

MEETING OF SPROWSTON TOWN COUNCILLORS – 27 OCTOBER 2021

At the meeting of the Sprowston Town Council held at the School Room, Sprowston Diamond Centre, School Lane, Sprowston on Wednesday 27 October 2021, the following Councillors were present: -

Mr J M Ward – Town Mayor

Mr A J Barton	-	Mrs B J Lashley
Mr M G Callam	-	Mrs J Leggett
Ms D Coleman	-	Mr J H Mallen
Mr W F Couzens	-	Ms C T Rumsby
Mr J F Fisher	-	Mr G S Tingle
Mr R J Knowles	-	Mrs K Vincent

In attendance

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

6 members of the public were present

21/267. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Councillor	Minute No. and Heading	Nature of Interest
Mrs J Leggett	Minute 21/278 2.2. SYEP	Trustee
Ms C T Rumsby	Minute 21/278 2.2 SYEP	Trustee

21/268. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mrs B Cook and Mr R J Knowles and verbal apologies were received from Mr N Shaw.

21/269. MINUTES

The Minutes of the Council's meeting held on 6 October 2021, having previously been circulated to all Councillors were subject to the following amendment

Minute 21/255, first paragraph, first line delete od and insert of

Minute 21/255, third paragraph delete 3 different disabled spaces and insert 3 areas for disabled parking.

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

21/270. ACTION FROM MINUTES

(1) Memorial Plaque Message from Lord Lieutenant

21/270. ACTION FROM MINUTES (CONTINUED)

RESOLVED to request the Lord-Lieutenant to present the memorial plaque prior to commencement of a future Council meeting and invite members of Sprowston Supporting our Community Together, formally known as Sprowston Coronavirus Help Group, to attend in appreciation of their fantastic work throughout the pandemic.

Plaque to be located in the Council Chamber or entrance thereof.

(2) Deposit D21-51 Minute 21/256 (2)

Council noted Norfolk County Council's written response to their queries regarding Register of Deposits and Declarations.

(3) School Lane Planning Enforcement 2021ENF149 - Minute 21/233

Having considered Broadland District Council's Planning Compliance Managers response to Planning Enforcement 2021ENF149 it was felt that highway issues had not been addressed and Council should request the Compliance Manager to re-look at this element of complaints from residents.

With regard to light pollution there had been no further update.

(4) Former Viking Public House

Referring to Minute 21/255, Mr W F Couzens suggested some smaller rooms be incorporated into the design for the ground floor at the former Viking Public House as the first floor was not accessible to all.

(5) Further to Minute 21/259 4.1, the Town Clerk reported that at the by-election held on 21 October 2021 Mr Glenn Tingle was declared Town Councillor for Sprowston South East Ward. As Mr Tingle was a Sprowston resident the Town Clerk had, today, given Mr Tingle formal dispensation to allow him to participate and vote on setting the Council Tax or a Precept and Scale of Councillors allowances.

21/271. TO RECEIVE THE POLICE LIAISON OFFICERS REPORT

Mrs J Leggett questioned if a trend was forming given the increase in reported incidences of public fear, alarm and distress.

Mr M G Callam noted the incidences of arson something he had not previously seen in the crime statistics for Sprowston and queried the cause.

The Town Clerk advised he had no further information or an official Newsletter however, he would discuss with PC Gill.

21/272. TO RECEIVE CORRESPONDENCE

(1) Request for, Parking Restrictions Outside 185, Wroxham Road (Friends Dental Practice)

21/272. TO RECEIVE CORRESPONDENCE (CONTINUED)

Council noted the request for parking restrictions outside 185, Wroxham Road and acknowledged some vehicles were obstructing buggies, mobility scooters and wheelchair users, which was known to be a problem throughout Sprowston.

Wroxham Road was considered sufficiently wide to allow on road parking and free traffic movement without the need to partially park on the pavement.

Police should be urged to take more action to prevent obstruction of pavements.

RESOLVED Town Clerk to write to Friends Dentist Practice and ask them to consider placing signage on their front wall requesting motorists not to park on the pavement.

