

NOTICE OF MEETING
AND SUMMONS TO ATTEND

**The meeting of Sprowston Town Council
will be held in the School Room at Sprowston Diamond Centre, School Lane, Sprowston
NR7 8TR on Wednesday 4 August 2021 at 7.30pm**

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 14 July 2021. | Pages 1 - 9 |
| 4. | To agree action/response arising from the minutes. | |
| | (1) Proposal for verges and green spaces. | Pages 10 - 16 |
| 5. | To receive any Police Liaison Officer's report: | |
| | (1) Old Catton and Sprowston West Ward - July 2021. | Pages 17 - 18 |
| | (2) Sprowston Central and East Ward - July 2021 | Pages 19 - 20 |
| 6. | To receive correspondence: | |
| | (1) Small Mammal Crossing Signs. | Pages 21 - 22 |
| | (2) South Norfolk and Broadland Community Forum. | Page 23 |
| | (3) NALC Police and Crime Plan Priorities Consultation. | Pages 24 - 25 |
| | (4) Community at Heart Awards. | Page 26 |
| | (5) NALC opinion survey - planning and power. | Pages 27 |
| 7. | Anglian Water 2021-07-21 Deed of Grant discharge to watercourse final. | Pages 28 - 33 |
| 8. | To receive any written/verbal reports from Sprowston County and District Councillors. | Page 34 |
| 9. | To adjourn the meeting to allow members of the public and Councillors with prejudicial interests to speak. | |
| 10. | To receive the report of the Town Clerk. | Pages 35 - 36 |
| 11. | Adjourn the meeting for a short break. | |
| 12. | To consider planning applications to 4 August 2021. | Page 37 |
| 13. | To receive any written/verbal reports from the Council's Committees and Working Groups. | |
| 14. | To receive any written and verbal reports from Councillors representing the Council on or at outside organisations. | |
| 15. | To confirm the payment of accounts to 4 August 2021. | Pages 38 - 40 |
| 16. | To receive the schedule of direct debits. | Page 41 |
| 17. | To receive the schedule of credit card payments. | Page 42 |

18. The Town Mayor will move that the press and public be excluded from the meeting for the remaining business because otherwise, information which is exempt information by virtue of Paragraph 1 of Part I of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, would be disclosed to them.
19. Energy Contracts.

Pages 43 - 51



Guy Ranaweera
Town Clerk

30 July 2021

Council Office. Sprowston Recreation Ground . Recreation Ground Road Sprowston .
Norwich.NR7 8EW

Tel: 01603 408063 Email: townclerk@sprowston-tc.gov.uk

Footnote:

¹ 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 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 (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 – 14 JULY 2021

At the meeting of the Sprowston Town Council held at the School Room, Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 14 July 2021, the following Councillors were present: -

Mr J M Ward – Town Mayor

Mr A J Barton - Mr R J Knowles
Mr M G Callam - Mrs B J Lashley
Mr W F Couzens - Mrs J Leggett

In attendance

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

3 members of the public were present

21/173. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Councillor	Minute No. and Heading	Nature of Interest
Mrs J Leggett	21/176 (3) - SYEP Funding Bid to Extend Outreach Programme	Trustee

21/174. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mrs B Cook, Mr J F Fisher, Mr I J Mackie, Mr J H Mallen and Ms C T Rumsby and verbal apologies were received from Ms D Coleman, and Mr N Shaw.

21/175. MINUTES

The Minutes of the Council's meeting held on 23 June 2021, having previously been circulated to all Councillors were confirmed and signed by the Chairman / Town Mayor of the Council.

21/176. ACTION FROM MINUTES

(1) Broadland District Council Overview and Scrutiny

Further to Minute 21/006 (1), it was **RESOLVED** that Mrs B J Lashley, Mrs J Leggett and the Town Clerk attend the meeting of Broadland District Council's Overview and Scrutiny Committee to be held on 24 August 2021 at Thorpe Lodge, Norwich.

Mrs B J Lashley read out her suggestions for presentation at the Overview and Scrutiny Committee and it was agreed they be circulated to Councillors for consideration.

21/176. ACTION FROM MINUTES (CONTINUED)

(2) Growth Triangle Link Road

Further to Minute 21/041 (1), Council noted the Growth Triangle Development Link Road is to be named Phoenix Avenue.

(3) SYEP Funding Bid to Extend Outreach Programme

The Town Clerk commented on incidences of anti-social behaviour at Council's parks and open spaces particularly Sprowston Recreation Ground.

Mrs B J Lashley asked if Council had applied for funding from charitable sources to support SYEP's project.

The Town Clerk advised he was not aware of any relevant funding streams however he would continue to pursue.

It was suggested assistance could be available from project ADDER.

Mr W F Couzens noted SYEP would also be attending other parks in Sprowston during August.

Mr J M Ward proposed, seconded by Mr M G Callam to extend SYEP's Outreach Programme at a total additional cost of £6,481.25. On being put to the vote the motion was CARRIED.

Mrs J Leggett requested figures on the impact of SYEP's extended Outreach Program be collected.

(4) Verges and Green Spaces - Cllr Coleman.

This item was deferred to the next meeting of the Council as Ms D Coleman was not in attendance.

(5) Sprowston Flash Flooding - 9 July 2021

Referring to Minute 15/321 5.4, the Town Clerk circulated photographs of flash flooding on Cannerby Lane and Wroxham Road.

Mr J M Ward advised that he had been in touch with Norfolk County Council (NCC) as the lead flood authority and spoken to residents of Cannerby Lane who reported a considerable amount of water came from Allerton Road.

NCC had spent a lot of money on flood relief on the green at Cannerby Lane.

It was suggested the gullies and soakaways were not regularly cleared and it was agreed the Town Clerk contact Norfolk County Council regarding the frequency of clearing gullies and soakaways.

21/177. POLICE LIAISON OFFICER'S REPORT

- (1) Community Message - Chief Constable Paul Stanford

Council noted the Community message from Chief Constable Paul Sanford.

Referring to SNAP meetings Mr W F Couzens felt the Police should give more detailed information regarding increased violence.

Mrs J Leggett reported she had already requested this information and the need for more accurate statistics.

21/178. CORRESPONDENCE

- (1) Community Safety Partnership Consultation.

Referring to the NCCSP Community Safety Plan Mrs B J Lashley queried if the proposed priorities listed all crimes and if they were ranked. Furthermore, did this group have funding which SYEP could apply for?

Mrs J Leggett was concerned that the document divided Norfolk and agreed to send a link to the original document to Councillors for their consideration.

RESOLVED that Councillors respond to the consultation on an individual basis.

- (2) Norwich Western Link Update

Council noted the Norwich Western Link project update.

