

## **MEETING OF SPROWSTON TOWN COUNCILLORS – 09 NOVEMBER 2022**

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 9 November 2022, the following Councillors were present: -

Mr W F Couzens – Chairman

|               |   |                 |
|---------------|---|-----------------|
| Mr A J Barton | - | Mr R J Knowles  |
| Mr M A Booth  | - | Mrs B J Lashley |
| Mr M G Callam | - | Mrs J Leggett   |
| Mrs B Cook    | - | Mr G S Tingle   |
| Mr J F Fisher | - | Mr J M Ward     |

In attendance

|                |   |   |
|----------------|---|---|
| Mr G Ranaweera | - | Town Clerk and Responsible<br>Financial Officer |
| Mrs E Elliot   | - | Committee Officer                               |

2 members of the public were present

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### **22/295. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

No declarations of disclosable pecuniary and other interests were received.

### **22/296. APOLOGIES FOR ABSENCE**

Written apologies for absence were received and accepted by the Council from Ms D Coleman, Mr J H Mallen, Ms C T Rumsby and Mrs K Vincent.

### **22/297. RESIDENTS' QUESTIONS**

On the motion of Mr W F Couzens, 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.

Mrs Sheldrake expressed concern with regard to potentially dangerous parking on Colindeep Lane, commenting that many vehicles were parked in breach of the Highways Act.

She suggested double yellow lines or some other form of deterrent.

Mr W F Couzens advised he had written to PC Graham Gill who subsequently visited the area, spoke to several motorists and agreed to monitor the situation. The Chair invited Mrs Sheldrake to return to Council if this action did not improve the situation.

### **22/298. MINUTES**

The Minutes of the Council's meeting held on 19 October 2022, having previously been circulated to all Councillors were subject to the following amendments

## **22/298. MINUTES (CONTINUED)**

Minute 22/283, delete 2022 and insert 2023

Minute 22/284, delete 2023 and insert 2022

confirmed and signed by the Chair of the Council.

## **22/299. ACTION FROM MINUTES**

### **(1) Grant Application from Norwich Community First Responders (CRFS)**

Further to Minute 22/278, the Town Clerk reported officers in Broadland District Council's Communities Team had advised they had no funding available however, had suggested approaching District Councillors for any unspent members' allowances.

Mr W F Couzens said he had approached Cllr. Natasha Harpley and was awaiting a response.

Both Mrs J Leggett and Mr J M Ward confirmed they had already allocated their allowances.

Mrs B Cook advised she was in discussion with Cllr. Harpley regarding pooling their resources and would respond to Council with a decision.

### **(2) Barkers Lane Open Space Shelter**

Mr W F Couzens reported:

- local Police patrolling Barkers Lane open space had spoken to a few people.
- he had visited the resident on Barkers Lane involved in an incident of assault and intimidation who confirmed he had received no further problems.
- no incidences of anti-social behaviour had been reported or logged on the police system since 12 October 2022.
- the quotation for a mural to be painted on the shelter by a local Graffiti artist was too expensive and alternatives were being sought.

Mrs J Leggett agreed to raise this subject at the Sprowston Youth Engagement Trustee meeting.

### **(3) Sprowston Youth Engagement Project Activity Day at Sprowston Recreation Ground**

Mrs J Leggett commented that whilst there had initially been a good response to SYEP's activity day, it was rained off part way through.

### **(4) Procedure for Reporting Faulty Lights**

## **22/299. ACTION FROM MINUTES (CONTINUED)**

Mr R J Knowles and Mr W F Couzens had both received telephone calls from a resident reporting faulty lights on the North Walsham Road as Norfolk County Council had redirected him to the Town Council.

The Town Clerk confirmed lighting columns on North Walsham Road were the responsibility of the Highways Authority.

Mrs J Lashley referred to a light on School Lane to which the Town Clerk advised it had been reported to Council's lighting contractors.

## **22/300. CORRESPONDENCE**

### **(1) Parking - Colindeep Lane**

Mr J M Ward said he had been contacted about parking issues on Colindeep Lane a year previously as well as more recently. On both occasions he had involved the Police. In terms of double yellow lines, he felt it unlikely that Norfolk County Council would implement them.

