

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 Sanford

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