



**Minutes of the Sprowston Town Council meeting held Wednesday 24 April 2024
at the Council Chamber, Recreation Ground Road, Sprowston commencing 7.30pm.**

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

B Baby	-	D Coleman
S D Booth	-	A R Tipple
M G Callam	-	R H Tovell

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

Persimmon Homes: Debi Sherman, Head of Planning
Matthew Wright, Senior Technical Coordinator

Members of the Public: 2 Members of the public were present

24/074. DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

No declarations of disclosable pecuniary and other interests.

24/075. APOLOGIES FOR ABSENCE

Written apologies of absence were received from Cllrs. M A Booth, J H Malen, A L Parker, H Tarlton, E H Tovell, J Vasco and K Vincent.

24/076. 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.

A Mr P Leggett of Wroxham Road spoke in objection to the amended planning application 2024/0428, 183 Wroxham Road (friends Dentists), Sprowston.

Mr Leggett:

- Expressed his disappointment that Sprowston Town Council had not objected to this application when it had first come up for consideration.
- Described how visitors to the dentist park in his private front drive regularly each week.
- Strongly Objected to the extra parking on Wroxham Road that will be generated by this application to extend the dental practice.

24/076. RESIDENTS' QUESTIONS (CONTINUED)

- Described the problems and near-misses experienced by residents of Wroxham Road as they attempt to enter or exit their driveways, which he ascribed to dangerous poor parking in the vicinity of the dental practice.
- Noted the white line H-bars had helped somewhat but the area was still very dangerous for people living near the dentist.

The Chair brought forward agenda item 13. (To Consider Planning Applications to 24 April 2024; 2024/0428, 183 Wroxham Road, Sprowston, Norfolk, NR7 8AG).

24/077. TO CONSIDER PLANNING APPLICATIONS TO 24 APRIL 2024; 2024/0428, 183 WROXHAM ROAD SPROWSTON NORFOLK NR7 8AG

Cllr. M G Callam felt the application was an unneighbourly overdevelopment of the site and noted the plans showed some as-yet unallocated rooms. He felt these rooms could in future become more consultation rooms, which would in turn result in more patients and parking problems.

Cllr. J Leggett understood the dilemma of balancing the parking issues experienced by residents and the need for more dentists. Could highways be asked to impose more conditions such as the dentist to provide more parking, no staff parking on site, etc.

Cllr. D Coleman asked if the dentist could contribute to residents' costs to prevent parking and nuisance at their homes.

Cllr. W F Couzens asked if the dentist could be asked to provide better mitigation for parking problems. Cllr. W F Couzens noted the practice had been quoted as saying the expansion would enable it to take on 200 new National Health Service patients. Could a condition be imposed to guarantee the dentist does take on a reasonable number of NHS patients.

Cllr. S D Booth noted the current parking restrictions were not being enforced.

Cllr. W F Couzens noted the neighbourhood plan seeks to narrow Wroxham Road so that more parking spaces could be added outside the parade of shops, which is close to the dentist practice.

Cllr. M G Callam proposed, seconded by Cllr. S D Booth to submit the following objection to Broadland District Council planning:

“Sprowston Town Council is mindful of the need for more dentistry provision in Sprowston; especially NHS dentistry provision. However, in determining this application, the Council believes the impact on the lives of the dental practice's neighbours must also be taken into consideration.

After much deliberation on the proposal, Sprowston Town Council resolves to object to this application on grounds that the proposed number of car parking spaces is insufficient to safely support the additional patients that will be generated by the proposed expansion of the practice.

Insufficient on-site parking and the lack of realistic proposals for suitable alternatives means more patients parking close to the practice on the busy A1151 Wroxham Road.

24/077. TO CONSIDER PLANNING APPLICATIONS TO 24 APRIL 2024; 2024/0428, 183 WROXHAM ROAD SPROWSTON NORFOLK NR7 8AG (CONTINUED)

This roadside parking often infringes on the pavement, narrowing it to less than the width of a mobility scooter. Town Council and the County Council have both received numerous complaints about vehicles parked on Wroxham Road obstructing visibility and access to the driveways of properties in the vicinity of the dental practice. Installation of white lines across neighbouring drive ways has helped, but the problem persists.

The small car park at the nearby parade of shops on Wroxham Road is already oversubscribed to the point of danger. This proposal will put further pressure on that facility and increase the probability of another accident.

