



NOTICE OF MEETING
AND SUMMONS TO ATTEND

**The meeting of Sprowston Town Council
will be held in the Council Chamber, Recreation Ground Road, Sprowston NR7 8EW on
Wednesday 1 February 2023 at 7.30pm**

AGENDA

Item No.

1. To receive declarations of interest.
2. To receive apologies for absence.
3. To adjourn the meeting to allow members of the public and Councillors with prejudicial interests to speak.
4. To confirm the minutes of the Council's meeting held 11 January 2023. Pages 1 - 8
5. To agree action/response arising from the minutes.
6. Norwich Bystanders Cricket Club - Proposal for Sprowston Recreation Ground to become Home Ground. Pages 9 - 13
7. Correspondence:
 - (1) To consider request for safety fencing to verge outside White Woman Lane Junior School. Pages 14 - 18
 - (2) To receive Anglia Water
 - (i) New Water Pipe Works Adjacent Broadland Northway. Pages 19 - 20
 - (ii) Salhouse Road Closure Map Updated. Page 21
 - (iii) Footpath Closure Map. Page 22
 - (3) To consider supporting SN&BDC Mindful Towns and Villages Initiative. Pages 23 - 25
8. Police - Priority Poster (Priority Setting Meeting 29 March 2023) Page 26
9. To receive any written/verbal reports from Sprowston County and District Councillors. Page 27
10. To approve the Coronation Trail proposal. Page 28
11. To receive the report of the Town Clerk. Page 29
12. Adjourn the meeting for a short break.
13. To approve Council meeting dates municipal year 2023 - 2024. Page 30
14. To receive any written/verbal reports from the Council's Committees and Working Groups (Recreational Facilities Working Group Minutes 13-01-23 enclosed).
15. To receive any written and verbal reports from Councillors representing the Council on or at outside organisations (Cllr. W F Couzens). Pages 31 - 32
16. To consider planning applications to 1 February 2023. Page 33
17. To receive planning decisions week ending 20 January 2023. Page 34
18. To receive reports on Financial Year 2022-2023 as of 31 December 2022:
 - (1) Third Quarter Income and Expenditure Report. Pages 35 - 46
 - (2) Bank Reconciliation. Pages 47 - 48
 - (3) Projected Overspend on Street Scene Cost Centre 2022-2023. Page 49

19. To receive the schedule of direct debits to 1 February 2023.
20. To confirm the payment of accounts to 1 February 2023.
21. To receive the schedule of credit card payments.

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Pages 53 - 54



Guy Ranaweera
Town Clerk

26 January 2023

Council Office. Sprowston Recreation Ground . Recreation Ground Road Sprowston .
Norwich.NR7 8EW
Tel: 01603 408063 Email: townclerk@sprowston-tc.gov.uk

Footnote:

¹ Councillors have a statutory legal duty under the Local Government Act 2000, to declare any personal or prejudicial interest they have in items contained in the above agenda. Failure to do so may result in the individual Councillor being reported to the Standards Board for England.

Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

Planning Applications listed above are those in the office at the time of publication of the Agenda. The Council may consider others received up to the date of the meeting if appropriate. Plans may be viewed in the Council office during office hours, and are available from 7 pm on the date of the meeting. Alternatively, to view on line please go to www.broadland.gov.uk and follow the links through to planning.

It should be noted that Councillors Mr J F Fisher, Mrs K Vincent and Mr J M Ward will or could be making comments on the planning applications at this meeting as a non-statutory consultee on behalf of the Town Council. However, as all three Councillors are on the Planning Committee of Broadland District Council, they would like it made clear that their views could change at those meetings when more information could lead them to a differing view than that expressed at this meeting. To this end they will be abstaining from voting on planning matters.

This Meeting is open to the Public and the Press. Copies of this Agenda and Draft Minutes referred to above are available from the Council Office. Signed copies of the Minutes may also be downloaded from the Council's website www.sprowston-tc.gov.uk (go to Agenda and Minutes page). They are available (unless marked confidential) for public inspection at the Council Offices during public opening hours.

