

## **MEETING OF SPROWSTON TOWN COUNCILLORS – 6 OCTOBER 2021**

At the meeting of the Sprowston Town Council held at the School Room, Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 6 October 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
Ms D Coleman	-	Mrs J Leggett
Mrs B Cook	-	Mr J H Mallen
Mr W F Couzens	-	Mrs K Vincent

In attendance

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

3 members of the public were present

---

### **21/250. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

<b>Councillor</b>	<b>Minute No. and Heading</b>	<b>Nature of Interest</b>
Mr M G Callam	21/256 (1) Sprowston Methodist Church	Managing Trustee

### **21/251. APOLOGIES FOR ABSENCE**

Written apologies for absence were received and accepted by the Council from Mr J F Fisher.

### **21/252. MINUTES**

The Minutes of the Council's meeting held on 15 September 2021, having previously been circulated to all Councillors were subject to the following amendment

Minute 21/235 insert electric vehicles before charging points

confirmed and signed by the Chairman / Town Mayor of the Council.

### **21/253. ACTION FROM MINUTES**

(1) Memorial Plaque Minute 21/216 (1)

Mr A J Barton welcomed the news release giving further details of the commissioning of a plaque for every parish in Norfolk to serve as permanent reminder of the tremendous community spirit shown in the Covid -19 pandemic.

**21/253. ACTION FROM MINUTES (CONTINUED)**

The Town Clerk reported that as the closing date for ordering a plaque had been imminent, he had requested one in the event Council resolved to apply for one.

(2) Police Crime Update 1 - 31 July 2021

The Town Clerk reported:

Old Catton and Sprowston West

Of the 10 incidences of public fear, alarm and distress 3 were linked to one dispute at Windsor Park Gardens and 7 the suspects were not known by the victim.

Sprowston Central and East

Of the 6 incidences of public fear, alarm and distress 2 were neighbour disputes, 2 occurred at Sprowston Manor and 2 were not linked.

**21/254. TO RECEIVE THE POLICE LIAISON OFFICERS REPORT**

PC Gill reported isolated incidences of anti-social behaviour across the parish which made it difficult to target particular areas. However, reports from the public and councillors was helping to direct patrols.

With regard to drugs stop searches had been carried out.

68 engagements, "park, walk and talk" had been recorded.

There had been few speed checks during the last three months. PC Gill was hopeful to progress with these in future.

PC Gill to send August crime statistics to the Town Clerk.

**21/255. FORMER VIKING PUBLIC HOUSE**

Jason Menezes of Bidwells LLP presented existing plans of the Viking Centre and proposed plans to convert the building into a community hub.

He felt the Café would draw people to the venue. Spaces were flexible with independent access, dedicated toilets and storage facilities.

Mrs B J Lashley noted there were individual entrances which would require 3 areas for disabled parking.

In answer to Councillors questions Mr Menezes responded:

There were approximately 30 vehicular spaces in the car park.

The proposed hall was bigger than the School Room (122.88 sqm) at Sprowston Diamond Centre and squarer in shape.

## **21/255. FORMER VIKING PUBLIC HOUSE (CONTINUED)**

There was no disabled access to the first floor as it was not viable to have a lift.

A single entrance to the first-floor offices was within fire safety regulations.

The nature of activity in the hall would dictate numbers of people attending and sports such as table tennis would not generate high footfall and cause on road parking.

The current estimated cost projection was circa £800,000 - £850,000 factoring in 10% contingency, with redevelopment taking place between October 2022 and mid to late 2023 following planning approval. Mr Menezes felt this date could slip as it was dependent on funding and no defined route had been agreed. Either Community Infrastructure Levy receipts (CIL) or Public Works Loan Board (PWLB).

Mr W F Couzens suggested the door onto the flat roof could be used as a fire door.

Mrs B J Lashley said she would prefer not to have a hall or alternatively a smaller one as it covered all available outside space which could be used as a play or garden area.

She asked if the build could be completed in two phases, and also expressed concern regarding hire to a commercial café given the associated risks.

Mr J H Mallen explained the working group envisaged a pop-up café who provided their own equipment.