It is the Town Council's belief that the application as it stands will increase the incidences of unneighbourly and dangerous off-site parking associated with the practice. The Town Council therefore considers the application should not be approved in its present form.

Town Council also notes; in the future, one or both of the two unallocated rooms in no.183, Wroxham Road are likely to be converted into additional consultation rooms to accommodate a further increase in patient numbers (as happened at no.185). This would further exacerbate the localised parking problems.

Should the Planning Authority be minded to grant this application, Sprowston Town Council requests consideration be given to inclusion of the following (or similar) conditions of approval:

- The applicant must provide further tangible measures to mitigate the parking problems experienced by neighbours
- The applicant has claimed this expansion will allow them to take on in the region of 200 new NHS patients. The Town Council would like to see a binding commitment to fulfil this claim as a condition of any approval
- Onsite parking is to be reserved for patients only; staff are to park off-site and not on Wroxham Road

The Town Council would be pleased to facilitate a meeting to identify the best way forward between the Highways Authority, Planning Authority and the practice owners.”

On being put to the vote the motion was CARRIED.

In view of the extra time which the representatives from Persimmon had had to wait whilst Council's earlier business had been conducted, the Chair brought forward agenda item 17. (White House Farm update from Persimmon Homes (Planning Application 2023-1943).

24/078. WHITE HOUSE FARM UPDATE FROM PERSIMMON HOMES (PLANNING APPLICATION 2023-1943)

The Chair thanked Debi Sherman and Matthew Wright from Persimmon for their attendance.

24/078. WHITE HOUSE FARM UPDATE FROM PERSIMMON HOMES (PLANNING APPLICATION 2023-1943) (CONTINUED)

Matthew Wright thanked Council for the opportunity to attend and give an update on the White House Farm Housing Development and noted significant progress had been made since his last attendance 2 years ago.

Matthew Wright confirmed:

- L18 (Skate Park site - opposite Garden Centre on Blue Boar Lane) had been cleared, bunds installed. Car park base has been installed and is being used as a compound for the works on Blue Boar Lane. Those works should complete toward the end of June. Skatepark area is 2500sqm, as requested. Junior football pitch is to be installed, also as requested.
- L6 & L7 (Land to the East of Tesco and to either side of Mallard Way): The Multi Use Games Area (MUGA) has had to be relocated from L6 to L7 due to a high voltage cable running under the installation site and to retain more trees. Anglia Water sewer repairs have delayed commencement on the MUGA installation to June.
- L5 (the park behind White House Farm School): The stone picker has gone back and buried the stones. Persimmon considers this is now at an acceptable standard.
- Atlantic Avenue: Persimmon have been pushing Norfolk County Council (NCC) for technical adoption of Atlantic Ave and anything the Town Council could do to help speed up this process would be appreciated.

Cllr. D Doleman noted that the play equipment on L5 had been installed before the grass was seeded and there was not enough top soil for grass seed to properly take.

Debi Sharmen (DS) acknowledged there had been a timing issue with the area, but the stone picker had gone back and reseeded. Persimmon had done what it said it would do and approval of formal discharge of conditions for L5 and L15 would be sought.

Cllr. D Coleman felt there was still not enough topsoil on site.

Matthew Wright said topsoil was present.

Cllr. R H Tovell was still waiting for information on the grass seed mix used on L5.

Cllr. W F Couzens reminded Persimmon that Sprowston Town Council were still waiting for a copy of the ROSPA report for the play equipment in L5.

The Town Clerk asked Mr Wright why Persimmon had submitted a second set of landscape plans to replace the set which had previously been agreed between Persimmon and Council? The play equipment on the second set of landscaping plans was inferior to that on the original agreed set of plans.

Matthew Wright replied that the plans changed due to a change of play equipment supplier and to reflect some small incremental changes. The new supplier, Miracle Play, are an established well-known company.

The Town Clerk replied that whilst Miracle Play may have designed and possibly installed the play area, the actual equipment was manufactured by a third-party company by the name of Buglo, based in Poland. He expressed his unfamiliarity with

24/078. WHITE HOUSE FARM UPDATE FROM PERSIMMON HOMES (PLANNING APPLICATION 2023-1943) (CONTINUED)

this company and concern that spare parts and long-term maintenance may be problematic.

