



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 26 April 2023 on the arising of the Annual Town Meeting**

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 5 April 2023. Pages 1 - 7
5. To agree action/response arising from the minutes.
6. Sprowston Youth Engagement Project - Annual Report form April 2022 to March 2023. Pages 8 - 19
7. Closure of Aslake Community Glass House Growers.
8. To receive any written/verbal reports from Sprowston County and District Councillors. Page 20
9. Adjourn the meeting for a short break.
10. To receive the report of the Town Clerk and make decisions on: Pages 21 - 27
 - 2.1 Car Park Resurfacing
 - 4.1 Staff Mobile Phone 'Round Sum Allowance' - Proposal
11. To receive any written/verbal reports from the Council's Committees and Working Groups.
12. To receive any written and verbal reports from Councillors representing the Council on or at outside organisations.
13. To consider planning applications to 26 April 2023. Page 28
14. To comment on Planning Consultation - Mast at White Woman Lane. Pages 29 - 36
15. To receive planning decisions week ending:
 - (1) 24 March 2023 Page 37
 - (2) 31 March 2023 Pages 38 - 39
 - (3) 14 April 2023 Page 40
16. To receive the schedule of direct debits to 26 April 2023. Pages 41 - 42
17. To confirm the payment of accounts to 26 April 2023.
 - (1) Invoices to Pay. Pages 43 - 45
 - (2) Invoices Payments Made. Page 46receive the schedule of credit card payments. Page 47
18. The Chair will move that the press and public be excluded 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.
19. To consider Planning Enforcements

- (i) Current
(ii) Closed
20. To receive a Personnel Update



Guy Ranaweera
Town Clerk

21 April 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 – 5 APRIL 2023

At the meeting of the Sprowston Town Council held at the Council Chamber, Recreation Ground Road, Sprowston on Wednesday 5 April 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	-	Mr G S Tingle
Mr R J Knowles	-	Mr J M Ward

In attendance

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

One member of the public was present

23/092. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests were received.

23/093. APOLOGIES FOR ABSENCE

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

23/094. RESIDENTS' QUESTIONS

On the motion of Mr W F Couzens, seconded by Mr M A Booth 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.

23/095. MINUTES

The Minutes of the Council's meeting held on 15 March 2023, having previously been circulated to all Councillors were subject to the following amendments

Page 1, **delete** 22 February and **insert** 15 March

Minute 23/074, paragraph 7, **delete** highways Authority and **insert** Highways Authority

Minute 23/084 (d), **delete** grating and **insert** granting

confirmed and signed by the Chair of the Council.

23/096. ACTION FROM MINUTES

Further to Minute 23/059, Mrs J Leggett reported delivery of Hedgehog signage was imminent and would be installed when received.

Referring to Minute 23/091, Mr J M Ward asked if the Town Clerk had contacted the Planning Authority with regard to length of time to resolve enforcements cases. The Town Clerk advised this was still to be actioned.

Further to Minute 23/074, Mrs J Leggett agreed to obtain a statement of criteria from the Planning Authority for determining if an application should be decided under delegated powers or committee.

With regard to Minute 23/078, he had spoken to an officer at Broadland District Council who thought there would be a pedestrian crossing on Atlantic Avenue however, there was currently no active planning applications which incorporated a crossing.

Mrs J Leggett responded planning application 20191370, which did include a pedestrian crossing, had been withdrawn.

23/097. CORRESPONDENCE

(1) Anglian Water Update - New Norwich Pipeline

Having asked Anglian Water why traffic had been diverted along Blue Boar Lane instead of Atlantic Avenue Mr W F Couzens had been told it was because Atlantic Avenue was not adopted. This was more reason for this road to be adopted as soon as possible.

Ms D Coleman expressed concern with regard to trees being replaced when the pipeline scheme was completed.

Mrs J Leggett advised replanting was included in the planning application.

(2) Norfolk Lieutenancy Coronation Newsletter March 2023

Mr M G Callam confirmed the Kings Coronation would be screened at St. Cuthberts Church with refreshments provided however, there would not be a fete following transmission.

23/098. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Mr J M Ward.

Mr J M Ward also verbally reported on the Integrated Care Council (ICC) led by the NHS which included charities, GP's and other organisations to provide integrated care.

Referring to Mr Ward's written report, Mrs B J Lashley enquired if the national test of the UK Emergency Alerts Service included sound and what efforts had been made to contact individuals with dementia and autism who might be scared by the test.

She had seen little publicity about the test and wondered if it worked on older phones not connected to 4G or 5G.

23/098. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

Mr Ward advised it was a Central Government scheme and he had no further information.

In response a question from Mrs B J Lashley regarding Orbit Housing managing the recently completed 48 homes in Attleborough, Mr Ward explained that rent would be paid by tenants to the housing association and land purchased by Norfolk County Council was likely to be on a termed lease.

Mrs J Leggett verbally reported:

- (1) Green Loans were still available from the District Council.
- (2) Broadland and South Norfolk Councils had received £2.03 million funding from the Public Sector Decarbonisation Scheme to support sustainability objectives and net-zero carbon emissions by 2030.

23/099. WHITE HOUSE FARM 20221648 - ADOPTABLE OPEN SPACE

Council was pleased to note the landscaping specification for the public open space areas at land off Blue Boar Lane.

The Town Clerk advised the developer had confirmed play equipment had been ordered for three areas in the White House farm development. All three areas were supposed to be seeded, equipment installed and ready for use by the summer holidays.

Mr W F Couzens noted there was insufficient provision of dog and litter bins. He also asked if developers could be requested not to use Glyphosate.

23/100. 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.

23/101. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Sprowston Diamond Centre Community Cinema - Spring/Summer Programme

Council noted the list of films booked for the Spring/ Summer programme.

The Town Clerk reported that since the 2020 pandemic numbers of attendees had steadily increased.

1.2 Drinking Fountain on Sprowston Recreation Ground

Council noted the new drinking fountain installed on Sprowston Recreation Ground adjacent the Pavilion changing rooms.

23/101. REPORT OF THE TOWN CLERK (CONTINUED)

1.3 Tiny Forest Inspection

Council noted the tour of the Tiny Forest on Sprowston Recreation Ground by Norfolk County Council's Project Officer and representatives of interested organisations.

1.4 New Hybrid Ride-on Mower

Council was pleased to note the new diesel hybrid electric ride-on mower had been received.

1.5 Norwich Bystanders Cricket Club (NBCC)

Council noted the tour of Sprowston Pavilion and changing rooms by the NBCC committee and team captains. The Town Clerk had informed the cricket club that the Pavilion was restricted to 35 people at any one time.

CEMETERY

2.1 New Storage Container

Council noted the dilapidated storage container at the cemetery had been replaced with a new one.

2.2 Tree Fall in St. Mary and St. Margarets Closed Church Yard

Council noted a dead fallen Sycamore tree in the old church yard had been removed. As a precaution AT Coombes tree surgeons had been instructed to re-survey all trees in the old church yard in the event they had been weakened by recent high winds.

In response to a question from Mrs B J Lashley the Town Clerk explained a bricklayer had been sourced and the cemetery gates would be replaced when brick work completed.

STREET LIGHTING

3.1 Barkers Lane

Council noted the action taken with regard to reports of streetlights developing faults on Barkers Lane.

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 New Grounds Staff

The Town Clerk advised all new employees complete a six-month probation period.

PLANNING AND TRANSPORTATION

23/101. REPORT OF THE TOWN CLERK (CONTINUED)

5.1 No matters were reported

ATTACHMENTS

6.1 None

23/102. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

No written or verbal reports were received.

23/103. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

A written report was received from Mr W F Couzens.

Mr W F Couzens also verbally reported on his attendance at the Police Safer Neighbourhood Team Priority Setting meeting held 29 March 2023 as follows:

- (1) In attendance were approximately 25 - 30 local residents, local councillors and Beat Manager PC Graham Gill.
- (2) From December 2022 to February 2023 violence with and without injury had the highest number of incidents reported. Only one arson in Sprowston and five burglaries in the three-month period.
- (3) Residents raised concerns with regard to dangerous and inconsiderate parking on Wroxham Road in the vicinity of Friends Dentist. An on-site meeting between the Norfolk County Council Highways, Police and local Councillors is to be arranged,
- (4) Residents from Meadow Gardens also raised concerns with dangerous and inconsiderate parking by customers visiting the nearby vets and commuters catching the bus into Norwich. PC Gill to discuss with the vets and also investigate other avenues.
- (5) Incidents of parents parking in the layby opposite the entrance to Sprowston Academy preventing coaches turning into the school grounds had been reported. PC Gill is looking into provision of H Lines or zig zag lines to prevent parking.
- (6) The only parking Enforcement Officer for the area is soon to retire and a replacement has yet been sought.
- (7) There has been a campaign to reduce speeding on Wroxham Road, North Walsham Road and Spixworth Road. Also, Barkers Lane where four tickets had been issued. A request was made for Council to again site their vehicle activated sign (SAM2) on Barkers Lane to judge the issue of speeding on this road.
- (8) There have been two incidents of anti-social behaviour on the Manor Park estate on Scott Close. Only one incident on Barkers Lane during the three-month period.
- (9) Police are changing the way the priorities are set by introducing an on-line poll (<https://www.norfolk.police.uk/broadland-policing-your-rea-survey>). The priorities for

23/103. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS (CONTINUED)

the next quarter will be speeding and parking issues and anti-social behaviour on the parks.

- (10) The provisional date for the next meeting is 7.00pm, Wednesday 21 June 2023, Jones Room, Sprowston Diamond centre, School Lane, Sprowston.

In response to a question from Mr J M Ward the Town Clerk replied that following an article in Sprowston Matters a resident had visited the Council office. The old Viking Sign had fallen off the building and he had kept it in his garage. Whilst it was not in the greatest condition the Council were welcome to it.

Mr R J Knowles reported a public meeting of Broadlands Older People's Partnership to be held on 23 July 2023, at Gage Road, Sprowston, Norwich.

23/104. 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:

20230591 - two storey and single storey rear extension at 66, Blue Boar Lane, Sprowston.

20230664 - replacement garage at Park House, Wroxham Road, Sprowston.

