the project, this report is now scheduled to be considered at the June meeting of cabinet instead, which is the first meeting following the local elections in May.

This means there will be a delay of about three months on the decision to submit the Outline Business Case and appoint the contractor. In the meantime, work on the project will continue as completing the Norwich Western Link and the benefits this will create for local communities, businesses and the county's economy is a key priority for the council. We'll write to you again when the report is published ahead of the June meeting.

Since the project team's last update, we have progressed our work to build on the benefits the Norwich Western Link will create for local communities and support people to walk, cycle and use public transport as part of the project. We consulted on a number of proposals designed to support this ambition last year through our Local Access Consultation and had nearly 440 responses, thank you to everyone who gave us their views.

Having taken the responses into account, we are now taking forward proposals to improve Public Rights of Way in the vicinity of the Norwich Western Link route, so that people have good opportunities for walking and cycling on dedicated local routes as a result of the project.

We have also shortlisted five measures to support walking and cycling across a wider area, including two new pedestrian and cycle crossings on the A1067 and three 'cycle friendly' on-road links, which will be designed to make people living in communities to the west of Norwich feel safer to cycle to facilities and employment and educational sites over relatively short distances.

As part of these proposals, and to support our environmental commitments on the project, we are also planning to create an additional green bridge across the Norwich Western Link. This will allow walkers, cyclists and horse riders to cross the road and link in with our other walking and cycling proposals and the wider Public Rights of Way network. It will also form a wildlife crossing for species, to complement the other two green bridges and two wildlife underpasses already planned.

More details on the outcome of the Local Access Consultation and the proposals we are taking forwards now, including proposals on the local roads that are crossed by the Norwich Western Link and maps showing the routes and locations of the proposed measures, can be found on our website at www.norfolk.gov.uk/nwl.

We'll continue to work hard to get the Norwich Western Link delivered as soon as possible and, as ever, we'll keep you updated on our progress.

Best wishes,

Martin

Cllr Martin Wilby, Cabinet Member for Highways and Infrastructure

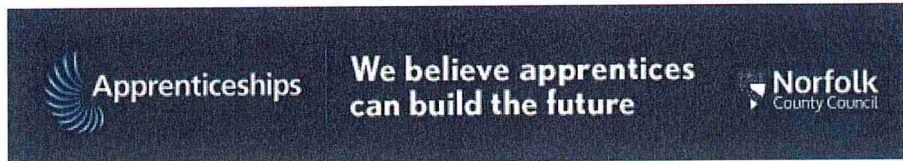
Norfolk County Council

| Tel: 0344 800 8020 | Website: www.norfolk.gov.uk/nwl

County Hall, Martineau Lane, Norwich, NR1 2DH



Norfolk County Council



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28th February 2021

Report from Councillor John Ward

CORONAVIRUS TRUSTED SOURCES FOR INFORMATION

www.nhs.uk/coronavirus

www.gov.uk/coronavirus

Broadland District Council

At the Full Council Meeting on 25.2.21 we passed the Budget for 2021/2. This will result in a 3.5% increase in Council Tax bringing a Band D property's tax to £133.55. The Council's priorities for the coming year are:-

Growing our Economy

Supporting Individuals and Empowering Communities

Protecting and Improving our Natural & Built Environment

Moving with the Times, Working Smartly and Collaboratively.

At the BDC Planning Committee on 24.2.21 we approved applications for 130 homes, a 92 bed care centre and a medical centre at Green Lane, Little Plumstead, and 267 homes at Manor Park, Drayton. Both sites will have 33% affordable homes.

Census Day is 21.3.21. County Council & Police Commissioner elections are on 6.5.21. Polling stations will be Covid-safe but residents are encouraged to have a postal vote. The last date for postal vote applications is 20.4.21.

Norfolk County Council

NCC as the Lead Flood Authority has joined forces with Lord Dannatt who has been appointed Chairman of the Norfolk Strategic Flooding Alliance which brings together all tiers of local government and other agencies to tackle the problem of flooding in Norfolk.

At the Full Council Meeting on 22.2.21 we passed the Budget for 2021/22. A £439m net revenue budget, it will result in a 3.99% increase in Council Tax with 2% of that going to Adult Social Care. There is £28m extra for Adult Social Care, £7m extra for Children's Services and £10.5m extra for Community & Environmental Services. £18.8m has been set aside for Covid19 costs. The budget includes savings of £41.2m. The Capital Infrastructure Programme totals £537m which includes £11.5m for supported housing for young adults and £4m for Children's residential homes. There is also £2m new funding to respond to flooding and £3m for improvements to greenways, footpaths and Norfolk's National Trails. Councillors Local Highways Fund has been increased from £6k to £10k p.a.