Cllr. J Leggett queried the size of the MUGA and the low height of the enclosing fences. Both were less than requested.

Matthew Wright responded the MUGA size and fence height have since been increased to meet requests. New plans will be available on Broadland District Council (BDC) planning website.

Cllr. M G Callam enquired if the MUGA's chamfered corners were to be replaced with the traditional 'squared-off' corners, as originally requested

Matthew Wright thought the chamfered corners may possibly be a concession on health and safety grounds, but he would check with the designer.

Cllr. A R Tipple asked what where the specific issues preventing adoption of Atlantic Avenue.

Matthew Wright replied the issues seem to be related to drainage, however Persimmon were still waiting for NCC to tell them what they needed to do to comply.

Cllr. W F Couzens queried that if adoption of Atlantic Avenue was still some way off, what was Persimmon going to do to ensure that the road would be gritted and a repeat of the dangerous conditions experienced by residents in previous years would be avoided.

Matthew Wright confirmed that Persimmon had had discussions with NCC about gritting Atlantic Avenue, but gritting would be dependent on movement being made with the adoption.

Debi Sherman said NCC have stated Atlantic Avenue would not be on a gritting route anyway.

Cllr. W F Couzens reiterated that Council understood there had been delays with NCC adopting Atlantic Avenue, but nonetheless Persimmon is still currently responsible for the road and had a duty to ensure the safety of users and residents. He also understood NCC had confirmed to Persimmon that it had a smaller gritting machine based at the Wroxham Road park-and-ride which it would be willing to use on Atlantic Avenue if Persimmon wished to commission the service.

Debi Sherman would like to see progress on adoption.

Debi Sherman advised the transfer of Harrison's Wood to Sprowston Town Council was waiting on NCC to complete a Deed of Variation facilitating changes to green infrastructure. Contributions and commuted sums arising from Harrison's Wood would be on a phased basis. Hopefully the transfer was weeks away rather than months away.

Matthew Wright asked Council to take a look at Plans for L18 / Skate Park area and feedback to Persimmon.

24/078. WHITE HOUSE FARM UPDATE FROM PERSIMMON HOMES (PLANNING APPLICATION 2023-1943) (CONTINUED)

Cllr. W F Couzens, speaking on behalf of Cllr. M A Booth who could not be present at the meeting, asked Persimmon what they were going to do about the unauthorised fence and sign blocking a pedestrian path, put up by a resident of Waxwing Way.

Matthew Wright replied he had been made aware of the issue. He had asked BDC to either take enforcement action against the fence owner to remove the fence, or allow resubmission of landscaping plans with no path.

Debi Sherman stated BDC had enforcement powers. If BDC took a view on installing the footpath, Persimmon would deliver it. Currently there is uncertainty if BDC wants the footpath or if it still considers it an important linkage for the area. They need a steer from BDC on the importance of installing the footpath. Persimmon will contact the resident.

As the allotted time had been reached, the Chair thanked Debi Sherman and Matthew Wright for their attendance and for answering Councils' questions.

24/079. MINUTES

The Minutes of the Council's meeting held on 27 March 2024, having previously been circulated to all Councillors were confirmed subject to the following amendments

Minute 24/059 (2), **insert** an "s" to the end of "Broadland and South Norfolk Council" to read Broadland and South Norfolk Councils

and signed by the Chair of the Council.

24/080. ANNUAL TOWN MEETING 27 MARCH 2024 - DRAFT MINUTES

Council noted the draft minutes of the Annual Town Meeting held 27 March 2024.

24/081. ACTION FROM MINUTES

(1) Heritage Working Group

Further to Minute 24/037 (2), and in response to a question by Cllr. J Leggett, Cllr. B Baby confirmed the Sprowston Heritage exhibition would take place at Sprowston library between 10.30am and 12.30pm on Wednesday 22 May 2024. The contents of the 'Heritage boxes' would be looked at and catalogued at that time. Volunteers would be welcome.

24/082. WHITE HOUSE FARM UPDATE FROM PERSIMMON HOMES (PLANNING APPLICATION 2023-1943)

This item was rescheduled and discussed under Minute 24/078.