- (b) not to oppose the granting of planning application 20230698 - replacement single storey and side extension including porch, render house, widen driveway and associated drop kerb at 17, Merlin Avenue, Sprowston subject to adequate measures in place to prevent any further water draining off onto the highway.
- (c) to oppose the granting of planning application 20230547 - erection of a two-storey dwelling at 56, North Walsham Road, Sprowston on the grounds that it is an overdevelopment of the site and cramped form of development. The proposed dwelling would obstruct the view to the right of vehicles exiting Dovedales restricting sight of oncoming traffic from North Walsham Road. Furthermore, to access the proposed parking space in the rear garden vehicles would have to use the forecourt of garages belonging to neighbouring properties.
- (d) to oppose the granting of planning application 20230677 - proposed loft conversion including rear dormer and Velux rooflight to front at 4, Bobolink Row, Sprowston on the grounds that it is an over development of the site, overlooks the neighbouring property and the new flat roof is not subservient to the existing roofline.
- (e) To oppose the granting of planning application 20230684 - variation of condition 2 of 2022024 - enlargement of proposed ground floor side windows at 185, Wroxham

23/104. PLANNING (CONTINUED)

Road, Sprowston on the grounds that Council objected to the original application and cannot see any significant changes. High level windows adjacent a residential property is appropriate and to enlarge these windows on the side of a property would set a precedent.

20/105. PLANNING DECISIONS

Council noted Broadland District Council's planning decisions for week ending 10 March 2023 and 17 March 2023.

23/106. SCHEDULE OF DIRECT DEBIT PAYMENTS

In response to Councillors questions the Town Clerk advised:

Invoice No. 014844360223 Barclaycard PDQ monthly charge - with a wider choice on the market he was looking to replace the PDQ machine with a less expensive option.

Invoice No. 27980083 Opus Energy - was an estimated bill and a credit had since been received.

The schedule of direct debit payments to 5 April 2023 totalling £21,226.68 was approved and noted.

23/107. PAYMENT OF ACCOUNTS - INVOICES TO PAY 5 APRIL 2023

The Town Clerk and Responsible Financial Officer presented the schedule of invoices to 5 April 2023 totalling £12,135.48.

On the motion of Mr M A Booth, seconded by Mrs J Leggett it was **RESOLVED** that payment of the schedule of invoices to 5 April 2023 totalling £12,135.48 be approved and the schedule authorising payment signed by Mr W F Couzens and Mrs J Leggett.

23/108. PAYMENT OF ACCOUNTS - INVOICES PAID 5 APRIL 2023

The Town Clerk and Responsible Financial Officer presented the schedule of invoices paid to 5 April 2023 totalling £218.80.

On the motion of Mr J M Ward, seconded by Mrs J Leggett it was **RESOLVED** that payment of the schedule of invoices paid to 5 April 2023 totalling £218.80 be approved and the schedule authorising payment signed by Mr W F Couzens and Mrs J Leggett.

There being no other necessary business the Chair of the Council thanked Councillors for their participation and declared the meeting closed at 8.41pm.

26 April 2023

Chair

SYEP Report April 22 – March 23

SYEP continued to deliver community outreach with Ascend Adventure. Due to high levels of ASB (Anti-Social Behaviour) and need we continued to focus most of our efforts at Sprowston Recreation Ground. We continued to work closely with Alan, Tom and Ben (Heritage Park Keepers) by checking in with them every session to address or support any issues they may have. We continued to deliver some on-foot outreach at Barkers Lane playing field during this period, but due to a high Police presence we often didn't encounter young people.

This year we engaged with 326 young people, this includes one-off contacts and retained engagement. Sessions were well attended and on average we engaged with between 40 to 80 young people per session. Our highest levels of engagement was with 131 young people, this was throughout the session and was different groups of young people rather than one large group.

Due to the high levels of young people after school we decided to lengthen the sessions from 4pm until the ground closed, so working to closure times and increasing the session to ensure we could meet the need of the after-school rush and then to engage with young people at the ground later in the evening.

This year has been a challenging year for us as a service, one due to the high levels of young people and two due to the complexity and level of issues we have faced. These have included a high influx of young people attending the recreation ground from areas outside of Sprowston, mainly Heartsease and Mile Cross. Some gang related issues which have included fights, drug use and reports of young people carrying knives. We have worked very closely with the Town Council, Heritage staff and the police to tackle these issues. As well as introducing new safety protocols including the use of walkie talkies.

It is very difficult to evidence the importance of SYEP as you never know what is prevented by their interventions. However, SYEP have a safe environment for young people to meet and get involved in numerous activities, they are there to help, advise and seek support for those in need.

SYEP is a great meeting place for the police and local youths to break down barriers, we often see spikes in anti - social behaviour, but with the help of the SYEP outreach programme and the rapport built up with staff, youths, and police this is normally short lived. SYEP staff will advise police on any local issues or concerns, vice - versa the police will go to SYEP if they have any particular issues with individuals, to see what help and support that they can give to the child.

I am very excited about the new urban project, as this will give local youths different set of activities to try and learn, all in a supervised safe environment. The outreach programme is particularly beneficial as the youth workers will proactively go out to our priority areas to engage with the harder to reach and sometimes problematic youth. This early integration and engagement provides the opportunity to identify emerging issues and ASB and to stop such problems developing into bigger problems which would require Police involvement.

PC Graham Gill

Despite these issues we feel we have had a successful year and delivered lots of valuable work. As mentioned, we have worked closely with the Police and due to the trusting relationships, we have built with young people some have provided us with information to pass on to the Police to help stop organised fights. This meant we were able to ensure there was a high Police presence which defused any situation from escalating. We have also been able to tackle issues including ASB, fires, parents causing issues in the car park, vandalism, drug and alcohol related issues.

Due to our high presence at the recreation ground and through the other projects we deliver, we have integrated into the lives of young people. Parents also trust us to provide a safe space for their children to engage in, during the evenings. Young people have also disclosed several safeguarding concerns that we have reported back to the high school and CADS (Child Advice and Duty Service) where needed. The working relationships we have formed has helped to brooch and support around issues like self-harm, mental health, gangs, knife crime, family issues, family relationships, relationships, vaping and smoking. We also continued to deliver daily litter picks and can challenge negative behaviour without confrontation.

Harry has attended outreach for the past 2 years and I must say what a god send it has been. He has made lots of Friends as we moved into the area for his schooling and was concerned about his friendships and also places to go other than the rec. His confidence has certainly grown since attending due to the wonderful staff at outreach, to know my son has other adults to confide in and talk to can only be positive. Clare has even helped Harry at school when he felt he wasn't being taken seriously about a couple of matters, I can only praise them all for their kind caring ways and support. Thank you so much.

During the school holidays we have continued to deliver sports outreach at both Sprowston Recreation Ground and Sparhawk. Sessions were well attended at the recreation ground but this year we didn't engage with high numbers at Sparhawk. Over the summer holidays numbers did fall but we feel this is due to it being the first year after Covid people could go away and a number of families had holidays that had been cancelled due to the pandemic. Sessions at the recreation ground were attended by on average 25 young people per day.

We held our fun day along side the Sprowston fun day where we delivered Zorbs, skateboarding lessons, a portable skate park, a free Dr Bike session, face painting and crafts. The whole day was well received, and we engaged with over 200 children, young people and adults on the day. Our 2nd activity day in October half term started well but then it was rained off, but we still engaged with 60 young people that day.

Our youth leadership program delivered by Ascend Adventure, delivered 3 camps. One for a youth leader program for more responsible young people to take on more of a role in supporting outreach. A camp for any young person we engaged with, and a camping trip to Wales. The program is designed to help build skills, wellbeing, and mental health. 20 different young people took part.



We love the camps because it developes life skills such as washing up and cooking and being independant. Survival skills like putting up tents and making camp fires. It also helps us to be more adventurous and step outside of our comfort zone in wildlife. Ruby 14

In November we moved the caravan up to our UAG (Urban Adventure Garden) and we have delivered sessions on a Monday, Wednesday, and Friday evening. Numbers have dropped due to the cold weather but we have still engaged with an average of 15 young people per session, with the busiest being attended by 25 young people. At the UAG we have been able to continue to provide a safe space and delivered a number of activities including healthy eating, foraging and sports focused activities. We have cancelled 10 sessions unfortunately due to poor weather conditions meaning it was unsafe or too cold to deliver.



We love coming to outreach because it gives us a fun chilled and safe place to come after school to see our friends and meet new people. Having conversations with the staff helps and encourages us to speak about our mental health and any worries we have. Eva 15

Data Collection via feedback forms

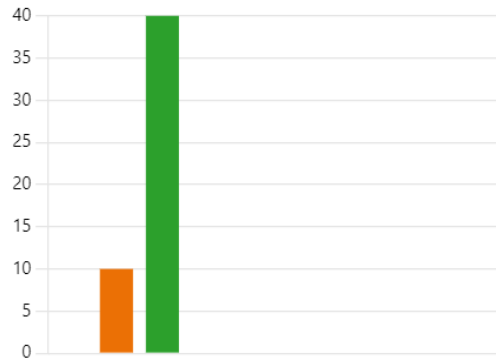
Young people's feedback - completed by 50 young people, 18 female, 30 male and 1 trans Female.
Aged 11 - 17:

3. Which project / activity did you do today?

[More Details](#)

[Insights](#)

- Intergenerational community gr... 0
- Youth group in Sprowston 10
- Sprowston Community Outreach 40
- Youth Group in Old Catton 0
- Community Ambassadors Progr... 0
- Bike building project 0
- Young people and young adults... 0
- Young adults Community Outre... 0
- Social Action Community Conne... 0
- Summer Youth Leadership Course 0

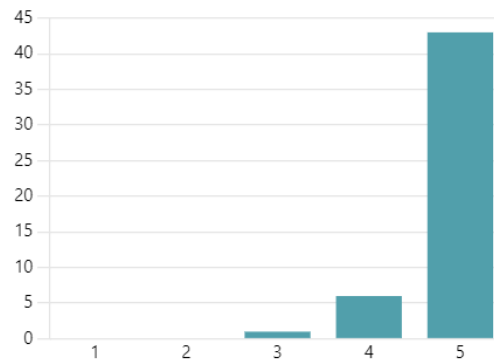


4. What did you think about today's project / activity?

[More Details](#)

[Insights](#)

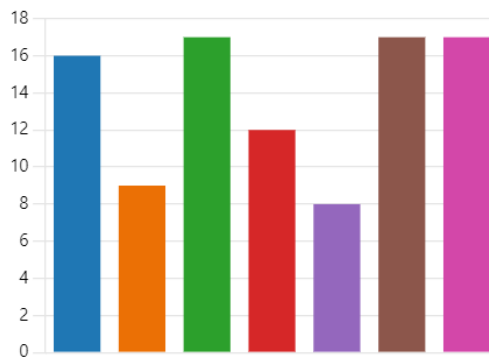
4.84
Average Rating



5. How else did today's project / activity make you feel? (Choose all that apply)

[More Details](#)