- (3) South Norfolk Village Clusters Consultation

Mrs B J Lashley questioned how provision of affordable housing could be ensured when small developments did not have to provide it.

RESOLVED that Councillors respond to the consultation on an individual basis.

- (4) Thorpe St. Andrew Neighbourhood Plan Consultation

Mr W F Couzens commented that it was important to ensure Thorpe St. Andrew Neighbourhood plan was cohesive with Sprowston.

It was agreed that Councillors send their suggestions to the Town Clerk for collation and presented at the next meeting of the Council.

- (5) Tiny forests - tree planting funding opportunity.

Council considered the correspondence from Kirsty Burns, Broadland District Council's Environmental Coordinator regarding a tree planting funding opportunity.

The Town Clerk remarked that whilst very appealing the minimum size was quite a large area and he was not aware of any unused land of that size in Sprowston.

21/178. CORRESPONDENCE (CONTINUED)

Councillors suggested Wilks Farm Drive open space, rear of the tennis courts on Sprowston Recreation Ground, the greens on Foxburrow and Tills Road, Redmayne View, Clover Road and areas within the new housing development on Atlantic Avenue.

Mrs B J Lashley proposed, seconded by Mr M G Callam to send an expression of interest in participating in the Defra funded project "Trees Outside Woodlands". On being put to the vote the motion was CARRIED.

21/179. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

- (1) it has been necessary to continue the closure of Cromwell Road until 16 October 2021 in order to complete the footway refurbishment.
- (2) Norfolk Library Summer Reading Challenge launches Saturday 10 July 2021. This year's theme is "Wild World Heroes".
- (3) bookings are now open for the Big Norfolk Holiday Fun, a programme of activities for 5 - 16-year-olds across Norfolk who are eligible for free school meals. There are a variety of free fun activities and a free meal each day. Details at www.activenorfolk.org/getmycode

Mrs J Leggett verbally reported:

Broadland District Council:

- (1) mental health support was available, delivered by the YMCA.
- (2) had formalised a complaints policy to be reviewed by an independent person.
- (3) there were ongoing discussions on Skills and Training.
- (4) emergency planning - an officer will be called out if there is an emergency out of hours.
- (5) a further site, land to the west of the sawmill on Blue Boar Lane, had come forward and should the examiner feel it is viable will go to consultation.

21/180. RESIDENTS QUESTIONS

On the motion of Mr J M Ward, seconded by Mr M G Callam 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 Chairman who would, assisted by the Town Clerk, reply.

The following response was given to concerns raised by residents of Neville Road

21/180. RESIDENTS QUESTIONS (CONTINUED)

- (1) if vegetation encroaching and narrowing pathways on School Lane is from the gardens of residential properties it is the responsibility of the occupier. The Council can write to them requesting it is cut however, the Town Council has no authority to enforce it. Norfolk County Council, in extreme circumstance, could cut the vegetation and recharge the occupier.
- (2) the Town Clerk to note the lack of signage at Neville Court causing deliveries to be made to residents of Neville Road and put request to Broadland District Council for clearer signage.
- (3) it is understood the owner of the former builder's yard at Lushers Loke intends to develop the site for housing although no planning permission has as yet been applied for. The developer is completing preliminary works. Any complaint about noise etc. should be directed to Broadland District Council Environmental Health. The road access will be identified within the planning process.
- (4) noise generated from increased working hours at Reynolds trucks should be directed to Broadland District Council Environmental Health.
- (5) the Diamond Field is hired as part of the facilities associated with Sprowston Diamond Centre. Currently users include a dance group on Saturday mornings, who are aware to be considerate, football some week day evenings and SYEP.

A resident of Blue Boar Lane expressed concern about Road Safety around schools and referred to NCC's AGM where the question of temporary restrictions preventing vehicles in the vicinity of schools was raised.

Mr J M Ward agreed to discuss this subject at the next Police meeting but commented that it moved the problem to others areas, as noted in PC Gills report.

21/181. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 COVID Restrictions - Venue for Council Meetings

Referring to his written report the Town Clerk suggested it was prudent to maintain social distancing and it was

RESOLVED that remaining Council meetings in 2021-22 be held in the following venues:

- 4 August 2021 - School Room, Sprowston Diamond Centre
- 25 August 2021 - School Room, Sprowston Diamond Centre
- 15 September 2021 - School Room, Sprowston Diamond Centre
- 6 October 2021 onwards - Council Chamber, Sprowston Recreation Ground

1.2 COVID Restrictions - Council Facilities

21/181. REPORT OF THE TOWN CLERK (CONTINUED)

Council noted the changes to COVID-19 infection prevention measures currently in place outlined in the Town Clerk's report.

Mrs B J Lashley proposed, seconded by Mr M G Callam that signage be erected throughout the Council's facilities recommending the wearing of face coverings wording as follows:

Please consider wearing a face covering in this building out of courtesy to other people.

On being put to the vote the motion was CARRIED

1.3 Vandalism

Having considered the report of the Town Clerk regarding vandalism of the toilet facilities at Sprowston Recreation Ground it was **RESOLVED** that they be closed when SYEP leaves the park and this be advertised to the public.

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Administration and Compliance Officer

Council noted the new post of Administration and Compliance Officer was being advertised, closing date for applications was 23 July 2021 and interviews to take place on 3 August 2021.

PLANNING AND TRANSPORTATION

5.1 Road Safety Around Sprowston Schools

Further to his written report the Town Clerk advised he had also been in touch with Sprowston Community Academy and was waiting to hear more from them. PC Gill was also keen to engage with Schools.

On-street parking enforcement had transferred from the Police to local authorities and carried out by Civil enforcement officers. There was one Civil Parking Enforcement officer in the Broadland area.

RESOLVED the Town Clerk investigate the possibility of a Bylaw following discussion with Norfolk Constabulary.

ATTACHMENTS

21/181. REPORT OF THE TOWN CLERK (CONTINUED)

- 6.1 Road Safety - Suggestions from PC Gill
- 6.2 Road Safety - Parking Operations email
- 6.3 Road Safety - NCC Road Safety Team email

21/182. MEETING ADJOURNMENT

Due to the early hour, it was **RESOLVED** not to adjourn the meeting and move to the next item of business.

21/183. 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:

2021/1007 - single storey rear extension with pitched roof at 30, Alford Grove, Sprowston

2021/1013 - single storey new orangery to rear at 17, Blackwell Avenue, Sprowston

2021/1057 - single storey extension to the front of the garage at 40, Colindeep Lane, Sprowston

2021/1203 - single story front extension at 8, Cozens Hardy Road, Sprowston

(b) to oppose the granting of planning application 2021/1138 - demolition of existing dwelling and redevelopment of the site to provide three, two-storey four bed houses at Woodview, Salhouse Road, Sprowston on the grounds of dangerous access to Salhouse Road. Councillors agreed with the concerns raised by NCC Highways regarding the poor arrangement for the access road and limited car parking/manoeuvring space for the proposed three dwellings.