In the interests of openness and transparency, Councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

MEETING OF SPROWSTON TOWN COUNCILLORS – 11 JANUARY 2023

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 11 January 2023, the following Councillors were present: -

Mr W F Couzens – Chairman

Mr A J Barton - Mrs B J Lashley
Mr M A Booth - Mrs J Leggett
Mr M G Callam - Mr J H Mallen
Ms D Coleman - Mrs K Vincent
Mr J F Fisher - Mr J M Ward

In attendance

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

No members of the public were present

23/001. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Councillor	Minute No. and Heading	Nature of Interest
Mrs J Leggett	Minute 23/008 - Funding Dog Waste Bin on the White House Farm Estate	Broadland District Council - Portfolio Holder for Environmental Excellence

23/002. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Mr R J Knowles and Ms C T Rumsby.

23/003. 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' and councillors' questions on matters concerning the town. Residents and councillors were reminded that their questions should be addressed to the Chairman who would, assisted by the Town Clerk, reply.

As there were no residents' or councillors' questions the Chair reconvened the meeting.

23/004. MINUTES

The Minutes of the Council's meeting held on 14 December 2022, having previously been circulated to all Councillors were confirmed and signed by the Chair of the Council.

23/005. ACTION FROM MINUTES

(1) Grant Application from Norwich Community First responders (CRF'S)

Further to Minute 22/336 (1), the Town Clerk reported he had advised Mr S Grint of the grant payment for purchase of a kit bag, funded from the members allowances of District Councillors representing Sprowston. He had also invited Mr Grint to attend a meeting of the Council to demonstrate the community first responder kit bag.

(2) Gritting Atlantic Avenue

Further to Minute 22/337 (3), Mr J M Ward said he had contacted Norfolk County Council Chief Executive Tom McCabe with regard to the gritting of Atlantic Avenue. He had been advised there were problems in general with developers and adoption of highways. Also, current grit runs were almost to capacity.

Mrs B J Lashley proposed, seconded by Mr W F Couzens to write to the Norfolk Association of Local Councils to establish if this was a county or national problem and to lobby the appropriate authorities. On being put to the vote the motion was CARRIED.

Mrs J Leggett agreed to approach Broadland District Council.

Mrs K Vincent reported Norfolk County Council Highways will be carrying out a grit bin refill.

(3) Hub and Connectors for Town and Parish Council

In response to a question from Mr A J Barton, Mrs Leggett advised she had spoken to one of Broadland District Council's Team Leaders who thought it was a good idea to write an article for inclusion in church and parish newsletters and would be contacting parish and town clerks.

23/006. CORRESPONDENCE

(1) Coronation of his Majesty The King, Charles III

Council noted there would be no beacon lighting event for the coronation of King Charles III. An official guide to taking part in D-Day 80 on 6 June 2024 would be available in the New Year.

(2) Police Crime Commissioner Budget Consultation

Council noted the Police Budget Consultation for 2023-24 and it was agreed Councillors to respond on an individual basis.

23/007. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

23/007. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

- (1) A total of 27 new schools could be built across the county in the next 10 years as part of the Councils £308m Local Growth and Investment Plan. The biggest expansion area is North Norwich, Sprowston, Old Catton and Rackheath where there will be a number of new primary schools, a new secondary school and further existing school expansions.
- (2) Councillor Martin Wilby has stepped down from his role as Cabinet member for Highways, Transport and Infrastructures due to ill health. This role has been taken on by Deputy Leader Graham Plant. Councillor Fabian Eagle has joined the cabinet to take on the role of Cabinet Member for Growing the Economy, formally looked after by Councillor Graham Plant.
- (3) 10 housing with care flats are being used to support people who are medically fit but need care at home to leave hospital.
- (4) 40 new kerbside electric vehicle charging points will be installed this year in residential areas across Norwich.
- (5) Broadland District Council Energy Rebate Scheme ended in November. It helped 585 Broadland residents issuing £15,200 to help mitigate the impact of cost of living and keeping warm in winter.
- (6) At my Community, Housing and Planning Development Panel on 4 January 2023 we recommended to Cabinet that they form a company with other local district councils and Anglian Water to provide environmental credits to address nutrient neutrality. Developers would likely be charged £5k - £7k per property to obtain credits to get them to a position of nutrient neutrality.
- (7) The same committee also recommended Cabinet to approve the consultation on allocation of Gypsy and Travellers sites. A minimum of 31 new pitches are required but a larger number than this will be consulted on. There are none in our area.

