

MEETING OF SPROWSTON TOWN COUNCILLORS – 10 MARCH 2021

At the remote meeting of the Sprowston Town Council held by video conference on Wednesday 10 March 2021, the following Councillors were present: -

Mr J M Ward – Town Mayor

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

Mr S C Walker

In attendance

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

Clare Lincoln - Sprowston Youth Engagement Project
Simon Stokes - Reverend Canon (Sprowston Parish Churches)
Paul Wheeler - Ascend Adventure

1 member of the public was present

21/057. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Councillor	Minute No. and Heading	Nature of Interest
Mrs J Leggett	Minute 21/061 - Sprowston Youth Engagement Project	Trustee
Ms C T Rumsby	Minute 21/061 Sprowston Youth Engagement Project	Trustee

21/058. APOLOGIES FOR ABSENCE

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

21/059. MINUTES

The Minutes of the Council's meeting held on 17 February 2021, having previously been circulated to all Councillors were confirmed subject to

Minute 21/042,

paragraph 3 after equipment. **insert** There is other funding available for the skate park.
paragraph 4 **delete** without bothering anyone else

21/059. MINUTES (CONTINUED)

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

21/060. ACTION FROM MINUTES

No actions from Minutes were raised.

21/061. SPROWSTON YOUTH ENGAGEMENT PROJECT (SYEP) - BIGGER PICTURE REPORT 2020/2021

Clare Lincoln gave a comprehensive report on the work of SYEP during 2020/21 listing all the services they had delivered, areas where they felt they had made an impact, and outcomes for young people.

She said it was difficult to assess the effect on Sprowston and Old Catton as the data available was collected during a pandemic and crime was down as a whole.

SYEP had been able to establish that young people seen to be causing issues on Barkers Lane field were mostly 18 and over. In response they were exploring raising their current age limit and in the process of putting policies, and procedures in place to enable them to work with young people in the 18 to 25 age range.

Clare advised Council of projects they were currently organising including:

- a drop in specificity for 18 to 25-year-olds;
- bike building project and bike club;
- running club for young people;
- return to face-to face sessions;
- restarting their gardening project;
- more 1-1 support for young people.

She acknowledged that due to the pandemic they had not delivered a full year of the Bigger Picture however, in view of its success they would like to mirror it in 2021/2022.

Having secured additional funding, it would allow them to increase the hours and workers allocated to the project.

The Church had gifted SYEP the use of an acre of land off Church Lane. The hope is to develop this into an urban adventure garden. Following consultation with young people SYEP had developed a business plan and initial ideas for the project were shared with Council.

Clare presented SYEP'S funding and costs for 2021/22 advising they were applying for a grant from Norfolk Community Foundation. In addition, the Church had been very generous with their support and had also gifted SYEP the use of St Mary and St Margaret's.

Referring to the acre of land at Church Lane Paul Wheeler reported the concept was identified as something young people wanted. The site could be opened for community-based interaction and it would be lovely for young people to share their space with others.

21/061. SPROWSTON YOUTH ENGAGEMENT PROJECT (SYEP) – BIGGER PICTURE REPORT 2020/2021 (CONTINUED)

He advised the group had been applying for funding to support pathways into positive experience.

With regard to outcomes more information was needed and they hoped to supply results at the end of March 2021.

In response to Councillors questions:

Clare advised:

- she had just started to engage with schools again and whilst working virtually she hoped to attend in person when things became more settled.
- the bike club will offer various sessions for different age groups.

Paul confirmed:

- the urban garden plans were just ideas suggested by young people.

Mr J H Mallen expressed interest in the work SYEP had planned for the 18-25 age range and suggested a separate agenda item.

It was agreed this item be considered by the Recreational Facilities Working Group.

The Chairman and Councillors thanked Clare and Paul for all the work they were doing with young people in the area.

21/062. POLICE LIAISON OFFICER'S REPORT

(1) Sprowston Central and East

Council noted the Sprowston Central and West crime updates from 1 to 31 January 2021.

(2) Old Catton and Sprowston West

Council noted the Old Catton and Sprowston West crime updates from 1 to 31 January 2021.

(3) Police priority setting meeting

Council noted Norfolk Constabulary's virtual priority setting meeting to be held Thursday 11 March 2021 commencing 7.00pm.

Mrs J Leggett offered to send the link to any Councillor interested in attending.

21/063. ARMED FORCES GOVERNMENT COVENANT

Mr J M Ward requested permission to sign the Armed Forces Government Covenant on behalf of the Council. Although Council could select their pledges, he recommended Council agree to all pledges suggested in Section 2, Demonstrating our Commitment.

Following a lengthy debate where comments were made regarding:

- deferring consideration of the item until the next Council meeting;
- singling out one particular group as a special case;
- high levels of homelessness and imprisonment within the ex-armed forces;
- the work Norfolk County Council had been involved in since committing to the covenant;
- the difficulty in transition from military to civilian life.

Mr S C Walker proposed, seconded by Mr I J Mackie to commit to the Armed Forces Government Covenant and authorise the Chairman to sign the agreement on behalf of the Council. On being put to the vote the motion was CARRIED.