Councillors also concurred with NCC Highways that the preferred means of vehicular access to this site should be via the proposed access routes to the main development site suggested in planning application 2016/0498.

(c) whilst not opposed to the granting of planning application 2021/1157 - installation of 1 no. 20m telecommunications street works pole, 1 no. equipment cabinet, 1 no. meter cabinet and associated ancillary development it was considered preferable to share use of the two existing telephone communications facilities situated close-by on North Walsham Road and Tills Road.

21/184. PLANNING DECISIONS

Council noted Planning Decisions from week commencing 7 June 2021 - week

21/185. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

commencing 28 June 2021.

Mrs J Leggett advised she had nothing else to report on the Minutes of the Recreational Facilities Working Group meeting held on 11 June 2021 previously circulated to Council. The next meeting to be held 16 July 2021.

21/186. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

Referring to her report on the Police Priority meeting held 25 June 2021 Mrs J Leggett expressed concern that information was being loaded onto Next Door which only reached certain aspects of the population. She felt this information should be available to a wider circulation.

21/187. NAME THAT TRACTOR

Councillors voted on names for the Iseki TXG237 mini-tractor suggested via a Facebook poll. The winning name was Trevor the Tractor.

21/188. SUMMARY OF INCOME AND EXPENDITURE TO 30 JUNE 2021

In response to Councillors' comments the Town Clerk advised:

- Cost Centre 7008 - Administration Insurance, he would confirm if there were any further premiums outstanding.
- Cost Centre 5101 - Allotments Vermin Control, 77.4% of the budget had been spent as this was an annual contract. Additional funds had been included in this cost centre in the event of urgent call outs.
- Cost Centre 5221 - Cemetery Memorial Wall Expenses, memorial plaques were purchased in advance.

RESOLVED to approve and adopt the Statement of Accounts and Balance Sheet to 30 June 2021.

21/189. PAYMENT OF ACCOUNTS 14 JULY 2021

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 14 July 2021 totalling £14,199.75.

In response to a question from Mr R J Knowles the Town Clerk advised that:

INV-5941 Replacement of street light - School Lane was a damaged column which looked as if it had been struck by an unknown vehicle.

On the motion of Mr J M Ward, seconded by Mr R J Knowles it was **RESOLVED** that payment of the accounts to 14 July 2021 totalling £14,199.75 be approved and the schedule authorising payment signed by the appropriate signatories at the first opportunity.

21/190. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments to 14 July 2021 totalling £18.00 was approved and noted.

21/191. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAY VISA DEBIT TO 14 JULY 2021

The schedule of credit card and Barclay Visa Debit payments to 14 July 2021 totalling £293.26 was approved and noted.

There being no other necessary business the Chairman / Town Mayor of the Council thanked Councillors for their participation and declared the meeting closed at 9.00pm.

4 August 2021

Town Mayor

Sprowston Town Council

14th July 2021

Small Steps

Due to the Climate Crisis, public opinion now needs and wants to see more natural areas within our towns.

Sprowston has literally hundreds of small green patches that would be perfect for small rewilding and no mow areas.

Residents have already started to rewild such areas (see pics 3 & 4) maintaining and caring for little patches.

The benefits are obviously to the biodiversity of our planet but also to the wellbeing and feel of our town.

The tall pointy plants (echium) (see pic 4) have been there for two years and are on a major school route. Youths have stopped admired and pointed at the bees feeding in them and never vandalised or damaged the plants. The householder ended up having to label them as the questions and interest was huge.

Sprowston traditionally had avenues of trees along many roads. What a legacy for this town council if we could readopt this green approach going forward to counteract the urbanisation of our green belt.

Proposal:

- ***To develop a plan for verges and green spaces that encourages and promotes rewilding (where appropriate) in preference to mowing.***

Cllr Dawn Coleman

Pic 1. Cozens-Hardy Road – Example of verge grass (on outside of footway) destroyed by parking.

This example is typical of many verges in Sprowston.



Pic 2. Cozens-Hardy Road – Example of bare verge (on inside of footway) that could be rewilded



Pic 3. Cozens-Hardy Road – Example of rewilded verge (inside of footway)



Pic 4. Cozens-Hardy Road – Example of rewilded verge (inside of footway)



Pics 5 & 6. Junction of Linacre Avenue and Kestrel Road – Town Council pilot wildflower area on small grass area/verge, now in its 2nd year

Sprowston has many small areas of 'verge' similar to this example which could be converted to include managed wildflower areas.



Pics 7 & 8. Corner of Windsor Park Gardens Public Open Space – Town Council pilot wildflower area, now in its 2nd year



COMMUNITY UPDATE

SPROWSTON SAFER NEIGHBOURHOOD TEAM

OLD CATTON & SPROWSTON WEST WARD



www.norfolk.police.uk

JULY 2021



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

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TWITTER: @BroadlandPolice

YOUR LOCAL BEAT MANAGER



PC 1578 GRAHAM GILL

UPDATE FROM YOUR ACT INSP ANDREW TERRY

Acting Inspector Andrew TERRY

E : Andrew.Terry@norfolk.police.uk

101 Ext: 6741



I would like to say hello to the residents of the Broadland area that I am once again returning to, this time as the Inspector. It's over ten years since I was here as a Sergeant and I'm pleased to be back supporting not only my colleagues here at the Police Station but also working with partners in various agencies; and you the residents of the local community. Without your help policing would be harder still.

I hope as we all ease back into something that seems more like normal life (in comparison to the past eighteen months or so), you'll get to see a greater visibility from the officers in your communities. Where demand allows we plan to Park, Walk and Talk to you when in the past we may have been in vehicles. We won't always be able to do this of course, but when you see us come and speak to us.

Thanks

Andy Terry

T/Inspector

WHAT'S HAPPENING IN YOUR AREA?

The warmer weather appears to have finally arrived and with this more of us are venturing out and about. With this in mind Norfolk Police have a new initiative which we are calling #ParkWalkTalk.

We are repeatedly told that the community want to see more of the police and a mere 'drive through' does not result in the same outcomes as meaningful engagement. Getting out of the car and speaking to the public can act to reassure but also lead to us better understanding community concerns and even gaining valuable intelligence.

#ParkWalkTalk will see our officers driving out to their parishes and towns, parking up and walking around the local community, taking advantage to stop and chat with local residents and business owners. If you see our officers out on foot beat, do give them a wave, or even better, walk with them and have a chat!