Responding to a question from Mrs B J Lashley, Mr J F Fisher explained how new schools were funded and subsequently leased to academies.

Replying to a question from Mr J M Ward the Town Clerk explained electric charging points installed at Sprowston Diamond Centre would become operational when the engineer was available to connect them and a convenient date and time identified to temporarily switch off the electricity supply without causing disruption.

Mrs K Vincent verbally reported:

- (1) Broadland District Council's budget consultation will close on 14 January 2023.
- (2) Warm Home grants are available for renewable heating and insulation.
- (3) Whilst she had contributed some of her County Councillor highway allowance to the provision of electric vehicle charging points at the Viking Centre, she still had an amount remaining should Council have a suitable project to progress.

Mrs J Leggett verbally reported:

23/007. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

- (1) Full details of Nutrient Neutrality will be available on Broadland District Council's website.
- (2) Broadland District Council's Cabinet had agreed the Hackney Carriage maximum fares. There are currently no hackney carriages in the Broadland area.
- (3) The recently launched Bin app is proving very popular.

23/008. FUNDING DOG WASTE BINS ON WHITE HOUSE FARM ESTATE

During discussion a number of comments were made including:

- The Town Council should provide dog bins as other authorities take too long;
- If the Town Council provided additional bins would the relevant authority take responsibility for emptying them as roads are adopted;
- Preferred locations;
- If Veolia is emptying the two existing bins on the estate, Broadland District Council must be funding this service;
- Broadland District Council should be urged to make a decision on whether they will fund additional bins or not;
- Would the Town Council be responsible for providing posts for additional bins if the District Council is willing to fund them.

RESOLVED Mrs J Leggett to obtain a definitive response from Broadland District Council on their funding of additional dog waste bins on White House Farm estate and an item be placed on the agenda at a future Council meeting.

23/009. WATER COURSE REVIEW AND FLOOD AWARENESS PREPAREDNESS PROJECT (SN&BDC)

Council considered the invitation from Nathan Harris Flood and Water Management Officer South Norfolk and Broadland District Council to participate in an ordinary water course review and flood awareness/preparedness project.

Mr M G Callam proposed, seconded by Mr A J Barton to participate in this project. On being put to the vote the motion was CARRIED.

23/010. PLANTING TREES TO COMMEMORATE SERVICEMEN WHO DIED IN WWI

Mrs B J Lashley commented that she would like to see substantial, mature trees planted to create a canopy for the future.

Mrs D Coleman explained why Wilks Farm Drive was not suitable for planting an avenue of trees, and expanded on the suggestion to plant copses of trees in the four Sprowston wards.

23/010. PLANTING TREES TO COMMEMORATE SERVICEMEN WHO DIED IN WWI (CONTINUED)

It was noted the Recreational Facilities Working Group were meeting on Friday 13 January 2023 to further discuss this subject and an item would be placed on the agenda for Council meeting to be held 1 February 2023.

23/011. RESIGNATION OF COUNCILLOR BREANNE COOK - VACANCY IN THE OFFICE OF SPROWSTON TOWN COUNCILLOR

Mr J M Ward proposed, seconded by Mr M G Callam to leave the vacancy in the office of Councillor for the Town Council vacant. On being put to the vote the motion was CARRIED.