Mr J M Ward volunteered, to initially be, the Council's Armed Forces Champion.

21/064. GREATER NORWICH LOCAL PLAN (GNLP)

(1) Greater Norwich Local Plan Regulation 19 Consultation

It was agreed that Councillors would respond individually to the Greater Norwich Local Plan Regulation 19 Consultation.

(2) Campaign for Preservation of Rural England's GNLP Pledge

It was agreed not to sign the Campaign for Preservation of Rural England's GNLP Pledge.

21/065. CORRESPONDENCE

(1) Norwich Western Link

Council noted the Norwich Western link project update.

21/066. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

- (1) A further 1,700 homes will receive food waste collections from 26 April 2021. These are in Sprowston, Thorpe St. Andrew, Old Catton, Spixworth and Drayton.
- (2) Construction of the £2.75m Norwich North recycling centre is well under way. There is a new access road off the A140/A12270 junction near the airport. This centre will replace the one at Mile Cross and is expected to open in Autumn 2021. This will

21/066. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

complement the £1.9m Norwich South site being built on an under used part of the Harford Park and Ride.

- (3) The new head of Norfolk's Library Service will be Jill Terrell, currently an Assistant Head of service in the library team. She replaces Jan Holden who retires this month.
- (4) Schools successfully returned on Monday 8 March 2021 and I am pleased to report that Cecil Gowing Infant School at which I am a Governor had 100% attendance rate on the first day.
- (5) Symptom-free Covid Testing will be available on demand at Sprowston Diamond Centre Monday 15 - Fri 19 March 10.00am to 6.00pm.
- (6) Norwich Castle Museum are holding free online sessions for the under 5s starting Monday 29 March 2021. There are 30-minute sessions joining Snappy the Dragon for stories, play and song. Details on the Castle website.
- (7) Eligible children for free school meals will receive a £15.00 voucher per week during the Easter Holidays.

Mr J F Fisher verbally reported:

- (1) Returns to primary and high schools were above 90% on the first day.
- (2) A burger van was being modified into a mobile vaccination centre to provide for those people unable to attend main centres and surgeries. The SOS busses were also being considered for this purpose.

Mrs J Leggett verbally reported:

- (1) A further 1000 homes in Sprowston would start receiving a food waste collection from 26 April 2021. Leaflets were currently being delivered to residents advising of this service.
- (2) She had awarded her 2020/21 District Councillor community project grant of £500.00 to Sprowston Helping Our Community Together and requested an article be placed in Sprowston Matters inviting applications for 2021/22.

Mr N Shaw verbally reported:

- (1) It had been confirmed that Norwich Airport had not applied for Freeport Status and ports of Felixstowe and Harwich had been successful in their bid.

Mrs B J Lashley enquired about the voting procedure given the upcoming Norfolk County Council elections and Coronavirus restrictions.

Mr J M Ward advised that residents were encouraged to apply for a postal vote.

Mrs B J Lashley asked if this was Broadland District Council Policy and what communications were being sent to advise the electorate.

21/066. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

Mr J M Ward responded it was Government policy and communications to this effect were not being sent by the District Council.

Mr J F Fisher reported that meetings had taken place, to which Councillors had been invited, to debate suitable venues for polling stations. Broadland District Council were looking to open additional and/or temporary locations to make polling more Covid safe.

Mr W F Couzens expressed his disappointment at the lack of consultation.

Referring to Mr J M Ward's verbal report and in response to a question on whether Sprowston was a hotspot Mrs J Leggett responded that her understanding was Asymptomatic tests were being organised in densely populated areas to evaluate the effect within the community with regard to people with no symptoms.

21/067. RESIDENT'S QUESTIONS

On the motion of Mr J M Ward, seconded by Mr J F Fisher it was **RESOLVED**, that the meeting be adjourned to receive residents' questions on matters concerning the town. Residents were reminded that their questions should be addressed to the Town Mayor who would, assisted by the Town Clerk, reply.

As there were no questions from residents the Chairman moved to the next item of business and the meeting was reconvened.

21/068. COUNCIL MEETING DATES - 2021/22

Council considered the report of the Town Clerk noting that absent of new legislation local meetings held on or after 7 May 2021 could not be held by remote means.

As Norfolk County Council elections were taking place on Thursday 6 May 2021 it was agreed not to bring forward the Annual Council Meeting to 5 May 2021.

The Town Clerk suggested Council meetings from 12 May 2021 be held in the School Room, Sprowston Diamond Centre as it provided sufficient space to allow for social distancing.

Mr J F Fisher proposed, seconded by Mr I J Mackie monthly meetings of the Council to be held on the same day each month.

Mrs B J Lashley explained that Council previously restructured to a three-weekly cycle of meetings to negate the need for sub-committees and coincide with Broadland District Council's planning consultation period.

Mr J F Fisher responded that Broadland District Council were quite amenable to extending the consultation period and he saw no reason for separate committees to be reintroduced.

Mr I J Mackie stated this change would provide more clarity of when meetings were taking place, further time for Councillors to read papers adding additional discussions, be beneficial to staff and generate greater efficiency.

