

Guy Ranaweera

From: James Millard [REDACTED]
Sent: 10 November 2021 09:43
To: JHunt
Subject: Halsbury Homes Ltd - St Andrews Park, Salhouse Road, Norwich. Proposed Street Names
Attachments: SAL - RNa dated 051021.pdf
Importance: High

Dear Sprowston Town Council Clerk,

I hope this email finds you well.

Please see attached plan with revised proposed street names for our St Andrew Park Site, off of Salhouse Road.

Please could you confirm that these proposals are acceptable so that we can progress the formal process with Broadland Council.

In the meantime, please do not hesitate to contact me should you have any questions.

Best Regards

James Millard
Land Manager



Halsbury Homes Ltd

Seymour House
Loddon
Norfolk
NR14 6JD

Tel: [REDACTED]
DD: [REDACTED]
Mob: [REDACTED]
Fax: [REDACTED]
Email: [REDACTED]

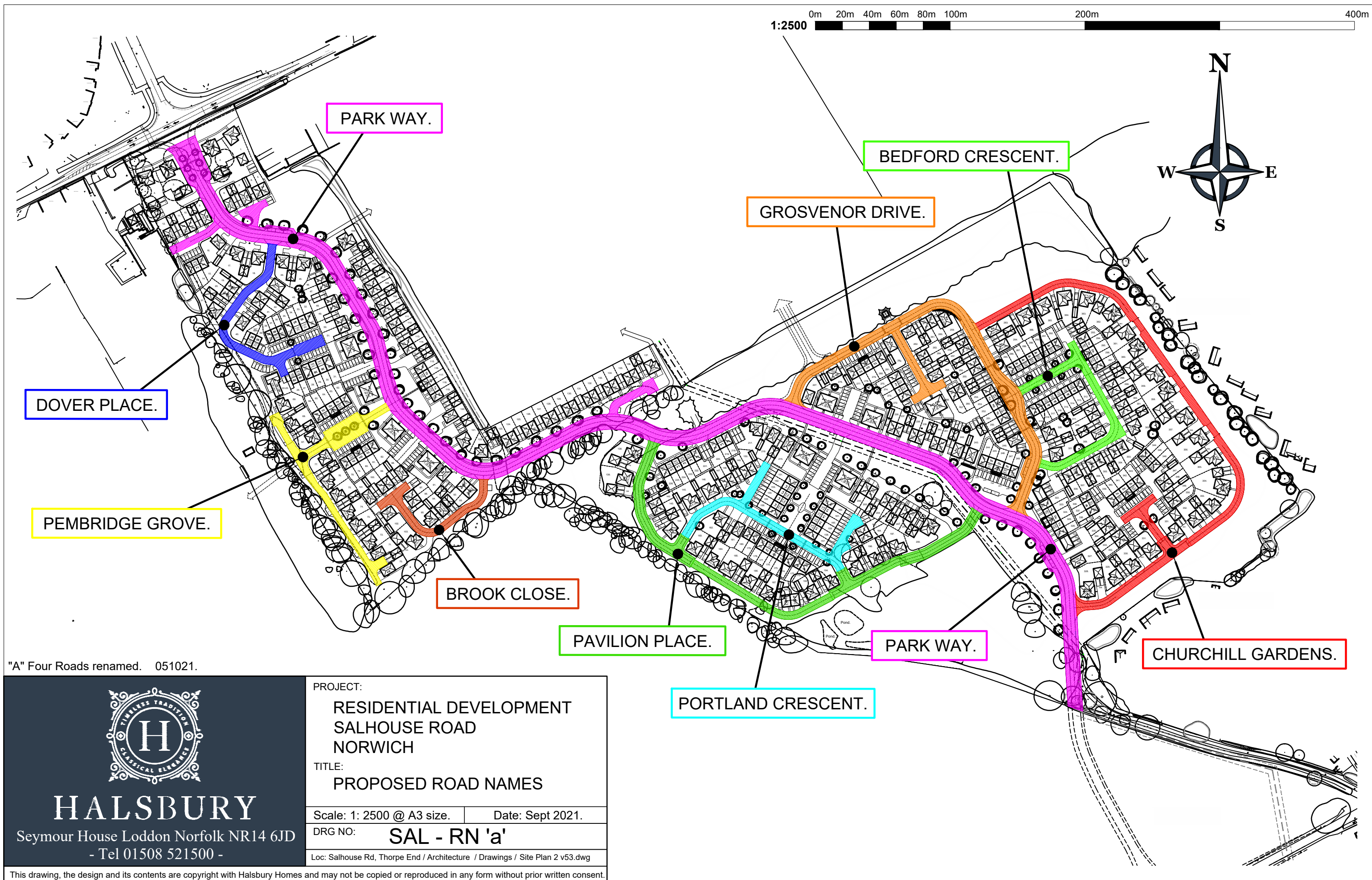
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Halsbury Homes Limited

Registered Office: Seymour House, Loddon, Norwich, Norfolk NR14 6JD Registered in England No: 05854046 VAT Reg. GB 003 4776 95



Before printing, think about the environment.