Stay Safe,

Graham

CURRENT NEIGHBOURHOOD PRIORITIES

- Speeding in the area including Atlantic Avenue in Sprowston & St Faiths Road in Old Catton
- Monitor & challenge Anti-Social Behaviour & Drug issues at open spaces

DATES FOR YOUR DIARY

Priority Setting Meeting – Priority Setting Meeting—Tuesday
21st September 6pm via Teams

[Click here to join the meeting](#) Right-click on this link and select 'Open Link'



CONTACT US THROUGH OUR
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CALL US ON 101 OR 999 IN
AN EMERGENCY



TALK TO YOUR LOCAL
BEAT MANAGER

COMMUNITY UPDATE

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OLD CATTON & SPROWSTON WEST WARD

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JULY 2021



CRIME UPDATES 1st to 30th JUNE

Offence	Numbers	What could this entail
Arson	0	Damage caused as a result of fire.
Anti-Social Behaviour (ASB)	3	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	2	Entry and theft in a building or a structure that is lived in.
Criminal Damage	1	A person destroys or damages property belonging to someone else.
Domestic	5	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	1	Unlawful possession of an article used as a weapon.
Public fear, alarm or distress	4	Public order offences e.g. from a verbal altercation to offences just short of violence.
Robbery	1	Includes a range of offences where force is used, threatened or the victim is put in fear.
Theft from a motor vehicle	0	Any item stolen that was in, on or attached to a motor vehicle.
Theft or unauthorised taking of a motor vehicle	0	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.



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- Priority Setting Meeting – Tuesday 21st September 6pm via Teams

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Burglary residential	1	Entry and theft in a building or a structure that is lived in.
Criminal Damage	6	A person destroys or damages property belonging to someone else.
Domestic	8	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	3	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	8	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	0	Any item stolen that was in, on or attached to a motor vehicle.
Theft or unauthorised taking of a motor vehicle	0	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

Dear Sprowston Town Council,

I'm contacting you following a recommendation from Norfolk County Council to contact my local Parish/community council.

Please could I ask how we go about requesting one of the recently launched 'Small Mammal' road warning signs in our area?

I live in NR6 7 [REDACTED] and have hedgehogs visit every evening - I know at least 2 other local households who regularly feed them.

However, there are regularly squashed hedgehogs on the exit slip road from North Walsham Road into Pioneer Road and on Pioneer Road itself. This morning I saw my 3rd squashed one of the summer and we have had the same situation in previous years.

We fear these road deaths are going to decimate our small local hedgehog population.

Hedgehogs have been classified as 'vulnerable to extinction' on the UK's conservation Red List and their conservation status is critical.

It would be fantastic if our area could help reverse the trend and help the hedgehog population in this area of Norwich to survive by having a small mammal warning sign (which has a hedgehog symbol on) at the North Walsham end of Pioneer Road.

Is there some way we can campaign for this please? (Norfolk County Council Highways has said "We do not provide new road signs on request. The best course of action if you believe there is a strong case for one is to approach the relevant parish or town council, who can consider this and take appropriate action on behalf of the community.")

I look forward to hearing from you.

Best wishes

Rachel Cox

1. Home (<https://www.gov.uk/>)
2. Transport (<https://www.gov.uk/transport>)
3. Driving and road transport (<https://www.gov.uk/transport/driving-and-road-transport>)
4. Road safety, driving rules and penalties (<https://www.gov.uk/transport/road-safety-driving-rules-and-penalties>)
5. Road accidents and serious accidents (<https://www.gov.uk/transport/road-accidents-and-serious-accidents>)

News story

New road sign to improve road safety and protect animals

Areas where accident rates are highest could benefit from a new sign which warns of hazards due to animals in the road.

From:

Department for Transport (<https://www.gov.uk/government/organisations/department-for-transport>) and The Rt Hon Chris Grayling MP (<https://www.gov.uk/government/people/chris-grayling>)

Published

17 June 2019



Hundreds of people are injured every year in collisions involving animals in the road, according to the latest Department for Transport figures.

In 2017, 629 people were injured in accidents involving an animal in the road (excluding horses) and 4 people were killed.

Transport Secretary Chris Grayling has today (17 June 2019) unveiled a new traffic sign, featuring a hedgehog, which warns road users of hazards due to animals in the road ahead and could be placed in areas where accident rates are highest.

He is calling on local authorities and animal welfare groups to identify accident and wildlife hotspots where the sign should be located.

The road sign is also designed to reverse the decline in wildlife numbers, in particular, hedgehogs whose population in rural areas has halved since 2000.

Chris Grayling said:

We have some of the safest roads in the world but we are always looking at how we can make them safer. Motorcyclists and other vulnerable road users are particularly at risk.

The new small mammal warning sign should help to reduce the number of people killed and injured, as well as helping our precious small wild mammal population to flourish.

New road sign launched (<https://www.youtube.com/watch?v=zXcYBUeUE68&feature=youtu.be>)

The Transport Secretary is also meeting with road safety experts today, including Brake, the AA and the RAC Foundation, together with animal protection groups including the Wildlife Trust, to discuss the scale of the problem.

Between 2005 and 2017, 100 people were killed, with a further 14,173 injured in accidents where an animal was in the road.

Tony Campbell, chief executive of the Motorcycle Industry Association (<http://www.mcia.co.uk/>) (MCIA), said:

Powered two-wheelers provide a great solution to road congestion, but like all road users, riders must be aware of those around them.

Therefore the MCIA is pleased to welcome these new signs that will help everyone, including those on 2 wheels or 4 legs, complete their journeys more safely.

The small wildlife sign complements other warning signs already used on UK roads, filling a gap between warnings about smaller animals such as migratory toads and wildfowl, and large animals such as deer and livestock.

Jill Nelson, CEO at People's Trust for Endangered Species, said:

At PTE's roadkill has long been a concern, which is why we launched our Mammals on Roads (<https://ptes.org/get-involved/surveys/road/>) survey.

We have also joined forces with the British Hedgehog Preservation Society to deliver the Hedgehog Street campaign, meeting with Mr Grayling to express our concerns for hedgehogs on roads and elsewhere.

We welcome this focus on road safety and protection for all small mammals.

These signs will be used to warn motorists in areas where there are large concentrations of small wild animals, including squirrels, badgers, otters and hedgehogs.

The move also comes shortly before a refreshed Road Safety Statement and two-year action plan are published. These will look at further ways to reduce the number of deaths on the roads.

This warning sign is available for any local highway authority in England to use on their roads on application to the Department for Transport, please contact authorisation.requests@dft.gov.uk.

Guy Ranaweera

Subject: FW: South Norfolk and Broadland Community Forum with District Commander Chris Harvey

From: Samantha England

Sent: 17 July 2021 13:34

To:

Subject: South Norfolk and Broadland Community Forum with District Commander Chris Harvey

For Clerks

Dear South Norfolk and Broadland Clerks,

I hope you are well and enjoying your week so far.

