



**Minutes of the Sprowston Town Council meeting held Wednesday 31 May 2023
at the Council Chamber, Recreation Ground Road, Sprowston.**

Councillors (Cllrs.) Present: W F Couzens (Chair),
J Leggett (Vice-Chair)

B Baby	-	A L Parker
M A Booth	-	E H Tovell
S D Booth	-	R H Tovell
M G Callam	-	H W Tarlton
D Coleman	-	J Vasco
J H Mallen	-	K Vincent

Officers: G Ranaweera (Town Clerk and Responsible Financial Officer)

Members of the Public: Three members of the public were present

23/162. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Councillor	Minute No. and Heading	Nature of Interest
Cllr. B Baby	23/178 - Planning Applications	Member of Broadland District Council's Planning Committee
Cllr. M G Callam	Minute 23/170 - To Appoint a Representative to Sprowston Youth Engagement Project	Trustee of Sprowston Youth Engagement Project
Cllr. J Leggett	Minute 23/170 - To Appoint a Representative to Sprowston Youth Engagement Project	Trustee of Sprowston Youth Engagement Project
Cllr. K Vincent	23/178 - Planning Applications	Member of Broadland District Council's Planning Committee

23/163. APOLOGIES FOR ABSENCE

Written apologies for absence were received and accepted by the Council from Cllr. A R Tipple.

23/164. RESIDENTS' QUESTIONS

On the motion of Cllr. W F Couzens, seconded by Cllr. M G Callam it was **RESOLVED**, that the meeting be adjourned to receive residents' and councillors' questions on

23/164. RESIDENTS' QUESTIONS (CONTINUED)

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.

Mr G Bailey of School Lane objected to the Norfolk Trucks planning application 2023/1204 on the following grounds: Since the screen of trees had been removed from the School Lane boundary of Norfolk Truck's site, his home had been suffering light pollution from about 30 lights. He had already had to purchase blackout blinds. The proposed illuminated signs, being 6.5 metres in height would make the light pollution worse by virtue of being tall enough to shine into his first-floor bedroom. Furthermore, there is no passing potential trade to warrant such a sign.

Mr I Limeburner of School Lane described how since he had moved in to his home 18 months ago, he had had to put up with noise and light disturbance from the Norfolk Trucks site from 6.00am to midnight. In addition, HGVs associated with the business were frequently parking or waiting in a dangerous and obstructive fashion on School Lane, outside the site. He objected to the Norfolk Trucks planning application 2023/1204 on the following grounds: The totem sign is unnecessary and disrespectful to residents as it is in not in keeping with the residential area.

Mr K Lashley of Neville Road noted that the Town Council had for many years received numerous complaints about the businesses on the Lushers site and Norfolk Trucks etc. and that the Sprowston Neighbourhood plan allocated that area for residential. He asked the Town Council to try to bring this to fruition by gathering all parties around the table to see if agreement could be reached to develop the whole site.

At this point in the meeting the Chairman brought forward consideration of Norfolk Truck's planning application 2023/1204 from agenda item 17 (To consider planning applications to 31 May 2023).

The Chairman asked Councillors for their comments on application 2023/1204.

Councillors made the following observations:

Cllr. M G Callam felt the application was the definition of unneighbourly development. It was out of character with the area and there was no need for it in a residential area as there was no passing trade.

Cllr. M A Booth advised that Broadland District Council's Councillor Natasha Harpley had 'called in' this application.

Cllr. D Coleman, having visited the site, observed the existing signs could already be clearly seen from the road, hence there was no need for additional signage.

Cllr H W Tarlton noted the proposed signage was not for Norfolk Trucks itself but for a supplier/brand with which Norfolk Trucks presumably has a business relationship.

Cllr. M G Callam proposed, seconded by Cllr. D Coleman that Council opposes the granting of planning application 2023/1204 on the following grounds:

1. Un-neighbourly form of development.

23/164. RESIDENTS' QUESTIONS (CONTINUED)

2. A 6.5m totem sign (whether illuminated or not) is not in keeping with the residential character of the area.

3. The development contradicts Sprowston Neighbourhood Plan Policy 18 ("An area of approximately 2.4 hectares at School Lane is identified for redevelopment for residential, community and other uses appropriate to the area"); and is in opposition to the aim of Policy 20 ("Traffic management measures at School Lane to improve the environment for pedestrians and cyclists. Planting should be used as part of this approach, to enhance the aesthetic look of the area").