Land adjacent 120 North Walsham Road

Royal Oak Court

Landscape area

bins

garden

garden

garden

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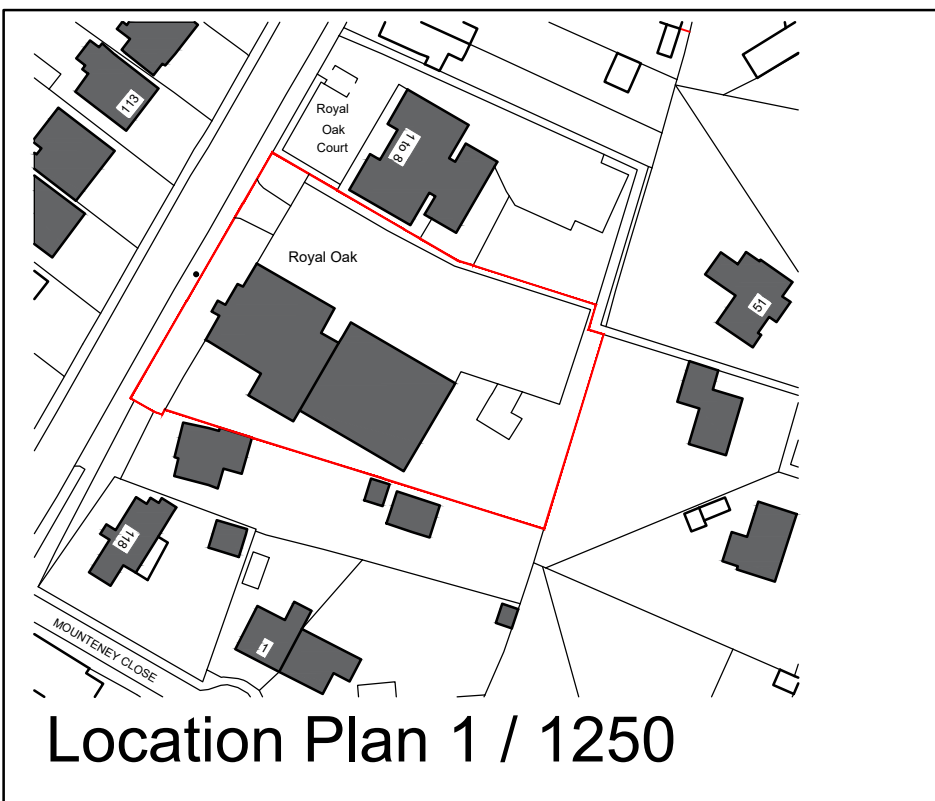
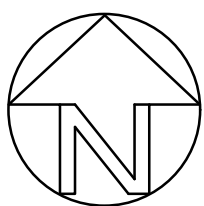
garden

garden

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garden

New Road Name Required for Plot Numbers 5, 6, 7, 8



Design and access statement

Location
The Royal Oak, North Walsham Road Norwich NR67QQ

Existing Site
Former Royal Oak Public House in more recent times used for commercial office purposes. Existing Public House Building used for offices with large Warehouse building to the rear. Large area of car parking to North. Site area of approx 2697 sqm. To the North of the site a modern block of residential flats with existing wall as boundary. To the East of the site residential properties with existing hedging as boundary. To the South of the site existing residential properties with existing hedging as boundary. To the West of the site the main North Walsham Road which is open fronted. Although the site has been used for commercial purposes it is very much in a residential area. The site has been marketed by a local agent for rent without success for a period of time (see attached details)

proposals
With the marketing of the site being unsuccessful we have been asked to prepare a planning application for suitable alternative uses for the site. The site lies within a predominantly residential area with a mix of housing. We are proposing a small cul-de-sac style development to compliment the surrounding area with a mix of single storey and two storey development. Eight new properties will be provided. The mix will also be 3 and 4 bedrooms. The two storey elements of the scheme are located to the front of the site to compliment the existing two storey nature of the site frontage with mainly single storey development to the rear to avoid overlooking issues of adjoining properties. The materials used in the construction will be a mix of traditional materials of brick and painted render to the walls and a mix of red and black pantiles for the roofs.

