



**Minutes of the Sprowston Town Council meeting held Wednesday 28 June 2023  
at the Council Chamber, Recreation Ground Road, Sprowston.**

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

B Baby - J H Mallen  
M G Callam - A L Parker  
D Coleman - E H Tovell

**Officers:** G Ranaweera (Town Clerk and Responsible Financial Officer)  
E Elliot (Committee Officer)

**Members of the Public:** Four members of the public were present

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**23/183. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

<b>Councillor</b>	<b>Minute No. and Heading</b>	<b>Nature of Interest</b>
Cllr. B Baby	23/178 - Planning Applications	Member of Broadland District Council's Planning Committee
Cllr. E H Tovell	23/178 - Planning Applications	Substitute member of Broadland District Council's Planning Committee

**23/184. APOLOGIES FOR ABSENCE**

Written apologies for absence were received and accepted by the Council from Cllrs. M A Booth, S D Booth, H W Tarlton, A R Tipple, R H Tovell, J Vasco and K Vincent.

**23/185. 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 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.

- A local resident objected to CK Hutchison Networks (UK) Ltd planning application 2023/1666 on the following grounds: the unknown affect to human health, significantly out of date self-certificate, other locations considered not yet pursued, the location is outside the service area, visual impact as a 15m monopole would be an eyesore on the landscape, less intrusive locations should

### **23/185. RESIDENTS' QUESTIONS (CONTINUED)**

be considered such as roundabouts on Chartwell Avenue and Blue Boar Lane, the such as the industrial estate and Mousehold.

The Chairman brought forward consideration of CK Hutchison Networks (UK) Ltd planning application 2023/1666 from agenda item 13 (To consider planning applications to 28 June 2023).

Following discussion Council **RESOLVED** to oppose the granting of this planning application on the following grounds:

- (1) A 15 m H3G Street pole would have a dramatic adverse visual impact in this residential area of predominantly single storey buildings.
- (2) The junction of Allerton Road and Cannerby Lane is renowned for flooding and whilst underground crates have been installed to alleviate this problem it has yet to be tested.
- (3) There is concern with regard to the stability of land and effect the erection of a street pole and equipment cabinet would have on the drainage crates beneath this site should the application be granted.
- (4) This site has already been identified for inclusion in the Town Council's re-wilding scheme.
- (5) There are several industrial locations and roundabouts close by which are more suitable for this type of structure.

### **23/186. MINUTES**

The Minutes of the Council's meeting held on 31 May 2023, having previously been circulated to all Councillors were subject to the following amendments

Minute 23/174 1.1 2, after bins **insert** twice a week.

confirmed and signed by the Chair of the Council.

### **23/187. ACTION FROM MINUTES**

Referring to Minute 23/169, Cllr. W F Couzens asked if accessible play equipment had been identified to be installed on the Barrat David Wilson Homes site.

The Town Clerk to discuss with developers.

Further to Minute 23/171 (2), Ms D Coleman reported the Diamond field hedgerow had now been weeded with the help of volunteers.

### **23/188. VIKING CENTRE**

Jason Menezes of Bidwells gave a presentation on amended plans approved by the planning authority, advising there were no pre-commencement conditions.

### **23/188. VIKING CENTRE (CONTINUED)**

Changes involved moving the gates back from the curtilage, relocating of the electric charging parking spaces and increasing the width of access to the phone mast.

The design included a 3-metre raised decking area to the front of building for seating, independent access and facilities in each room, non-gender toilets, roof windows which can be opened and through colour rendering.

The Town Clerk confirmed external CCTV would be installed.

Mr Menezes outlined the time line as follows:

- Council approval of design;
- Commence advertising to the community and procurement process;
- Submit to building control;
- Out to tender - July 2023 (At least five contractors);
- Review tenders - September 2023;
- Recommend contractor - October 2023;
- Appoint contractor - November 2023;
- Project completion - May 2024.

Cllr. M G Callam proposed, seconded by Cllr. E H Tovell to

- (1) Approve the design.
- (2) Authorise the Town Clerk to engage contractors to provide Building Control and Mechanical and Electrical Services necessary to progress the project.

On being put to the vote the motion was CARRIED.

### **23/189. CORRESPONDENCE**

#### **(1) Consultation on School Organization - Falcon Junior School and Sprowston Junior School**

Following discussion Cllr. J Leggett proposed, seconded by Cllr. B Baby to strongly support the proposals to establish a Specialist Resource Base at Falcon Road School from 1 September 2024 and Sprowston Junior School from 1 September 2025. On being put to the vote the motion was CARRIED.

### **23/190. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

A written report was received from Cllr. M A Booth.

### **23/191. 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.

### **23/192. PROPOSAL TO CHANGE TO MONTHLY COUNCIL MEETINGS**

Councillors considered a proposal to change the day and frequency of Council meetings.

Having evaluated the example schedule of alternative meeting dates Council **RESOLVED** to:

- (1) Hold monthly meetings on the fourth Wednesday of the month commencing 23 August 2023 until May 2024.
- (2) To review in January 2024.
- (3) To adopt the Draft Email Protocol for Planning Application Consultations.

### **23/193. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS**

A Councillor reported:

- (1) That notices had been erected at the Vets on Constitution Hill to encourage patrons to park in their car park.
- (2) He had been in conversation with residents of School Lane about heavy goods vehicles.

Cllr. J H Mallen reported:

- (1) He had attended Sprowstonbury at the Sports and Social Club and noted the level of volunteer support to ensure its success. He observed that if each Councillor volunteered to help at the fete and brought family and friends to assist it would reduce the number of hours for each shift.