4. The signage is not for Norfolk Trucks itself. The signs advertise another company with which Norfolk Trucks has a business relationship. Town Council views the signage as unnecessary and the illumination times as unreasonable within a residential area as there is no 'passing trade' to which to advertise.

5. Town Council is concerned that light pollution from the illuminated signage will blight the residential properties opposite the installation site, preventing the quiet and peaceful enjoyment of those residents' homes. Some residential properties (opposite the site) are built on a ground level lower than the Norfolk Trucks site. Since the tall 'barrier' hedges have been removed from the School Lane boundary of the Norfolk Trucks site, there will be nothing to prevent the illuminated signs shining light into the upper storeys (usually bedrooms) of these 'lower' properties

On being put to the vote the motion was CARRIED.

23/165. MINUTES

The Minutes of the Council's Annual meeting held on 17 May 2023, having previously been circulated to all Councillors were subject to the following amendments

Insert Cllr. K Vincent as present.

confirmed and signed by the Chair of the Council.

It was agreed that future Agendas include the start time of meetings.

23/166. ACTION FROM MINUTES

The Town Clerk confirmed that all Councillors had signed their Declaration of Acceptance of Office forms prior to commencement of the meeting on 17 May 2023.

Training for new Councillors was being arranged through the Norfolk Association of Local Councils.

23/167. CORRESPONDENCE

(1) Consultation on Green spaces in Greater Norwich

After discussion on the matter, the Chair invited Councillors to respond to the consultation on an individual basis.

23/168. WHITE HOUSE FARM ESTATE UPDATE (PERSIMMON HOMES)

The Chair advised that no representative from Persimmon Homes had been available to attend tonight's Council meeting.

The Chair read out an email from Persimmon Homes stating the time table for preparation and opening of the public open spaces on the White House Farm (WHF) estate.

L5/L15 - Footpath works underway, play equipment works and landscape contractor due on-site next week. Completion due end of June

L6/L7 - These areas are due to be planning approved shortly, at which point the works will be scheduled to closely follow after the L5/L15 areas. Aiming for delivery late summer

L18 - We have quotations to clear this area and segregate the skate park area, ready to hand over to the Town Council. Aiming for Late Summer

L17 - This area has been cleared and topsoiled recently, landscape contractor due to seed and plant this month (May)

The Chair and several Cllrs. had recently visited the sites and observed that it was unlikely the grassed areas would be ready in time for the school summer holidays.

A site visit and tour of the WHF open spaces, with Persimmon Homes, had been arranged for Cllrs. on 14 July. Time to be confirmed. Cllrs. are requested to notify the Clerk of their availability to attend.

23/169. CONSULTATION ON PROPOSED AMENDMENTS TO WOODLAND PLAY AREA ON BARRAT DAVID WILSON HOMES DEVELOPMENT - SALHOUSE ROAD, SPROWSTON

After lengthy discussion on the matter, Cllr. J Vasco proposed, seconded by Cllr. H W Tarlton that Council responds as follows:

1. Council has no objection to relocation of the play area as long as BDW Homes is able to guarantee that no public amenity space is lost as a result of the move (i.e.: the new play area is at least as big as the old play area).
2. On face value, there seems to be less play equipment proposed at the new play site than was designated for the old site. Can BDW Homes guarantee that the new play site will contain the same amount of play equipment as was proposed for the old site? Similarly, the proposed play equipment looks less 'challenging' than the original equipment. Is this correct, and if so, what is the reasoning behind the change, please?
3. Due to the new site's proximity to a road, Council requests the entire play area be completely enclosed within safety fencing (if not already planned to be so).
4. It is Council's practice to stipulate at least one item of fully wheelchair-accessible play equipment (such as an inclusive roundabout or similar equipment) in all of its new play areas. Please could at least one wheel-chair accessible item (or more) be included here?

23/169. CONSULTATION ON PROPOSED AMENDMENTS TO WOODLAND PLAY AREA ON BARRAT DAVID WILSON HOMES DEVELOPMENT - SALHOUSE ROAD, SPROWSTON (CONTINUED)

5. Whilst significantly less secluded than the previous location, the proposed new site is very close to the treeline of the nearby woods. Can BDW Homes give assurances that child safeguarding has been taken into consideration and that the new site has adequate visibility from the road and nearby homes?
6. Regarding the potential dangers in the woodland walk (overhanging trees, trip hazards) necessitating the relocation of the play area; what measures will be taken to reduce or eliminate these dangers for other users of the walk?