I am the IAG member - Independent Advisory Group to Norfolk Constabulary for South Norfolk and Broadland. IAG is looking to improve communication for Community Groups and improve partnerships with Norfolk Constabulary to assist in bringing awareness of local community issues to a wider audience.

Invites are being sent out to many Community Groups from the South Norfolk and Broadland area and we are looking forward to the second Forum **August 26th 2021 6.30pm**

Please pass on to your councillors, we can have one clerk and one council member representing their parish.

Please let me know if you are interested in participating in the Forum, which will be an online Teams meeting initially due to Covid.

This meeting will be held with **South Norfolk and District Commander Chris Harvey.**

Please send any questions or concerns you would like to ask the district commander to me before 20th August.

We will shortly be sending out an agenda for the meeting early August, please do let me know if you have any particular requests.

Please see link in which outlines the role of the IAG in Norfolk. <https://www.norfolk.police.uk/join-us/volunteers/independent-advisory-group>

If you would like to attend the online Community Connect Forum please respond to this email and instructions will be sent to you on acceptance of the invite.

I look forward to hearing from you

Best Wishes

Samantha England
Deputy Chair IAG Norfolk Constabulary
Chair of Ethics Committee Norfolk Constabulary

--

Samantha England CMgr MCM1

From: Norfolk ALC Wellbeing [REDACTED]
Sent: 27 July 2021 12:50
Subject: PCC Police & Crime Plan Priorities Consultation – Q&A events for parish Councils
Attachments: 20210714 SES PCP Survey Flyer FINAL2.pdf



THREE CHANCES TO DISCUSS THE NEW POLICE & CRIME PLAN

Good Afternoon

PCC Police & Crime Plan Priorities Consultation – Q&A events Specially for Parish Councillors and Clerks



Yesterday, Norfolk's Police and Crime Commissioner (PCC), Giles Orpen-Smellie, launched his Police and Crime Plan consultation asking people across the county to tell him what matters most to them about crime and policing in their area and to set the priorities for the years ahead.

He has very kindly agreed to hold three sessions on Zoom specifically for Town and Parish Councillors and Clerks to hear about the plan and ask questions.

The three dates are:

- Monday 9th August 7.00 p.m. (Zoom doors open at 6.50 p.m.)
- Friday 13th August 7.00 p.m. (Zoom doors open at 6.50 p.m.)
- Saturday, 14th August 11.30 a.m. (Zoom doors open at 11.15 a.m.)

This is such an important issue for all parishes and their residents, that it is vital our voices are heard. So, I really hope one or more councillors from every parish can attend.

Whether you attend or not it is also important that you read the plan and let him know your views. Is it fit for purpose? or can you add something to it?

I have attached a copy of the flyer about the consultation which contains some information and a form to use to respond but you can find more on line at <https://www.norfolk-pcc.gov.uk/> and you can of course fill out the questionnaire on line as well at [Keeping Norfolk Safe - Police and Crime Plan Consultation 2022-2024 \(smartsurvey.co.uk\)](https://www.smartsurvey.co.uk/)

If you want to come to one of these webinars please email [REDACTED] with the title of '**PCC**'. Please put your **role** & your

parish and **which meeting** you would like to attend, in the body of the email.

The consultation is open now and will close on Friday 20th August 2021

With kind regards

John W Pennell FRSA

Director & Chairman of the Well-Being Initiative

Norfolk Association of Local Councils Limited (Trading as Norfolk ALC)

Registered under the Co-operative and Mutual Benefit Societies Act 2014 as a Co-operative Society

Registration Number 4724

Registered Office: County Hall, Martineau Lane, Norwich, NR1 2US

Our Privacy Policy, which outlines personal information we collect, why we collect it, and how we use it, can be viewed [here](#).

Guy Ranaweera

From: Jack Edwards <Jack.Edwards@broadland.gov.uk>
Sent: 21 July 2021 11:24
To: Jack Edwards
Subject: Community at Heart Awards 2021



Good morning,

Nominations for this year's Community at Heart Awards are now open!

Give your community some love and nominate your local heroes! Winners receive £250 for the charity or community group of their choice.

[Nominate now](#)

This year's categories are:

Inspiration of the Year - Someone who strives to achieve their best at work, in their studies, in sports or the arts, or in the community

Young Hero of the Year (aged 18 or under) - A young person who has made remarkable and inspiring achievements in support of their community

The Helping Hand Award - A friend neighbour or carer who always goes the extra mile to help or support others

Business Community Support of the Year - A local business that has led or supported community initiatives and values

Green at Heart Award - An individual, school, business, or community group who has made an extra effort to make a positive impact on the environment

Community Group of the Year - A community group that has made a significant contribution to the residents of their local area

Volunteer of the Year - An individual who has volunteered their time to make an outstanding contribution to their community

Community Hero - A person who has made a positive impact on an individual or a community. Someone who deserves special recognition for their effort and commitment

If you would like any materials or posters to for your village/town hall then let me know, we can send some out to you.

Kind regards,

Jack

Jack Edwards
Marketing and Communications Officer
t 01603 430556 e jack.edwards@broadland.gov.uk

National Association of Local Councils - Opinion Survey

“Share your opinions on... planning and power”

Member Council's are invited to submit a response to NALC's short online survey, copied below.

Sprowston Town Council Decision required:

- *Option: Submit Council's response to the NALC opinion survey:*

Question Title

* 1. What are your thoughts on neighbourhood planning – does it have a future?

Question Title

* 2. Has all democratic power vanished from the planning system?

- Yes
- No
- Undecided

Additional comments

Question Title

* 3. Is the block to more houses being built because of land-banking by developers?