SPROWSTON TOWN COUNCIL MEETINGS

Annual Council Meeting May 2021 and Schedule of Town Council Meetings - Municipal Year 2021/2022

1. Annual Council Meeting May 2021

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 allows for Local Council meetings held before 7th May 2021 to be attended by remote means.

Absent of new legislation before 7th May 2021, any Local Council meetings after that date will no longer be permitted to take place remotely; attendees will be required to be physically present at meetings.

Sprowston Town Council's 2021 Annual Council Meeting is scheduled for the 12th May 2021, thus will require attendees to be physically present.

With the uncertainties around possible future rates of coronavirus infection, Council may wish to contemplate bringing forward the Annual Council meeting to before 7th May 2021. Accordingly, a suggested amended schedule for the remainder of Council's meetings in 2020/21 is presented below for consideration.

Remainder of Sprowston Town Council Meetings - Municipal Year 2020/2021 (as previously agreed)	Suggested Amendments to Remainder of Sprowston Town Council Meetings - Municipal Year 2020/2021
31 March 2021	31 March 2021
21 April 2021 (Annual Town Meeting 7.00pm)	Delete Annual Town Meeting
21 April 2021 (Council Meeting to be held on the rising of the Annual Town Meeting)	21 April 2021 (Ordinary Town Council Meeting to commence 7.30pm)
12 May 2021 Annual Council Meeting	5 May 2021 Annual Council Meeting

2. Schedule of Town Council Meetings - Municipal Year 2021/2022

Proposed Schedule of Town Council Meetings - Municipal Year 2021/2022	
02 June 2021	15 December 2021
23 June 2021	12 January 2022
14 July 2021	2 February 2022
04 August 2021	23 February 2022
25 August 2021	16 March 2022
15 September 2021	6 April 2022
06 October 2021	27 April 2022 (Annual Town Meeting 7.00pm)
27 October 2021	27 April 2022 (Council Meeting to be held on the rising of the Annual Town Meeting)
17 November 2021	18 May 2022 Annual Council Meeting
1 December 2021 (Precept/Planning)	

Note: There is a four-week gap between the proposed amended date of the Annual Council Meeting (5 May) and the next proposed meeting on 2 June 2021.

Decisions required:

Recommendation 1:

Consider and adopt the Suggested Amendments to Remainder of Sprowston Town Council Meetings - Municipal Year 2020/2021.

Recommendation 2:

Consider and adopt the Proposed Schedule of Town Council Meetings - Municipal Year 2021/2022.

COUNCIL MEETING – 10 MARCH 2021

Report of the Town Clerk

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 White House Farm Open Space and Play Equipment

Following a meeting with the developers and Broadland District Council, it has been agreed that all fenced-off areas of public open space will be cleared, seeded and opened up to the public whilst the agreed play equipment and multi-use games area (MUGA) are being procured. This should provide residents with convenient extra open spaces as lockdown restrictions lift and spring arrives.

1.2 Schedule for the Reopening of Council Facilities After National Coronavirus Restrictions

Please see the attached schedule for details of when Council's various facilities are expected to reopen and normal activities resume. All dates are based on guidance published in Government's 'COVID-19 Response – Spring 2021' document, also known as the "Road Map".

1.3 Former Viking Pub / Royal Bengal Restaurant

An appropriate contaminated land survey has been commissioned at a cost of £5,792+VAT.

CEMETERY

2.1 No matters to report

STREET LIGHTING

3.1 No matters to report

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 No matters to report

PLANNING AND TRANSPORTATION

5.1 Falcon Road Grass Verge Posts

Wooden posts have now been installed in the remainder of the grass verge opposite Falcon Road Junior School. The scheme was backed by this Council and paid for by Cllr JM Ward's Norfolk County Council Highway Member's fund.

CORONAVIRUS UPDATE

6.1 Asymptomatic Testing at the Sprowston Diamond Centre

I have offered the Sprowston Diamond Centre as a venue for Broadland District Council to host asymptomatic testing. During week commencing Monday 15 March, between 10.00am and 6.00pm, residents and local businesses will have opportunity to take a free lateral flow test.