On being put to the vote, the proposal was **CARRIED**.

23/170. TO APPOINT A REPRESENTATIVE TO SPROWSTON YOUTH ENGAGEMENT PROJECT (SYEP)

Cllr. M A Booth proposed, seconded by Cllr. J Vasco the appointment of Cllr. K Vincent as Sprowston Town Council's representative to SYEP.

On being put to the vote, the proposal was **CARRIED**.

23/171. SPROWSTON DIAMOND FIELD

(1) Rewilding area at rear of field, behind car park

Cllr. D Coleman proposed, seconded by Cllr. J Vasco the rewilding of an area at the rear of the Diamond field, behind the overflow car park.

On being put to the vote, the motion was **CARRIED**.

(2) A community event to weed and re-mulch the first hedgerow

Cllr. D Coleman proposed, seconded by Cllr. B Baby a community event to weed and re-mulch the first hedgerow.

On being put to the vote, the motion was **CARRIED**.

23/172. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

A written report was received from Cllr. J M Ward (Norfolk County Councillor for Sprowston Central and North East).

Cllr. J M Ward also verbally reported:

This afternoon I attended the Transport for Norwich Advisory Committee, of which I am Vice-Chairman. There were two important agenda items, the Heartsease Roundabout and new bus/cycle road from Industrial Estate to the Airport. The meeting lasted eight minutes.

Cllr. Ian Stutley raised a point of order saying that for the meeting to go ahead, the Cabinet Member Cllr. Graham Plant must be present. (He was absent due to a family funeral). The meeting was to be chaired by the Deputy Cabinet Member Cllr. Lana Hempsall. The Monitoring Officer was happy for the meeting to go ahead on this basis but Cllr. Stutley along with Cllrs. Harpley, Sands and Birmingham walked out. The meeting was no longer a quorate so closed.

23/172. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

Cllr. M A Booth (Broadland District Councillor for Sprowston East) reported that following the May elections, Broadland District Council (BDC) was now under no overall control. However, the Labour, Liberal Democrat and Green parties were working together to run the Council.

Cllr. Booth had been appointed as portfolio holder for economic development. He advised that the food innovation centre was up for an award. Cllr. Booth also confirmed BDC had now completed its move to its new offices at the Horizon Centre, Broadland Business Park.

23/173. MEETING ADJOURNMENT

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

23/174. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Requests for New Dog Waste Bins

Cllr. J Vasco remarked he had no problem with Sprowston Town Council providing dog waste bins.

Cllr. J Leggett noted that dog waste bins should not reach more than 90% full. Any that do should be reported to Broadland District Council (BDC).

Cllr. W F Couzens felt a dog waste bin at a bus stop would not be pleasant for people waiting at the stop. Catton Vets should provide a dog waste bin on their premises at their own cost.

Cllr. W F Couzens proposed, seconded by Cllr. M G Callam Council to:

1. Write to Catton Vets to request they provide a dog waste bin on their premises; to help alleviate dog waste being disposed of in the litter bin at the bus stop;
2. Ask BDC to empty Cannerby Lane dog waste bins twice a week;
3. Obtain costs for new dog waste bin;
4. Monitor proposals 1 to 3;
5. Install 'No dog fouling' signs at the entrance to the ally way between Wroxham Road and Coughtrey Close.
6. Include an article in the next edition of Sprowston Matters advising dog walkers that they can take their dog waste home and dispose of it in their general waste (green) bin.

On being put to the vote, the motion was CARRIED.

1.2 Dog Nuisance on Open Spaces

Council noted additional signage had been installed at:

- (1) Sparhawk Park following reports of people walking their dogs in this no-dog park.

23/174. REPORT OF THE TOWN CLERK (CONTINUED)

- (2) On gates of the fenced off basketball court and bike track at Sprowston Recreation Ground following reports of people exercising their dogs in this no-dog area.

1.3 Repairs to Flint and Lime Wall at St Mary and St Margaret's Church

Council discussed the merits of the available options. Council decided it wished to retain the wall and the trees.