- Yes
- No
- Undecided

Additional comments

DATE **2021**

SPROWSTON TOWN COUNCIL

- and -

ANGLIAN WATER SERVICES LIMITED

DEED OF GRANT OF EASEMENT (DISCHARGE)

**in relation to: west side of Conroy Close Sprowston Norfolk
title number NK484993**

Anglian Water Services Limited
Legal Department (Property)
Lancaster House Lancaster Way
Ermine Business Park Huntingdon Cambs PE29 6XU
Tel: 01480 323000 Fax: 01480 323288
Date: July 2021
File Name: Conroy Close Sprowston
File Number: CPH/21547
Author: Colet Patmore-Hill

LAND REGISTRY
LAND REGISTRATION ACT 2002

Administrative Area: NORFOLK : BROADLAND
Title Number: NK484993
Property: WEST SIDE OF CONROY CLOSE SPROWSTON
Date:

THIS DEED is dated on the date above written BETWEEN

The Grantor **SPROWSTON TOWN COUNCIL** of Sprowston Diamond Centre
 School Lane Sprowston Norwich NR7 8TR

Anglian Water **ANGLIAN WATER SERVICES LIMITED** (company
 registration number 2366656) whose registered office is at
 Lancaster House Lancaster Way Ermine Business Park
 Huntingdon PE29 6XU

1. Definitions	
"Plan"	Means the plan annexed to this Deed
'Apparatus'	means the foul and/or surface water sewers and any accessories thereto as defined by Section 219 of the Water Industry Act 1991 as are within the Protected Strip defined below
'the Grantor's Land'	Means that area of land belonging to the Grantor and registered under title number NK484993 and comprising within it the Protected Strip
'the Protected Strip'	means that strip of land shown on the Plan coloured yellow and being six metres wide unless the contrary shall be stipulated or be clear from the Plan and the Protected Strip shall lie one half to each side of the centreline of the Apparatus unless the contrary shall be stipulated or be clear from the Plan
'the Dominant Tenement'	means the undertaking of Anglian Water within its area as particularised in Anglian Water's 'Instrument of Appointment' as a sewerage undertaker and taking effect under the Water Industry Act 1991 and the properties and rights forming part thereof.
2. Rights	
In consideration of the sum of Ten Pounds (£10) (receipt whereof is hereby acknowledged) the Grantor hereby grants with full title guarantee the following perpetual rights ('the Rights') to Anglian Water for the benefit of the Dominant Tenement and each and every part thereof:	

2.1 The right of having retaining using inspecting the condition of reconstructing replacing relaying altering maintaining cleansing repairing conducting and managing the Apparatus in through under over or upon the Protected Strip (being the servient tenement) and having and enjoying the free flow and passage of water with or without other matter through any part of the Apparatus as shall be a pipe and (except where the Apparatus is used to convey foul water) to discharge therefrom into any watercourse, canal, pond or lake within or adjacent to the Protected Strip

2.2 For the purposes hereof and in particular for the purposes mentioned in clause 2.1 above and for similar purposes in relation to any connected length of pipes or works incidental thereto) the right at any time and at all times in the day or night time with or without vehicles plant machinery servants contractors and others and all necessary materials to enter upon and pass and re-pass along the Protected Strip by a route within the Grantor's Land or by such (if any) other convenient route from a public highway as Anglian Water shall with the approval of the Grantor (which shall not be unreasonably withheld or delayed) from time to time require doing and occasioning no unreasonable damage thereto or to the Grantor's Land

2.3 The right of erecting any necessary markers indicating the Protected Strip or the position of the Apparatus on or near the Protected Strip and maintaining the same and the right to enter on the Grantor's Land for this purpose

2.4 The right in exercising the Rights to make all necessary excavations and to tip soil on land immediately adjoining such excavations as shall be necessary or desirable in relation thereto

2.5 The right of fencing or severing off such part of the Protected Strip from the adjoining and adjacent land of the Grantor as shall be necessary and for so long as may be necessary during the exercise of the Rights

2.6 The right of support for the Apparatus from the subjacent and adjacent land and soil including minerals of the Grantor

2.7 The right to remove all or any trees and shrubs growing in the Protected Strip and any walls hedges and fences thereon

3. Covenants

The Grantor to the intent that the burden of this covenant may run with the Grantor's Land and so as to bind (so far as practicable) the same into whosever hands the same may come and every part thereof and to benefit and protect the Dominant Tenement and each and every part thereof capable of being so benefited or protected but not so as to render the Grantor personally liable for any breach of covenant committed after the Grantor has parted with all interest in the land in respect of which such breach shall occur hereby covenants with Anglian Water to observe and perform the following covenants:

3.1 Not to use or permit or knowingly suffer to be used the Protected Strip or any adjoining or adjacent land or the Grantor for any purpose that may:

3.1.1 endanger injure or damage the Apparatus or render access thereto more difficult or expensive

3.1.2 adversely affect the quality of water or other matter therein or the free flow and passage thereof or means of communication along or through the same

3.2 Without prejudice to the generality of the foregoing:

3.2.1 not to erect construct or place any building wall or other structure or erection or any work of any kind whether permanent or temporary provided that this covenant shall not be deemed to prevent the erection of boundary or other fences which are of an easily removable character

3.2.2 not to withdraw support from the Apparatus or from the Protected Strip

3.2.3 not to undertake or cause or permit to be undertaken any piling or percussive works within the Protected Strip

3.2.4 not to alter the ground levels within the Protected Strip

3.2.5 not to plant or cause or permit to be planted any trees or shrubs in the Protected Strip

3.2.6 not to construct or lay or cause or permit construction or laying of any street road pipe duct or cable across the Apparatus at an angle of less than forty five degrees formed by the street road pipe duct or cable and the Apparatus

3.2.7 to advise any tenant for the time being of the Protected Strip of the existence of the Apparatus and of this deed and its contents insofar as the same relate to the tenant's occupancy and enjoyment of the Protected Strip

4. Arbitration

Any dispute arising under this Deed shall be determined in default of agreement between the Grantor and Anglian Water by a single arbitrator to be agreed upon between the parties or failing agreement to be appointed on the application of either party (after giving 7 days notice in writing to the other party) by the President of the Royal Institution of Chartered Surveyors and save as aforesaid the provisions of the Arbitration Act 1996 and of any statutory modification or re-enactment thereof for the time being in force shall apply to any such reference and determination

5. Land Registry

The parties hereto hereby request the District Land Registrar to enter notice of this Deed in the charges register of the title to the Grantor's Land

6. Anglian Water Authority Act 1977

The covenants set out in this Deed are undertakings given to Anglian Water by the Grantor as the owner of a legal estate in the Grantor's Land made in connection with that land in pursuance of Section 30 of the Anglian Water Authority Act 1977 and the parties hereto shall apply to the proper officer of the Council of the relevant District Borough or unitary Authority for those undertakings to be registered as a Local Land Charge in accordance with the Local Land Charges Act 1975

IN WITNESS whereof the Grantor and Anglian Water have executed this document as their Deed on the date hereof

Executed as a **deed** by

.....

as Councillor for **Sprowston Town Council**
in the presence of:

Witness Signature

Name

Address

Executed as a **deed** by

.....

as Councillor for **Sprowston Town Council**
in the presence of:

