

MEETING OF SPROWSTON TOWN COUNCILLORS – 22 FEBRUARY 2023

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 22 February 2023, the following Councillors were present: -

Mr W F Couzens – Chairman

Mr A J Barton - Mrs J Leggett
Mr M A Booth - Mr J H Mallen
Mr M G Callam - Mr G S Tingle
Mrs B J Lashley - 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

23/048. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Councillor	Minute No. and Heading	Nature of Interest
Mr M G Callam	23/0188 - Planning	Managing Trustee of Sprowston Methodist Church

23/049. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Ms D Coleman, Mr J F Fisher, Mr R J Knowles and Mrs K Vincent and verbal apologies from Ms C T Rumsby.

23/050. 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 questions the Chair reconvened the meeting.

23/051. MINUTES

The Minutes of the Council's meeting held on 1 January 2023, having previously been circulated to all Councillors were subject to the following amendments

Minute 23/029 (2), **delete** contract office and insert **Contracts Officer**

Minute 23/034 (2), paragraph 2 delete care and insert cars

23/051. MINUTES (CONTINUED)

confirmed and signed by the Chair of the Council.

23/052. ACTION FROM MINUTES

There were no actions or responses arising from the minutes.

23/053. CORRESPONDENCE

(1) County Deal for Norfolk - Consultation

In response to a question from Mrs B J Lashley, Mr J M Ward explained the County Deal funding of £20m annually for a period of 20 years would not increase with inflation.

A meeting was due to take place between leaders of District Councils and Conservative MP's working to get an improved offer in due course.

Mr W F Couzens reported community drop-in events were being held at Sprowston Library and the Forum.

Council noted Norfolk County Council's invitation to comment on the County Deal for Norfolk and it was agreed Councillors respond to the consultation on an individual basis.

(2) Greater Norwich Plan - Consultation

Council noted the Greater Norwich Local Plan update.

23/054. LOCAL GOVERNMENT PENSION SCHEME EMPLOYER RATE

Mr A J Barton proposed, seconded by Mrs J Leggett for the Town Clerk to be authorised to:

- (1) confirm receipt of Norfolk Pension Fund's letter explaining the employer contribution rate.
- (2) Acknowledge the revised provisions from 1 April 2023 to 31 March 2026. On being put to the vote the motion was CARRIED.

23/055. COUNCIL CHAIRMAN'S CHAIN OF OFFICE

Council considered a quotation with two options for the refurbishment of the Chairman's chain of office.

Mr J M Ward said the chain of office was an important part of Sprowston's history and he supported the purchase of additional links to commemorate the Queen's Platinum Jubilee and King Charles III Coronation.

RESOLVED

- (1) to accept the quotation from Thomas Fattorini Ltd for:

23/055. COUNCIL CHAIRMAN'S CHAIN OF OFFICE (CONTINUED)

- (a) eight additional chain links, one Platinum Jubilee link and one Coronation link with centre option B at a total cost of £2,577.23 plus VAT.
 - (b) new block fitted case at a total cost of £319.93 plus VAT.
- (2) to fund 10 additional chain links and block fitted case for the Chairman's chain of office from the underspend in the Platinum Jubilee and 2022 fete budget.

23/056. PARISH ELECTIONS 4 MAY 2023

Council noted the details of Parish/Town Elections to be held on Thursday 4 May 2023.

23/057. LOCATION OF DOG BINS ON WHITE HOUSE FARM ESTATE

Given the difficulty interpreting symbols for locations of various bin types on planning application 22/1648 it was agreed Mrs J Leggett to organise and attend a TEAMS meeting with the District Council's Planning Officer and Cllr. M B Booth.

23/058. VIKING CENTRE

Further to his written report and in response to Councillors questions the Town Clerk advised that:

- He hoped to have approval from the Planning Authority within the next few weeks.
- Licenced operatives recycle a majority of waste collected.
- The site will be secured before full development commences.
- Neighbouring properties and businesses will be advised in writing regarding parking in the Viking Centre car park.
- Promotional signage will be sourced and erected and the for-sale sign removed.

Mrs B J Lashley proposed, seconded by Mrs J Leggett Council exercise the Option to Tax on the Viking Centre, Tills Road, Sprowston (former Royal Bengal Restaurant/Viking Public House), effective from 1 March 2023 and to hereby authorise the Town Clerk to sign all necessary documentation in connection therewith. On being put to the vote the motion was CARRIED.

Mrs B J Lashley referred the Town Clerk to a NALC Newsletter on VAT and sporting fees.

23/059. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported:

23/059. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

- (1) Norfolk County Council had set its latest budget with no amendments. All political parties agreed a budget of £1.8b which included £58m savings and equated to a 4.99% increase on the previous year.
- (2) Hedgehog signage was progressing.
- (3) Broadland District Council were meeting to discuss a levelling up paper.

Mrs J Leggett verbally reported that food waste collection across the Broadland district had doubled improving their recycling rate.

Enforcement parking at Falcon Road East had not progressed and PC Graham Gill will request Civil Parking Enforcement officers to attend.

Mr W F Couzens verbally reported Cllr. K Vincent had contacted:

- (1) Norfolk County Highways about ownership of land at the Viking Centre and understood this had helped to move things forward.
- (2) the Highways Engineer, Richard Pearson, to ask whether she could use her Norfolk County Council Members Highways Grant to fund the proposed safety railings outside White Woman Lane school.

23/060. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Installation of New Cold-Water Main to the Recreation Ground

Council considered the quotation for installation of a public drinking fountain at Sprowston Recreation Ground.

The Town Clerk explained there was no allocation in the 2022/23 budget for a water fountain and this would have to be funded from reserves.