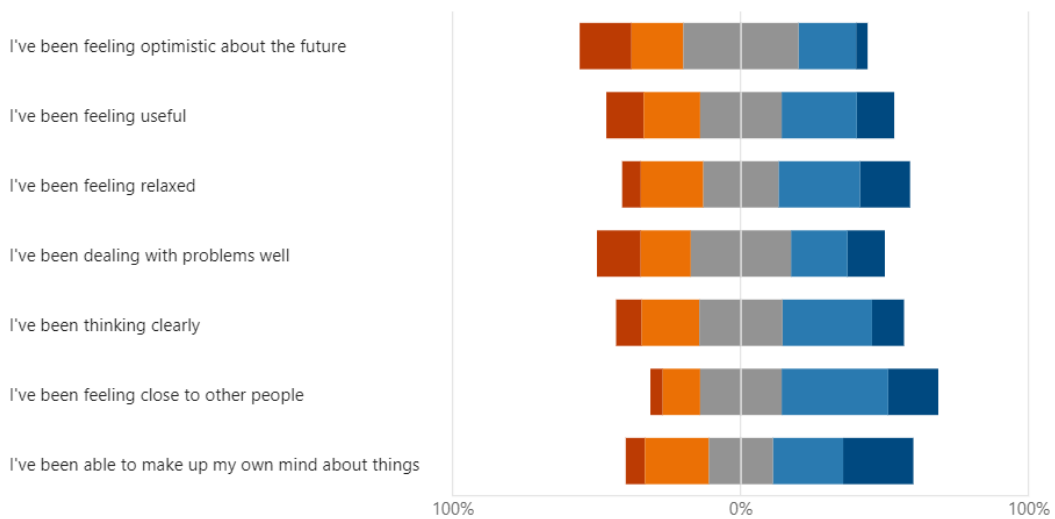
- I feel better in myself 16
- I don't feel as aggressive as bef... 9
- I don't feel as lonely as before 17
- I feel more confident now 12
- I feel good giving back to the c... 8
- I feel happier than I was before 17
- I am getting on better with othe... 17



6. How would you rate yourself against the following statements?

[More Details](#)

- None of the time
- Rarely
- Some of the Time
- Often
- All of the Time

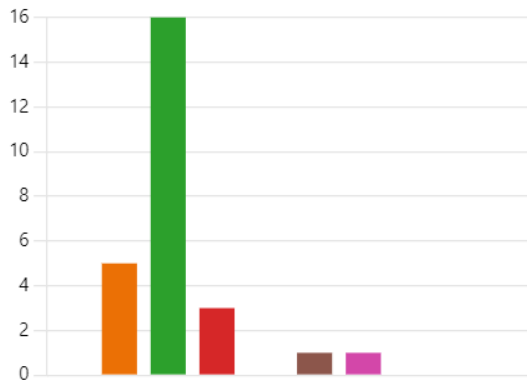


Parent feedback completed by 25 parents – 23 female, 2 male aged between 25 and 74:

3. Which project / activity did your child or young person do today?

[More Details](#)

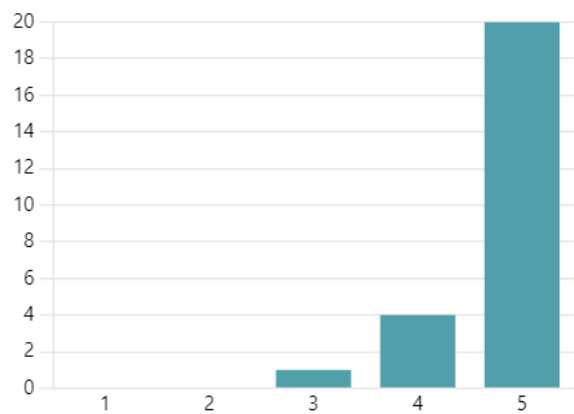
● Intergenerational community gr...	0
● Youth group in Sprowston	5
● Sprowston Community Outreach	16
● Youth Group in Old Catton	3
● Community Ambassadors Progr...	0
● Bike building project	1
● Young people and young adults...	1
● Young adults Community Outre...	0
● Social Action Community Conne...	0
● Summer Youth Leadership Course	0



4. What did you think about the project / activity your child or young person is involved with?
1 star = I didn't like it; 3 stars = it was ok; 5 stars = it was brilliant!

[More Details](#)

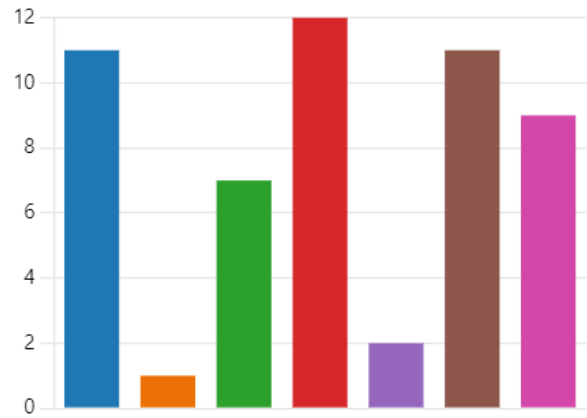
4.76
Average Rating



5. Have you seen any of the following changes in your child / young person (choose all that apply)

[More Details](#)

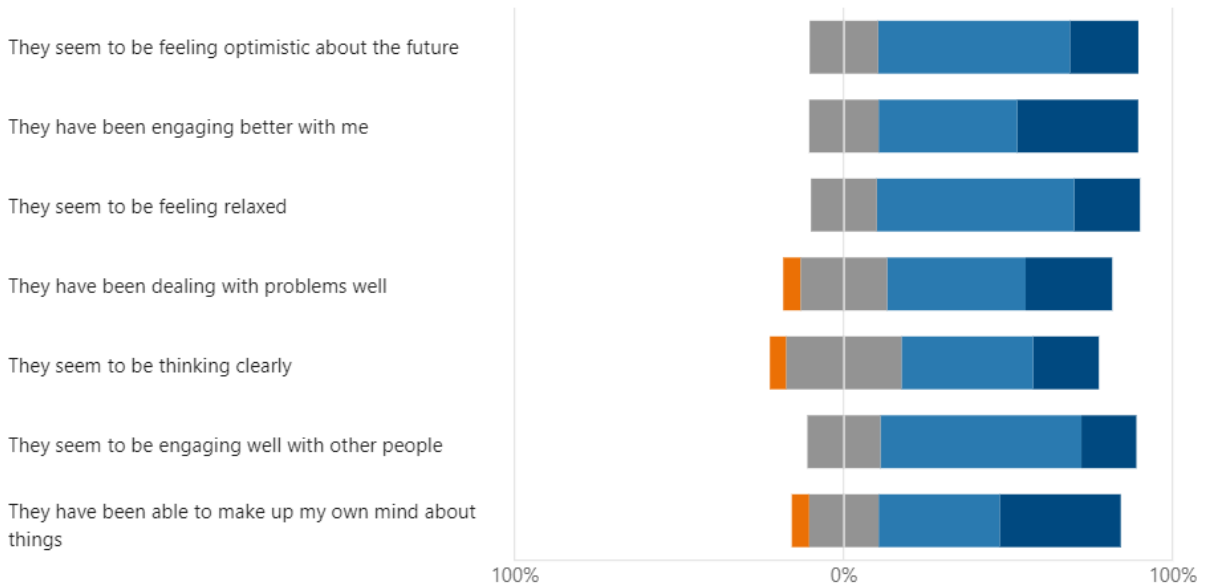
- They feel better in myself 11
- They don't feel as aggressive as ... 1
- They don't feel as lonely as befo... 7
- They seem more confident now 12
- They say they feel good giving ... 2
- They seem happier than I was b... 11
- They seem to be getting on bett... 9



6. How would you rate your child / young person against the following statements?

[More Details](#)

- None of the time
- Rarely
- Some of the Time
- Often
- All of the Time



Community Feedback Completed by 17 people – 11 female and 6 male, aged between 35 and 74:

4. Do you feel that Sprowston and Old Catton are safe places to live?

[More Details](#)

● Yes	16
● No	1



5. Do you think that anti-social behaviour in Sprowston and Old Catton has got worse, got better or stayed the same in the past five years?

[More Details](#)

● Got Better	7
● Got Worse	7
● Stayed the Same	3



7. Do you think that organisations like SYEP that work in the community can help to improve anti-social behaviour?

[More Details](#)

● Yes	15
● No	1
● I don't know	1



9. SYEP has been doing work with young people at Sprowston Recreation Ground. Is this the right place for a youth organisation to be working?

[More Details](#)

● Yes	15
● No	1
● I don't know	0



10. Did you know SYEP was working with young people at Sprowston Recreation Ground over summer 2022?

[More Details](#)

● Yes	16
● No	1



11. Did it make a difference having SYEP working at Sprowston Recreation Ground?

[More Details](#)

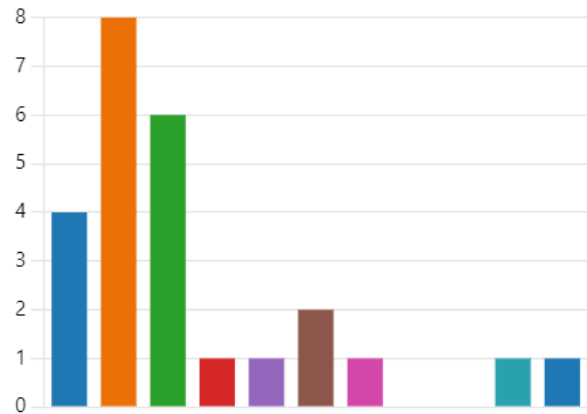
● Yes	13
● No	2
● I don't know	2



13. Which of SYEP's activities have you heard of before?

[More Details](#)

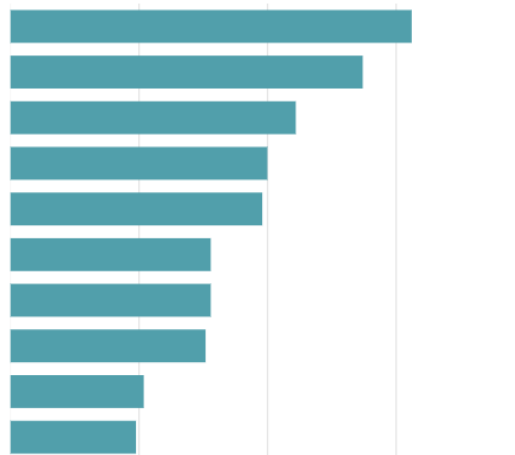
● Intergenerational community gr...	4
● Youth group in Sprowston	8
● Sprowston Community Outreach	6
● Youth Group in Old Catton	1
● Community Ambassadors Progr...	1
● Bike building project	2
● Young people and young adults...	1
● Social Action Community Conne...	0
● Summer Youth Leadership Course	0
● Urban Adventure Garden	1
● Other	1



14. Which of SYEP's activities do you think are important (move the most important activities to the top of the list and the least important activities to the bottom of the list)?