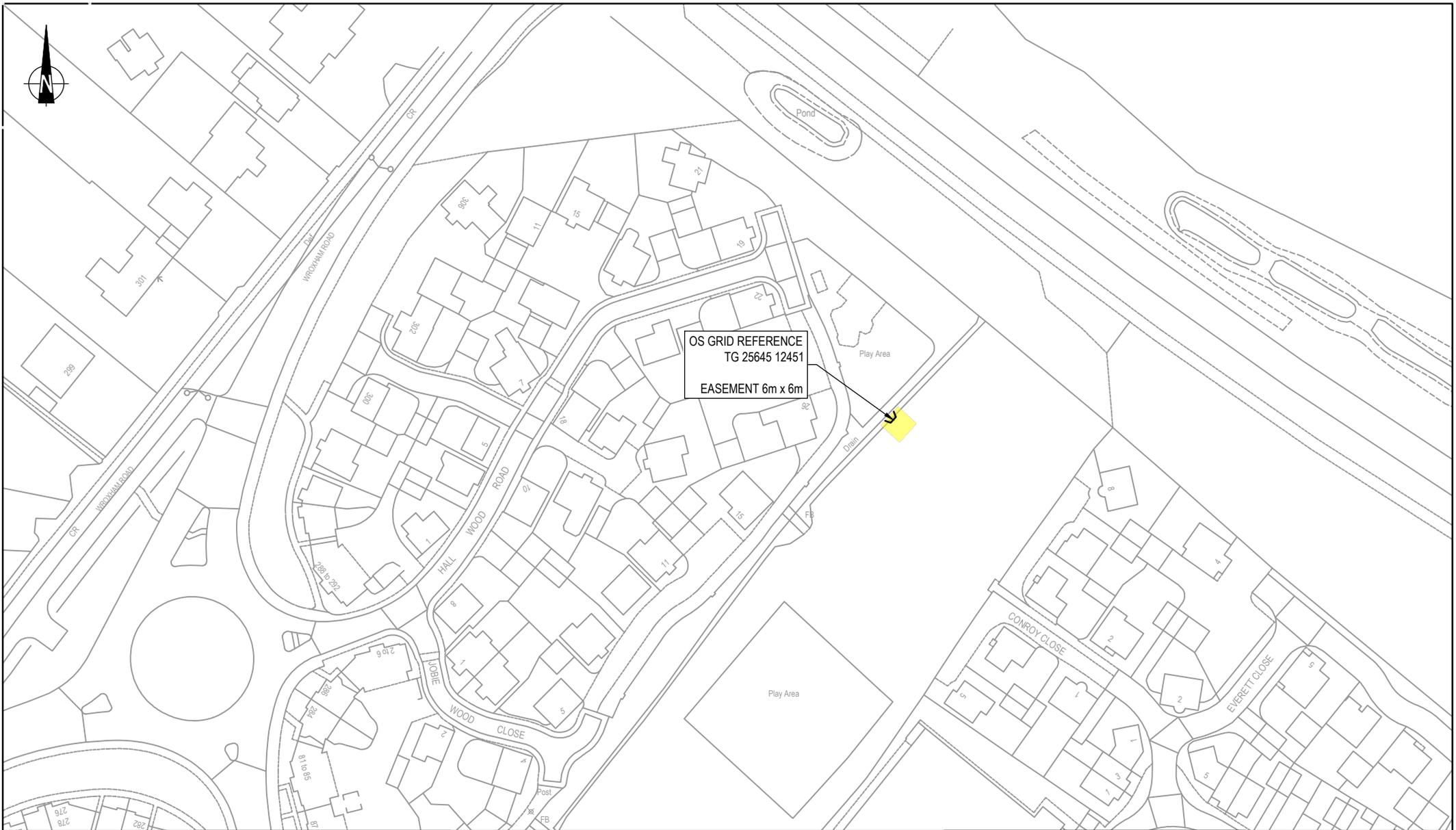
Witness Signature

Name

Address

EXECUTED as a **DEED** by the)
affixing of the **COMMON SEAL**)
of **ANGLIAN WATER SERVICES**)
LIMITED in the presence of:)

Authorised Signatory

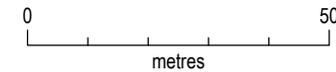


NOTES

1. ALL COORDINATES ARE IN METRES RELATIVE TO ORDNANCE SURVEY NATIONAL GRID.

**SW OUTFALL EASEMENT PLAN
Norf/Sprowston/003A**

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Ordnance Survey 0100031673



Date 06.03.2020

A4 Scale 1:1250

Drawn by CAC

Checked by AB

Drawing Number
45475/2001/001



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CAMBRIDGE
Tel: 01223 882 000

25th July 2021

Report from Councillor John Ward

Broadland District Council

Council has agreed that the Greater Norwich Local plan is sound and has agreed for it to be submitted to the Secretary of State for independent examination.

There is currently a backlog of 212 Planning Applications at SNDC & BDC caused by unprecedented demand and some staff shortages. Two agency planners have been engaged to help reduce the backlog.

Neighbourhood plans for both Spixworth and Taverham were adopted at Full Council on 22.7.21.

Nominations are now open, until 12 Sept, for the 7th Annual Community At Heart Awards. The Council would like to hear of amazing acts of kindness and generosity and of all those who go the extra mile in our district, in the following categories:- Inspiration of the Year, Under 18, Hero of the Year, The Helping Hand Award, Business Community Support of the Year, Green at Heart Award, Community Group of the Year, Volunteer of the Year, Community Hero. To nominate, go to:-

www.southnorfolkandbroadland.gov.uk/communityatheart

Norfolk County Council

Norfolk Fire & Rescue Service is joining a national campaign to highlight the benefits of using the app What3Words to locate emergency incidents quickly.

NCC's Parish Partnership initiative will be repeated in the financial year 2022/23. There is an upper limit of £25k per bid to fund local schemes.

£29m has been set aside to develop 'Independent Living' housing, with a target of 28 new sites across Norfolk. Apartments will be for purchase, rent or shared equity. There will be a care team on site for residents needing this.

Between 19 July and 22 August there will be some lane closures and speed limits, with some Sunday junction closures, on the Broadland Northway so that the road can receive a specialist treatment to maintain its surface in, as new, condition.

t

COUNCIL MEETING – 04 August 2021

Report of the Town Clerk

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Sprowston Youth Engagement Project (SYEP) - Update on Extended Outreach Programme

The first session of SYEP's Extended Outreach Programme on the recreation ground took place on Monday 26th July. Clare Lincoln of SYEP reported "We had a good first session and engaged with about 30 young people". Attached at 6.1 is a photograph (taken 14/07/2021) of the SYEP caravan for which permission has been granted to park adjacent the Edwards Road end car park as that area tends to be popular with young people.

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 Lushers Loke

In the week commencing 19th July residents adjacent to Lushers Loke contacted the office to advise of further noise, dust and vibration pollution emanating from ground works on the site of the former Lushers builders' yard. This information was forwarded to Broadland Environmental Health along with a request for an environmental protection inspector to visit the site as soon as possible. Broadland Environmental Health have asked residents contact them directly with any such complaints as they require first hand reports in order to progress matters.