23/012. ADOPTION OF DRAFT "EYE TESTS FOR DISPLAY SCREEN EQUIPMENT (DSE) USERS POLICY

Council considered the draft Eye Tests for Display Screen Equipment (DSE) Users Policy.

Mrs J Leggett proposed, seconded by Mr M G Callam to adopt the Eye Tests for Display Screen Equipment (DSE) Users Policy. On being put to the vote the motion was CARRIED.

23/013. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Redecoration at Office and Sprowston Diamond Centre

Council noted the grounds team had redecorated and carried out minor repairs to plasterwork at Councils properties during the winter period.

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Internal Auditors

The Town Clerk reported Council's newly appointed internal auditors Price Bailey would be attending 18 January 2023. Given the numerous changes in personnel and change of auditor he expected points for improvement to be highlighted.

PLANNING AND TRANSPORTATION

5.1 Gritting - Atlantic Avenue (White House Farm Estate)

23/013. REPORT OF THE TOWN CLERK (CONTINUED)

Council noted Norfolk County Council's response not to include Atlantic Avenue on a gritting route.

23/014. MEETING ADJOURNMENT

On the motion of Mr W F Couzens, seconded by Mr J H Mallen it was **RESOLVED** to adjourn the meeting for a short break.

The meeting was reconvened.

23/015. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written or verbal reports were received.

23/016. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No written or verbal reports were received.

23/017. 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 application:

20221136 - erection of single storey hipped roof north side extension and single storey flat roof south side garden room extension at Rackheath Lodge, Wroxham Road, Rackheath.

(b) to oppose the granting of planning application 20222003 - variation of condition 5 of planning permission 20191972 - updated arboricultural method statement and tree protection plan at Gresham House, Pinetrees Road, Sprowston on the grounds that existing trees should be protected during site works in accordance with Policies GC4 and EN2 of the Broadland Development Management DPD 2015. The pre-commencement condition requiring details of foundation design within the root area of tree T7 (as shown on the Tree Protection Plan within the Arboricultural Impact Assessment and Method Statement) to be submitted to and approved in writing by the planning authority, should remain in place.

(c) Council noted ENF/1783/EN appeal against enforcement notice ENF/1783/EN (appeal to the Planning Inspectorate) at Land at Salhouse Road, Rackheath.

23/018. PLANNING DECISIONS

Council noted planning decisions for week ending 9 December 2022.

23/019. NAMED OFFICIALS AND SIGNATORIES FOR COUNCILS ACCOUNTS

Having considered the report and verbal explanation of the Town Clerk Mr M G Callam proposed, seconded by Mr M A Booth to:

- (a) Confirm the appointment of Mr A J Barton, Mr M G Callam, Mr W F (Bill) Couzens, Mrs B J Lashley, Mr J M Ward as named Officials on all council's bank accounts (in addition to the existing arrangements for the Clerk and Responsible Officer)
- (b) Remove all other Signatories from all accounts, excepting existing arrangements for the Clerk and Responsible Financial Officer.

On being put to the vote the motion was CARRIED.

23/020. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments to 11 January 2023 totalling £ 15,597.92 was approved and noted.

23/021. PAYMENT OF ACCOUNTS 11 JANUARY 2023

The Town Clerk and Responsible Financial Officer presented the schedule of accounts to 11 January 2023 totalling £14,272.92.

On the motion of Mr G S Tingle, seconded by Mr M A Booth it was **RESOLVED** that payment of the accounts to 11 January 2023 totalling £14,272.92 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 11 January 2023 totalling £1,140.00.

Responding to a question from Mr A J Barton the Town Clerk explained:

Invoice 13554 Westcotec was repair of two bus shelters following vandalism.

On the motion of Mr M G Callam, seconded by Mr A J Barton it was **RESOLVED** that the schedule of invoice payments to 11 January 2023 totalling £1,140.00 be approved and the schedule authorising payment signed by Mr W F Couzens and Mrs J Leggett.