21/068. COUNCIL MEETING DATES - 2021/22 (CONTINUED)

On being put to the vote the motion was LOST and it was

RESOLVED to

- (1) Cancel the Annual Town meeting on 21 April 2021 and proceed with the ordinary meeting of the Council, commencing 7.30pm.
- (2) Proceed with the Annual Council Meeting on 12 May 2021.
- (3) Agree the schedule of meeting dates for the Municipal year 2021/22.

21/069. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 White House Farm Open Space and Play Equipment

Referring to his report the Town Clerk advised that he had been pursuing developers to complete the clearing, seeding and opening of fenced off areas of open space to the public.

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

Councillors noted the schedule for the reopening of Councils facilities after national Coronavirus restrictions based on the Governments road map.

Updates would be communicated to Council as dates were clarified.

1.3 Former Viking Pub / Royal Bengal Restaurant

Council noted an appropriate contaminated land survey had been commissioned at a cost of £5,792 plus VAT.

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Appointment of Finance Officer

The Town Clerk confirmed that since writing his report he had appointed a Finance and Administrative Officer (subject to references). A handover was currently taking place in preparation for the retirement of the current post holder.

PLANNING AND TRANSPORTATION

5.1 Falcon Road Grass Verge Posts

21/069. REPORT OF THE TOWN CLERK (CONTINUED)

Council noted the installation of wooden posts on the remainder of the grass verge at Falcon Road Junior School.

Mr J M Ward commented that he had noticed work being carried out to erect one way signage at the parade of shops on Wroxham Road. Both these projects being funded from his Norfolk County Council Member's Highways allowance.

CORONAVIRUS UPDATE

6.1 Asymptomatic Testing at the Sprowston Diamond Centre

Further to his report the Town Clerk advised Broadland District Council had requested hire of Sprowston Diamond Centre for an additional week.

ATTACHMENTS

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

Mr R J Knowles left the meeting following this item.

21/070. 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:

2021/0315 - conversion of barn to the east into a single dwelling barn to the east of the Coach House at Sprowston Lodge, Rackheath.

2021/0318 - loft conversion and single storey side and rear extension at 22, Alford Grove, Sprowston.

2021/0327 - proposed extensions and associated works at 5, Dixon Road, Sprowston.

2021/0412 - front and side two storey extension at 17, Blenheim Crescent, Sprowston.

2021/0418 - proposed extensions & alterations at 6, St Marys Grove, Sprowston
NCC FUL/2021/0002 - erection of single storey front extension to increase area of staff room and class room at White Woman Lane School, White Woman Lane, Sprowston.

21/070. PLANNING (CONTINUED)

- (b) to strongly oppose the granting of planning application 2020/2257 - variation of conditions 2 and 4 of 20200133 - to add Velux to attic storage area and add window to replace workshop doors Rm12 at 26, Rosemary Road, Sprowston on the grounds

that it is an unneighbourly form of development and the design should be maintained as originally approved.

- (c) Whilst not opposed to the granting of planning application FUL/2021/0006 - 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 at Sprowston High School, Cannerby Lane, Sprowston concern was expressed regarding the reduction of available open space for students. Council did not want containers to be relocated to another part of the site.

21/071. BROADLAND DISTRICT COUNCIL - PLANNING DECISIONS

Council noted Broadland District Councils planning decisions for week commencing 8 February 2021.

21/072. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

Mrs J Leggett verbally reported that results of the Recreational Facilities survey would be published in the summer edition of Sprowston Matters aimed delivery July 2021.

The Working Group were currently pursuing the transfer of Harrisons woodland to Sprowston Town Council.

Mrs B J Lashley sought clarity on the confidentiality of the purchase of the Viking PH.

The Town Clerk advised that whilst the purchase was in the public domain any commercial or financial aspect was confidential.

21/073. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written or verbal reports were received.

21/074. PAYMENT OF ACCOUNTS 10 MARCH 2021

The Town Clerk and Responsible Financial Officer presented the schedule accounts and supplementary schedule of accounts to 10 March 2021 totalling £12,744.75 and £6,688.34.

In response to a Councillors question the Town Clerk advised that:

Claim 67 was a reimbursement of postage to the Council's Finance Officer.

21/074. PAYMENT OF ACCOUNTS 10 MARCH 2021 (CONTINUED)

On the motion of Mr J M Ward, seconded by Mr M G Callam it was **RESOLVED** that payment of the accounts and supplementary accounts to 10 March 2021 totalling £12,744.75 and £6,688.34 be approved and the schedule authorising payment signed by the appropriate signatories at the first opportunity.

21/075. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments to 10 March 2021 totalling £14,805.38, was approved and noted.

21/076. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAY VISA DEBIT TO 10 MARCH 2021

The schedule of credit card and Barclay Visa Debit payments to 10 March 2021 totalling £39.55 was approved and noted.

There being no other necessary business the Town Mayor of the Council thanked Councillors for their participation and declared the meeting closed at 9.25pm.

31 March 2021

Town Mayor