21/273. SCHOOL LANE SPEEDING

Mr M G Callam commented on the significant number of vehicles travelling over the speed limit on School Lane.

There was discussion on Police not conducting speed checks in 20mph zones and limits and how it could be made enforceable.

Council was pleased to note a 20mph roundel had been requested at the junction of School Lane from Chartwell Road and the repainting of the roundel at the junction from North Walsham Road.

21/274. VERGE REWILDING AND PLANTING SCHEME

Mrs B J Lashley thanked the Town Clerk and Councillor Coleman for the clear detailed report on re-wilding and supported the approach. Referring to The Highways Act 1980, Section 142 (vi) (b) she asked who was responsible for maintaining the 50cm strips between footway and planting.

With regard to Guidance and Additional Restrictions item 10. she suggested residents be made aware that verges were not within the curtilage of their properties and subsequently not be covered by their home insurance.

Mrs B J Lashley also requested insertion of an additional restriction relating to non-use of chemical fertilizers and substances harmful to humans or animals.

Mrs J Leggett reported the Recreational Facilities Working Group thought charging a fee for the "No mow" sign would make people value it more. However, if an applicant declared they were on a low income the fee would be waived.

Also referring to The Highways Act 1980, Section 142 (vi) (b) Mr W F Couzens commented that if there was no planting within 50cm of the footways there would be little space left to plant anything.

Having previously been raised by the Recreational Facilities Working Group the Town Clerk had sought clarification and was awaiting a response from Norfolk County Council.

21/274. VERGE REWILDING AND PLANTING SCHEME (CONTINUED)

Ms D Coleman proposed, seconded by Mr M G Callam to implement the proposal for a Verge Rewilding Pilot Scheme as set out in point 4. On being put to the vote the motion was CARRIED.

Mr J M Ward proposed, seconded by Mr M G Callam Option A Recharge £5.00 to residents to recover cost of signs. On being put to the vote the motion was CARRIED.

21/275. VIKING CONSULTATION IN SPROWSTON MATTERS

Council considered the proposed text for Former-Royal Bengal Restaurant / Viking Public House consultation in Sprowston Matters, December 2021 issue.

The Town Clerk proposed holding drop-in consultation sessions on Tuesday 18 January and Wednesday 19 January 2022.

RESOLVED to approve the proposed wording subject to the following amendments:

- (1) Quote from Councillor J Leggett - change to community groups and charities.
- (2) Cost and Timescales - include the word precept and caveat with regard to funding.

21/276. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

On 18 October our Town Clerk and I met with a representative from County Highways to discuss installing Electric Vehicle charging points, probably two double ones at Sprowston Diamond Centre and one double at Sprowston Recreation Ground car park. A survey of the sites will be done in the next couple of weeks.

John Pennell, who I think some of you know has resigned as Director and Chairman of the Norfolk ALC Wellbeing initiative. Until further notice Jeremy Burton, County Officer will be picking up his work. countyofficer@norfolk.gov.uk

In my role of Chairman of the Norfolk Joint Museums Committee, I have just come from the Ancient House Museum, Thetford where a new small exhibition on the life of Princess Catherine, daughter of Maharaja Duleep Singh has been launched.

Mrs J Leggett verbally reported:

Sprowston Supporting Our Community Together Group had been nominated for a Community at Heart Award and whilst they did not win were awarded a hamper in recognition of their hard work.

Mrs K Vincent verbally reported:

She still had funds available in her Norfolk County Council Member's Highways allowance for appropriate projects.

21/276. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

In response to a question from Mrs B J Lashley, Mr J M Ward advised that Broadland District Councils Capital Budget for Refuse Services had increased by £2.7m to purchase new collection vehicles.

21/277. 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.

A resident of School Lane expressed his disappointment to the response from Broadland District Council's Compliance Officer with regard to concerns about Burdens. He felt it took no account of the highway issues relating to their business activity including increased HGV traffic, reversing of large vehicles onto School Lane and associated noise and pollution.

The resident requested Council raise these issues with all relevant authorities.