23/022. 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.

23/023. PLANNING ENFORCEMENT

Council noted the closed and outstanding enforcement cases.

23/024. STAFFING

The Town Clerk confirmed the Council's Staffing Committee would be convened as soon as possible.

There being no other necessary business the Chair of the Council thanked Councillors for their participation and declared the meeting closed at 9.09pm.

01 February 2023

Chair

DRAFT

Sprowston Town Council - 01 February 2023

Norwich Bystanders Cricket Club (NBCC) - Proposal for Sprowston Recreation Ground to Become Home Ground

Analysis of Resource Implications

Key sources of information on which this analysis is based:

1. England Cricket Board (ECB) and Grounds Management Association Pitch Report dated 6th January 2023 (enclosed)
2. Norwich Bystanders Cricket Club - List of Requirements (attached)
3. Norwich Bystanders Cricket Club's anticipated facilities utilisation in the 2023/24 season (see below)
4. STC Head Groundsman's estimates of staff time required for cricket square maintenance
5. STC records of casual hire bookings of the pavilion in 2022-23 to date

NBCC Anticipated Facilities Utilisation in the 2023/24 Season

- Saturday (league) x18 matches
- Sundays (friendlies in season) x4 matches
- Wednesday (t20) x4 matches
- One weeknight for youths (weekly training, 3 matches, no changing rooms) x18 weeks
- Adult matches include changing rooms and pavilion. Youth includes pavilion only
- Total number of matches on rec (adult + youth): 29 matches
- Total changing room usage (adult matches only): 26 matches
- Total pavilion usage (adult matches + youth training/matches): 44 sessions

For future seasons, NBCC have aspirations for greater inclusion. This could include: women's matches, Sunday league (8- 12 games), more youth, additional mid-week games, training sessions 1-2 times a week on the all-weather strip.

These requirements can be discussed and costed in greater detail nearer the time.

Financial Costs to Council

Estimated Full-Season (Apr-Sept inclusive) Costs Specific to the Provision of Cricket

The following costs relate to maintenance specifically required for a cricket wicket. These are above and beyond our existing routine maintenance and cutting regimes.

Heavy roller (1.5 to 2 tons), 1 day hire:	£100 (+£50 delivery, +VAT)
Lawn Corer, 7-day hire:	£150 (+£50 delivery, +VAT)
Cricket loam x5 tons:	£1,064 (+VAT, approx.)
Additional caretaking & cleaning:	£306.00 (+VAT, approx.)
Subtotal of Annual Cost (Estimated)	£1,820 (+VAT) (£2,184 Inc. VAT)
10% contingency:	£182.00 (+VAT)
TOTAL ANNUAL COST (ESTIMATED):	£2,002 +VAT (£2,402.40 Inc VAT)

Income / Hire Fee

The income and hire fee models presented below are based on Council's existing Adult Casual Hire Cricket fee. The adult casual hire fee is £75.00 +VAT (£90.00 Inc VAT) for a full day match, including use of the changing room and pavilion.

We do not currently have a youth hire fee. The closest comparator fees would be our evening match hire fee (including pavilion and changing rooms) at £41.67 +VAT (£50 Inc VAT), or our evening pitch-only hire at £25.00 +VAT (£30.00 Inc VAT).

Note: Hirers pay hire fee +VAT. Council banks hire fee. HMRC banks VAT element.