[More Details](#)

- 1 Youth group in Sprowston
- 2 Sprowston Community Outreach
- 3 Youth Group in Old Catton
- 4 Intergenerational community gr...
- 5 Community Ambassadors Progr...
- 6 Young people and young adults...
- 7 Young adults Community Outre...
- 8 Bike building project
- 9 Social Action Community Conne...
- 10 Summer Youth Leadership Course



Parent Feedback

I really value the work the SYEP team provide for young people and the positive impact it has in the community.

By offering somewhere for young people to meet and have organised activities it has a wealth of benefits. For the young people (my son being one who attends) it helps boost their confidence, creates friendships, provides a community feel and helps them develop interests. It's such a positive!! I much prefer my son to be there than being glued to a phone, Xbox or hanging around on the streets. I have really noticed him grow in confidence and take a real interest in the activities provided the planned trips as well and his recent participation at being on the interview panel to recruit new youth workers.

For Sprowston community it helps by providing young people with a safe spaces to meet. It will also reduce the number of young people from hanging around on the streets which can create noise, anti-social behaviour, and crime. By offering a safe/engaging space for young people to connect and engage in positive activities it reduces all the negative behaviour (which can occur when they are meeting on the streets) and makes it feel a much safer area.

In addition to this, the one-to-one support that Clare provides at Sprowston Academy is also greatly appreciated. Young people who have built a connection with Clare feel that they have someone whom they can speak to /confide in (other than parents or friends) where they can get support and advice.

Vicki

In the last two years that Ruby has been going to Outreach we have seen her confidence grow. Also going somewhere with her friends after school and school holidays can only be a positive thing. Also having other adult role models in her life can only be positive for a teenager to have someone they can share their experiences with and feel comfortable and safe in a supportive environment. Ruby also enjoys being involved with the community you have created. Ruby's mum

Outreach to my daughter has been very good at helping her develop social skills outside of school with different groups. It has been nurturing in helping my child with her emotions. The link between them and the school has also had a positive effect on daughter enabling her to participate in interviewing has shown her what adulthood can look like. My Child enjoyed camping as it gave her a chance to experience a natural camp with her peers. Overall the project has given my child a positive socialising environment. Eva's mum

The activities which SYEP provide are really valuable, they provide a safe space for my child to be out in the evenings. Anonymous (taken from feedback form)

I cannot thank Clare and SYEP enough for all the help and support they have given. SYEP is a fantastic youth project that keeps our children and young people engaged in great activities, keeps them out of trouble and is helping them grow into confident young adults who will no doubt thrive and succeed in whatever they choose to do in the future. Anonymous (taken from feedback form)

Community Feedback

SYEP engage young people with a place to go and activities to do. The young people are taught respect and self-worth. It keeps them off the streets and less likely to cause ASB. Anonymous (taken from feedback form)

It was obvious young people trust them and with trust they can challenge some of the behaviours we seen increase recently.

SYEP is a place for kids to meet and it helps them feel safe.

I am very pleased with SYEP's work in our community. Recently I've been helping Paul and Jamie with the design and build of the veranda roof to the caravan. The new Urban Adventure Garden will be a wonderful asset to our community. I'm looking forward to seeing what they do with the refurbished shelter on Barkers lane. Bill Couzens Chair Sprowston Town Council

SYEP runs regular events at the Sprowston rec ground during the summer months and has recently been running a youth project at Church Lane on a purpose-built site. SYEP's work brings many benefits to the local community and more importantly the youths they work with.

Clare and her staff provide trusted well-known figures for the youths to learn and confide in. Education and safeguarding are also provided. Events and workshops are arranged on a regular basis, and these are well attended. The value of such cannot be underestimated. By providing a meeting and focal point for local youths with activities ASB is reduced in the area. SYEP's work provides the local SNT Police the opportunity to meet and engage with the youngsters to forge friendships and improve working practices. The SYEP also provides an early intervention service for the police to assist with low level offending. The aim of this is to provide a positive outcome and education by diverting youngsters away from the criminal justice system. The work and opportunities provided are of huge benefit for those that attend the SYEP. I believe it also has a wider impact by diverting youths from causing ASB and giving them somewhere to go and something to do.

Sergeant Oliver Kettering Norfolk Constabulary -

During the past twelve months I have visited and engaged with Clare and Paul at SYEP regularly.

The projects, the outreach, and various opportunities that SYEP provides are well documented and known to all but what always amazes and pleases me is the air of calm around all of these gatherings. I often rock up unannounced at SYEP, with my aged dog, and always find an atmosphere of calm and safety, this is reflected in the behaviour of the young people and their engagement with random visitors. Clare and her team provide an amazing service and the community of Sprowston is privileged to have such a provision.

Dawn Coleman

Sprowston Town Councillor

16th April 2023

Report from Councillor John Ward

Broadland District Council

CIL Payments to Town/Parish Councils this month will be as follows:-

Sprowston £157,504, all for Salhouse Road developments

Thorpe St. Andrew £Nil

Horsford £16,320

Lt Witchingham £2,696

Plumstead £50,212

Postwick £29,477

Rackheath £274,856

Spixworth £238,551

Weston Longville £362

There will be a 'Closure of Thorpe Lodge after 49 years' event for District Councillors at Thorpe Lodge on Friday 28th April by invitation of the Chairman Cllr John Fisher.

The Lieutenancy Office at NCC is encouraging volunteer organisations to register their event for 'The Big Help Out' on Monday 8th May.

Email lord-lieutenant@norfolk.gov.uk

Norfolk County Council

Bus shelters will be installed on St. Stephens Street wk/comm. 17.4.23. This work will take 8 weeks to complete.

X40 is a new fast bus service between Norwich and Sheringham operated by Sanders Coaches. It is now operational and takes 15min off the previous journey time.

The Highways Street Scene Inspectors will be in Sprowston wk comm. 22/5/23 and will deal with any issues previously reported to them (via Town Clerk) relating to potholes, standing water, mud on road, encroachment onto footpath by trees/vegetation, damaged and dirty signs.

The Head Teacher of Cecil Gowing Infant School, of which I am a Governor, will be retiring at the end of the summer term. Interviews for a replacement are taking place this month.

The Norfolk & Norwich Festival, supported by the County Council commences Sat 13th May with a number of free events in the City, and 'Gorilla Circus' in the Festival Gardens (Chapelfield) at 9pm that day.

COUNCIL MEETING – 26 April 2023

Report of the Town Clerk

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Public Toilets at the Recreation Ground and Sparhawk Park

Due to persistent vandalism of these toilets, I have taken the decision to close the toilets at 6.00pm each day. Warning notices were put up a few days in advance and a post was made on Facebook to advise residents.

PC Gill and SYEP are aware of the situation and both will visit these areas more often. I am hopeful that after a few weeks the culprits will have moved on and the toilets can once again return to their previous opening times.

1.2 Repaint of Barkers Lane Youth Shelter

As previously agreed by Council, the youth shelter on Barkers Lane field has been repainted by a local graffiti artist (Knapple). The cost of materials will be met from Council's maintenance budget. Knapple was engaged by the Sprowston Youth Engagement Project (SYEP) and input from several young people was incorporated into the final design. See attachment 6.1 for photographs of the completed art work.

CEMETERY

2.1 Car Park Resurfacing

The surface of the cemetery's central car park has degraded in places. Potholes and tree roots are causing tripping hazards. Given the demographic of visitors to the cemetery, I consider repair of the surface to be of high importance.

Attached at 6.2 is a quotation for £2,200.00 +VAT from our usual surfacing contractor.

As no budget exists for path resurfacing works at the cemetery, any repair works will require funding from General Reserves.

❖ Sprowston Town Council Decision Requested:

To authorise acceptance of the quote to repair the cemetery car park, in the sum of £ 2,200.00 +VAT, from A Waterfield & Sons

STREET LIGHTING

3.1 No matters to report

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 Staff Mobile Phone 'Round Sum Allowance' - Proposal

Reliable communication with non-office-based staff is a requirement for good staff management and mitigation of lone working risk.

In the past, Council supplied 'work' phones to staff. However, this proved costly to Council and unpopular with staff. The 'work' phone contracts were not renewed upon their expiration in 2022. Since then, non-office-based staff have used their own personal mobile phones to stay in touch with the office and colleagues.

Staff have expressed a preference for using their own mobile phones instead of carrying and using a second mobile device supplied by Council. (Note: No confidential or sensitive information is held on personal devices).

Most staff now have personal mobile phone deals which include a large number of (or even unlimited) 'free' call minutes, texts and data'. This means the old 'expenses' method of reimbursing staff for the cost of work-related calls, texts or data is no longer possible.

Given that staff who work away from the office are effectively 'essential mobile phone users', I feel it would be appropriate to grant such staff a small nominal allowance of £1 per month, in recognition of the use of their personal devices for Council business.

Such a payment would be a "Round Sum allowance". Round Sum allowances count as earnings, so are subject to an employee's usual tax and pension treatment.

Cost to Council

In-scope staff = 5 Grounds Team, 1 Admin & Compliance Officer
(6 staff)

Proposed allowance = £1 per month

6 Staff @ £1 per month = £6 per month

£6 per month x 12 months = £72 per year

£72 + Employer NI Contrib.@13.8% + Employer Pension Contrib.@23.5%
= £98.86 per year

Reasons In Favour of Proposal

- Cost of the allowance is equal to or less than providing staff with 'work' handsets and itemised billing
- Because this would be a nominal allowance, it is not subject to annual inflationary increases imposed by mobile phone providers.
- Allows staff to use a device with which they are already familiar
- Staff need carry only one device
- Eliminates risk of misuse of Council property
- Cost and choice of handset replacement belongs to employees

Reasons Against Proposal

- Council does not control the devices
- A staff member may choose not to have a personal mobile phone
- Can blur home/work boundary

❖ **Sprowston Town Council Decision Requested:**

To implement The Staff Mobile Phone Allowance Proposal and backdate it as appropriate.

PLANNING AND TRANSPORTATION

5.1 Highway Inspection Parish Visit – Sprowston

A County Council Streetscene Inspector is due to visit Sprowston from 22nd May 2023 onwards if there is work identified for their attention.

If you are aware of any highways or highways-adjacent works in need of attention, please do advise me as soon as possible so that I may inform the inspector in good time. For further information on the inspection priorities please see attachment 6.3.