Town Clerk to discuss Highway issues with Norfolk Constabulary, and to ascertain from Broadland District Council if there are any historic planning restrictions or conditions attached to the site.

A resident of Constitution Hill echoed concerns about HGV activity on School Lane, and speeding in general.

Mr G Clements of Blue Boar Lane commented on recent Eastern Daily Press reports relating to increases in hate Crime in Norwich and Norfolk, noting there were no recorded incidences in the crime statistics presented.

Mrs J Leggett advised the list was an abridged version and all crimes were recorded on Norfolk Constabulary's website.

The meeting was reconvened.

21/278. REPORT OF THE TOWN CLERK

CENTRAL ADMINISTRATION AND PERSONNEL

1.1 Proposed Christmas and New Year 2021-22 Opening Times

In response to Councillors questions the Town Clerk:

- (1) confirmed that toilets at Sprowston Recreation Ground and Sparhawk Park would remain open on 25 and 26 December 2021 if there was available staff to clean them.
- (2) advised his mobile number was available to Grounds staff should they have need to contact him during the Christmas and New Year holidays.

21/278. REPORT OF THE TOWN CLERK (CONTINUED)

Mrs B J Lashley proposed, seconded by Mr M G Callam to agree the proposed Christmas and New Year 2021-22 Opening Times and on being put to the vote the motion was CARRIED.

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

2.1 Sprowston Youth Engagement Project (SYEP) Activity Day Thursday 28 October 2021, and “Kicks in the Park”

Council noted SYEP were holding a Half Term Activity Day on the Edwards Road car park at Sprowston Recreation Ground between 10.00am and 4.00pm on Thursday 28 October 2021, and delivering additional pop-up football sessions at a variety of open spaces around Sprowston.

2.2 SYEP - Request to use Church Lane Car Park

The Town Clerk confirmed there would be no financial cost involved in permitting SYEP to use the Church Lane car park to engage with young people on Wednesday and Saturday evenings 4.00pm - 7.00pm now that Sprowston Recreation Ground closed at 4.30pm. He would ask them to include the number of engagements in their regular report to Council.

Mrs B J Lashley enquired about lighting and was advised by Mrs J Leggett SYEP had a generator.

Mr J M Ward proposed, seconded by Mr J F Fisher to permit SYEP to use the Church Lane car park Wednesday and Saturday evenings to engage with young people. On being put to the vote the motion was CARRIED.

CEMETERY

3.1 No matters to report

STREET LIGHTING

4.1 No matters were reported

PLANNING AND TRANSPORTATION

5.1 No matters were reported

21/279. MEETING ADJOURNMENT

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

The meeting was reconvened.

21/280. 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:

2021/1771 - single storey rear extension with flat roof, two storey side extension, front porch with pitched roof at 48, Blenheim Road, Sprowston.

2021/1835 - proposed single storey rear extension at 5, Fairstead Road, Sprowston

(b) whilst not opposed to the granting of planning application 2021/1794 - adjustments from original submission 20210764, change upstairs walls and main roof in line with existing and adapt 6m doors and 900mm window to 7m sliding doors at rear at 183, Wroxham Road, Sprowston, Council would prefer the tradition of a subservient roofline be maintained.

(c) Council was not opposed to the granting of planning application 2021/1795 - removal of hedgerow to facilitate laying of new potable water main to support local network around Norwich (6m in length) at Southern side of Broadland Northway close to Anglian Water Authority Sewage Division, Wroxham Road, Sprowston subject to condition that a substantial replacement hedge of appropriate native species is planted.

21/281. PLANNING DECISIONS - WEEK ENDING 8 OCTOBER 2021

Council noted Planning Decisions to 8 October 2021.

21/282. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

Mrs J Leggett verbally reported on the Recreational Facilities Working Group Work Programme as follows:

(1) Tiny Forests

The group had been advised by Emma Cross Project Officer for the Woodland Project of three possible sites for planting a tiny forest; Barkers Lane Field, Sprowston Recreation Ground and Wilks Farm Drive.

Council expressed a preference for Sprowston Recreation Ground.

RESOLVED to progress with provision of a tiny forest on the location Emma Cross considered the most suitable.