Hire Fee Models:

1. **'Free youth sport'**: (Matches and pavilion for youth free of charge. Pay for adult usage only): 26x adult matches @£75.00 +VAT (£1,950 +VAT):
 - Cost to hirer = £2,340 (Inc. VAT)
 - **Income to Council = £1,950**
 - VAT (to HMRC) = £390.00
2. **'Adult and youth pay for matches'**: (Youth pavilion usage free of charge): 26x adult matches @£75.00 +VAT (£1,950 +VAT) + 3x youth matches @£41.67 +VAT (£125+VAT):
 - Cost to hirer = £2,490 (Inc. VAT)
 - **Income to Council = £2,075**
 - VAT (to HMRC) = £415.00
3. **'All usage'**: 26x adult matches (£1,950 +VAT) + 3x youth matches (£125+VAT) + 18x youth pavilion hire (2 hrs per week for 18 weeks is £450+VAT):
 - Cost to hirer = £3,030 (Inc. VAT)
 - **Income to Council = £2,525**
 - VAT (to HMRC) = £505.00

Impact on Other Casual Hirers of the Pavilion

The use of a pavilion is a key element of full day cricket matches and mid-week youth development session. This would mean the pavilion would not be available for casual use by other hirers on matchday Saturdays, matchday Sundays and any weeknight when youth or t20 matches take place.

In 2022/23 (to date), weekend casual hire of the pavilion during the cricket season months (Apr- Sep) amounted to seven sessions on Saturdays and Sundays. In addition, 49 weekday casual hire sessions were booked throughout the full year.

NBCC's use of the pavilion during matchday weekday evenings should have only a small impact on weekday casual hire sessions, with the large majority able to proceed much as they currently do.

NBCC's use of the pavilion during matchday weekends will make casual hire of the pavilion on Saturdays and Sundays during the cricket season much more difficult. Thus, a reasonable working assumption would be to anticipate zero income from casual hire of the pavilion on weekends during the Cricket season. In broad terms, this would equate to a reduction in income from weekend casual hire of approximately £375.00.

NBCC have also expressed a wish to use the pavilion as a basic 'club house' and for AGMs and other occasional social or club meetings. These non-sporting events could be treated in the same way as any other casual hire and the appropriate fee charged to defray the reduction in income from other casual hire sources. Alternatively, Council could deem NBCC meetings to be included within any seasonal hire fee.

Impact on Staff Time (Grounds Team)

Pre-season wicket rolling:	1 day, 1 grounds person
Pre-season scarifying:	0.5 days, 1 grounds person
On-season wicket preparation:	3 hrs per week (x18 weeks), 1 grounds person (8 days)
End of season maintenance:	2 days, 3 grounds staff (i.e.: 6 staff days)
End of season scarifying:	1 day, 1 grounds person
TOTAL STAFF DAYS:	16.5 days

A full-strength grounds team would be able to absorb the above staff time requirements with negligible impact on other duties.

Impact on Existing Football Teams and Football Pitches

The cricket season (April to September) and football season (September to April) have potential for minor overlap in April and September. However, as cricket and football tend to take place on Saturday and Sunday respectively, and because the south-most cricket square does not

overlap any football pitches, it should be possible for both sports to 'co-exist' for at least a few shared weeks, if necessary.

Any cricket-related wear to the grass surface will be mostly confined to the cricket square. Wear in the 'outfield' is very light. As mentioned above, the south-most cricket square does not overlap with any football pitches, hence the two sports should not be of detriment to each other's playing surfaces. Should NBCC membership grow to the point that a second cricket square is needed, thought will need to be given as to how best to manage the co-location of the north-most cricket square and the two existing adult 11v11 football pitches.

Establishing good communication and relationships between the different sports clubs who use the recreation ground will reduce the risk of booking clashes or conflict. Teams of all sports are aware of their fixtures well in advance, so it should usually be possible to make pitch booking changes in order to avoid clashes if/when required.

NBCC require a small amount of secure storage which I am confident could be accommodated within the pavilion.

Impact on the public

A game of cricket should have no more (and in all likelihood, much less) impact on public use of the recreation ground than our current football provision of 2 full size pitches and 3 mini-pitches. The key difference is cricket is mostly played on Saturdays, which are likely to be slightly busier than Sundays.

Organised sports matches on the recreation ground help deter anti-social behaviour and create a pleasant environment for other grounds users.