ATTACHMENTS

6.1 Photographs of repainted youth shelter on Barkers Lane

6.2 Quotation for cemetery car park repairs

6.3 Email RE “Highway Inspection Parish Visit – Sprowston”



**Guy Ranaweera
Town Clerk**



Barkers Lane Youth Shelter Repaint. April 2023. Knapple and SYEP.



A. WATERFIELD & SONS LTD.

Contractors

01379 740255

Waterfields Yard, Bungay Road, Scole, Diss, Norfolk, IP21 4DT

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Sprowston Town Council
Council Office
Recreation Ground Road
Sprowston
Norwich
NR7 8EW

24th March 2023

FAO: Mr Guy Ranaweera

Dear Mr Ranaweera

Further to my recent visit to the above mentioned premises, we have pleasure in submitting the following quotation.

The Cemetery

Tree Root Repairs – 40 sqm approx.

- To key out the areas damaged and raised by tree roots
- To saw cut the perimeter edges of the area
- To excavate the areas where required and remove the tree roots
- To cart all spoil off site to tip
- To reinstate the excavated areas and all with 10mm stone mastic asphalt surface wearing course, applied to an approximated average depth of 50mm

The above works could be carried out for the sum of:

£ 2,200.00 + VAT



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Guy Ranaweera

From: Aylsham Depot <aylshamdepot@norfolk.gov.uk>
Sent: 12 April 2023 10:11
To: Guy Ranaweera
Cc: John Ward
Subject: Highway Inspection Parish Visit - Sprowston

Dear Parish Clerk

Our Streetscene Inspectors are due to visit your parish from **22nd May 2023** onwards if there is work identified for their attention.

If you have any specific highway maintenance issues, we would be grateful for any information to ensure these issues are considered by the **Inspector** who will be taking account of maintenance needs of the road network in your area.

Our key concern is maintaining the safety of the road network. At this time of year the following highway defects are generally our **highest priority** -

- **Potholes** – an accurate location and dimensions (including depth) really help us to judge their priority.
- **Regular incidences of Standing water** – location and area affected are important, in addition any knowledge of any features which may be blocked, does the ponding eventually clear over time, does this only occur during heavy rain. Recently heavy rain falls and wash from fields has caused issues over which we sometimes have no control. We can clear gully pots and back ditches and grips within the highway boundary.
- **Mud on road** – this is a common occurrence in our rural community and will be a factor in particular during winter months. If this repeatedly affects highway users ability to travel, is not signed in advance or is simply left following farming activity, the most useful information is contact details of the responsible party. Be assured that this information is completely confidential, we will not disclose any details of an enquiry.

Other maintenance activities are listed below. These may be identified for action but will be lower priority and given a longer timescale for completion.

- **Side out a carriageway or footway** - where an encroachment of silt, verge growth or weeds etc. has reduced the width of the carriageway or footway.
- **Hedge/Tree/Vegetation Encroachments** – We will intervene where important signs are obstructed from view. Ideally, where encroachments exist we would contact the property owner so they may make their own arrangements at their own expense. Any information leading to identifying who is responsible for a certain feature will both be treated in confidence and reduce the time taken for the issue to be addressed.
- **Damaged or dirty signs** – If a damaged sign has been recovered, details of where this can be collected will be appreciated.

Should you wish to add any work, for consideration by the Inspector, please email these to [REDACTED]; including [REDACTED] and [REDACTED] in the subject title. Please provide as much information as possible including the exact location and specific concerns. We aim to provide feedback on the work which has been carried out during the visit this

will follow within a few weeks. At any time please feel free to contact us to discuss any maintenance questions or concerns you may have.

Thank you in advance for any information you can offer to assist with our service.

Sarah

Sarah Church

Business Support Assistant

Monday 09:00-14:30 Tuesday to Friday 09:00-14:00

Community & Environment Services, Performance & Governance

| Dept: 0344 800 8020 | Text Relay : 18001 0344 800 8020

North Area Highway Operation, Burgh Road, Aylsham, NR11 6AR



Norfolk County Council



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To see our email disclaimer click here <http://www.norfolk.gov.uk/emaildisclaimer>

Sprowston Town Council
PLANNING APPLICATIONS – 26 April 2023

Broadland DC App. No	Location	Description	Type
2023/0758	42 Russell Avenue Sprowston Norfolk NR7 8XF	Proposed loft conversion	Householder
2023/0819	57 Corbet Avenue Sprowston Norfolk NR7 8HS	Rear pitched roof single storey infill extension with roof windows	Householder

Our Ref: Cornerstone 30231800

19th April 2023

FAO The Town Clerk
Sprowston Parish Council
Council Office
Recreation Ground Road
Sprowston
Norwich
NR7 8EW

Sitec Infrastructure Services Ltd
1A Station Court
Station Road
Guiseley
Leeds
LS20 8EY

Dear Sir/Madam,

PROPOSED BASE STATION INSTALLATION AT WHITE WOMAN LANE SW, NORTH WALSHAM ROAD, SPROWSTON, BEESTON ST ANDREW, NORFOLK, NR6 7PD. NGR: E: 624417, N: 312727

Cornerstone is the UK's leading mobile infrastructure services company. We acquire, manage, and own over 20,000 sites and are committed to enabling best in class mobile connectivity for over half of all the country's mobile customers. We oversee works on behalf of telecommunications providers and wherever possible aim to:

- promote shared infrastructure
- maximise opportunities to consolidate the number of base stations
- significantly reduce the environmental impact of network development

Cornerstone are in the process of identifying a suitable site in the Norfolk area for a radio Base station installation that will improve service provision for Cornerstone.

The purpose of this letter is to consult with you and seek your views on our proposal before any planning submission is made. We understand that you are not always able to provide site specific comments, however, Cornerstone are committed to consultation with communities on our mobile telecommunications proposals and as such would encourage you to respond.


As part of Cornerstone's continued network improvement program, there is a specific requirement for a radio Base station installation at this location to provide improved technical provisions, greater capacity and coverage in the area.

Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones, and other devices we rely on simply won't work.

In the first instance, all correspondence should be directed to the agent.

Cornerstone Planning Consultation Letter to Councillors - Standard V.3 – 15/04/2021

Registered Address:
Cornerstone Telecommunications, Infrastructure Limited,
Hive 2, 1530 Arlington Business Park, Theale, Berkshire, RG7 4SA.
Registered in England & Wales No. 08087551.
VAT No. GB142 8555 06

 Cornerstone, Hive 2,
1530 Arlington Business Park,
Theale, Berkshire, RG7 4SA

Please find below the details of the proposed site

Our technical network requirement is as follows:

- Cornerstone 30231800 (Cornerstone) at North Walsham Road.
- There is a specific requirement for a radio base station installation at this location to provide improved technical provisions, greater capacity and coverage in the area.

A number of options have been assessed in respect of the site search process and we consider the best solution is as follows:

- White Woman Lane SW, North Walsham Road, Sprowston, Beeston St Andrew, Norfolk, NR6 7PD. NGR: E: 624417, N: 312727.
- Proposed Telecommunications Installation. It is proposed to install 20.0m High Hutchinson Engineering unshrouded Apollo A12RV2 Pole on T9 root foundation, 1No. GPS Module, 3No. Antennas, 1No. 300w Dish, 1No. Cabinet and 1No. Meter Cabinet and associated ancillary works. For Full details please refer to enclosed drawings.

The Local Planning Authority must register and our records of other potential sites have already been reviewed, the policies in the Development Plan have been taken into account and the planning history of the site has been examined.

All Cornerstone installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation. A certificate of ICNIRP compliance will be included within the planning submission.

In order to give you time to send your comments or request further information, we commit to allow at least 14 days before an application is submitted to the Local Planning Authority. This 14-day period starts from the date at the top of this letter.


We would also be grateful if you could please advise of any local stakeholders or groups that might like to make comments.

We look forward to receiving any comments you may have on the proposal.

In the first instance, all correspondence should be directed to the agent.

Cornerstone Planning Consultation Letter to Councillors - Standard V.3 – 15/04/2021

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Registered in England & Wales No. 08087551.
VAT No. GB142 8555 06

 Cornerstone, Hive 2,
1530 Arlington Business Park,
Theale, Berkshire, RG7 4SA

Should you have any queries regarding this matter, please do not hesitate to contact me (quoting cell number Cornerstone 30231800).

Yours faithfully,

Julia Marshall
Sitec Infrastructure Services Ltd

e-mail: jmarshall@sitec-is.co.uk

(for and on behalf of Cornerstone)

In the first instance, all correspondence should be directed to the agent.

Cornerstone Planning Consultation Letter to Councillors - Standard V.3 – 15/04/2021

Registered Address:

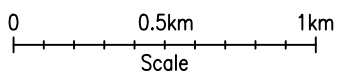
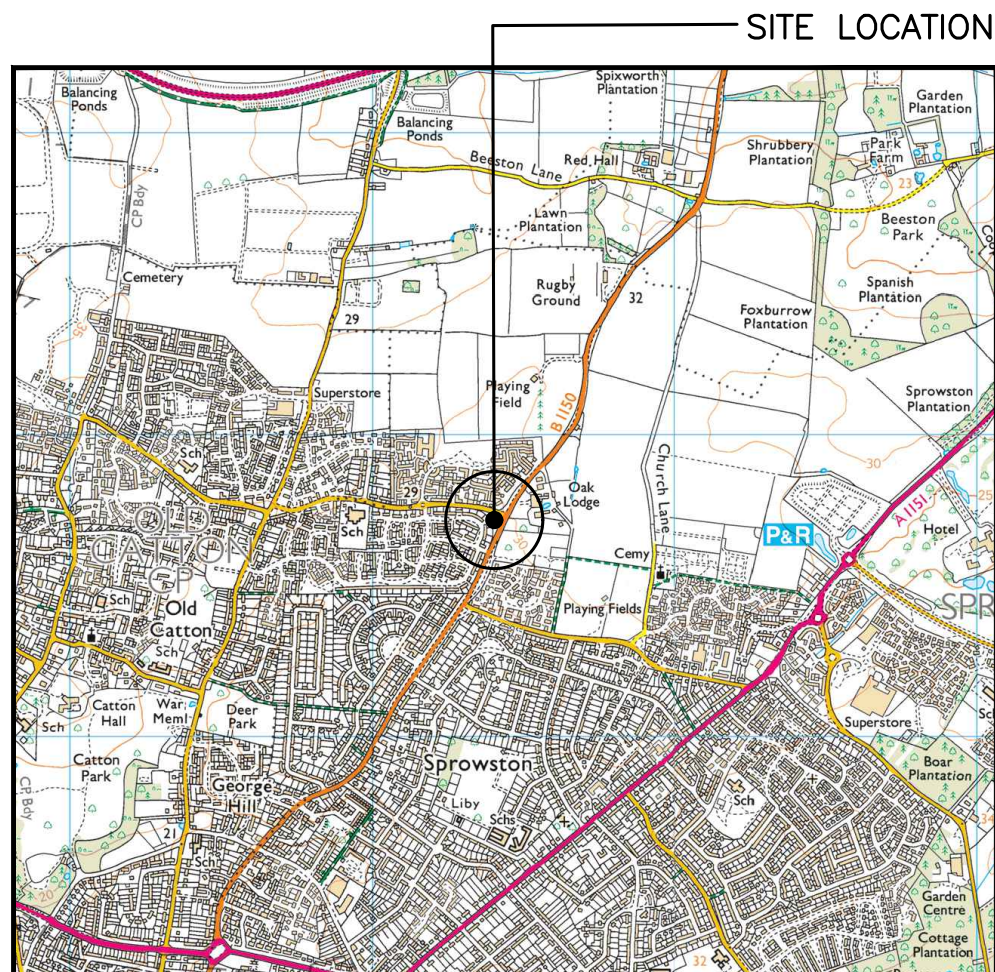
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Registered in England & Wales No. 08087551.