Agreeing with Mr Menezes, Mr M G Callam felt the hall would primarily be hired by basic user groups such as the table tennis club and other small clubs which did not attract large numbers of people and would reduce the demand for parking.

Regarding phasing of the build the hall would generate most income and delaying it would impact on running costs.

Mr M G Callam proposed, seconded by Mrs J Leggett to proceed with the proposed plans presented and on being put to the vote the motion was CARRIED.

## **21/256. TO RECEIVE CORRESPONDENCE**

(1) Grant request Sprowston Methodist Church

**RESOLVED** that a donation of £200.00 be made to Sprowston Methodist Church to help fund a community garden in accordance with the Council's powers under Section 137 of the Local Government Act 1972, subject to this not prohibiting the Methodist Church from applying for a District Councillor Grant.

(2) Register of Deposits and Declarations D21 51

Following concerns on the implications of a deposit entered into the Register of deposits and Declarations within Beeston St. Andrew on Beeston Park the Town Clerk was requested to establish if:

## **21/256. TO RECEIVE CORRESPONDENCE (CONTINUED)**

1. the deposit in anyway restrict the provision of public open space or adoptable footways in any future largescale planning applications for housing estates within this area?
2. the deposit allowed the land owner to stop people using the informal footpaths currently in use within this area?
3. there is any procedure for objecting to the deposit, either in part or in whole and if so to object most strongly.

## **21/257. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

On 27 September 2021 the County Council approved a £1m Road Safety Community Fund which aims to deliver 100 new safety schemes over the next 4 years. Members can apply for funding, up to £10k, for improvements such as speed limit changes, signing and lining, additions or alterations. Further details will follow.

In response to this Council's request for 20mph signs on School Lane we have been advised by the County Council that traffic sign regulations do not prescribe such signs within a 20mph zone. There are speed cushions on the road and 20mph signs on all entry points.

I would like to congratulate Karen Vincent on winning a seat on Sprowston Town Council and Richard Potter for winning a seat on Broadland District Council representing Sprowston West and Old Catton.

Broadland retains its spot as top Recycling district in Norfolk with a rate of 49%. (South Norfolk 41.8 %)

There are currently, to the Councils knowledge, no rough sleepers in Broadland but there are 35 families in temporary accommodation.

At full Broadland District Council on 30 September 2021, we had presentations on current policing issues from Chief Inspector Chris Harvey, who is shortly to retire. We were also introduced to Inspector Kerry Woodbine who covers Hellesdon to Aylsham and Inspector Andy Terry who covers Sprowston to Acle. Supporting these two Inspectors are 12 Sergeants and 60 Police Constables.

On 29 September I attended a public consultation in Thorpe St. Andrew on the Hill Group application for 300 homes (one third affordable), community woodland and public open space at Plumstead Road East.

Last Saturday as Town Mayor I attended Sprowston Library to award Certificates and Medals to the children that had completed the Summer Reading Challenge.

Salhouse Road will be closed from Blue Boar Lane to Mousehold Lane 25 - 30 October for replacement linings.

## **21/257. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)**

Mrs B J Lashley expressed concern that £300,000 was being spend on five pieces of Art and felt this money could be better spent.

Mr J M Ward responded it was being funded by the Arts Council.

Mrs J Leggett verbally reported:

In addition to Mr J M Ward's report Great Yarmouth had the lowest recycling rate at 22.2%.

A leaflet was being delivered to encourage people to use their food waste bin and for other people to sign up to the scheme.

Mrs B J Lashley commented there was a cost involved with Brown Bins as used in Great Yarmouth whereas South Norfolk composted their waste which could have an impact on recycling levels.

Mr W F Couzens noted there were 35 families in temporary accommodation and asked how long they had been in this situation and if the District Council had seen an increase.

Mr J M Ward replied numbers were slightly up.

Mrs J Leggett advised that Broadland District Council had adopted a "best in class housing offer". Key to the service was the proposed Allocations Scheme, which defined the procedures to be followed in allocating housing accommodation to ensure the Council provided the most effective housing service through an up-to-date and legally compliant scheme.

