

## **RECREATIONAL FACILITIES WORKING GROUP MEETING – 4 MARCH 2021**

At the remote meeting of the Recreational Facilities Working Group held by video conference on Thursday 4 March 2021, the following Councillors were present: -

Mrs J Leggett - Chairperson

Mr M G Callam - Mr J H Mallen

In attendance

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

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### **21/017 APOLOGIES FOR ABSENCE**

No apologies for absence were received.

### **21/018. MINUTES OF MEETING HELD 5 FEBRUARY 2021**

Minutes of the meeting held on 5 February 2021 were agreed with no amendment.

### **21/019. MATTERS ARISING**

Further to Minute 20/060

- it was agreed:

Mrs J Leggett to contact Ben Burgess, Planning Projects and Landscape Manager regarding land off Salhouse Road to ascertain if the Planning Authority would consider a change of use to public open space.

- The Town Clerk to approach Cambridge University with a view to purchase or long-term lease land off Salhouse Road subject to the Planning Authority's view on change of use.
- Recreational Facilities survey results to be published in the summer edition of Sprowston Matters, aimed delivery July 2021.
- Mrs J Leggett reported she had approached the relevant manager at Broadland District Council (BDC) with regard to the swimming pool survey results. He was currently working in South Norfolk with schools in relation to swimming pools and would be happy to work with the Town Council in the future if required.
- Harrisons Woodland was considered under item 21/021 (1).

## **21/019. MATTERS ARISING (CONTINUED)**

- Purchase of land outside parish boundary was considered under item 21/021 (3).

## **21/020. THE VIKING PROJECT**

### (1) Project Manager and Architect

- Jason Menezes to be appointed Project Manager.
- Appointment of Architect to be recommended by Jason Menezes

### (2) Reports

The Town Clerk reported he had obtained 3 quotations for a contamination survey, the most recent was £6,000.00 plus VAT.

The lead time for a contamination survey was 2 - 3 weeks and he would commission it as soon as possible.

Broadland District Council (BDC) had confirmed that the Viking PH was not on the contaminated land register.

He required one more quotation for an Asbestos survey however, did not feel it would delay progress.

### (3) Funding

The Town Clerk had been discussing an advance on CIL payments with Sally Hoare, Community Infrastructure Coordinator.

Mrs J Leggett advised that decisions on loans from BDC, to be repaid from future Community infrastructure Levy (CIL) monies, were made by cabinet and papers took 2 months to prepare.

Mr J H Mallen said whilst he preferred to procure a loan from BDC an alternative option should be in place in the event of a delayed decision.

Mrs J Leggett noted there was a £264,000 CIL payment due to the Town Council in April 2021. This could replace the loan from BDC should a Cabinet decision be delayed.

Mrs Leggett agreed to speak to Sally Hoare about the loan process commenting that it was her understanding that CIL monies were transferred from developer to BDC and then paid to Parish and Town Councils twice yearly.

Referring to Sally Hoare's previous report on future CIL payments the Town Clerk advised that some CIL monies were not guaranteed.

## **21/020. THE VIKING PROJECT (CONTINUED)**

Mr M G Callam suggested purchasing the Viking PH with CIL monies if available and Public Work Loan then obtaining a loan from BDC for a later phase of the work.

Mr J H Mallen reminded group members that Sally Hoare had reported the £171,000 CIL payment from Barratt David Wilson Homes was confirmed. It was the £92,388.00 CIL payment from Kier Living that was subject to change.

The Town Clerk said he would contact Sally Hoare for an update on current CIL payments.

Mrs J Leggett felt the timetable prepared by the Town Clerk was very useful and asked if it could be updated throughout the project.

It was agreed that Mr J H Mallen and the Town Clerk refresh the business case following a loan agreement with BDC.

### **(5) Internal Plans**

Mrs J Leggett proposed a brainstorming session to identify Council's requirements for the internal arrangements of room space. Proposals could then be presented to the Architect to advise on what was achievable, given the constraints of the building.

Mr J H Mallen recommended consulting with individuals and groups interested in partner working regarding suitable space for their service delivery needs.

It was noted that Council would also need to communicate with the wider community at an appropriate time, perhaps in the form of an open day.

### **(6) Large Room**

Mr M G Callam supported the addition of a large room as this type of facility was in high demand and generated most income.

He suggested a deferral of this element of the build to allow CIL monies to become available to fund it, commenting it was sensible to wait for sufficient income to cover as much capital cost as possible.

Alternatively secure a BDC for this phase of the build and repay with CIL monies.