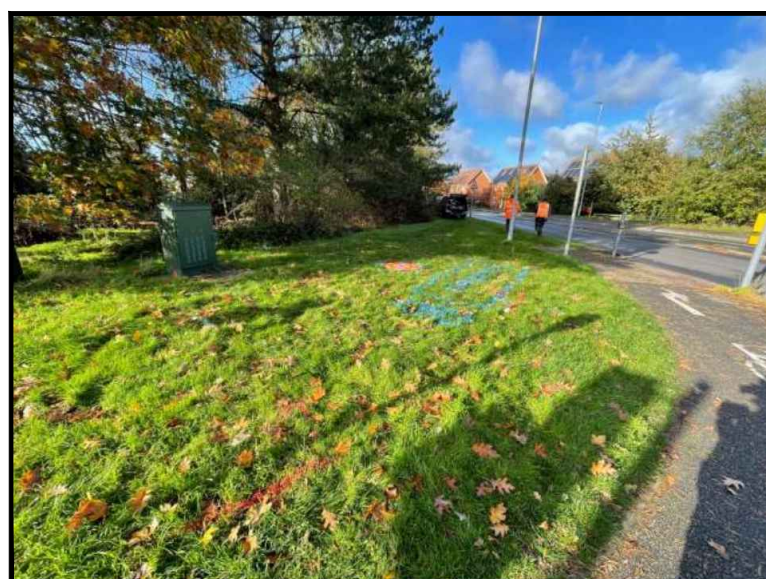
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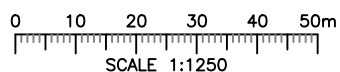
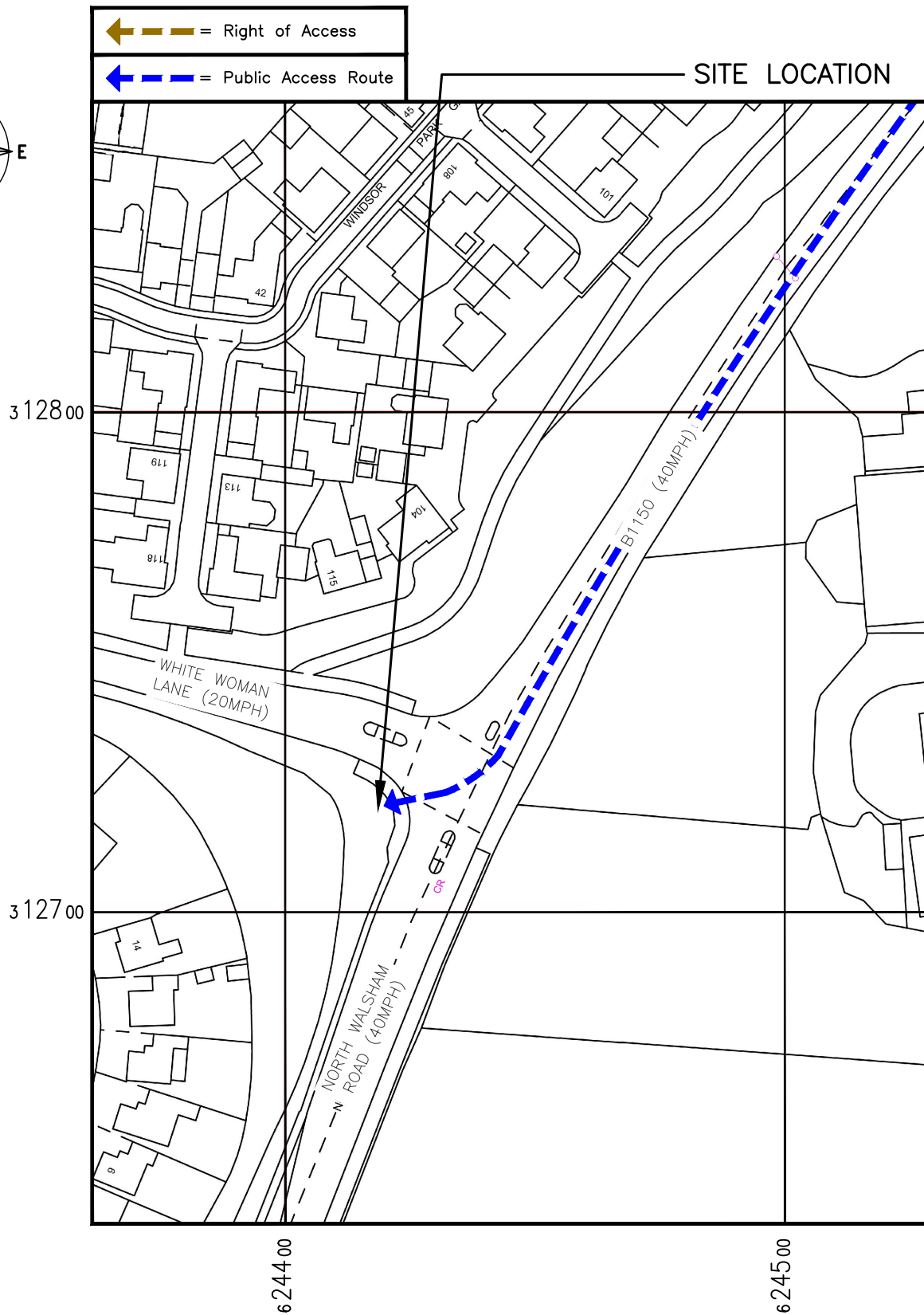
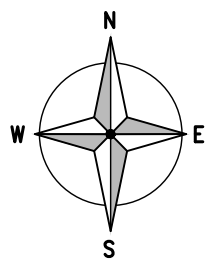


SITE LOCATION
(Scale 1:25000)
Ordnance Survey map extract based upon Landranger map series with the permission of the controller of Her Majesty's Stationery Office Licence no. 100022432 Crown copyright.



SITE PHOTOGRAPH

The drawings comply with **VF Standard ICNIRP** guidelines.
Designed in accordance with **CORNERSTONE** documents: SDN0007 V1.0 & SDN0009 V6.0 Case VU7F



DETAILED SITE LOCATION
(Scale 1:1250)

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ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 624417 N: 312727

DIRECTIONS TO SITE:
HEAD WEST ON BROADLAND NORTHWAY/A1270, AFTER 0.1MILE, AT THE ROUNDABOUT, TAKE THE 1ST EXIT ONTO N WALSHAM RD/B1150, AFTER 1.2MILE, TURN RIGHT ONTO WHITE WOMAN LN, AFTER 56FEET, DESTINATION WILL BE ON THE LEFT.

NOTES:

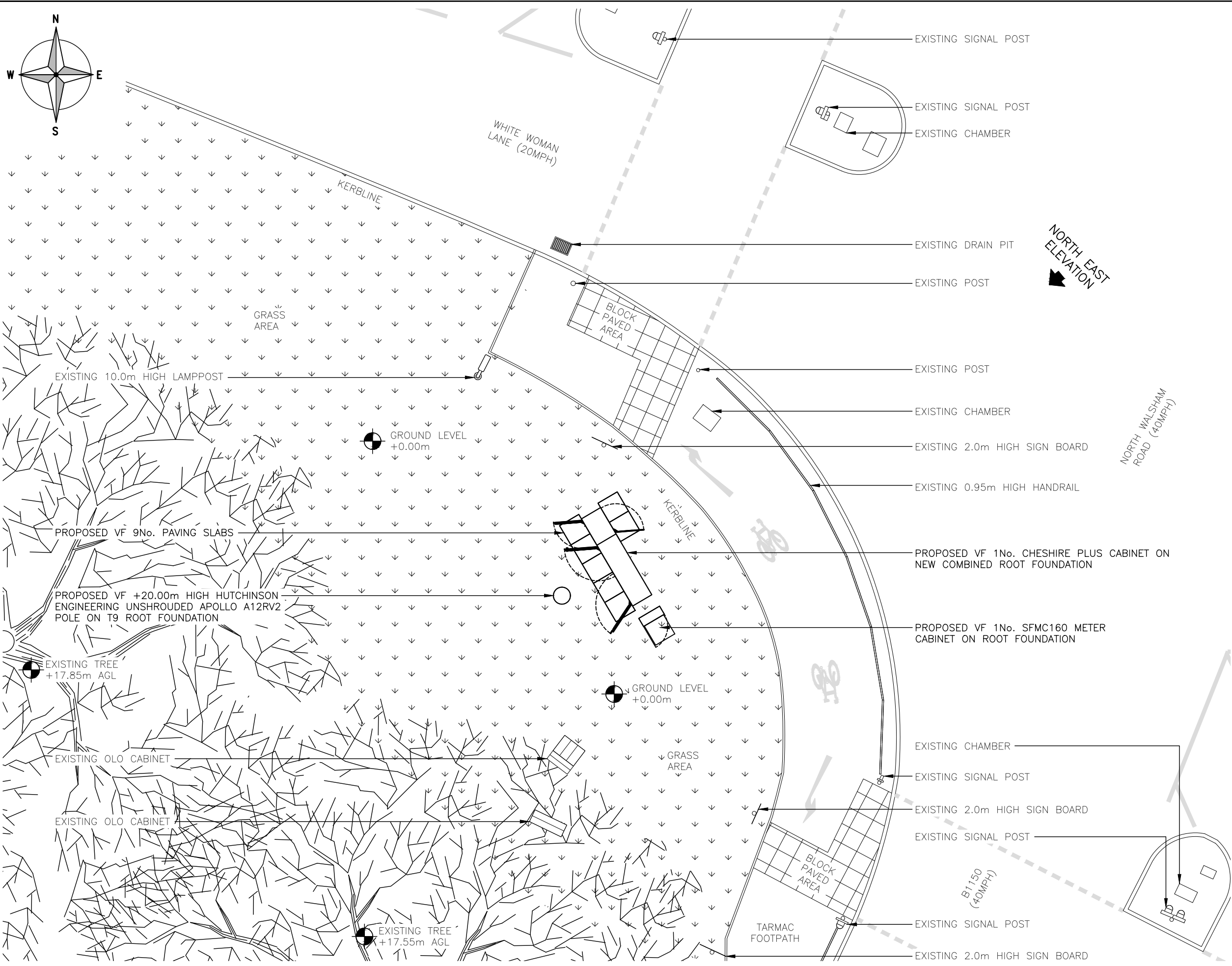
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REV	MODIFICATION	BY	CH	DATE