Cllr. M A Booth proposed, seconded by Cllr. R H Tovell acceptance of options E and F

On being put to the vote, the motion was CARRIED.

STREET LIGHTING

3.1 Barkers Lane

Council noted three of the four non-functioning street lights on Barkers Lane were now working. The fourth light had been removed and replaced with a completely new column awaiting connection by UK Power Networks.

ATTACHMENTS

4.1 Quotation for Repairs to Flint and Lime Wall at St. Mary and St. Margarets Church

ENCLOSURES

5.1 Surveyor's Condition Report - St. Mary and St. Margarets Church Yard Walls.

23/175. TO AGREE TERMS OF REFERENCE FOR THE RECREATIONAL FACILITIES WORKING GROUP (RFGW)

The Chair of the working group, Cllr. J Leggett, explained it was practice to review Terms of Reference.

Cllr. E H Tovell proposed, seconded by Cllr. K Vincent acceptance of the Terms of Reference for the RFGW.

On being put to the vote, the motion was **CARRIED**.

23/176. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

Cllr. H W Tarlton reported that he and Cllrs. B Baby and W F Couzens had met and reviewed the contents of the Heritage Group's storage boxes. Many documents are low resolution photocopies. The contents of Heritage's old PC needs to be ascertained. Cllr. B Baby has suggested an exhibition of items in future. It remains to be decided how to digitize paper materials - find a suitable volunteer interested in history?

Cllr. J Leggett reported the Recreational Facilities Working Group (RFGW) meeting on 23 May 2023 discussed: A possible expansion of the verge rewilding project; Confirmed

23/176. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS (CONTINUED)

that updated plans for the Viking Centre would be required for the Full Council meeting on 28 June 2023; Volunteers would be needed for the Summer Fete and that Cllrs. W F Couzens, B Baby, S Booth, M Booth and M Callam (morning) had kindly put themselves forwards. Any further volunteers should please make themselves known to the Town Clerk. The group was also considering looking for external funding to purchase trees to be planted in commemoration of the fallen of both World Wars, but this would require agreement from full Council to proceed.

Cllr. W F Couzens proposed, seconded by Cllr. J Leggett that the RFWG search for external funding to purchase trees to be planted in commemoration of the fallen of both World Wars.

On being put to the vote, the motion was **CARRIED**.

23/177. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS

No verbal or written reports were received.

23/178. PLANNING

The Town Clerk reported that observations had been requested by the District Council's Head of Planning on applications received since the last meeting.

Having considered each application and the accompanying plans the Council

RESOLVED

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

20230110 - two-storey rear extension at 150, Wroxham Road, Sprowston

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

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

20231333 - single storey extension and alterations at 117, Salhouse Road, Sprowston

20231349 - proposed single store rear extension at 11A, Blithewood Gardens, Sprowston

23/179. PLANNING DECISIONS

Council noted Broadland District Council's planning decisions for weeks ending 12 May 2023 and 19 May 2023.

23/179. PLANNING DECISIONS (CONTINUED)

Councillors expressed their disappointment at the approval of 2022/0957 1B, Cannerby Lane, to which Town Council had strongly objected.

23/180. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments to 31 May 2023 totalling £2,055.76 was approved and noted.

23/181. PAYMENT OF ACCOUNTS - INVOICES TO PAY 31 MAY 2023

The Town Clerk and Responsible Financial Officer presented the schedule of invoices to 31 May 2023 totalling £16,660.75.

On the motion of Cllr. M G Callam, seconded by Cllr. M A Booth it was **RESOLVED** that payment of the schedule of invoices to 31 May 2023 totalling £16,660.75 be approved and the schedule authorising payment signed by Cllr. W F Couzens and Cllr. J Leggett.

23/182. PAYMENT OF ACCOUNTS - INVOICES PAID 31 MAY 2023

The Town Clerk and Responsible Financial Officer presented the schedule of invoices paid to 31 May 2023 totalling £20.00.

On the motion of Cllr. J Vasco, seconded by Cllr. B Baby it was **RESOLVED** that payment of the schedule of invoices paid to 31 May 2023 totalling £20.00 be approved and the schedule authorising payment signed by Cllr. W F Couzens and Cllr J Leggett.

There being no other necessary business the Chair of the Council thanked Councillors for their participation and declared the meeting closed at 9.35pm.

28 June 2023

Chair