24/083. POLICE UPDATE

Cllr. W F Couzens reported that at the priority setting meeting of 25 March 2024; Anti-Social Behaviour and Road Safety were identified as priorities. Police had stopped 31

24/083. POLICE UPDATE (CONTINUED)

drivers in December 2023. The next priority setting meeting is scheduled for 25 June 2024 at Sprowston Diamond Centre.

24/084. CORRESPONDENCE

- (1) Greater Norwich Local Plan (GNLP) Adoption of GNLP - South Norfolk District Council and Broadland District Council.
- (2) GNLP Broadland District Council (BDC) Final Adoption Statement

Referring to both items (1) and (2) above Cllr. A R Tipple spoke about the significance of the adoption. The GNLP ensured a 5-year allocation which would be used to determine planning applications and settlement limits and deliver housing in the places we want and not outside or in appropriate locations.

- (3) Western Link

Cllr. A R Tipple advised that BDC has abstained from involvement in the Western Link as it is a Norfolk County Council project.

24/085. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Council received supplemental written reports from NCC Cllr. J M Ward and BDC Cllr. M A Booth.

24/086. REPORT OF THE TOWN CLERK

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

- 1.1 Sprowston Diamond Centre - Easter Cinema

Councillors noted the success of the Children's Easter Holidays film screening of 'Wonka'. On that basis, Councillors felt future opportunities to run film screenings for children during school holidays should be considered business as usual.

CEMETERY

- 2.1 No matters were reported

STREET LIGHTING

- 3.1 It was noted that Nplaw had been engaged to advise on the Streetlight Replacement Programme tender and any subsequent contract award. The contracts are currently being drawn up with a view to the tender going live by the end of April.

CENTRAL ADMINISTRATION AND PERSONNEL

- 4.1 Official Portrait of His Majesty King Charles III

24/086. REPORT OF THE TOWN CLERK (CONTINUED)

R H Tovell proposed, seconded by A R Tipple to display the portrait of His Majesty King Charles III at the centre of the Council Chamber rear wall. On being put to the vote the motion was CARRIED.

PLANNING AND TRANSPORTATION

5.1 AtoBetter - Sprowston Dino Hunt (Summer 2024)

Councillors considered the report of the Town Clerk, and request from NCC for permission to host a number of 'Dino Markers' on Town Council owned land/assets.

Cllr. W F Couzens proposed, seconded by Cllr. J Legget to support the AtoBetter Sprowston dino hunt. On being put to the vote the motion was CARRIED.

24/087. 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:

2024/0794 - proposed conversion of flat roof to pitched over garage to include porch and roof overhang along frontage at 42, Wroxham Road, Sprowston.

2024/0892 - single storey rear extension at 80, Mountbatten Drive, Sprowston.

(b) 2024/0428 - change of use of existing dwelling (No. 183) to enlarge adjoining Dental Practice (No. 185), provision of additional car parking spaces within combined curtilage at 183, Wroxham Road, Sprowston - considered under Minute 24/077.

(c) Councillors were not opposed to the granting of planning application 2024/0833 - Land North of Blue Boar Lane (Lidl) on the condition that any illuminated signage is to be switched on during trading hours only, not trade delivery or collection times.

24/088. TO RECEIVE PLANNING DECISIONS

Council considered the planning decisions for weeks ending 22 and 30 March 2024 and were disappointed to note the application at 7, Elizabeth Close, Sprowston had been approved despite Council's strong objection.

24/089. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS

Cllr. J Leggett reported that at its meeting on 22 March 2024, the Recreational Facilities Working Group (RFWG) discussed White House Farm planning application 1943/2023, preparations for the fete and progress with Council's biodiversity policy.

24/089. REPORTS FROM COUNCIL'S COMMITTEES AND WORKING GROUPS (CONTINUED)

Cllr. J Leggett also described the first project meeting and visit to the Viking Centre on 17 April 2024 by herself, Cllr. W F Couzens and the Town Clerk.

The Town Clerk confirmed the minutes from the Recreational Facilities Working Group meeting on 22 March 2024 would be available soon.

Cllr. W F Couzens noted the Viking Centre already looked very different from before. All windows, doors and much of the internal fabric had been completely stripped out. Hardcore is being spread over the rear hall area to prepare for the floor slab to be poured.

A 'steelwork signing' ceremony has been arranged for 3.00pm on Wednesday 8th May. Invitations to all Councillors will follow shortly.