A number of ideas were discussed including bollards, H lines and a white line in the centre of the road for the duration of the bend to guide drivers.

Mr M G Callam referred to similar issues occurring in Moore Avenue and double yellow lines being ignored.

**RESOLVED** to seek PC Gill's opinion on the painting of H lines and discuss if there were other options available to Council.

## **22/301. POLICE LIAISON OFFICER'S REPORT**

Council noted Sprowston Safer Neighbourhood Team's Broadland Community Snapshot.

Mrs J Leggett felt the police were underselling themselves in their report as they had committed a lot of time and effort to resolve anti-social behaviour issues at Barkers Lane open space.

Councillors asked for their thanks to be passed on to those police officers involved.

## **22/302. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Mr J M Ward.

Mr Ward also verbally reported

- (1) All 47 of Norfolk's libraries are available as part of the Warm Welcome Campaign. Various activities are available, jigsaws, board games etc. Tea, coffee, soup and hot chocolate will be available free during staffed hours.

## **22/302. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)**

- (2) Gas main replacement works will result in the closure of Proctor Road from its junction with White Woman Lane to its junction with Impala Close 21 November 2022 to 1 December 2022.
- (3) Norfolk Museum Service have received from Arts Council England over £4m funding for the next 3 years which will enable the service to continue its plans of redevelopment, exhibitions and learning and events programmes.
- (4) Norfolk County Council have agreed to sell Holt Hall to Gresham's School for educational use. Market value was received for the site.
- (5) Nominations are now open for Broadland District Council's Business Awards 2023. Full details available from [sarah.cook@southnorfolkandbroadland.gov.uk](mailto:sarah.cook@southnorfolkandbroadland.gov.uk)
- (6) Residents are being asked to give their views on the County Fire and Rescue proposals in their community risk management plan. Details at [www.norfolk.gov.uk/fire](http://www.norfolk.gov.uk/fire) or there is a drop-in session at Carrow fire station on Wednesday 30 November 2022, 10.30am - 12.30pm.
- (7) Tonight, Councillor Fisher and myself attended the official opening of the Margaret Atwood Building at Sprowston Community Academy. This comprises 12 classrooms, offices and a large library and atrium.

Mrs J Leggett verbally reported:

- (1) Broadland District Council had discussed installation of electric charging points in their car parks and she had been advised that town and parish councils could not sell electricity. More information was awaited.
- (2) Rebecca Rolf had won the Green at Heart Awards 2022 for her work on transforming the allotments at Hevingham.
- (3) The Peer Review had been discussed at Broadland District Councils Cabinet and a lot of good work had been achieved.
- (4) The webinar with Norfolk Wildlife Trust to share best practise on planting trees and hedges for biodiversity and wildlife would be made available at a later date.

Mrs B J Lashley asked what rules applied to E-Scooters with regard to Lighting.

Mr J F Fisher responded the same rules as for bicycles. However, lights on Beryl Scooters came on automatically.

## **22/303. REPORT OF THE TOWN CLERK**

### **COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES**

#### **1.1 No matters were reported**

#### **CEMETERY**

## **22/303. REPORT OF THE TOWN CLERK (CONTINUED)**

**2.1 No matters were reported**

### **STREET LIGHTING**

**3.1 No matters were reported**

### **CENTRAL ADMINISTRATION AND PERSONNEL**

**4.1 Appointment of Administration and Finance Officer**

Council noted the appointment of a full-time Administration and Finance Officer.

### **PLANNING AND TRANSPORTATION**

**5.1 No matters were reported**

## **22/304. AMENDED GROUND FLOOR PLAN VIKING CENTRE**

The Town Clerk circulated an updated amended plan of the Viking Centre ground floor which included an additional toilet in room A, a larger store area and cleaners' cupboard in the main hall and entrance to main hall relocated to the southern side of the building to avoid neighbours being disturbed by noise generated by users entering and exiting the building.

It was suggested the door on the disabled toilet in room A be realigned to open towards the hall.

