

MEETING OF SPROWSTON TOWN COUNCILLORS – 15 SEPTEMBER 2021

At the meeting of the Sprowston Town Council held at the School Room, Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 15 September 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
Mrs B Cook	-	Mrs J Leggett
Mr W F Couzens	-	Ms C T Rumsby
Mr N Shaw		

In attendance

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

2 members of the public were present

21/230. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interest were received.

21/231. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Ms D Coleman, Mr J F Fisher and Mr J H Mallen.

21/232. MINUTES

The Minutes of the Council's meeting held on 25 August 2021, having previously been circulated to all Councillors were subject to the following amendment

Minute 21/217 delete Blundell and insert Brundall

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

21/233. ACTION FROM MINUTES

(1) Planning Enforcement 2021ENF149

Further to Minute 21/229, the Town Clerk reported Planning Enforcement officers had confirmed they were aware of the situation regarding Planning Enforcement 2021ENF149 and would be taking action this week and update him accordingly.

21/234. POLICE LIAISON OFFICER'S REPORT

(1) Old Catton and Sprowston West Ward August 2021

21/234. POLICE LIAISON OFFICER'S REPORT (CONTINUED)

(2) Sprowston Central and East Ward August 2021

Councillors expressed concern with reference to high numbers of domestic abuse and public fear, alarm and distress.

It was agreed the Town Clerk contact Norfolk Constabulary for further details.

21/235. CORRESPONDENCE

(1) Hackney Carriage Review

Council **RESOLVED** to respond to the Review of Hackney Carriage and Private Hire Vehicle Policy and Conditions as follows

- Disability awareness training to include all forms of mental and physical disability.
- Further installation of high-powered charging points across the district as current coverage is inadequate.

Mr J M Ward reported he was pursuing his request for provision of recharging points at Sprowston Diamond Centre and Sprowston Recreation Ground to be funded from his Norfolk County Council Member's Highways allowance.

(2) Proposed Transport for Norwich Strategy

Mr W F Couzens commented on the lack of infrastructure for all types of transport in addition to insufficient provision of charging points.

RESOLVED Councillors to respond to the Transport for Norwich Strategy on an individual basis.

(3) Salhouse Road Closure and Greenborough Road

Referring to a letter from a resident of Greenborough Road the Town Clerk reported Salhouse Road was due to be closed until 4 November 2021. As a result, a number of vehicles, including HGV's, were not following the official diversion route and using residential roads as a rat run.

He had forwarded concerns to the Highway Authority, with no response received as yet. He had also contacted Norfolk Constabulary who said they would endeavour to increase patrols in the area however considered it was an issue for the Highway Authority.

Mr W F Couzens felt CCTV and enforcement was required.

Mr N Shaw suggested a weight limit and large planters to narrow the roadway thus preventing use by wider vehicles.

21/235. CORRESPONDENCE (CONTINUED)

Mrs B J Lashley questioned if there was sufficient diversion signage.

(4) South East Ward - Election Request

Mr J M Ward advised a specific polling date had not yet been agreed for the South East Ward election.

21/236. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

Norwich City Council has this week completed its purchase of the Carrow House complex, a key component in unlocking the potential for thousands of new homes.

The Mile Cross Recycling Centre closed permanently on Thursday 9 September 2021. The new site accessed from the Broadland Northway will be open in two weeks' time.

From 11 November 2021 anybody entering any care home in Norfolk, including contractors will have to prove that they are double vaccinated.

Unison, GMB and Unite Trade Unions are balloting members on a national employers' final offer of a 2.75% increase to national pay point one and 1.75% increase to pay points two and above.

At last week's County Council Cabinet, it was agreed to employ more apprentices, to spend £11m improving Norfolk's Roads and to spend the £1.5m flood reserve fund.

Bidder C in my written report has tonight been revealed as Veolia.

