

**RECREATIONAL FACILITIES WORKING GROUP MEETING – 22 OCTOBER
2021**

At the remote meeting of the Recreational Facilities Working Group held by video conference on Friday 22 October 2021, the following Councillors were present: -

Mrs J Leggett - Chairperson

Mr M G Callam - Ms D Coleman

In attendance

Mr G Ranaweera - Town Clerk and Responsible
Financial Officer

21/088. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr J H Mallen.

21/089. MINUTES OF THE MEETING HELD 24 SEPTEMBER 2021

Minutes of the meeting held on 24 September 2021 were agreed without amendment.

21/090. MATTERS ARISING

(a) Rewilding Verges

The Verge Rewilding and/or Planting - Proposal for a Pilot Scheme had been completed and was currently being circulated to Full Council.

Ms Coleman raised concerns regarding The Highways Act 1980, section 142 as it was so restrictive there seemed little space, if any, left to plant.

The Town Clerk advised he had been in contact with Norfolk County Council (NCC) Highways Engineer who confirmed residents could plant on verges located away from the road adjacent garden walls. He would discuss with Norfolk County Council if the licence could be amended to reflect this.

The Town Clerk confirmed there was sufficient funds in the Street Scene budget to accommodate the maximum expected number of 30 people who may apply to join the scheme.

Mrs J Leggett reminded Councillors that a donation of £5.00 to cover Council's costs, with an option to waive the fee where appropriate, had previously been recommended and asked if the Town Clerk had a definition of low income.

He suggested, if Council were in agreement, applicants self-declare.

21/090. MATTERS ARISING (CONTINUED)

Councillors thanked the Town Clerk for his hard work preparing the proposal for a pilot scheme.

(b) Tiny Forests

The Town Clerk presented a list of sites considered by the District and County Councils to be suitable locations for a Tiny Forest. Plans were required to determine if there were any mains services in these areas. Whilst there was unlikely to be any at Barkers Lane and Sprowston Recreation Ground he was unsure of Wilks Farm Drive and Mountbatten Drive. He would investigate these. As to Cannerby Lane he had requested drawings of the underground drainage crates located there.

The Town Clerk was mindful that all sites identified were recreational and open space and suggested careful consideration be given to where planting took place.

Whilst agreeing Tiny Forests had their role, he felt there could be more benefit planting trees, hedges and other flora and fauna on small pockets of land which had no specific purpose, such as the wide verge on North Walsham Road.

It was felt Cannerby Lane Green was too small for a tiny forest nonetheless suitable for other forms of planting, subject to compatibility with the underground crates.

Councillors favoured Barkers Lane, Sprowston Recreation Ground and Wilks Farm Drive to the rear of Whiting's land, adjacent Millennium Woodland.

It was agreed to present these suggestions to full Council for their consideration and decision on 26 October 2021. Once location/s had been agreed the Town Clerk to arrange site visits with the Woodland Project Officer.

(c) Letter to Broadland District Council

Town Clerk confirmed he had spoken to Chris Reigns at Broadland District Council about the challenges the parish was facing with regard to recreational and amenity space and Council's expectations that these be taken into consideration when planning was settled for Beeston Park and the relevant phases of White House Farm. However, he would put this in writing.

(d) SYEP Urban Garden

Paul Wheeler SYEP outreach worker had advised the Town Clerk that new plans for the proposed urban garden on Church Lane were being prepared by the Architect. Once received the Town Clerk would submit an application to the planning authority.

21/090. MATTERS ARISING (CONTINUED)

(e) Gates on Barkers Lane

Councillors noted the quotation from G and G fencing included extending the galvanised chain link fencing in addition to supply and erect a self-closing lockable gate at Barkers Lane opposite Church View Close.

Given payment was due within 28 days of the invoice date of 24 September 2021, G and G Fencing to be asked to refresh their quotation before presentation to full Council on 26 October 2021.

21/091. SKATE PARK AN UPDATE

The Town Clerk reported that due to the likely cost of a Skatepark, Council would have to follow the procurement process. He would investigate if Council had to procure the design and build as separate items or jointly. However, this could depend on if the supplier designed and built inhouse or designed and contracted out.

Having spoken to Loddon Town Clerk he had obtained documents relating to their procurement and build. Loddon skate park had cost approximately £200,000 however, this did include landscaping, paths and other items of equipment.

In response to a question from Mrs J Leggett on what funds were available to Council for provision of a skate park the Town Clerk advised:

Within the existing S106 Agreement the developer is obliged to provide £269,000 for the White House Farm development. The developer has already undertaken to provide 1 Neap, 3 Leaps, 5 Laps, 1 senior football pitch, 1 junior football pitch, 2 mini pitches and 2 tennis courts.

