



**Minutes of the Sprowston Town Council meeting held Wednesday 27 March 2024
at the Council Chamber, Recreation Ground Road, Sprowston commencing 7.40pm.**

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

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

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

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

24/053. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

Councillor	Minute No. and Heading	Nature of Interest
M G Callam	24/59 (4) - Broadland District Council Pride in Place Award	Trustee - Sprowston Youth Engagement Project
J Leggett	24/59 (4) - Broadland District Council Pride in Place Award	Trustee - Sprowston Youth Engagement Project
K Vincent	24/59 (4) - Broadland District Council Pride in Place Award	Trustee - Sprowston Youth Engagement project

24/054. APOLOGIES FOR ABSENCE

Verbal apologies for absence were received and accepted by the Council from Cllr. D Coleman.

24/055. RESIDENTS' QUESTIONS

On the motion of Cllr. W F Couzens, seconded by Cllr. J Leggett, 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.

24/055. RESIDENTS' QUESTIONS (CONTINUED)

As there were no questions the Chair moved to the next item of business.

24/056. MINUTES

The Minutes of the Council's meeting held on 24 January 2024, having previously been circulated to all Councillors were confirmed and signed by the Chair of the Council.

24/057. ACTION FROM MINUTES

(1) Neighbourhood Plan Review Meeting

Referring to Minute 24/035 4.1, Cllr. J H Mallen said a date and time should be arranged as soon as possible for a meeting of the Neighbourhood Plan Review Group.

Cllr. W F Couzens felt that receipt of funding from Broadland District Council's Neighbourhood Plan Review Grant would activate the process.

The Town Clerk advised NALC was offering Introduction to Neighbourhood Plan training on 19 April 2024 and requested interested Councillors contact him to reserve a place.

Cllr. Mallen also asked if the Heritage Working group had a time line indicating what they were proposing to do and how.

Cllrs. B Baby and H Tarlton explained they had not held many meetings thus there were no formal minutes. They were currently looking at the technical side of uploading and presenting Heritage information in a managed and accessible manner.

They hoped to hold a public exhibition during April 2024

24/058. POLICE UPDATE

Cllr. J Leggett reported that she had attended the Sprowston Safer Neighbourhood Teams meeting on 25 March 2024 where it was agreed their priorities would remain unchanged. She had also noted the highest number of reported crimes was for violence with or without injury. These generally related to domestic incidences or people known to each other.

24/059. CORRESPONDENCE

(1) Angla Water Sewer Repairs Works

Council noted Anglian Water will be carrying out sewer repairs around Blue Boar Lane between April and July 2024.

(2) Broadland District Council Free Mental Health Training

24/059. CORRESPONDENCE (CONTINUED)

Council noted Broadland and South Norfolk Councils will be running free mental health training at Sprowston Diamond Centre on Tuesday 23 April 2024 from 6.00pm - 8.00pm to help create Mindful Towns and Villages.

(3) Broadland District Council Play Streets Grant

Council noted the new grant open to residents in Broadland who would like to implement a Play Street.

(4) Broadland District Council Pride in Place Award

Council noted that Sprowston Youth Engagement Project had been awarded funding to pilot outreach youth activities.

(5) GNLP receipt of Greater Norwich Local Inspector's Report

Council noted receipt of the Greater Norwich Local Inspector's Report.

(6) Norwich City Council's adoption of the GNLP

Council noted Norwich City Council's adoption of the GNLP.

(7) Transport East Report

Council noted the launch of Transport East's Regional Strategy Hub's rural mobility report.

(8) Wensum Link - Project update

Council noted the Norwich Western Link Project update.

(9) Wensum Link - Stop the Wensum Link Campaign Group

Council noted correspondence from the legal adviser of the Stop Wensum Link Campaign Group.

Cllr. M G Callam commented that should the western link be constructed it would have a negative impact on Sprowston generating higher volumes of traffic on both the North Walsham and Wroxham Roads.

24/060. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Norfolk County Councillor J M Ward verbally reported:

Norwich Western Link:

On 25 March 2024 our County Council Leader Kay Mason Billig was notified by Natural England that Bat, European Protected Species Licenses will be required prior to any road construction starting in East Anglia and much of Southern England and that they are not satisfied with the information the County Council provided. They have moved the goal posts and it now makes it almost impossible for us to be granted a licence.