ATTACHMENTS

7.1 *Schedule for the Reopening of Council Facilities After National Coronavirus Restrictions*



**Guy Ranaweera
Town Clerk**

Sproston Town Council (STC)

Version: 4th March 2021

Schedule for the reopening of STC facilities after National Coronavirus Restrictions

STC facility	Date not before				
	8th March	29th March	12th April	17th May	21st June
Lawn Bowls (also see season dates)	x	✓ (No Pavilion)	✓ (No Pavilion)	✓ (No Pavilion)	✓
Football (also see season dates)	x	✓ (No Changing Rooms)	✓ (No Changing Rooms)	✓ (No Changing Rooms)	✓
Cricket (also see season dates)	x	✓ (No Changing Rooms)	✓ (No Changing Rooms)	✓ (No Changing Rooms)	✓
Tennis Courts*	x	✓	✓	✓	✓
Basketball Court*	x	✓	✓	✓	✓
Outdoor Dance/Exercise/Sport*		✓	✓	✓	✓
Indoor Dance/Exercise/Sport room hire	x	x	✓ Children only (No Changing Rooms)	✓ Adults & Children (No Changing Rooms)	✓
Other room hire NON-SOCIAL	x	x	x	✓	✓
Other room hire SOCIAL (e.g. birthday parties)	x	x	x	x	✓
Parent & child support groups	x	✓ Outdoors only Max 15	✓ Max 15	✓ Max 15	✓
Cinema	x	x	x	✓	✓
Funerals	15 Graveside	15 Graveside	15 Graveside	30 Graveside	✓
STC Office reopens	x	x	✓ Vaccinated Staff Only	✓ Vaccinated Staff Only	✓

Notes

1. Social distancing and masks (where applicable) are assumed to be required up to and probably after 21st June 2021, unless Government issues guidance to the contrary.
2. All dates and activities are subject to change.
3. *No changing room needed for these activities.

Colour Key

Red	Facility closed/Activity not permitted
Amber	Open/permitted with some restrictions
Green	Open/permitted no restrictions (yet)

Sprowston Town Council
PLANNING APPLICATIONS – 10 March 2021

Application No.	Location	Description	Type
20202257	26 Rosemary Road, Sprowston, NR7 8ER	Variation of conditions 2 and 4 of 20200133 - to add Velux to attic storage area and add window to replace workshop doors Rm12 Note: Revised plans submitted with additional velux windows, as per existing construction	Variation of conditions
20210315	Barn to the East of the Coach House at Sprowston Lodge, Rackheath, Norwich, NR13 6NB	Conversion of barn to the east into a single dwelling	Full Planning
20210318	22 Alford Grove, Sprowston, NR7 8XB	Loft conversion and single storey side and rear extension	Householder
20210327	5 Dixon Road, Sprowston, Norwich, NR7 8QJ	Proposed extensions and associated works	Householder
20210412	17 Blenheim Crescent, Sprowston, NR7 8AW	Front and side two storey extension	Householder
20210418	6 St Marys Grove, Sprowston, NR7 8DJ	Proposed extensions & alterations <i>(Drawings not available at time of writing)</i>	Householder

Sproston Town Council
PLANNING APPLICATIONS – 10 March 2021

Application No.	Location	Description	Type
NCC FUL/2021/0002	White Woman Lane School, White Woman Lane, Sproston, Norwich, NR6 7JA	Erection of single storey front extension to increase area of staff room and class room.	
NCC FUL/2021/0006	Sproston High School, Cannerby Lane, Sproston, Norwich, NR78NE	Removal of existing modular classbase and shipping containers; erection of a new 2 storey 14 classbase and library building with associated group rooms, staff room and ancillary accommodation; provision of additional 30 new car park spaces through conversion of existing hard standing; creation of 2nr new multi use games areas on existing playing field; creation of temporary 41 space car park for duration of proposed works.	

Planning Decisions in Sprowston

Broadland planning decisions for week beginning 8th February 2021.

Parish Sprowston

Application Number 20202361

Development Address 33 Rosemary Road, Sprowston, NR7 8ER

Development Description Demolition of existing conseratory & construction of single storey rear extension

Decision Full Approval

Decision Date 11/02/2021

Application Number 20210015

Development Address 11 Martin Close, Sprowston, NR7 8PA

Development Description Single storey front extension and porch

Decision Full Approval

Decision Date 08/02/2021

Broadland planning decisions for week beginning 15th February 2021.