Cell Name		Opt.
WHITE WOMAN LN SW		F
Cell ID No		
CORNERSTONE	VMO2	VF
E366092		
30231800	N/A	18744_0

Site Address / Contact Details
NORTH WALSHAM ROAD
SPROWSTON
BEESTON ST ANDREW
NORFOLK
NR6 7PD

Drawing Title: SITE LOCATION MAPS				
Purpose of issue: PLANNING				Dwg Rev:
Drawing Number: 100				A
Surveyed By: THE INS GROUP		Original Sheet Size: A3		Pack Issue:
Drawn: ASE	Date: 29.03.23	Checked: BW	Date: 29.03.23	A



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N.G.R E: 624417 N: 312727

NOTES:

A	Issued for Approval	ASE	BW	29.03.23
REV	MODIFICATION	BY	CH	DATE

INS Group Limited, Suite 1, Port View,
One Port Way, Port Solent, Portsmouth,
Hampshire, PO6 4TY

CORNERSTONE - BEACON 3

Cell Name	Opt.
WHITE WOMAN LN SW	F

Cell ID No		
CORNERSTONE	VMO2	VF
E366092	N/A	18744_0
30231800		

Site Address / Contact Details

NORTH WALSHAM ROAD
SPROWSTON
BEESTON ST ANDREW
NORFOLK
NR6 7PD

Drawing Title: PROPOSED SITE PLAN

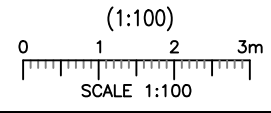
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Drawing Number: 201

Surveyed By: THE INS GROUP Original Sheet Size: A3

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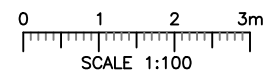
PROPOSED SITE PLAN



The drawings comply with VF Standard ICNIRP guidelines.
Designed in accordance with CORNERSTONE documents: SDN0007 V1.0 & SDN0009 V6.0 Case VU7F



EXISTING NORTH EAST ELEVATION
(1:100)



ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 624417 | N: 312727

NOTES:

A	Issued for Approval	ASE	BW	29.03.23
REV	MODIFICATION	BY	CH	DATE

Cell Name	Opt.
WHITE WOMAN LN SW	F

Cell ID No		
CORNERSTONE	VMO2	VF
E366092		
30231800	N/A	18744_0

Site Address / Contact Details

NORTH WALSHAM ROAD
SPROWSTON
BEESTON ST ANDREW
NORFOLK
NR6 7PD

Drawing Title:
EXISTING SITE ELEVATION

Purpose of issue:	PLANNING	Dwg Rev:
Drawing Number:	300	A

Surveyed By:	Original Sheet Size:	Pack Issue:
THE INS GROUP	A3	A

Drawn:	Date:	Checked:	Date:	
ASE	29.03.23	BW	29.03.23	A

ALL DIMENSIONS ARE IN mm UNLESS NOTED OTHERWISE

N.G.R | E: 624417 | N: 312727

NOTES:

C/L PROPOSED VF GPS +20.00m AGL

TOP OF PROPOSED VF STREETPOLE +20.00m AGL

TOP OF PROPOSED VF ANTENNAS +19.75m AGL

TOP OF PROPOSED VF ANTENNAS +18.75m AGL

EXISTING TREES +17.55m AGL

EXISTING TREES +17.85m AGL

PROPOSED VF 1No. GPS MODULE

PROPOSED VF 1No. ANTENNA PER SECTOR
(3No. ANTENNAS IN TOTAL)

PROPOSED VF 1No. ANTENNA PER SECTOR
(3No. ANTENNAS IN TOTAL)

PROPOSED VF 1No. 300ø DISH

EXISTING TREES +13.00m AGL

C/L OF PROPOSED VF DISH +14.30m AGL

EXISTING TREES +12.00m AGL

EXISTING LAMPOST
+10.00m AGL

EXISTING LAMPOST
+10.00m AGL

PROPOSED VF 1No. CHESHIRE PLUS CABINET ON
NEW COMBINED ROOT FOUNDATION

PROPOSED VF +20.00m HIGH HUTCHINSON
ENGINEERING UNSHROUDED APOLLO A12RV2
POLE ON T9 ROOT FOUNDATION

PROPOSED VF 1No. SFMC160 METER
CABINET ON ROOT FOUNDATION

EXISTING 2.0m HIGH
SIGN BOARD

EXISTING 0.95m HIGH HANDRAIL

EXISTING POST

EXISTING 2.0m HIGH
SIGN BOARD

EXISTING SIGNAL
POST

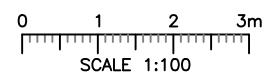
EXISTING POST
EXISTING POST

EXISTING 2.0m HIGH
SIGN BOARD

G.L.

PROPOSED NORTH EAST ELEVATION

(1:100)



The drawings comply with VF Standard ICNIRP guidelines.
Designed in accordance with CORNERSTONE documents: SDN0007 V1.0 & SDN0009 V6.0 Case VU7F

REV	Issued for Approval	ASE	BW	29.03.23
	MODIFICATION	BY	CH	DATE

INS Group Limited, Suite 1, Port View,
One Port Way, Port Solent, Portsmouth,
Hampshire, PO6 4TY

CORNERSTONE - BEACON 3

Cell Name	Opt.
WHITE WOMAN LN SW	F

Cell ID No		
CORNERSTONE	VMO2	VF
E366092		
30231800	N/A	18744_0

Site Address / Contact Details
NORTH WALSHAM ROAD
SPROWSTON
BEESTON ST ANDREW
NORFOLK
NR6 7PD

Drawing Title: PROPOSED SITE ELEVATION				
Purpose of issue: PLANNING				Dwg Rev:
Drawing Number: 301				A
Surveyed By: THE INS GROUP		Original Sheet Size: A3		Pack Issue:
Drawn: ASE	Date: 29.03.23	Checked: BW	Date: 29.03.23	A

Appl Number : 20221648
App Type : Approval of Condition Details
Parish: Sprowston
Location : Land At Blue Boar Lane Sprowston
Proposal : Details for Condition 21 of planning permission 20140652
(Landscaping)
Decision : Approval of details - Approved
(Delegated)
Date of decision : 22 March 2023

Appl Number : 2023/0231
App Type : PD Renewable Energy
Parish: Sprowston
Location : Eastern Counties Omnibus Co Ltd Roundtree Way Sprowston
Norfolk NR7 8SQ
Proposal : Installation of solar pv roof mounted system on south east facing roof
Decision : Prior Approval not Required
(Delegated)
Date of decision : 24 March 2023

Appl Number : 20230179
 App Type : Householder
 Parish: Sprowston
 Location : 92 Wroxham Road Sprowston NR7 8EX
 Proposal : Replacement wooden dormer windows with double glazed wooden units
 Decision : Approval with Conditions (Delegated)
 Date of decision : 30 March 2023

Appl Number : 20230186
 App Type : Listed Building
 Parish: Sprowston
 Location : 92 Wroxham Road Sprowston NR7 8EX
 Proposal : Replacement wooden dormer windows with double glazed wooden units
 Decision : Approval with Conditions (Delegated)
 Date of decision : 30 March 2023

Appl Number : 20230188
 App Type : Telecommunications
 Parish: Sprowston
 Location : Grass Verge Off Cozens-Hardy Road Sprowston NR7 8AD
 Proposal : 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 & ancillary development thereto
 Decision : Approval of details - Refused (Delegated)
 Date of decision : 27 March 2023

Appl Number : 20230190
 App Type : Householder
 Parish: Sprowston
 Location : 23 Lone Barn Road Sprowston NR7 8HZ
 Proposal : Demolition of single garage and replacement double garage.
 Decision : Approval with Conditions (Delegated)
 Date of decision : 29 March 2023

Appl Number : 2023/0473
 App Type : Householder

Parish: Sprowston
Location : 47 Merlin Mews Sprowston Norfolk NR7 8BZ
Proposal : Front single storey extension
Decision : Approval with Conditions
(Delegated)
Date of decision : 30 March 2023

Appl Number : 2023/0492
App Type : Householder
Parish: Sprowston
Location : 29 Blenheim Road Sprowston Norfolk NR7 8AJ
Proposal : Two storey side extension and single storey rear extension
Decision : Approval with Conditions
(Delegated)
Date of decision : 14 April 2023

Sprowston Town Council

Direct Debit Payments

Meeting Date: 26th April 2023

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
31.03.2023	014844360323	Barclaycard PDQ rental charge	£70.00	£5.00	£75.00
28.03.2023	988618449	British Gas Gas Bill at the Diamond Centre - for period 7/03/2023 to 21/03/2023	£456.40	£91.28	£547.68
15.05.2023	115952849/May	Broadland District Council Non-Domestic Rate for Community Centre and Premises (Diamond Centre)	£8,233.00	£0.00	£8,233.00
15.05.2023	100888826/May	Non-Domestic Rate for Cemetery and Premises	£1,270.16	£0.00	£1,270.16
15.05.2023	115991913/May	Non-Domestic Rate for Offices and Premises	£3,733.29	£0.00	£3,733.29
15.05.2023	100893746/May	Non-Domestic Rate for Community Centre and Premises (Rec Ground)	£3,804.75	£0.00	£3,804.75
15.05.2023	36535724	Council Tax Bill for 2023/2024 - Viking Centre	£3,348.06	£0.00	£3,348.06
15.05.2023	116004286	Non-Domestic Rate for Restaurant and Premises	£6,784.00	£0.00	£6,784.00
			£27,173.26	£0.00	£27,173.26
31.03.2023	NWS100225382	Norse Waste Solutions Rental Charges for Recycling in March 2023	£28.65	£5.73	£34.38
28.04.2023	100/23/0007325/Apri	Novuna (Ernest Doe) Lease Rental for Husqvarna P535 OutFront Ride on	£933.00	£186.60	£1,119.60
12.04.2023	N/A	PWLB - Loan PWLB Lending facility - PW497743 (Cemetery Extension), PW499162 (Acquisition School Lane) & PW505463 (SDC:Sports Hall)	£59,872.74	£0.00	£59,872.74
01.04.2023	UK-03100979	SAGE Sage subscription for April 2023	£38.00	£7.60	£45.60
06.04.2023	8072124283	Sharp Business Systems UK Mono copies 3124 @ 0.40ppc & Colour copies 1773 @ 3.60ppc	£76.33	£15.27	£91.60
SSE Southern Electric					