Consideration could be given to approaching the Feed and the Williams Kitchen Café at the Aylsham Road YMCA regarding running a community café at the Viking Centre.

Cllr. A R Tipple noted business grants were available from the government and BDC to help new start-up businesses such as the café may be.

24/090. REPORTS FROM COUNCILLORS REPRESENTING THE COUNCIL ON OR AT OUTSIDE ORGANISATIONS

Cllr. W F Couzens reported, at the recent BDC Chairman's Civic Reception, he had met representatives of the Hamlet and Vision Norfolk charities. Both charities could give Council useful advice on making the Viking Centre even more accessible and welcoming to as many users as possible, hence Councillors may wish to invite them to a future meeting or working group.

Cllr. J Leggett proposed, seconded by Cllr. M G Callam to invite the Hamlet and Vision Norfolk to a future RFWG meeting. On being put to the vote the motion was CARRIED.

On 8 May 2024 Cllr. W F Couzens will be attending the Warren care home vintage motorcycle show, which was open to members of the public.

Cllr. A R Tipple asked if BDC had arranged the promised meeting between the Beeston Park developers and stakeholder parishes. The Town Clerk replied no invitation had yet been received.

24/091. INTERNAL AUDIT INTERIM REPORT DECEMBER 2023

The Town Clerk verbally outlined his responses to the auditor's recommendation, which he will have in place for the year end Audit.

Cllr. M G Calam suggested a guide for Councillors on retention of emails etc. would be useful.

Cllr. A R Tipple noted it was important for the Risk Register to identify all risks.

RESOLVED to accept the Auditor's interim report.

24/092. SCHEDULE OF DIRECT DEBIT PAYMENTS

The schedule of direct debit payments to 24 April 2024 totalling £30,042.82 was approved and noted.

The supplementary schedule of direct debit payments to 24 April 2024 totalling £7,604.76 was approved and noted.

24/093. PAYMENT OF ACCOUNTS

(1) Invoices to pay 24 April 2024

The Town Clerk and Responsible Financial Officer presented the schedule of invoices to 24 April 2024 totalling £23,518.82.

Cllr. A R Tipple queried invoice PJI/24347 - PJ Plumbing. The Town Clerk explained this was for a series of works including annual servicing, several large items of reactive maintenance including another leak in the changing rooms, a lack of hot water in the public toilets, and periodic cleaning of Thermostatic Valves.

On the motion of Cllr. D Coleman, seconded by Cllr. J Leggett it was **RESOLVED** that payment of the schedule of invoices to pay 24 April 2024 totalling £23,518.82 be approved.

The Town Clerk and Responsible Financial Officer presented the supplementary schedule of invoices to pay to 24 April 2024 totalling £21,929.83.

On the motion of Cllr. B Baby, seconded by Cllr. R H Tovell it was **RESOLVED** that payment of the supplementary schedule of invoices to pay 24 April 2024 totalling £21,929.83 be approved.

(2) Invoice payments made 24 April 2024

The Town Clerk and Responsible Financial Officer presented the schedule of invoices paid to 24 April 2024 totalling £75,449.88.

On the motion of Cllr. D Coleman, seconded by Cllr. J Leggett it was **RESOLVED** that payment of the schedule of invoices paid to 24 April 2024 totalling £75,449.88 be approved.

The Town Clerk and Responsible Financial Officer presented the supplementary schedule of invoices paid to 24 April 2024 totalling £12,920.21.

On the motion of Cllr. J Leggett, seconded by Cllr. B Baby it was **RESOLVED** that payment of the supplementary schedule of invoices to pay 24 April 2024 totalling £12,920.21 be approved.

24/094. SUPPLEMENTARY SCHEDULE OF CREDIT CARD PAYMENTS

The supplementary schedule of credit card payments to 24 April 2024 totalling £270.77 was approved and noted.

24/095. 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.

24/096. PLANNING ENFORCEMENT

(1) Closed Enforcement Cases

Council noted the list of closed planning enforcement cases.

(2) Closed Enforcement Cases - Explanations

Council noted the list of closed planning enforcements cases - explanations.

(3) Current

Council noted the list of current planning enforcement cases.

There being no other necessary business the Chair of the Council thanked Councillors for their participation and declared the meeting closed at 9.48pm.

22 May 2024

Chair