Application Number 20201959

Development Address Sprowston Garden Centre, Blue Boar Lane, Sprowston, NR7 8RJ

Development Description Demolition of existing buildings and proposed extension to the garden centre, reconfiguration of the car park and alterations to the service yard, and associated landscaping

Decision Full Approval

Decision Date 16/02/2021

Application Number 20210041

Development Address 44 Tiercel Avenue, Sprowston, Norwich, NR7 8JN

Development Description Single storey flat roof rear extension

Decision Full Approval

Decision Date 16/02/2021

Application Number 20210075

Development Address 1 Cromwell Road, Sprowston, NR7 8XH

Development Description Proposed single storey rear extension, extending 7m from the rear wall of the original

dwelling house, with a maximum height of 3.4m and an eaves height of 2.8m

Decision Not Required

Decision Date 19/02/2021

Broadland planning decisions for week beginning 22nd February 2021.

Application Number 20202289

Development Address 213 Wroxham Road, Sprowston, NR7 8AG

Development Description Two storey side extension
Decision Full Approval
Decision Date 26/02/2021

Application Number 20202386
Development Address 14 Wroxham Road, Sprowston, Norwich, NR7 8TZ
Development Description Erection of a single storey timber frame outbuilding
Decision Full Approval
Decision Date 24/02/2021

Application Number 20210038
Development Address 10 Saint Marys Grove, Sprowston, Norwich, NR7 8DJ
Development Description Non-material amendment of planning permission 20182080 to amend external finish to render.
Decision Agrees
Decision Date 22/02/2021

Sprowston Town Council		Payments	Meeting	Date: 10th March 2021
<u>Invoice Date</u>	<u>Invoice No.</u>	Collier Turf Care Ltd	<u>Net</u>	<u>Amount</u> <u>BACS</u>
24/02/2021	161565	<u>Details</u>	405.76	486.91 165
25/02/2021	161637	Harrod Tennis Nets x 2	352.12	422.54
		Lawnsand,Dew Switches		
			757.88	909.45
<u>Invoice Date</u>	<u>Invoice No.</u>	A.T.Coombes Associates Ltd	<u>Net</u>	<u>Amount</u> <u>BACS</u>
28/02/2021	3553	<u>Details</u>	755.00	906.00 166
		Fell Tree & Temporary Brace		
<u>Invoice Date</u>	<u>Invoice No.</u>	Communicorp	<u>Net</u>	<u>Amount</u> <u>BACS</u>
04/02/2021		<u>Details</u>	100.00	100.00 167
		A/n Subscription:Clerks & Councils Direct		
<u>Invoice Date</u>	<u>Invoice No.</u>	Copy IT Digital Solutions Ltd	<u>Net</u>	<u>Amount</u> <u>BACS</u>
11/02/2021	871055479	<u>Details</u>	47.75	57.30 168
		Photocopies 31/12/2020-29/01/2021		
<u>Invoice Date</u>	<u>Invoice No.</u>	Ernest Doe & Sons Ltd	<u>Net</u>	<u>Amount</u> <u>BACS</u>
28/02/2021	J67608	<u>Details</u>	838.76	1,006.52 169
28/02/2021	J67609	A/N Service John Deere X940 AU18 YEG	473.52	568.22
28/02/2021	J67611	A/N Service John Deere 2032R AU15 AZT	502.01	602.41
02/03/2021	J67711	A/N Service Iseki Tractor EU69 CHN	499.00	598.80
		Husqvarna Strimmers x 2		
			2,313.29	2,775.95
<u>Invoice Date</u>	<u>Invoice No.</u>	East Fire Extinguisher & Alarms(UK) Ltd	<u>Net</u>	<u>Amount</u> <u>BACS</u>
01/03/2021	131759	<u>Details</u>	150.00	180.00 170
		Intruder/Fire/Lighting/Call System A/N Serv.		
<u>Invoice Date</u>	<u>Invoice No.</u>	ESPO	<u>Net</u>	<u>Amount</u> <u>BACS</u>
		<u>Details</u>		