Referring to the proposed Section 106 requirements, Councils preferred provision for recreational facilities and equipment at White House Farm development the car park has not been listed or costed. The skate park was not originally included in this Agreement therefore, no funds are available however, any remaining balance can be used. Whilst there appeared to be a balance of £19,855 the guide price listed was for a small MUGA and Council requested a larger facility suitable for Netball. Costings for this and the car park were awaited.

There is approximately £70,000 remaining of the Manor Park S106 receipt.

The commuted sum for ongoing maintenance of the Whitehouse Farm S106 agreement is approximately £750,000. A proportion of this could be brought forward to procure and deliver a skate park. In addition, there is also S106 offsite contributions from Salhouse Road developments of approximately £200,000 to £300,000.

21/091. SKATE PARK AN UPDATE (CONTINUED)

The Town Clerk was waiting confirmation from Persimmon Homes on the precise location for the skate park within the already identified White House Farm development open space. Once this information had been received and approximate idea of costs Council could then commence procurement.

21/092. VIKING CENTRE

(a) Plans

Councillors considered the draft consultation for inclusion in Sprowston Matters. Councillors suggested including the length and depth of rooms, a plan of the first floor and closing the consultation on 31 January 2022.

Mrs J Leggett asked if this was sufficient consultation should Council have to apply for a Public Works Loan.

The Town Clerk advised it was not. There should be sufficient funds from Community Infrastructure (CIL) receipts to fund the redevelopment. Furthermore, if Council advised the electorate, it was borrowing a specific amount from the Public Works Loan Board (PWLB) and this changed when the application was made, Council would have to reconsult.

If it became necessary to apply for a PWLB loan there would be other opportunities to consult.

(b) Finance

The Town Clerk reported Council should receive £264,012.32 from Barratt David Wilson Homes and Keir Living and suggested Keir Living were on track to deliver the remainder of their CIL receipts totalling £615,920.93 by 2023.

He had not received confirmation from Broadland District Council about the Halsbury Homes contribution and advised this is where a bridging loan from the PWLB could be required. This would not be known until April 2022. However, expected CIL receipts were £2.14m and there was £750,000 commuted sum for ongoing maintenance at White House Farm development and £200,00 to £300,000 offsite contribution from Salhouse Road developments.

Mrs J Leggett asked the Town Clerk reintroduce the graph previously produced on works to be completed and timescales.

The Town Clerk felt that Jason Menezes now had enough information to produce a timeline of works which could then be compared with expected CIL receipts.

Responding a question from Mr M G Callam question the Town Clerk advised that Council had not drawn on the loan available from Broadland

21/092. VIKING CENTRE (CONTINUED)

District Council however, the facility was still available should it be required.

Councillors expressed concern regarding CIL receipts should a developer go into liquidation or build under the number of houses to initiate a CIL contribution.

The Town Clerk explained that S106 was a legally binding claim on the land and when a new developer took over the project, they become liable for payment CIL receipts. As to building under the threshold to trigger CIL contributions Council had enough in reserves to cover a shortfall of up to £200,000 although not recommended as it would impact on operating capital.

(c) Security

The Town Clerk reported that additional parts for fencing had been ordered. Litter was to be collected from the area to the side and back of the property and vegetation cut back before fencing erected. Signage with contact details for phone mast access would be placed on the fencing.

(d) Timeline

Already discussed under previous items.

(e) VAT Report

The Town Clerk advised more information had been requested on Council's income and expenditure for the VAT report to be produced. He was awaiting clarification of what specific information was required.

21/093. WORKSTREAMS

(a) Queens Platinum Jubilee Celebrations & Beacon

The Town Clerk thought it prudent to invite key groups to express an interest in participating in the organisation of celebrations rather than advertising.

He reported Full Council's resolution had been to ascertain if any local groups were planning activities to mark the Jubilee.

There was discussion on beacons or a bespoke piece similar to the weather vane on Sprowston Diamond Centre.

It was agreed a decision by full Council was required as to whether they wanted to participate in some form of activity to celebrate the Platinum Jubilee or not. To be considered at Council meeting to be held 26 October 2021.

21/093. WORKSTREAMS (CONTINUED)

(b) Adult Gym Equipment and Running Track

The Town Clerk had identified a number of companies who could provide quotations for a running track and would obtain costings by end of November 2021. There was discussion on number of lanes, location of trees and compatibility with other facilities under consideration for this area.

(c) Neighbourhood Plan Report

Councillors' suggestions had been received by the Town Clerk and he would update the plan with light editing. To be presented to full Council by the end of December 2021.

(d) Additions - Café on Sprowston Recreation Ground

Ms D Coleman suggested inviting a temporary pop up self-contained vehicular barista to trade from Sprowston Recreation Ground to establish if a café in this location was viable.

Town Clerk to check legalities with regard to this proposal before advertising on the Council's Website, Facebook and Sprowston Matters by end of December 2021.

21/094. PRIORITIES AND TIMESCALES

Agreed throughout the meeting.

21/095. DATE OF NEXT MEETING

Friday 19 November 2021 at 3.00pm.