In response to a question from Ms D Coleman Mrs J Leggett advised she had seen no evidence of the Air B and B crises affecting families in temporary accommodation.

## **21/258. RESIDENTS QUESTIONS**

On the motion of Mr J M Ward, seconded by Mrs J Leggett 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.

As there were no residents' questions the meeting was reconvened.

## **21/259. REPORT OF THE TOWN CLERK**

### **COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES**

#### **1.1 Vandalism at Wilks Farm Drive**

Further to his written report the Town Clerk advised there had not been a reoccurrence of graffiti at Wilks Farm Drive although a bin at Sparhawk Park had been subject to graffiti.

#### **1.2 Anti-Social Behaviour on Atlantic Way**

## **21/259. REPORT OF THE TOWN CLERK (CONTINUED)**

The Town Clerk reported he was not aware of any further reports of anti-social behaviour over the weekend at Atlantic Way. However, incidences of anti-social behaviour had occurred in Sparhawk Park just before locking of the gates.

He would continue to monitor the situation and liaise with Police accordingly.

### **1.3 Barkers Lane - Dogs off Leads**

Having considered the report of the Town Clerk, Mr J H Mallen questioned how designating Barkers Lane Open Space as a 'dogs must be kept on leads' area was enforceable.

Ms D Coleman said this was the only informal open space in Sprowston. Continued development together with a rise in dog ownership during the pandemic had increased pressure on Barkers Lane and exacerbated the situation.

For some people walking a dog on Barkers Lane Open Space was their only form of social interaction.

**RESOLVED** to erect signage adjacent dog bins on Barker Lane Open Space with the following wording:

Sprowston Town Council welcomes responsible dog owners. Please keep your dog under control and clear up after it.

## **CEMETERY**

### **2.1 St Mary and St Margaret's Church - Old Cemetery Wall**

Mrs B J Lashley suggested contacting the Gurney Trust for a grant to offset the costs of repairing the cemetery wall at St. Mary and St. Margarets Churchyard and Mr J M Ward suggested the Showman's Guild.

## **STREET LIGHTING**

### **3.1 No matters were reported**

Referring to social media and press coverage on street lighting in Sprowston Mr W F Couzens asked if the Town Clerk had details on the extent of problems reported and volume per month.

The Town Clerk explained the repair process to a sodium lamp following report of a fault and issues that periodically occurred when a bulb was changed which sometimes triggered further faults after being tested as working.

He confirmed there had been 139 reports since 1 April 2021 and when the winter season was over, he would carry out an analysis with a view to upgrading persistent problem lights to LED. However, where lights could be repaired, it was usually more cost effective to continue repairing them than replace them with LED.

## **21/259. REPORT OF THE TOWN CLERK (CONTINUED)**

### **CENTRAL ADMINISTRATION AND PERSONNEL**

#### **4.1 Sprowston Town Council (South East Ward) By-Election Thursday 21 October 2021 - Polling Card**

Council noted that polling cards had been requested for the Sprowston Town Council (South East Ward) By-Election to be held Thursday 21 October 2021.

#### **4.2 Remembrance Sunday, 14 November 2021**

**RESOLVED** that a donation of £100.00 be made to the Royal British Legion for a poppy wreath, in accordance with the Council's powers under Section 137 of the Local Government Act 1972.

### **PLANNING AND TRANSPORTATION**

#### **5.1 No matters were reported**

### **ATTACHMENTS**

#### **6.1 Dogs on Barkers Lane Open Space - Suggested text for signs**

Mr R J Knowles left the meeting following this item.

## **21/260. MEETING ADJOURNMENT**

On the motion of Mr J M Ward, seconded by Mrs B J Lashley it was **RESOLVED** to adjourn the meeting for a short break.

The meeting was reconvened.

## **21/261. 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:

2021/1673 - detached cart lodge style garage at Hill Farm Lodge, Wroxham Road, Rackheath

2021/1693 - proposed two storey rear extension and changes to the external finishes of the existing dwelling at 50, Barkers Lane, Sprowston

(b) whilst Council was not opposed to the granting of planning application 2021/1644 - proposed single storey side extension and internal alterations at 101, Wroxham Road, Sprowston concern was expressed with regard to the car park access being

## **21/261. PLANNING (CONTINUED)**

closer to the junction with the A1151 Wroxham Road and would request permission only be granted subject to Highway approval.

