

**RECREATIONAL FACILITIES WORKING GROUP MEETING – 1 SEPTEMBER  
2022**

At the remote meeting of the Recreational Facilities Working Group held by video conference on Thursday 1 September 2022, the following Councillors were present:-

Mrs J Leggett – Chairperson

Mr M G Callam	-	Mr W F Couzens
Ms D Coleman	-	Mr J H Mallen

In attendance

Mr G Ranaweera	-	Town Clerk and Responsible Financial Officer
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**22/096. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**22/097. MINUTES OF THE MEETING HELD 12 JULY 2022**

Minutes of the meeting held on 12 July 2022 were agreed subject to the following amendment:

Minute 22/094, delete posterity and insert prosperity.

**22/098. MATTERS ARISING**

(1) Café at Recreation Ground

Having researched this topic, the Town Clerk suggested three options for charging pitch fees:

- (a) Free hire fee as it is a service to the community. This would require the least amount of administration;
- (b) Fixed fee on either an hourly, daily, weekly or quarterly basis. Some market towns use this process and fees vary from £19.00 to £31.00 per week;
- (c) Levy a percentage of profits. Between 10% and 12% appears to be the average rate;

As it is difficult to determine likely footfall option (c) would protect the vendor from making a loss and encourage attendance. He recommended this as the preferred method for charging.

Following discussion on measuring profits, fixed fees, trial period, letters of agreement and contracts it was resolved to recommend to full Council:

- (a) A 10% levy of profit;

## **22/098. MATTERS ARISING (CONTINUED)**

- (b) Attendance on Fridays, Saturdays and Sundays with an opportunity to extend this during school holidays;
- (c) A penalty for non-attendance unless with prior agreement;
- (d) Six-month contract with a break clause of one months-notice.

It was agreed the Town Clerk to prepare a sample application form, information sheet and agreement for consideration at the next Recreational Facilities Working Group meeting.

The Town Clerk said a selection criterion would be required and equally applied to all applicants.

### **(2) Harrisons Wood**

Mrs J Leggett referred to previous suggestions for organised activities in the woodland.

The Town Clerk said he was more confident about the formation of a friends group following the successful community effort at the Diamond Field.

As the priority was transfer of woodland ownership to the Town Council it was agreed not to organise any activities until this had taken place.

The Town Clerk advised the cycle lane would need to be completed before the woodland could leave its current ownership. He had been informed that plans were in place and the time line for tender and commencement was March 2023. If this date was met it was unlikely the cycle path would be in place until autumn 2023.

It was hoped there would be a direct transfer from developer to Town Council. This was Broadland District Council's preferred option.

## **22/099. VIKING CENTRE**

The Town Clerk reported he had measured the access area in question and sent plans to the surveyor at EE who subsequently advised closer inspection was needed. As the surveyor was not based locally the Town Clerk intended to carry out the inspection via video call. Until this issue was resolved the development could not progress.

Responding to a question from Mrs J Leggett the Town Clerk confirmed approximately £375,000 CIL receipts remained unspent. This would reduce in October however, was more than enough to commence the first phase of development.

## **22/100. BROADLAND DISTRICT COUNCIL BEESTON PARK DEVELOPMENT**

Mrs J Leggett reported Halsbury Homes had withdrawn a request to reduce the number of houses on their Salhouse Road development.

**22/100. BROADLAND DISTRICT COUNCIL BEESTON PARK DEVELOPMENT  
(CONTINUED)**

There is a non-material amendment to the Beeston Park planning application as the original application included private properties and gardens. A more accurate map of development will be produced and used as the base moving forward.

A sports strategy for the greater Norwich area is being developed. It was unsure as to who was involved.

Health and community buildings are waiting for developers to be identified and this is still an area for discussion. Broadland District Council are suggesting facilitating a meeting between Old Catton Parish Council, Sprowston Town Council and Beeston Parish to discuss facilities across the development.

Responding to a question from Mr J H Mallen, Mrs L Leggett advised plans for Beeston Park open space would not be available until a developer had been identified to take the entire development forward. At that point the relevant parishes should meet to discuss recreational facilities, parks and open space and how it will operate.