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
31.03.2023	651878710/0017	Credit note to refund Pavilion electricity charges from 12/09/2022 to 10/03/2023	-£4,346.78	-£869.35	-£5,216.13
31.03.2023	651878710/0018	Electricity invoice for Pavilion - period 12/09/2022 to 10/03/2023	£1,926.14	£385.22	£2,311.36
			-£2,420.64	-£484.13	-£2,904.77
Total Energies					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
15.04.2023	297924490/23	Electricity Bill at the Diamond Centre for March 2023	£1,019.63	£203.93	£1,223.56
15.04.2023	297924489/23	Electricity Bill at the Sports field Flood lights for March 2023	£14.30	£0.71	£15.01
15.04.2023	297924533/23	Electricity Bill at the Streetlights for March 2023	£7,598.31	£1,519.65	£9,117.96
			£8,632.24	£1,724.29	£10,356.53
Utilita					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
04.04.2023	2023-03/1	Electricity Bill for the Viking Centre - 01.03.23 to 31.03.2023	£13.04	£0.65	£13.69
04.03.2023	2023-02/1	Electricity Bill for the Viking Centre - 01.02.23 to 28.02.2023	£12.48	£0.62	£13.10
			£25.52	£1.27	£26.79
Veolia					
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
31.03.2023	SIO1268106	Non-Hazardous Waste for Diamond Centre, Car park, Cemetery & Recreation Ground for March	£296.00	£59.20	£355.20
Total Direct Debits			£95,181.50	£1,612.11	£96,793.61

Sprowston Town Council

Invoices To Pay

Meeting Date: 26th April 2023

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
05.04.2023	INV-7374	Cozens Monthly standard Streetlight maintenance charge for March 2023	£600.00	£120.00	£720.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
30.03.2023	242544	CPS Fuels 1000L of Diesel @ 125.59p	1,255.90	251.18	1507.08
30.03.2023	242542	2500 of Diesel @ 70.40p	1,760.00	352.00	2112.00
			3,015.90	603.18	3619.08
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
28.03.2023	I-449748	Culligan Water Limited 9x 18.9L Bottled Water & paper cups	£106.73	£21.35	£128.08
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
19/04/2023	N/A	EL Mileage Mileage 25 @0.45p	£9.38	£1.87	£11.25
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
14.04.2023	N/A	EC Expense Form Eye Test	£35.00	£0.00	£35.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
18.04.2023	240642	Flameskill Annual site attendance, issue of certificate and report - Diamond Centre	£446.72	£89.34	£536.06
18.04.2023	240641	Annual site attendance, issue of certificate and report - Council Office	£121.37	£24.27	£145.64
			£568.09	£113.61	£681.70
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
31.03.2023	12387	G&G Fencing Ltd Sprowston Cemetery Rear Double Leaf Gate Alteration	£475.70	£95.14	£570.84

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
01.04.2023	928343	Heritage To labour re cemetery gates and litter picking for April 2023	£122.25	£24.45	£146.70
01.04.2023	928342	To provide caretaker and cleaning services for May 2023	£6,425.21	£1,285.04	£7,710.25
31.03.2023	928365	To supply 2 packs mini T/rolls, 1 pack toilet rolls, 2 packs Black sacks & 10 Urinal screen deodoriser	£126.66	£25.33	£151.99
			£6,674.12	£1,334.82	£8,008.94
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
01.04.2023	4321/2023/24	ICCM (Institute of Cemetery and Crematorium Management) Membership subscription	£95.00	£0.00	£95.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
17/04/2023	SI-9999	Induct EA Limited In-House Minin Digger Training - 09th May 2023	£750.00	£150.00	£900.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
12.04.2023	756444	Intouch systems Call charges Mar 2023 & service charges	£32.26	£6.45	£38.71
01.04.2023	754981	9x hosted exchange plus 4x extra data - 01/05/2023 to 01/06/2023	£71.51	£14.30	£85.81
01.04.2023	755037	WISP 01/04/2023 - 30/04/2023 - Business8000plus	£53.70	£10.74	£64.44
01.04.2023	755038	WISP 01/04/2023 - 30/04/2023 - Bespoke package	£161.20	£32.24	£193.44
10.04.2023	756384	Server backup - 18/04/2023 to 18/05/2023	£52.68	£10.54	£63.22
29.03.2023	754956	4x 24 LED monitors	£552.00	£110.40	£662.40
			£923.35	£184.67	£1,108.02
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
30.03.2023	245931	Kompan Let's Play Net for roundabout, pan head screw & washer	£2,199.24	£439.84	£2,639.08
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
03.04.2023	212645	Moviola Ltd For supply of film: Living 03 Apr 2023	£129.00	£10.10	£139.10
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
03.03.2023	1553	Normove Work carried out at The Viking Centre - remove all flooring, bar, kitchen, ceilings, walls, aircon and heating system. Tidy up and remove rubbish. Remove sheds and conservatory from the rear garden	£6,500.00	£1,300.00	£7,800.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
29.03.2023	PJI/22038	PJ Plumbing Heating & Maintenance Ltd Pavilion - attended on 6/02/2023 & fitted replacement temperature mixing valve for the shower in the changing rooms	£898.33	£179.67	£1,078.00
13.04.2023	PJI/22075	Attended on 13/01/2023 to no hot water in the Town Council Office	£254.75	£50.95	£305.70
			£1,153.08	£230.62	£1,383.70

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
12.04.2023	INV-0488	Sportsmark Bowls Green Ditch Bags - 1m long x 30cm wide	£187.50	£37.50	£225.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
18.04.2023	202119f	Switched on AV Supply ViewSonic LS860WU laser projector & Installation	£2,900.00	£0.00	£2,900.00
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> BACS
12.04.2023	1325	Your Training Health & Safety Health and Safety Consultancy Day x4	£1,120.00	£0.00	£1,120.00

TOTAL OF INVOICES

£27,442.09	£4,642.70	£32,084.79
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Transfer:	STC Active to STC Drawings a/c	-	-	32,084.79 Trf 29
Transfer:	STC Active a/c to Salaries a/c	-	-	25,000.00 Trf 30

.....
Councillor

.....
Councillor

.....
Town Clerk

Sprowston Town Council

Invoices Payments Made

Meeting Date: 26th April 2023

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
11.03.2023	522200301	Zurich Policy: YLL-272003-6303 01/04/2023 - 31/03/2024	9,484.64	1,254.97	10739.61
Total Invoices paid			9,484.64	1,254.97	10,739.61

.....
Councillor

.....
Councillor

.....
Town Clerk

HELD FUNDS

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u> <u>DIRECT</u>
18/04/2023	N/A	Reimbursement to K Lashley for Easter craft materials (SDFC)	62.95	-	62.95
28/03/2023	N/A	Invoice paid to Mississippi Riverboats (Horning) Ltd (SDFC)	225.00	-	225.00
			287.95	-	287.95

Sprowston Town Council

Barclaycard Payments

Meeting Date: 26th April 2023

<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
Amazon					
03.03.2023	INV-GB-140579851-2023-24084	No dogs except assistance dogs sign	137.54	27.6	165.14
06.03.2023	INV-GB-125826681-2023-5951	AP Safety Glasses	20.55	4.13	24.68
07.03.2023	INV-GB-850120135-2023-11052	Safety Glasses	16.76	3.39	20.15
07.03.2023	INV-GB-145906401-2023-47967	Ear protector x4	99.96	20.00	119.96
15.03.2023	GB31O1EN9AEUI	Hard Vinyl Cover notebook	16.82	3.37	20.19
22.03.2023	INV-GB-181679821-2023-1060	Geo Textile Membrane 20 m2	26.25	5.25	31.50
28.03.2023	INV-GB-173222721-2023-65109	Litter picker with magnetic pick-up tool	28.23	5.66	33.89
28.03.2023	GB31Y715KAEUI	Rainproof trousers	23.21	4.64	27.85
28.03.2023	GB31Y3RLPAEUI	Derby Boots x2	84.50	0.00	84.50
29.03.2023	GB31Z3WB8AEUI	Rainproof jacket	35.55	7.11	42.66
29.03.2023	INV-GB-173256961-2023-5617	Gardening Gloves	8.49	1.70	10.19
29.03.2023	INV-GB-832329595-2023-700	Rainproof Trousers	22.49	4.50	26.99
29.03.2023	INV-GB-140084771-2023-2029	Rainproof jacket	28.29	5.66	33.95
			548.64	93.01	641.65
Parkinson Partnership					
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
07.03.2023	WTGNX	Zoom Online Course - Sports facilities VAT briefing	10.00	0.00	10.00
Screwfix					
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
13.03.2023	A11159183545	Mending Plates Zinc-Plated x2 & Easy fix Lock nuts	16.70	3.33	20.03
27.03.2023	A11367543383	Hi Vis Waistcoats	17.48	3.51	20.99
			34.18	6.84	41.02
Post Office					
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
15.03.2023	N/A	Postage Stamps 2x 1st class	5.30	0.00	5.30
30.03.2023	N/A	Postage Stamps x50	34.00	0.00	34.00
			39.30	0.00	39.30
WeTransfer					
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
16.03.2023	62F0D6C4-0017	Subscription for period 16 March 2023 to 16 April 2023	10.93	0.00	10.93
Multi-matts Ltd					
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
20.03.2023	INVM1267	Eurotrak matts 2.4m x 0.6m x 15mm	491.5	98.30	589.80
Adobe					
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
20.03.2023	IEE2023003073817	Subscription for period 20 March 2023 to 19 April 2023	16.64	0.00	16.64
Tesco					
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
21.03.2023	N/A	Bin Bags for litter picking	10.00	0.00	10.00
HVW Ltd					
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
27.03.2023	WEB31613	Logoed work uniforms for new members of staff	166.40	33.28	199.68
Barclaycard					
<u>Invoice Date</u>	<u>Invoice No./Order no.</u>	<u>Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
31.03.2023	N/A	Card Fees	32.00	0.00	32.00
Total of Payments			1359.59	231.43	1591.02