24/060. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS (CONTINUED)

This applies not only to the Norwich Western Link but also to the A47 dualling and many other projects in Southern England. All these projects are now on hold. Our leader has been in contact with our MP's and the Secretary of State to try to resolve this matter.

The County Annual Maintenance Programme 24/25 includes:

Gage Road - resurface £156,000
Tills Road - Footway £75,000
Carleton Road and Close - Footway £70,000
Rayns Close - Slurry Seal £2,000
North Walsham Road - Surface Dressing £22,000

I still have £9,000 of my, this year's highways grant available to spend in Sprowston Central or East. If anybody has any suggestions, please contact the Town Clerk who can then discuss them with me.

24/061. APPOINTMENT OF COUNCILLOR REPRESENTATIVE TO THE CIVILIAN COMMITTEE OF 231 (NORWICH) SQUADRON AIR TRAINING CORPS (ATC)

RESOLVED Cllr. A R Tipple be appointed as the Council's representative on the Civilian Committee of 231 (Norwich) Squadron Air Training Corps.

24/062. RACKHEATH COMMUNITY COUNCIL - MULTI PARISH WORKING

Council considered correspondence from Rackheath Community Council on multi-parish working and made the following comments:

- In whichever parish the new High School is to be located, a pedestrian bridge over the NDR will be required.
- Norfolk County Council has until 2026 to decide if they want to locate a High School in Beeston Park.
- Cllr. K Vincent agreed to brief Council on her role on the Norfolk County Council's Capital Priorities Group.

RESOLVED to collaborate with Rackheath Community Council.

24/063. SAM 2 STATS SCHOOL LANE SEPTEMBER 2023 - OCTOBER 2023

Council expressed concern with regard to the number of vehicles exceeding the speed limit on School Lane. It was noted that PC Graham Gill had not as yet seen the statistics. It was hoped that Norfolk Constabulary would be able to take some form of action.

24/064. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Cricket Pavilion Gate and Fence

Council noted the rotten gate posts at Sprowston Cricket Pavilion will be replaced and the temporarily removed gate and section of fencing reinstated.

24/064. REPORT OF THE TOWN CLERK (CONTINUED)

The Town Clerk suggested it might be advisable, in a future financial year, to replace the wooden gate with a steel gate and steel posts.

1.2 Recreation Ground - Fencing for Potential Dog Area

Having considered the quotation of £3,496.70 plus VAT to fence-off a section of the Recreation Ground for use by dogs that cannot be let off leads in proximity to other dogs Council **RESOLVED** not to proceed.

1.3 Norfolk County Council (NCC) Partnership Scheme - Bid for Footpaths in the Millennium Wood

Council was pleased to note Norfolk County Council's confirmation of £6,982.50 match funding to install all weather surfaces to the unmade Public Right of Way (PRoW) through the Millennium Woodland (Church Lane to Wilks Farm Drive).

CEMETERY

2.1 No matters were reported

STREET LIGHTING

3.1 Wilks Farm Drive - request for Additional Lamp Posts

Council considered a request from a member of the public to install additional lamp posts in Wilks Farm Drive open space and made the following comments:

- The area around the playground has previously been deliberately left unlit. This was to discourage people from congregating in and around the play area after dark and causing noise and/or other anti-social behaviour to residents living opposite.
- The cost of installing lights on this path would be expensive.
- Excess lighting is detrimental to nocturnal wildlife, including bats.
- There exists, alternative routes through the Wilks Farm Drive housing estate which avoid the need to walk through unlit parts of the park.
- No other complaints, or requests for additional lighting in this area have been received.

Council **RESOLVED** not to install additional lamp posts in Wilks Farm Drive Park.

ADMINISTRATION AND PERSONNEL

4.1 Insurance renewal

Council noted that despite a competitive tendering process for a new insurance provider only one bid was received, this being from Zurich; the Council's existing provider.

RESOLVED to award Zurich Municipal a Three-Year Long Agreement for Provision of suitable Insurance cover at a cost of £12,410.38 per annum including taxes.