Mr M G Callam proposed, seconded by Mr R J Knowles to submit plans to the Planning Authority with realigned toilet door however, if this was not possible to submit plans as presented. On being put to the vote the motion was CARRIED.

## **22/305. HUB AND CONNECTORS FOR TOWN AND PARISH COUNCILS**

In answer to Councillors questions Mrs J Leggett confirmed Community Connectors did carry out home visits if requested and the organisation was advertised on Broadland District Council's website, and in doctors' surgeries in the non-urban fringe.

Mrs B J Lashley suggested Broadland District Council officers write an article for parish and town councils, churches etc. for inclusion in parish magazines.

## **22/306. MEETING ADJOURNMENT**

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

The meeting was reconvened.

## **22/307. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

Referring to the minutes of the Recreational Facilities Working Group meeting Mrs B J Lashley maintained the original proposal was to plant an avenue of trees, one for each name on the Sprowston war memorial and she would like that idea taken forward.

Mrs J Leggett replied that whilst she recalled the discussion, she was not aware that it was a decision of the Council.

The practicality of planting 100 trees in an Avenue had been debated and no solution found.

The proposal to plant groups of trees representing the four wards of Sprowston was a different way to remember those lost in the war.

Mrs J Leggett proposed, seconded by Mr J F Fisher for the Recreational Facilities Working Group to continue working on this subject and bring details back to Council for consideration.

Mrs J Leggett reported:

- the Recreational Facilities Working Group (RFWG) are liaising with developers to get area L5, White House Farm development levelled and debris removed. A meeting with Broadland District Council Planners and the developers was to be arranged.
- Planning Application 2021/1172 Beeston Park non-material amendment following grant of planning permission 20161058 has been determined.
- grants of up to approximately £1000 per applicant are available for local hedge and tree planting projects from Broadland District Council.
- the RFWG suggestions for celebrating the Coronation of King Charles III are:
  - Screen the Coronation in the School Room and provide refreshments
  - Collaborate with Reverend Canon Simon Stokes to screen the Coronation at St. Cuthberts and provide refreshments
  - Best monarch related garden structure
  - Best monarch related decorated window

Mrs B J Lashley advised Reverend Canon Simon Stokes was leaving Sprowston.

Mr M G Callam mentioned Sprowston Methodist church was discussing the possibility of screening the Coronation and he would report back to Council following a decision

Mr M G Callam proposed, seconded by Mrs J Leggett to celebrate the Coronation of King Charles III in Sprowston by holding a best monarch related garden or window box with public vote. On being put to the vote the motion was CARRIED.

## **22/308. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

Council noted the written report from Mr W F Couzens.

Mr G S Tingle verbally reported he had forwarded contact details for the Careers Transition Partnership to the Town Clerk who could now login and advertise any future job vacancies.

## **22/309. 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:

20221496 - single storey rear extension (amended plans) at 20, Leveson Road, Sprowston

20221629 - single storey rear extension at 39, Creance Road, Sprowston

202213691 - demolish existing single storey rear extensions and erect single storey rear and side extensions at 2, Dixon Road, Sprowston

(b) that whilst not opposed to the granting of planning application 22/01254/F - rear extension at 78, School Lane, Sprowston were concerned that consideration be given to residents and other road users with regard to the construction traffic this development will attract.

(c) to note the S78/2022/0003 - appeal to Secretary of State against Norfolk County Council decision to refuse planning application FUL/2020/064 - retrospective application for a change of use to a SUI Generis use for the storage of top-soil, sub-soil, recycled construction materials, brick rubble, old fencing, green waste and concrete, and construction and demolition waste processing/recycling, the siting of mobile processing plant, offices, associated at Gamble Plant (Norfolk) Ltd, Salhouse Road, New Rackheath and submit Council's previous comment of no objection.

## **22/310. PLANNING DECISIONS**

Council noted planning decisions for week ending 21 October 2022.

## **22/311. MCDONALDS MOUSEHOLD LANE CONSULTATION LETTER**

Council considered Norwich City Council's refusal of planning permission 22/00610/F erection of freestanding restaurant with drive-thru facility, car parking, landscaping and associated works, including Customer Order Displays (COD) and Play Frame (Class E/Sui Generis) at land at Mousehold Lane, Norwich.