NBCC have expressed a desire to play an active role in the local community (several members are Sprowston residents), hence there is scope for other rec users to not only watch cricket but to also engage with club members and perhaps themselves become involved with the sport.

NBCC are aware and accept that the rec is a multi-use space which is very popular with residents and dog walkers, and exclusive use will not therefore be possible.

The effect (if any) on public usage of the recreation ground will need to be monitored. However, I do not anticipate any significant adverse impacts.

G. Ranaweera
Town Clerk (01 February 2023)

Sprowston Town Council Decision Requested:

(Recommendation)

- ❖ ***To permit Norwich Bystanders Cricket Club to use Sprowston Recreation Ground as its home ground, subject to agreement of an appropriate seasonal hire contract and fee.***

Sprowston Town Council - 01 February 2023

Norwich Bystanders Cricket Club - List of Requirements

Min Requirements - to play League cricket	Would Like - to continue club growth	Perfect World Items - to offer the most to club members and the community
Storage for sightscreens (After Norwich Bystanders CC have organised funding for new ones)	Storage for Roll on / Roll off (or Pop up)net with use on the all weather pitch (if NBCC can organise new net)	Scorers box/hut (This would also act as a storage area) Or permission to mount score board (as NBCC looking to purchase an electrical one)
Changing facilities	The ability to display sponsors during the matches	Permanent net cage
Pavilion area for the duration of the match with access to the kitchen area from 12:00	Erection of Norwich Bystanders CC signs on the pavilion	If Extra Cheeky - an indoor net facility
Prepared wicket for every Saturday match	Allowing the use of a Gas BBQ - Storage for BBQ and if possible the Gas bottle also	Another Square for 3rd/4th Team
Additional storage area for other equipment (boundary rope etc)	The ability to have post match refreshments including food / drinks (Soft and Alcoholic cans)	
Cut Outfield	Area within the pavilion for an awards cabinet	
Post season pitch work	Area within the pavilion on the walls for club photo's	
Use of the facilities for the 18 week season	To grow a long term partnership between us and the council- to enable better/Larger Funding	
	Access to the facility mid week for youth sessions (this would turn into a must have if we wanted to gain promotion and we would like it this summer)	
	Access to Facilities in close season for AGMs/Meeting/Social & fundraising events.	
Additional Cost to Council - Pitch prep & end of Season Pitch, Cleaning of facilities end of day.	Additional Cost to Council - Pitch prep & end of Season, Cleaning end of day and storage facility	Additional Cost to Council - Pitch Prep, end of Season Pitch, Cleaning end of day, Storage, and cost of indoor/outdoor net (NBCC would try and help with the funding for this)

COLOUR CODE:

Achievable in 2023. Minor cost. Cost to Council can be met from existing council budget and fees.

Achievable in medium term. Cost to Council varies greatly depending on item. NBCC would be expected to contribute majority or full funding for some items.

Either: Not achievable, or, Achievable in the long term but heavily contingent on other changes to the rec. Cost to Council varies greatly depending on item. NBCC would be expected to contribute majority or full funding for some items.

Sprowston Town Council – 01 February 2023

Request for Safety Fencing to Verge Outside White Woman Lane Junior School

Note: White Woman Lane Junior School is within the town (civil parish) of Sprowston

From: Resident (name and email supplied)

Sent: Thursday, January 19, 2023 12:09 PM

To:

Subject: Fencing for community safety (possible CIL spend)

Hello,

I am a parishioner with young children attending the local schools.

In the mornings, there are many school children waiting outside White Woman Lane Junior school in large groups on the grass verge. As such, many of the parents and the children's younger siblings are there too. This means the grass verge area becomes very crowded with people. At times, cars pull up to park on the verge as they drop children off to school.

As it's very crowded by a busy road, parents are worried that a child or children may end up getting seriously hurt by oncoming vehicles if they accidentally step off the grass verge. White Woman Lane is a road with high volume road of traffic (cars, buses, lorries etc) during peak hours.