### **23/194. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS**

Cllr. J Leggett verbally reported on her attendance at a Safer Neighbourhood Police meeting advising:

- (1) More publicity is needed to encourage public attendance at these meetings.
- (2) PC G Gill went through the crime statistics, incidences involving violence being the highest.
- (3) Proposed H lines are to be painted on Wroxham Road and Falcon Road West at the end of August 2023.

**23/194. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OUTSIDE ORGANISATIONS (CONTINUED)**

- (4) Notices are to be placed on cars parking on the pavement in Falcon Road West and Linacre Avenue, the bus route.
- (5) The Safer Neighbourhood team is getting support from the Road Traffic team and have requested SAM 2 statistics.
- (6) There will be a public space protection order to prevent unauthorised car meetings.
- (7) The priorities for June to September will be Anti-Social Behaviour and Speeding.

The next meeting will be held 27 September 2023, 7.00pm at Old Catton Pavilion, Recreation Ground Road.

Cllr. W F Couzens verbally reported:

- (1) issues around Nutrient Neutrality (NN) had been resolved and plans were being considered by Natural England. Planning permissions given, and on hold due to NN, will now be progressed.
- (2) He had expressed his concern with officers at Broadland District Council with regard to the east west link (Salhouse Road to the Airport) varying speed limits and 40mph limit adjacent residential properties.
- (3) A pedestrian crossing on Atlantic Avenue will not be considered until a new planning application is submitted for the north side of the road.
- (4) Some of the play areas at White House Farm development should be open for the summer holidays.

Cllr. B Baby verbally reported:

- (1) Following a meeting of Sprowston Heritage Group a change of website was suggested as there were technical issues. Software could be purchased from Wordpress and students at Norwich City College might be willing to update it.

It was agreed the Council website be kept separate from the Heritage website and Cllr. B Baby to prepare a plan for consideration a future meeting of the council.

**23/195. 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:

## **23/195. PLANNING (CONTINUED)**

2023/1385 - front, side and rear extension at 18, Lone Barn Road, Sprowston

2023/1500 - first floor rear extension at 44, Cromwell Road, Sprowston.

2023/1545 - 2 x single sided display signs (Resubmission of 20230082) at King Edward VI School, Redmayne Field, North Walsham Road, Sprowston.

- (b) 2023/1546 - single storey rear extension, side porch and new dormer window at 9, Sursham Avenue, Sprowston.
- (c) to oppose the granting of planning application 2023/1519 - change of use to include coffee shop within estate agents and internal alterations at shop, 199, Wroxham Road, Sprowston on the grounds that:

There is already a challenging situation with parking in this area.

The one-way system initiated to improve safety is often ignored and this proposal will increase traffic movements and demand for additional parking for both visitors and staff.

Deliveries to a coffee shop are likely to be more frequent than the current estate agents further exacerbating congestion and risk to pedestrians.

WC facilities are not easily accessible particularly for the disabled.

Council agrees with the Environmental Quality team's objection to this application.

## **23/196. PLANNING DECISIONS**

Council noted Broadland District Council's planning decisions for weeks ending 26 May 2023, 02 June 2023, 09 June 2023 and 16 June 2023.

## **23/197. SCHEDULE OF DIRECT DEBIT PAYMENTS**

The schedule of direct debit payments to 28 June 2023 totalling £10,402.92 was approved and noted.

## **23/198. PAYMENT OF ACCOUNTS - INVOICES TO PAY 28 JUNE 2023**

The Town Clerk and Responsible Financial Officer presented the schedule of invoices to 28 June 2023 totalling £23,614.85.

In response to a Councillors question the Town Clerk explained invoices 1012996286 and 1013011061, Hays Recruitment Agency were less than invoice 1012990434 as there had been fewer days worked.

On the motion of Cllr. B Baby, seconded by Cllr. M G Callam it was **RESOLVED** that payment of the schedule of invoices to 28 June 2023 totalling £23,614.85 be approved and the schedule authorising payment signed by Cllr. W F Couzens and Cllr. J Leggett.

### **23/199. PAYMENT OF ACCOUNTS - INVOICES PAID 28 JUNE 2023**

The Town Clerk and Responsible Financial Officer presented the schedule of invoices paid to 28 June 2023 totalling £2,929.80.

On the motion of Cllr. M G Callam, seconded by Cllr. J H Mallen it was **RESOLVED** that payment of the schedule of invoices paid to 28 June 2023 totalling £2,929.80 be approved and the schedule authorising payment signed by Cllr. W F Couzens and Cllr J Leggett.

### **23/200. SCHEDULE OF CREDIT CARD PAYMENTS & BARCLAY VISA DEBIT**

In response to a Councillors question the Town Clerk explained invoice no. DS-ASE-INV-GB-2023-197429190, Amazon were arm sleeves to protect the Groundsmen from UV rays.

The schedule of credit card and Barclay Visa Debit payments to 28 June 2023 totalling £264.18 was approved and noted.

### **23/201. EXCLUSION OF PRESS AND PUBLIC**

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

### **23/202. PLANNING ENFORCEMENT**

Council considered the list of current and closed planning enforcements.

Cllr. B Baby and Cllr. M A Booth was asked to query the lack of information and progress.

There being no other necessary business the Chair of the Council thanked Councillors for their participation and declared the meeting closed at 9.40pm.

19 July 2023

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Chair