ATTACHMENTS

6.1 Photograph of SYEP Caravan



Guy Ranaweera
Town Clerk



SPROWSTON YOUTH
ENGAGEMENT PROJECT

Drop-in
OPEN



Broadland DC App. No	Location	Description	Type
20211141	58 Russell Avenue, Sprowston, Norwich, NR7 8XF	Variation of condition 2 of 20181404 to allow change to boundary treatment from a timber fence to a low level masonry brick wall with high level masonry piers and timber panelling above.	Removal/Variation of a condition (S73)
20211152	26 Coot Drive, Sprowston, NR7 8DW	Single storey side extension & upgrade of existing single garage to form additional space	Householder
20211169	31 Cromwell Road, Sprowston, Norwich, NR7 8XH	Two storey side extension to existing semi detached house.	Householder
20211178	36 Martin Close, Sprowston, NR7 8PA	Single storey rear extension and roof conversion	Householder
20211199	14 Wroxham Road, Sprowston, NR7 8TZ	Proposed porch, two storey side extension above garage and single and two storey rear extensions.	Householder
20211200	50 Wroxham Road, Sprowston, NR7 8TY	Ground and first floor extension	Householder
20211201	Sprowston Methodist Church, Wroxham Road, Sprowston, NR7 8AD	Erection of an outside pergola	Full Planning
20211226	216 Wroxham Road, Sprowston, NR7 8BE	Two storey side extension	Householder
20211230	28 Blackwell Avenue, Sprowston, NR7 8XL	Single storey rear extension	Householder
20211263	54 Blackwell Avenue, Sprowston, NR7 8XW	Single storey rear extension	Householder

Sprowston Town Council

Payments

Meeting Date: 04th August 2021

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
23/07/2021	73848	Anglia Air Conditioning Maintenance service to aircon system	348.00	69.60	417.60	79
30/06/2021	SI-22355	Bidwells Surveys for Viking pub - floor plans and elevations	1,500.00	300.00	1800.00	80
08/07/2021	8071242030	Copy IT (Sharp) Photocopies	68.95	13.79	82.74	81
09/07/2021	INV-5973	Cozens Call out to Diamond Centre water logged circuit	80.00	16.00	96.00	82
09/07/2021	INV-5959	Streetlighting Maintenance Charge for June 2021	600.00	120.00	720.00	
			680.00	136.00	816.00	
22/07/2021	TPC9758	DCK Accounting Solutions VAT Consultancy	293.75	58.75	352.50	83
28/07/2021	J74105	Ernest Doe & Sons Ltd New Clutch, bearing Cage and labour	894.74	178.95	1,073.69	
03/06/2021	6061339	ESPO Notice Board	126.00	25.20	151.20	84
16/07/2021	1	Evelyn Elliot - Expenses Tesco - Dettol Surface Wipes - Diamond Centre	6.04	1.21	7.25	85
08/07/2021	30620	Grant Haze Ltd Key System	35.20	7.04	42.24	86

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
01/07/2021	927511	Heritage Soap, toilet roll and bin bags	146.80	29.36	176.16	87
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
09/07/2021	715376	Intouch Systems Call charges June & Service Charges July	28.23	5.65	33.88	88
08/07/2021	715346	Server Back up 18/07 - 18/08	49.00	9.80	58.80	
			77.23	15.45	92.68	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
21/07/2021	5171	Norfolk Association of Local Councils Health and Safety Course - Guy R	14.00	2.80	16.80	89
20/07/2021	5163	VAT for local councils - Toni J	30.00	6.00	36.00	
			44.00	8.80	52.80	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
08/07/2021	76	Norfolk Drain Services To attend blockage at Sparhawk park	105.00	21.00	126.00	90
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
15/07/2021	SIN041697	Online Playgrounds Repairs to Children's play equipment at Sparhawk	318.09	63.62	381.71	91
15/07/2021	SIN041696	Repairs to Children's play equipment at Rec Ground	1,358.61	271.72	1,630.33	
21/07/2021	SIN041721	Zip Wire Trolley Cable Guides	38.33	7.67	46.00	
			1,715.03	343.01	2,058.04	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
19/07/2021	34091	Rackham & Son Engineering Ltd Supply and install safety railing around fuel tank	482.00	96.40	578.40	92
TOTAL OF INVOICES			6,522.74	1,304.56	7,827.30	Trf 10
Transfer:	STC Drawings a/c to Petty Cash		-	-	-	Trf 11

Sprowston Town Council

Direct Debit Payments

Meeting

Date: 04th August 2021

		The AF Group Limited					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>	
Credit	30/06/2021	825228	Screwfix Oil and Groundsmen Vodafone bill	12.85	2.56	15.41	
	30/06/2021	80737	Screwfix Oil	- 11.41 -	2.28 -	13.69	
			1.44	0.28	1.72		
		Barclaycard					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>	
	30/06/2021	14844360621	PDQ Machine	49.80	5.96	55.76	
		PHS Group					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>	
	28/07/2021	68417964	Air freshener, hand dryer, sanitary disposal, soap	327.40	65.48	392.88	
	28/07/2021	68417963	Sanitary Disposal, Water management system	62.08	12.42	74.50	
	28/07/2021	68417962	Sanitary Disposal, Water management system	62.35	12.47	74.82	
			451.83	90.37	542.20		
		Siemens					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>	
	18/07/2021	8458652	Lease of printer	265.00	53.00	318.00	
	18/07/2021	8458652	Annual Service fee of printer	50.00	10.00	60.00	
			315.00	63.00	378.00		
		Total Gas & Power					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>	
	10/07/2021	242001226/21	Street Lights June	2,306.69	461.34	2,768.03	
	10/07/2021	242002348/21	Diamond Centre June	213.30	42.66	255.96	
	10/07/2021	242002359/21	Flood Lights June	12.50	0.62	13.12	
	23/07/2021	242968313/21	Street Lights April	89.28	17.85	107.13	
	24/07/2021	242989170/21	Diamond centre June	87.62	17.53	105.15	
	25/07/2021	243005306/21	Diamond centre May	87.38	17.48	104.86	
			2,796.77	557.48	3,354.25		
		Veolia					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>	
	30/06/2021	SIO1210896	Waste removal Service	259.16	51.83	310.99	
Total Direct Debits			3,874.00	768.92	4,642.92		

Sproston Town Council

Barclaycard Payments

Meeting

Date: 04th August 2021

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
14/07/2021	43221	Norwich Camping & Leisure 6 x Benches	1235.00	247.00	1482.00
20/07/2021	6155003	Adobe PDF Service	12.64	0	12.64
			12.64	0.00	12.64
		Total of Payments Due by Direct Debit	1247.64	247.00	1494.64