At the end of school day, the same verge area is full of preschoolers, toddlers and infant school age children waiting with their parents to pick up the older children from school. Whilst waiting, these younger children are often playing there. Again, the same concerns are present.

Attached are a couple of photos for your reference.

As part of community safety measures, would the Parish Council consider at its next Parish Council meeting, using some of its CIL money to put up some metal fencing along the verge (from school car park entrance to where the zig zag lines are end by the care taker's house) to keep these children safe? It would certainly minimise the risk of a horrific accident happening and also stop cars from parking on there too.

Thank you for your consideration.

I have copied the District Councillors in so they are aware of the issue as the grass verge may be responsibility of county and they might be able to assist in helping with this request.

Kind regards

Sprowston Town Council Decision Requested:

❖ ***To consider submitting to Norfolk County Council a request for safety fencing on the verge outside White Woman Lane Junior School***

Sprowston Town Council – 01 February 2023

Request for Safety Fencing to Verge Outside White Woman Lane Junior School

Verge and location of requested safety fencing outlined in red.



Sprowston Town Council – 01 February 2023

Request for Safety Fencing to Verge Outside White Woman Lane Junior School

Photographs of queues on verge outside school



Guy Ranaweera

From: Head - Nebula Partnership [REDACTED]
Sent: 19 January 2023 17:46
To: Guy Ranaweera
Subject: Head of School
Attachments: 20230119_115334.jpg; 20230119_115528.jpg

Good evening Mr Ranaweera

Thank you for your email.

I confirm that I would support measures that improves the safety for children and families outside White Woman Lane School. White Woman Lane is always extremely busy and congested with cars and parents with their children at the beginning and end of a school day.

However, I am not aware of the design of the safety fencing that you have mentioned. I would ask that any design of safety fencing for this section of the verge outside of the school entrance, takes into serious consideration that primary age children do like to climb and play. I would not want any safety fencing to become a climbing frame and/or play equipment outside the school, so close to the road; this would of course compromise the safety of the children even further.

Yours sincerely

Ashley Best-White
Executive Headteacher
Nebula Federation

From: Guy Ranaweera <GuyRanaweera@sprowston-tc.gov.uk>
Sent: 19 January 2023 12:52
To: Office - White Woman Lane Junior School <office@whitewomanlane.norfolk.sch.uk>
Subject: FAO: Head of School

Dear Ms Best-White

Sprowston Town Council has recently received a request to install safety fencing along the stretch of verge outside the main entrance to White Woman Lane Junior School. The attached photographs, supplied by a local resident, show the area in question. For your reference, a copy of the resident's request is also given at the bottom of this email.

To enable Sprowston Town Council to reach an informed opinion on this request, may I first ask your view and preference on the matter?

For future clarity, I should like to confirm that Town Council is able to make recommendations to Norfolk County Council on matters pertaining to the highway and verges, however it is the County Council which has authority to make the final decision to approve or deny installation of a fence or any other similar item.

I look forward to hearing from you in due course.

Kind regards

Guy Ranaweera
Town Clerk

Guy Ranaweera

From: Office - White Woman Lane Junior School
<office@whitewomanlane.norfolk.sch.uk>
Sent: 20 January 2023 10:55
To: Guy Ranaweera
Subject: FW: Head of School

Dear Guy,

I think this would be an excellent idea to help keep the children safe. A fence between the edge of the verge and the road would allow children to wait on the grass but prevent them accidentally stepping off.

I look forward to hearing about this process moving forward.

Kind regards,

Daniel Richmond

Head of School

White Woman Lane Junior

NR6 7JA



From: Guy Ranaweera <GuyRanaweera@sprowston-tc.gov.uk>
Sent: 19 January 2023 12:52
To: Office - White Woman Lane Junior School <office@whitewomanlane.norfolk.sch.uk>
Subject: FAO: Head of School

Dear Ms Best-White

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Kind regards

Guy Ranaweera