24/064. REPORT OF THE TOWN CLERK (CONTINUED)

PLANNING AND TRANSPORTATION

5.1 Request for Zebra Crossing Outside Falcon Junior School

Council considered a request from a member of the public to install a Zebra Crossing outside Falcon Junior School as there was no longer a School Crossing Patrol Officer on duty.

The Town Clerk had forwarded previous requests for a crossing to Norfolk County Council's Area Highways Engineer.

Given the road safety concerns outside the Falcon Road schools, Council felt the installation of a Zebra Crossing would be a good idea. It was suggested a survey could be funded from County Councillor J M Ward's highways budget.

ATTACHMENTS

6.1 Map of Sprowston Recreation Ground Indicating location of Proposed Fence

6.2 Quotation for Proposed Fence on Sprowston Recreation Ground

6.3 Map of Wilks Farm Drive Open Space

24/065. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

(1) Recreational Facilities Working Group

Cllr. J Leggett reported on the meeting of the Recreational Facilities Working Group (RFWG) held 22 March 2024.

- A formal response was awaited with regard to planning application 2023/1943 remainder of play equipment on the White House Farm development.
- The location of the Multi Use Games Area has had to be moved slightly due to underground high voltage cables.
- The Viking Centre is progressing well. Cars previously parked in the centre's car park appear to have moved to North Walsham Road and the Tills Road verge. Signing of the steel is the next milestone.
- We are waiting for a meeting with developers of Beeston Park.
- Biodiversity was discussed and the RFWG is recommending adoption of the policy by Full Council.

24/066. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OR AT OUTSIDE ORGANISATIONS

A written report was received from Cllr. W F Couzens.

24/067. MEETING ADJOURNMENT

RESOLVED not to adjourn the meeting for a short break.

24/068. 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:

2023/0500 - demolition of existing rear extension and erection of new single storey rear extension, first floor side extension and alterations to fenestration at 3, Rosemary Road, Sprowston.

2024/0555 - single storey extension to front of property at 79, Sparhawk Avenue, Sprowston.

2024/0684 - two storey rear extension at 130, Wilks Farm Drive, Sprowston.

24/069. PLANNING DECISIONS

Council noted Broadland District Council's planning decisions for weeks ending 16 February and 15 March 2024.

24/070. SCHEDULE OF DIRECT DEBIT PAYMENTS

In response to a question from Cllr. J Leggett the Town Clerk advised:

Invoice 13218180 - Wave (Anglian Water) £1,098.39 for a one-month period is thought to be a water leak, the location of which was being investigated.

The schedule of direct debit payments to 27 March 2024 totalling £14,359.59 was approved and noted.

24/071. PAYMENT OF ACCOUNTS

(1) Invoices to pay 27 March 2024

The Town Clerk and Responsible Financial Officer presented the schedule of invoices to 27 March 2024 totalling £33,650.80.

In response to a question from Cllr. J Leggett the Town Clerk explained:

Invoice AAWS1204 - AA Waste Solutions was for the disposal of 160KG of hazardous waste accumulated over many years in the grounds team's workshop and yard, following a major clear out. This coincides with the Council's Risk Assessment and COSHH practices being updated.

24/071. PAYMENT OF ACCOUNTS (CONTNUED)

Cllr. K Vincent advised Norfolk County Council held a free hazardous waste disposal day once a year.

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 pay 27 March 2024 totalling £33,650.80 be approved.

(2) Invoice payments made 27 March 2024

The Town Clerk and Responsible Financial Officer presented the schedule of invoices paid to 27 March 2024 totalling £2,437.47.

On the motion of Cllr. J Leggett, seconded by Cllr. M A Booth it was **RESOLVED** that payment of the schedule of invoices paid to 27 March 2024 totalling £2,437.47 be approved.

24/072. EXCLUSION OF PRESS AND PUBLIC

Cllr. W F Couzens proposed, seconded by Cllr. J Leggett 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.

24/073. PLANNING ENFORCEMENT

Council noted the list of current and closed planning enforcements.

There being no other necessary business the Chair of the Council thanked Councillors for their participation and declared the meeting closed at 8.50pm.

24 April 2024

Chair