## **22/311. MCDONALDS MOUSEHOLD LANE CONSULTATION LETTER (CONTINUED)**

Mrs B J Lashley proposed, seconded by Mr R J Knowles to submit Council's previous comments as follows and note the play frame had been removed:

Whilst not opposed to planning application 22/00610/F - erection of a freestanding restaurant with drive-thru facility, car parking, landscaping and associated works, including Customer Order Displays (COD) and Play Frame (Class E/Sui Generis at Land at Mousehold Lane, Norwich, request the following points be taken into account when a determination is made:

1. Town Council supports the Norfolk County Council Highways holding objection and further asks that safe vehicular access onto Mousehold Lane is assured for residents using Corbet Avenue, Blackwell Avenue, Alford Grove, Oaktree Drive, Playford Road and Moorland Close.
2. Part of the site shares a boundary with Mousehold Heath. The heath is a well-known habitat for bats. Town Council requests any lighting visible from the Mousehold Heath side of this site should be of a type that is not disruptive to bats. Furthermore, any lighting on this side of the site should not be switched on 24 hours a day (i.e., it should be switched off at the times when artificial lighting is most likely to interfere with bat activity).
3. Town Council acknowledges Mousehold Heath is not within Sprowston's boundary, but is nonetheless concerned about a possible increase in littering within this sensitive natural area, which is enjoyed by many Sprowston residents. Council notes the application makes reference to regular litter picking in Mousehold Heath within 150 metres of the proposed restaurant. Council suggests this area is insufficient and requests litter picking be extended to cover as wide an area of Mousehold Heath as practicable.
4. Town Council requests that any disruption experienced by nearby residents, as caused by noise, odour, traffic and light pollution be mitigated by restricting restaurant opening hours not beyond midnight.

On being put to the vote the motion was CARRIED.

## **22/312. PAYMENT OF ACCOUNTS 09 NOVEMBER 2022**

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 9 November 2022 totalling £9,850.19.

In response to Councillors' questions the Town Clerk explained:

Invoice 102036 CPS Fuels 1000L white diesel - under new rules Councils grounds vehicles could no longer use red diesel.

Invoice 211060 Repair of window at Sprowston Diamond Centre - was a high-level window in the Beryl Read Sports Hall which had become dislodged from its mechanism and wedged open.

## **22/312. PAYMENT OF ACCOUNTS 09 NOVEMBER 2022 (CONTINUED)**

On the motion of Mr M A Booth, seconded by Mr J M Ward it was **RESOLVED** that payment of the accounts to 09 November 2022 totalling £ 9,850.19 be approved and the schedule authorising payment signed by Mr W F Couzens and Mrs J Leggett.

The Town Clerk and Responsible Financial Officer presented the schedule of invoice payments made to 09 November 2022 totalling £2,358.72.

On the motion of Mr M G Callam, seconded by Mr A J Barton it was **RESOLVED** that the schedule of invoice payments to 09 November 2022 totalling £2,358.72 be approved and the schedule authorising payment signed by Mr W F Couzens and Mrs J Leggett.

## **22/313. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule of direct debit payments to 09 November 2022 totalling £64,331.92 was approved and noted.

## **22/314. EXCLUSION OF PRESS AND PUBLIC**

Mr W F Couzens proposed, seconded by Mr M G Callam to exclude the Press and Public from the meeting for the remaining business because otherwise information prejudicial to the public interests which is exempt by virtue of the Public Bodies (Admission to meetings Act) 1960 Section 1 (2) would be disclosed to them.

## **22/315. PLANNING ENFORCEMENT**

Council noted the closed and outstanding enforcement cases.

## **22/316. REPLACEMENT RIDE ON MOWER**

Council considered two quotations for a replacement ride on mower and option to purchase or lease.

**RESOLVED** to accept the quotation for a Husqvarna P535HX Hybrid Mower on a 3-year operating lease of 1+35 monthly payments of £933.00.

There being no other necessary business the Chair of the Council thanked Councillors for their participation and declared the meeting closed at 21.31pm.

14 December 2022

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Chair