Adding to Mrs Leggett's report, Mr W F Couzens referred to a moratorium on all building where there is overnight accommodation due to concerns with waste water, phosphates and nutrient neutrality. It was noted that until this was resolved no development could take place.

A new school will be required and preferred locations are Rackheath or White House Farm area.

Green Lane, Rackheath is also being considered for the siting of a new Doctors surgery with CCG linked to the Hoveton Doctors practice.

The Town Clerk expressed concern with regard to Rackheath being a preferred location for a high school commenting on increased traffic volumes since the opening of the Broadland Northway (BN) and likely difficulty navigating the (BN) roundabout on a morning school run.

Mr W F Couzens questioned which Council or Parish meeting properties would be allocated to and who would pay to maintain Beeston Park as it was located within the boundaries of both Beeston St. Andrew and Sprowston.

Mrs J Leggett suggested these issues should be discussed at future meetings between the parishes of Beeston St. Andrew, Old Catton and Sprowston.

Ms D Coleman said she would like to see green open space and amenity land in place and accessible before building commenced.

Mrs J Leggett commented on the importance of these matters being decided and agreed before development moved forward.

**22/100. BROADLAND DISTRICT COUNCIL BEESTON PARK DEVELOPMENT (CONTINUED)**

Mr W F Couzens raised the matter of no offsite land being available in Sprowston should developers want to make a financial contribution in lieu of amenities.

**22/101. WATER FOUNTAIN**

Following discussion, Councillors supported the idea of a drinking water fountain located at Sprowston Recreation Ground for visitors use.

The Town Clerk agreed to ask Council's plumbing contractors, when carrying out works at Sprowston Pavilion, what options were available. As it is an extension of existing facilities resolution by full Council was not required.

He did bring councillors attention to the possibility vandalism and misuse.

**22/102. SUMMER FETE**

Councillors discussed the possibility of holding a summer fete in 2023. It was felt prudent to evaluate the summary of costs for the 2022 fete before making any recommendations.

It was agreed the Town Clerk to provide a full summary of costings for the 2022 summer fete at full Council meeting to be held 28 September 2022.

**22/103. TREE GRANT**

(1) Broadland District Council Tree Grant Scheme

The Town Clerk confirmed Broadland District Council's Tree Grant Scheme was open. A full Council resolution would be required before an application could be made.

Matthew Alexander at Norfolk Trucks had offered to locate an IBC water container at the Diamond Field. Matthew was also hopeful that Norfolk Trucks could make a financial contribution towards hedging another boundary of the Diamond Field.

The Town Clerk suggested applying for grants from Broadland District Council's Tree Grant Scheme and Norfolk Trucks Corporate Responsibility Scheme. Any shortfall could be funded from the Council's in year planting budget.

Ms D Coleman explained a small amount of replanting, mostly to replace Beech, would be required on the boundary hedge planted in spring 2022. There was a gap where an area of concrete is located which might be suitable for placement of a bench.

## **22/103. TREE GRANT (CONTINUED)**

Any further planting should be carried out early Autumn following rain.

Mrs J Leggett commented on the success of the Miyawaki planted section of the tiny forest at Sprowston Recreation Ground compared with the traditionally planted area.

(2) Avenue of Trees

Councillors revisited the suggestion of an avenue of trees in memorial of WWI.

The two areas previously mentioned were Barkers Lane and Wilks Farm Drive open spaces.

The Town Clerk asked Councillors to bear in mind that open space land had a value of its own. He proposed a site visit as planting trees was a permanent change to the landscape and Council should be sure it was fully cognisant of the ramifications.

Ms D Coleman suggested planting copses as there were two areas on Wilks Farm Drive where trees could be planted without impinging on the open space.

It was agreed to arrange a walk-through of Wilks Farm Drive and Bakers Lane to establish what could realistically be achieved.

The Town Clerk to check the minutes for any previously agreed resolution.