Yesterday I attended a briefing by Kerrie Gallagher Broadland District Council and Victoria Parsons South Norfolk District Council on the new Norfolk integrated Domestic Abuse Scheme which will bring together the County and District Councils and the Police. By the end of the year there will be one phone number for reporting domestic abuse.

Also, yesterday I was at a museums meeting at Gressenhall where, despite the rain they had 165 school children on site during the day. From May to the end of term 35 schools have visited bringing 1300 children.

I have just received notification that Blenheim Crescent will be closed for road works 4 - 8 October 2021.

I have been out all day today Judging the Broadland District Council Design awards. We visited 6 locations: - a property at Gate Gardens Aylsham, a large self-build at western Longville, The Nest at Horsford, Faraday House at Broadland Business Park, Roseberry Fields a development of 22 dwellings at Great Plumstead and a development of 18 dwellings at Strumpshaw. The top 3 winners will be announced in a few days.

21/237. RESIDENTS QUESTIONS

On the motion of Mr J M Ward, seconded by Mr N Shaw 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.

Mr Toomer voiced concerns about possible housing development on land currently leased by Sprowston Sports and Social Club (SSSC) and requested continued protection from the Town Council.

The Town Clerk explained Mr Toomer was referring to the Asset of Community Value Register. However, Broadland District Council had refused the Town Council's request to place SSSC on the register in 2016. Council had since agreed to resubmit at the earliest opportunity which is 23 November 2021.

Mr Toomer was asked to contact the Town Clerk directly with other issues relating to the Sprowstonite Group.

The meeting was reconvened.

21/238. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 SYEP Activity Day, 3rd September 2021

Council noted the success of SYEP's activity day on 3 September 2021.

Mr J M Ward reported his attendance at the event noting PC Andy Mason from Thorpe St. Andrew was also in attendance whilst PC Gill was on annual leave.

1.2 South Norfolk and Broadland Community Policing Forum

Council noted the comments from District Commander Chris Harvey about anti-social behaviour (if any) at skate parks.

1.3 COVID Restrictions - Venue for Council Meetings

Having considered the report of the Town Clerk it was **RESOLVED** to continue Council meetings in the School Room.

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

21/238. REPORT OF THE TOWN CLERK (CONTINUED)

Council noted the new Administration and Compliance Officer had commenced training on play equipment inspections, and graffiti had been removed from equipment at Wilks Farm Drive.

PLANNING AND TRANSPORTATION

5.1 School Lane

Referring to his report the Town Clerk advised Norfolk County Council Highways had declined his request to install more 20mph repeater signage citing there was already sufficient in place.

Mr W F Couzens noted a SAM2 was positioned on School Lane commenting that if the data collected proved a speeding issue this could be used to support the requirement for additional signage.

The Town Clerk advised it would be necessary to site the SAM2 in another location on School Lane as HGV's had been parking in front of it restricting visibility of moving vehicles.

Mrs J Leggett remarked statistics collected should be circulated to Council.

5.2 Traffic and Signal Works - Junction of School Lane and Constitution Hill

Council noted traffic signal works at the junction of School Lane and Constitution Hill had been delayed until 2022.

21/239. MEETING ADJOURNMENT

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

21/240. 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:

2021/1498 - single storey pitched roof rear extension at 31A, Allens Avenue

2021/1504 - proposed two storey side extension and one storey rear extension and a garage converted into a studio, including various alterations at 1, Anmer Close, Sprowston.

2021/1554 - pitched roof side extension to form new bedroom at Dunromin, 2 Sparhawk Avenue.

21/240. PLANNING (CONTINUED)

21/01196/O - outline application with all matters reserved except access from Broadland Northway (A1270) for up to 60,000 sqm (GEA) of aviation-related uses (Use Classes E(g)(ii), B2, B8 and F1(a) and up to 60,000sqm (GEA) of general employment (Use Classes E(g)(ii), E(g)(iii), B2 and B8). At Norwich Airport Amsterdam Way Norwich.