- (c) to strongly oppose the granting planning application FUL/2021/0037 - proposed single storey side extension to main library area, with new bin store and minor

internal alterations following the demolition of the existing side extension at Sprowston Library, Recreation Ground Road, Sprowston on the grounds of the loss of the courtyard garden. The sensory garden was created with a lot of help from volunteers and is an important community amenity for many local people. There was no objection to the small extension to incorporate an office, lobby, WC and bin store.

## **21/262. PLANNING DECISIONS - WEEK COMMENCING 6 SEPTEMBER 2021**

Council noted Planning Decisions to 20 September 2021.

Town Clerk to clarify what the wording "required and granted" means.

## **21/263. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

- (a) Skate Park Initial Draft Specification

The Town Clerk presented designs of skate parks from Eaton, Loddon, Bury St. Edmunds and Oxhey (Watford). He explained the attraction of different types of equipment to various users.

Limitations on the range of users likely to benefit from provision of a bowl and cost of installation was discussed, including flood risk, given the location.

Council considered options available to progress with a scheme and it was agreed to approach the specialised skate park company who designed Loddon to prepare a plan for presentation to developers.

Council requested SYEP be contacted to ascertain if Loddon skate park design would meet their requirements and to explain the decision not to provide a bowl in the design for Sprowston.

With regard to overall cost the Town Clerk suggested £200,000 for a state-of-the-art skate park which could be funded from Section 106 (S106) and or Community Infrastructure Levy receipts.

The Town Clerk advised that whilst an element of S106 was for provision of equipment the commuted sum portion was for maintenance only. The agreement could be re-written to allow the full S106 contribution to be used for purchase of equipment however, Council would then have to fund maintenance via other means. Establishing a sinking fund was muted.

**RESOLVED** the Town Clerk to

## **21/263. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

- (1) approach the specialised skate park company who designed Loddon to prepare a plan for presentation to developers.
- (2) contact SYEP to ascertain if Loddon skate park design and equipment would meet their requirements and explain the decision not to provide a bowl in the scheme for Sprowston.
- (3) prepare a financial report and bring to a future meeting of the Council.

### **(b) Recreational Facilities Working Group - Work Programme Update**

Council noted the Recreational Facilities Working Group - Work Programme Update however, concerns were expressed regarding the working group investigating matters which had not been discussed, proposed or agreed by Council.

Mrs J Leggett advised the working group's terms of reference had been discussed and agreed by Council. Ideas were being considered and costed to see if viable before presenting to Council for discussion and decision.

## **21/264. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

No written or verbal reports were received.

## **21/265. PAYMENT OF ACCOUNTS 6 OCTOBER 2021**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 6 October 2021 totalling £10,277.28.

In response to Councillors questions the Town Clerk responded:

Invoice 16230 Greenbarnes Ltd - New Sprowston Noticeboard for Recreation Ground Field was to replace the unreadable noticeboard adjacent the driveway at Sprowston Recreation Ground.

Invoice 202101 Switch on AV - Supply and replace faceplate and cabling for projector was in the Beryl Read Sports Hall.

Temporary Groundsmen were not required during Autumn and Winter months.

It is hoped to resume the cinema at Sprowston Diamond Centre in 2022.

On the motion of Mr J M Ward, seconded by Mr J H Mallen it was **RESOLVED** that payment of the accounts to 6 October 2021 totalling £10,277.28 be approved and the schedule authorising payment signed by the appropriate signatories at the first opportunity.

## **21/266. SCHEDULE OF DIRECT DEBIT PAYMENTS**

In response to a question from Mr J H Mallen the Town Clerk advised the Planning Authority would not reclassify the Viking centre Flat until a planning application had been received. Council would continue to pay residential Council Tax until then.

The schedule of direct debit payments to 6 October 15 September 2021 totalling £5,846.36 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 9.50pm.

27 October 2021

---

Town Mayor