02/02/2021	5958593	Lever Arch Files	19.60	3.92	23.52	171
02/02/2021	5958594	Lever Arch Files	19.60	3.92	23.52	
02/02/2021	5958595	Photocopy Paper	32.50	6.50	39.00	
			71.70	14.34	86.04	
		Susan Formosa				
		<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
16/02/2021	Claim 67	Postage:19/01/2021-16/02/2021	39.78		39.78	172
		Heritage Contract Services Ltd				
		<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
01/03/2021	927145	Caretaking/Cleaning Services April 2021	4,773.26	954.65	5,727.91	173
31/01/2021	927101	Black Sacks, T.Rolls	46.44	9.29	55.73	
			4,819.70	963.94	5,783.64	
		HH Tankering Services Ltd				
		<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
25/02/2021	4973	Emptying Septic Tank	107.00	21.40	128.40	174
		Huws Gray Ridgeons				
		<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
23/02/2021	IB110029	Sharp Sand for Cemetery Edgings	80.74	16.15	96.89	175
		Intouch Systems				
		<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
17/02/2021	705904	Call Charges Jan 21,Service chgs Feb 21	40.11	8.02	48.13	176
01/03/2021	706162	Broadband Recreation Grd.March 2021	50.00	10.00	60.00	
01/03/2021	706163	Broadband Diamond Centre.March 2021	150.00	30.00	180.00	
02/03/2021	707548	Hosted Exch x 7 01/04/2021-01/05/2021	55.00	11.00	66.00	
			295.11	59.02	354.13	
		J.Parker Dutch Bulbs(Wholesale) Ltd				
		<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>

24/02/2021	SI120914	500 Single Green Snowdrops	70.95	14.19	85.14	177
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
09/02/2021	PJI/19357	P. J. Plumbing Heating & Maintenance Ltd Service boilerx2,Port Valve replacements x2	346.07	69.21	415.28	178
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
02/03/2021	RSIN0362421	Rigby Taylor Impact Glider, 10 Drums Line Marker	684.00	136.80	820.80	179
<u>Invoice Date</u>	<u>Invoice No.</u>		<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
01/02/2021	9062352878	Royal Mail Questionnaire : Survey Response	4.96	0.99	5.95	180
		TOTAL OF INVOICES	10,643.93	2,100.82	12,744.75	Trf 28
Transfer:		STC Drawings a/c to Petty Cash				
			10,643.93	2,100.82	12,744.75	
Transfer:		STC Active a/c to STC Drawings a/c				Trf 28
Transfer:		STC Active a/c to Salaries a/c	20,000.00		20,000.00	Trf 29
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Councillor		Councillor				Town Clerk

Sproston Town Council		Direct Debit Payments	Meeting	Date: 10th March 2021
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u>
31/01/2021	799432	The AF Group Limited Vodafone Mobiles January 2021	37.42	44.90
			<u>VAT</u>	<u>DIRECT</u>
			7.48	DEBIT
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u>
27/01/2021	982479950	British Gas SDC:22/12/2020-21/01/2021	963.92	1,156.70
11/02/2021	715269888	SDC:22/01/2021-11/02/2021	681.86	818.23
			<u>VAT</u>	<u>DIRECT</u>
			136.37	DEBIT
			329.15	1,974.93
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u>
28/02/2021	NWS00188747	Norse Waste Solutions Recycling Bin Hire February 2021	14.25	17.10
			<u>VAT</u>	<u>DIRECT</u>
			2.85	DEBIT
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u>
15/03/2021	Loan 502857	PWLB Cemetery Groundworks	7,689.50	7,689.50
			<u>VAT</u>	<u>DIRECT</u>
				DEBIT
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u>
13/02/2021	231033368/21	Total Gas & Power Limited Diamond Centre January 2021	276.75	332.11
13/02/2021	231033401/21	Streetlights: January 2021	3,657.13	4,388.57
13/02/2021	231033379/21	Floodlights : January 2021	12.93	13.57
			<u>VAT</u>	<u>DIRECT</u>
			55.36	DEBIT
			731.44	
			0.64	
			787.44	4,734.25
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>Amount</u>
31/01/2021	SIO1198113	Veolia Environmental Services All Sites Skip Hire January 2021	287.25	344.70
			<u>VAT</u>	<u>DIRECT</u>
			57.45	DEBIT
Total of Payments			13,621.01	14,805.38
Due by Direct Debit			1,184.37	

Meeting Date: 10th March 2021

Barclaycard Payments

Sproston Town Council

	Adobe Systems Software				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
20/02/2021	IEE14552205	Adobe Systems: E. Elliot PDF Service	12.64		12.64
	Amazon Business				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
16/02/2021	205-6408702	Printer: Refund + Delivery Charges	-67.12	-13.42	-80.54
11/02/2021	AEU-69560029	HP: Black 305 Ink Cartridgesx4	66.34	13.26	79.60
			-0.78	-0.16	-0.94
	Post Office				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
19/02/2021	3-726020	Postage Stationery : S.F.Home	3.85		3.85
03/03/2021	2-619458	Post Office : 25x 2nd Class Large Stamps	24.00		24.00
			27.85		27.85
		Total of Payments	39.71	-0.16	39.55
		Paid by Barclays: Visa Debit			