## **22/104. WHITE HOUSE FARM PLAY EQUIPMENT, SKATE PARK**

The Town Clerk reported on his meeting with Matthew Wright, Technical Co-Ordinator Persimmon Homes lead developer and Broadland District Council's Development Team Lead, S106 officer and Community Infrastructure officer as follows:

- (1) L5, the large area behind White House Farm School, had been levelled off however not yet reviewed by Matthew Wright to confirm it was of an adequate standard. Matthew suggested waiting for rainfall before seeding and to assess how the grass establishes with a view to opening the area in Spring 2023.
- (2) Sections L6 and L7, adjacent Tesco, soil removal, erection of secure fence and clean-up work was due to commence 5 September 2022.
- (3) A section of land adjacent and owned by Tesco located within L6 and L7 had an option to build on part of the site. Whilst not planned to come forward at this stage it might do in the future.
- (4) Developers had identified a preferred provider. As provision of

## **22/104. WHITE HOUSE FARM PLAY EQUIPMENT, SKATE PARK (CONTINUED)**

play equipment will be contingent on the ground being level and seeded developers are waiting final landscaping plans with definitive land levels.

- (5) Developers have suggested a 0.5m soil bund on the roadside boundaries of L6 and L7 to improve safety and prevent vehicular access. Plans for this had been requested and once received, and if approved, developers can press ahead with soil movement.
- (6) He was waiting for a conveyancing plan indicating when areas will be transferred to Council.
- (7) Matthew had informed Council at their meeting held 3 August 2022 L18, skatepark was 15m x 30m equating to 450 square metres, smaller than previously discussed. The agreed area was 2,500 square metres and the Town Clerk had made it categorically clear this size is to be incorporated in the landscape plans.

## **22/105. ITEMS FOR NEXT MEETING**

The same items to be considered at the next RFWG meeting excluding Harrisons Woodland unless an update was available.

## **22/106. AOB**

Ms D Coleman:

- (1) Reported that as several groups were now using Barkers Lane running track a rota had been introduced. Group members had asked if white distance lines could be marked out.

The Town Clerk asked if there was a photo opportunity as this was a facility requested by residents in the Recreational Facilities Survey and provided by Council. Ms Coleman to enquire.

- (2) Advised the vendor of Lodge Pizza, Sprowston Lodge had expressed interested in rewilding and was keen to get involved in related projects run by Council.
- (3) Asked if Hedgehog holes could be incorporated in the boundary fencing of the Recreation Ground as Hedgehogs were getting trapped in the chain link. She also advised previously ordered Hedgehog signs had been delivered and were ready to be erected in appropriate locations.

The Town Clerk expressed concern with alterations to the perimeter fence as dogs could become stuck or injured.

It was agreed Ms D Coleman to meet with the Town Clerk to discuss possible options.

## **22/106. AOB (CONTINUED)**

- (4) Enquired if a section of Rushmore Close leading to Sprowston Recreation Ground could be narrowed as vehicles were entering the park too fast endangering visitors.

There was speculation as to the road being owned by the Highway Authority or unadopted.

The possibility of one gate being fully or partially closed at all times was discussed.

It was agreed the Town Clerk clarify ownership of the roadway, and discuss partial closure of one gate with the Head Groundsman.

- (5) Commented on Walcott Parish Council providing litter picking stations, picking sticks and bags for use by visitors to clear beaches of rubbish and asked if something similar could be installed in Harrisons Woodland, Sprowston Recreation Ground or key hotspots.

In response the Town Clerk said Sprowston had a very different profile from Walcott, a holiday destination and felt any pickers provided would disappear in a short space of time. Litter pickers were available from the Council office on request.

Mrs J M Leggett suggested this service be more widely advertised.

Mr J H Mallen suggested litter picking stations would encourage littering.

Resolved Councillors to identify any particular problem areas in Sprowston.

Mr W F Couzens reported he had been in discussion with the Town Clerk to trial co-siting litter bins with dog bins at Barkers Lane to encourage people to dispose of litter responsibly.

Locations agreed were the entrance opposite Church View Close and opposite the church.

## **22/107. DATE OF NEXT MEETINGS**

Monday 10 October 2022 at 3.30pm