Mr J M Ward proposed, seconded by Mr M A Booth to accept the quotation from PJ Plumbing, Heating & Maintenance Ltd for installation of a junior public drinking fountain at Sprowston Recreation Ground at a total cost of £1,221.00 plus VAT. On being put to the vote the motion was CARRIED.

1.2 Resurfacing of Footpath at Recreation Ground Road

It was noted the length of Council-owned footpath between the bike track and the Dixon Road footpath "dog leg" had been repaired and patch surfaced to remove raised areas and other potential tripping hazards caused by root ingress from adjacent trees.

CEMETERY

2.1 No matters were reported

23/060. REPORT OF THE TOWN CLERK (CONTINUED)

STREET LIGHTING

3.1 No matters were reported

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Health and Safety Consultation

Council noted a locally-based health and safety consultant had been engaged to provide updated risk assessments and safe ways of working for all Council staff's major activities.

PLANNING AND TRANSPORTATION

5.1 No matters were reported

ATTACHMENTS

6.1 Drinking fountain (1) Possible location

6.2 Drinking fountain (2) Specification

6.3 Drinking fountain (3) Quotation

23/061. 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.

23/062. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

Minutes of the Recreational Facilities Working Group held 10 February 2023 would be circulated at the next Council meeting.

23/063. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

Council noted the written report from Mr W F Couzens.

23/064. BROADLAND DISTRICT COUNCIL'S NEW PUBLIC ACCESS PLANNING PORTAL

Council noted Broadland District Council's Guide to using Public Access.

23/065. 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

23/065. PLANNING (CONTINUED)

(a) to raise no objection to the following application:

20230244 - extension to ground and first floor at 2B, Edwards Road, Sprowston.

20230162 - rear extension and removal of roof, reconfigure and rebuild with loft conversion at 67, Russell Avenue, Sprowston.

20230186 - replacement wooden dormer windows with double glazed wooden units at 92, Wroxham Road, Sprowston.

20230190 - demolition of single garage and replacement double garage at 23, Lone Barn Road, Sprowston.

20230117 - single storey rear extension with lanterns to replace existing and raise existing garage roof at 58, Barkers Lane, Sprowston.

To oppose the granting of planning application 20230188 - installation of a 17m high slim-line monopole supporting 6 no. antennas, 1 no. wraparound equipment cabinet at the base of the monopole, 2 no. equipment cabinets, 1 no. electric meter cabinet and ancillary development thereto at Grass Verge of Cozens-Hardy Road, Sprowston.

Whilst the Council acknowledges these services are required, they considered the proposed installation of a monopole and associated cabinets at this location to be prejudicial to road safety and pedestrian safety.

The installation of an additional four cabinets to the existing two in the proposed location would obstruct the view to the right of vehicles exiting the Church car park, seriously restricting sight of oncoming traffic from Wroxham Road. Vehicles will have to pull further into the road than they currently do before being sure it is safe to drive away.

The Church car park is heavily used by various community groups, Sprowston Nursery Playgroup and worshippers. It is also a drop off and pick up point for parents of a number of high school students.

The proposed location is close to the junction of Cozens Hardy Road and Wroxham Road, directly opposite the entrance to the Chestnuts. This area is often congested with cars parking on both sides of the road. The addition of maintenance vehicles to service the installation will further exacerbate the situation.

Given the high level of footfall, particularly children of school age, restricting pedestrian access to the verge on this narrow pathway will create a bottleneck and encourage walking in the road.

Residents are prohibited from planting trees, hedges or any plant on the highway verges as they might hinder traffic, cause distraction or reduce visibility. A structure of this scale at this location will certainly achieve all three.

23/065. PLANNING (CONTINUED)

A 17m high monopole would dwarf any other structure in the surrounding area and is out of keeping with the street scene. Locating such an obtrusive structure outside a religious building and place of worship was considered to be insensitive.

Other considerations are potential noise nuisance from fans to visitors at the community Church-garden and inconclusive evidence on the affects to human health.

23/066. SCHEDULE OF DIRECT DEBIT PAYMENTS

Responding to a question from Mrs J Leggett regarding invoice 014844360123 Barclaycard - PDQ payment machine the Town Clerk confirmed he would be looking at less expensive options now more third- party providers were available.

The schedule of direct debit payments to 22 February 2023 totalling £22,829.81 was approved and noted.

23/067. PAYMENT OF ACCOUNTS 22 FEBRUARY 2023

The Town Clerk and Responsible Financial Officer presented the schedule of invoices to pay to 22 February 2023 totalling £23,966.78.

Responding to a question from Mr M G Callam the Town Clerk explained:

Invoice SCN-2474 - Get Me Out The Four Walls was a refund for room hire which the hirer had paid twice.

On the motion of Mr A J Barton, seconded by Mr J M Ward it was **RESOLVED** that payment of the schedule of invoices to 22 February 2023 totalling £23,966.78 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 22 February 2023 totalling £1,321.51.

On the motion of Mr M G Callam, seconded by Mr J H Mallen it was **RESOLVED** that the schedule of invoice payments made to 22 February 2023 totalling £1,321.51 be approved and the schedule authorising payment signed by Mr W F Couzens and Mrs J Leggett.

23/068. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAY VISA DEBIT

The schedule of credit card and Barclay Visa Debit payments to 22 February 2023 totalling £1,296.08 was approved and noted.

23/069. 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

23/069. EXCLUSION OF PRESS AND PUBLIC (CONTINUED)

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.

23/070. PLANNING ENFORCEMENT

Council expressed frustration with the length of time enforcement reference 2018ENF480 was taking to be resolved with no update since 3 December 2022.

It was agreed the Town Clerk to contact Miss P Maryon to express the Council's concerns.

There being no other necessary business the Chair of the Council thanked Councillors for their participation and declared the meeting closed at 9.30pm.

15 March 2023

Chair