- (b) to raise no objection to the granting of planning application 2021/1589 - proposed change of use part ground floor of dwelling to 1 No small business unit (3 - Doggy Day Care) and erection of standalone building to be used in connection with this business. However, express concern with regard to potential increased usage of dog bins in the area and financial impact on this Council and request the Planning Authority consider how it could ensure that any increased dog walking resulting from this facility did not adversely impact on Harrisons Woodland.

21/241. PLANNING DECISIONS - WEEK COMMENCING 6 AUGUST 2021

Council noted Planning Decisions to 16 August 2021.

21/242. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

Mrs J Leggett confirmed draft minutes of the Recreational Facilities Working Group had been circulated to Council.

She advised the group were in discussions with Council's Architect Jason Menezes on some of the details presented in initial plans for the Viking Centre.

Referring to the redevelopment of Sprowston Dimond Centre Mr W F Couzens said full Council was involved in all decisions and he felt the Recreational Facilities Working Group was exceeding their remit with regard to the Viking Centre.

Mrs Leggett clarified the working group had no decision-making authority. The Viking Centre was located on a restricted site with limited scope for redevelopment. The group had requested changes to the original architect's drawings before Mr Menezes presents them to full Council on 6 October 2021 for Council's consideration and decision.

Mrs B J Lashley observed full Council were not party to all available information or presentations, and minutes of meetings were not circulated with Council minutes.

She requested a copy of the original architects' drawings, Tiny Forests presentation if power point slides were available, and a paper copy of the working group's minutes in future.

Mrs J Leggett stated the minutes were an accurate report of the Tiny Forests presentation

Mr M G Callam reminded Councillors the Working Group was only involved in projects delegated to them by full Council. The group were simply taking on the additional work required to collect and prepare information for presentation and consideration by Council.

21/243. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written or verbal reports were received.

21/244. NOTICE OF CONCLUSION OF AUDT AND ANNUAL RETUURN FOR YEAR ENDING 31 MARCH 2021

Mr J M Ward noted another good audit report and thanked the Town Clerk and staff.

21/245. TO RECEIVE THE SUMMARY OF INCOME AND EXPENDITURE AND BALANCE SHEET TO 30 JUNE 2021

It was noted rates and loan charges had contributed towards a 35.2% budget spend at Sprowston Diamond Centre in quarter one.

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

21/246. TO RECEIVE THE BANKING RECONCILIATION TO 30 JUNE 2021

Mrs B J Lashley noted Council had several Bank Accounts.

The Town Clerk explained one was not used very much however it was far more difficult to open an account than to close one, so the dormant account was being kept for possible future use.

RESOLVED to approve and adopt the Bank Reconciliation to 30 June 2021.

21/247. PAYMENT OF ACCOUNTS 15 SEPTEMBER 2021

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 15 September 2021 totalling £10,247.64.

In response to a question from Mr A J Barton the Town Clerk advised that:

Invoice 926669 Caretaker and cleaning services was average for the month. It included caretaking and cleaning of Sprowston Diamond Centre, opening and closing of parks and buildings, litter picking and other activities.

On the motion of Mr J M Ward, seconded by Mr R J Knowles it was **RESOLVED** that payment of the accounts to 15 September 2021 totalling £10,247.64 be approved and

21/247. PAYMENT OF ACCOUNTS 15 SEPTEMBER 2021 (CONTINUED)

the schedule authorising payment signed by the appropriate signatories at the first opportunity.

21/248. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments to 15 September 2021 totalling £125.71 was approved and noted.

21/249. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAY VISA DEBIT TO 15 SEOTEMBER 2021

In response to Councillors' questions the Town Clerk advised that:

Invoice No. 59834 Speed limit sign was erected at the Allotment site.

Invoice No.1646891 Fire safe for office was an additional and smaller fire safe located in the main office to hold those cemetery records accessed on a daily basis.

The schedule of credit card and Barclay Visa Debit payments to 15 September 2021 totalling £1,449.19 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 8.30pm.

06 October 2021

Town Mayor