(2) Barkers Lane Open Space

A quotation had been obtained from G and G Fencing to extend the chain link fence and install a gate at Barkers Lane open space opposite Church View Close.

21/282. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

Council **RESOLVED** to accept the quotation from G and G Fencing to extend the chain link fencing and erect a gate at a total cost of £1,417.00 plus VAT.

(3) The Viking Centre

Discussed under Minute 21/275.

(4) Skate Park at White House Farm development

Awaiting confirmation from Persimmon Home on the precise location for the skate park within the White House Farm development open space.

(5) Platinum Jubilee

Having viewed a webinar on the Queen's Platinum Jubilee Mrs J Leggett agreed to send a webinar link to Councillors on this subject which she had found very informative.

An item to be placed on the Agenda for Council meeting to be held 17 November 2021 for decision on holding an event.

(6) Sprowston Fete

Following recommendation of the Working Group Council **RESOLVED** to hold Sprowston Fete on 23 July 2022 on Sprowston Recreation Ground.

Mrs B J Lashley advised the Norfolk ALC webinar "To Tree or not to Tree" had been postponed for 3 weeks. She also asked if the Working Group had considered contributions to the Queens Green Canopy, which they had not.

21/283. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written or verbal reports were received.

21/284. BANK RECONCILIATION TO 30 SEPTEMBER 2021

The Town Clerk presented the Bank Reconciliation to 30 September 2021 and responded to Members queries as follows:

- (1) there were no unrepresented cheques;
- (2) 0.03 in Account SPR PAR COU IAS was interest payment;
- (3) £1,834.99 balance Account Salaries was held in the event of unforeseen overtime payments;

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

21/285. SUMMARY OF INCOME AND EXPENDITURE AND BALANCE SHEET TO 30 SEPTEMBER 2021

The Town Clerk presented the Summary of Income and Expenditure to 30 September 2021 and responded to Members queries as follows:

Expenditure in Cost Centres 5510, 5511 and 5514 would increase with planting in February and March and provision of fencing and gates at Barkers Lane open space.

Mr M G Callam noted there was no income for the delegated function of verge cutting from Norfolk County Council and enquired when this would be received.
Town Clerk to confirm.

Referring to Cost Centre 4415, Mrs J Leggett was pleased to note an increase in income from Sprowston Diamond Centre.

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

21/286. SCHEDULE OF PUBLIC WORKS LOAN BOARD (PWLB) AS OF 27 OCTOBER 2021

Referring to Loan Number 502857 Cemetery Ground Works (New Areas) Mr M G Callam asked if Council was confident there was sufficient land for burials in 50 years' time, the term of the loan.

The Town Clerk said in view of a move towards cremation plots he was confident there would be adequate space in the future.

The schedule of PWLB Fixed Loan Repayments as of 27 October 2021 was approved and noted.

21/287. INVESTMENT OPTIONS AS OF 19 OCTOBER 2021

Council carefully considered the comparison of alternative investment options, as at 19 October 2021.

The Town Clerk assured Council there were sufficient funds in reserves should there be a shortfall in Community Infrastructure Levy receipts to cover projected spending on capital projects.

RESOLVED to invest in Barclays Bank UK PLC Fixed Term Deposit 1 year at 0.15%.

21/288. PAYMENT OF ACCOUNTS 27 OCTOBER 2021

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 27 October 2021 totalling £13,933.74.

In response to Councillors questions the Town Clerk responded:

Invoice No. 6103 Replace Emergency Lighting was in the Council office, hall way and chamber.

21/288. PAYMENT OF ACCOUNTS 27 OCTOBER 2021 (CONTINUED)

Invoice No. 5192 was training for the Finance Officer.

On the motion of Mr J M Ward, seconded by Mr M G Callam it was **RESOLVED** that payment of the accounts to 27 October 2021 totalling £13,933.74 be approved and the schedule authorising payment signed by Mr J M Ward and Mrs B J Lashley.

21/289. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments to 27 October 2021 totalling £64,445.84 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.

17 November 2021

Town Mayor