The Town Clerk echoed Mr Callam's sentiments and mentioned that Councillor Couzens had been approached by a Table Tennis group requiring a venue with storage to run a club, observing they could make good anchoring tenants.

## **21/020. THE VIKING PROJECT (CONTINUED)**

He also referred to other groups including the Brownies and Guides.

Mrs J Leggett commented that whilst the Architect advocated completing the redevelopment in one stage it could be implemented in two, with phase one incorporating provision for the proposed extension.

## **21/021. OTHER LAND**

### **(1) Harrisons Woodland**

Referring to Minute 21/060 (3) Mrs J Leggett reported that following discussions with Phil Courtier, Director of Place, Broadland District Council she had established that

A transfer was due to take place from the owner of the woodland to BDC and then to Sprowston Town Council.

Delays had occurred due to ongoing negotiations between developers and Norfolk County Council regarding land previously allocated for installation of a bus gate now required for a cycle route.

The pandemic had then caused a standstill however, the transfer should now progress quickly and a set timeline was in place.

Jamie Henry had also advised her that Boar Plantation was to be transferred to Sprowston Town Council accompanied by a commuted sum of £130,000, of which £70,000 remained following work to make the area safe.

He was currently organising a tree survey and confirmed there were no formal pathways.

Cottage plantation was rented to BDC for £1.00 per annum and they were considering if this should be transferred to the Town Council.

The car park was currently being resurfaced.

It was agreed Mrs J Leggett to request a copy of the project plan for the transfer of Harrisons Woodland from Phil Courtier.

In response to a suggestion from Mr J H Mallen, Mrs J Leggett advised that she did not think the current owners wanted to sell Cottage Plantation.

Mr M G Callam noted the resurfacing of the car park commenting that if the Town Council took over the lease from Broadland District Council, they would become responsible for all maintenance. He suggested whilst the woodland continued to be accessible to residents the lease should remain with BDC. However, should the woodland be available to purchase then Council would be interested.

## **21/021. OTHER LAND (CONTINUED)**

### (2) Cambridge University Land

Considered under Minute 21/019.

### (3) Working with adjacent parishes

The Town Clerk confirmed that legislation allowed parish and town councils to purchase land outside their boundaries if deemed beneficial to residents and expense was commensurate with the beneficial gain.

Mr M G Callam did not see how land in the middle of a neighbouring parish would benefit residents of Sprowston if predominantly used by residents of Old Catton.

Purchasing and upgrading the land would be a significant expense.

However, there is a need for additional allotment land which could be located on the parish boundary, or within another parish provided it was restricted to Sprowston residents only.

Mr J H Mallen said £60,000 seemed an excessive amount to make Boar Plantation safe.

Whilst it was useful to know that Council could purchase land outside its boundary, he felt it should be located around the perimeter of the parish.

The Town Clerk referred Councillor's to Sprowston Football Club's requirement for a training venue and availability of funding for a joint project.

It was thought that old Catton might also have a shortage of football pitches and it was agreed that the Town Clerk:

- Meet with Sprowston FC to clarify their exact requirements;
- Speak to Old Catton Parish Council to ascertain if they were interested in being involved;
- Invite the Chairman or representative of Sprowston FC to the next meeting of the Recreational Facilities Working group.

## **20/022. RESIDENTS SURVEY**

Considered under Minute 21/019.

## **21/023. PRIORITIES AND TIMESCALES**

- (1) Recreational Facilities Survey to be publicised in Summer Edition of Sprowston Matters;
- (2) Mrs J Leggett to establish the Planning Authorities view on change of use of land off Salhouse Road;

### **21/023. PRIORITIES AND TIMESCALES (CONTINUED)**

- (3) Mrs J Leggett to seek clarity on funding from BDC with regard to loans paid from CIL monies;
- (4) Mr J H Mallan and Town Clerk to update the Financial Business Plan for purchase of the former-Viking public house;
- (5) Mrs J Leggett to obtain a copy of BDC's project plan for the transfer of Harrisons Woodland;
- (6) Town Clerk to invite Sprowston FC representative to meeting;
- (7) Town Clerk to contact Old Catton Parish Council regarding land for sale in that parish and Sprowston FC;
- (8) BDC Councillor grant scheme article to be placed in the next issue of Sprowston Matters;
- (9) Councillors to re-read Sprowston Neighbourhood Plan.

### **21/024. DATE OF NEXT MEETING**

Thursday 8 April 2021 at 1.00pm, remote meeting by Zoom.