Access
There is an existing access used for the commercial use of the site. This access will be adjusted for the suitability of residential use but kept in the same location as present. Adequate parking and turning will be provided to each dwelling on site. An existing footway exists outside the frontage linking the site to all the local facilities in the area.

Landscape
A tree report has been submitted with this application indicating only one tree of significance exists. This tree will be retained as shown top the rear of plot 7 garage and protected during construction. Additional soft landscaping in the way of native trees and shrubs will be incorporated in the new layout design including a landscaped area in front of plot 5 which will include provision for a screened bin collection area.

Ecology
The existing site is mainly concrete and the works will not affect ecology. These proposals will give the opportunity of enhancement in this area

Conclusion
We hope that the application can be supported and approved under current planning policies. The proposals offer a more suitable use for this site which has become redundant and underused now for a period of time. The current situation would suggest that this would be the most suitable alternative use for this site.

C Dec 2020 Bin store revised
B Dec 2020 Bin storage areas shown
A Nov 2020 Planning Revisions

PETER CODLING ARCHITECTS
7 THE OLD CHURCH, ST. MATTHEWS ROAD, NORWICH, NR1 1SP Tel: 01603 660408
Email: office@petercodlingarchitects.co.uk

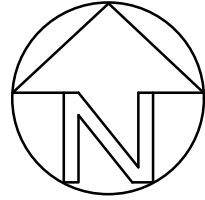
Royal Oak Site
North Walsham Road
Norwich

Proposed Plans
Site and Location Plans

SCALE	1 / 200	1 / 1250	@ A1
JOB NO	6162	01	C
DATE	Aug 2020	DRAWN BY	

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ALL DIMENSIONS ARE TO BE CHECKED BY THE GENERAL CONTRACTOR ON SITE AND ANY DISCREPANCY CLARIFIED BY THE ARCHITECT BEFORE THE WORK PROCEEDS.

Site Plan 1 / 200



Guy Ranaweera

From: Natasha Harpley [REDACTED]
Sent: 28 October 2021 12:48
To: Guy Ranaweera
Subject: Re: Lights and things!

I would ideally like the TC to encourage Sprowston residents to give you details of their Christmas decoration locations, and for the TC to then use that info to map it out so people can follow the trail if they wish.

Would be great to encourage some more community spirit and compensate for what was a rubbish Christmas for many people last year - and of raise funds for good causes.

I know Just Sprowston are wanting to highlight this, too, so it would be great to have support from the TC.

Thanks

7th November 2021

Report from Councillor John Ward

Broadland District Council

Nominations for BDC/SNDC Business Awards 2022 are now open (until 13.12.21). Residents can nominate or businesses can nominate themselves in a range of categories. Details at:-

www.southnorfolkandbroadland.gov.uk/businessawards

BDC/SNDC are launching a Christmas 'Gift Label' campaign to encourage shoppers to use their local shops for their Christmas shopping. The campaign aims to inspire people with ideas on what they can buy and where.

Broadland's share of Norfolk's £9.1m Disabled Facilities Grant for 2021/2 is £1,013,705. This is to promote independent living for eligible applicants and allows them to live safely in their home for longer.

Norfolk County Council

NCC is committed to achieving net zero carbon emissions by 2030. It will end its purchase of fossil fuel powered vehicles and heating and all street lights will switch to L.E.D.

Norfolk has, together with local bus companies put in a bid to government for £106m to boost bus services over the next 5 years.

Norfolk is facing a challenging budget with a gap of £39m to be filled. Following discussion at Cabinet, Select Committees and Scrutiny Committee proposals will go out to consultation, the findings will be considered by Cabinet and Full Council will decide the budget on February 21st.

COUNCIL MEETING – 17 November 2021

Report of the Town Clerk

COMMUNITY BUILDINGS, ALLOTMENTS, PARKS AND OPEN SPACES

1.1 Viking Consultation drop in sessions

Two public consultation drop-in sessions will be held at the Viking Centre on:

- Tuesday 18th January 2022 (10am to 1pm)
- Wednesday 19th January 2022 (6pm to 8pm)

At the consultation sessions the public will have opportunity to see the plans and proposals for the building, as well as ask questions and give feedback.

A number of Councillors have already kindly volunteered to assist with staffing these sessions. I should be grateful to hear from any other Members who may be able to volunteer to support one or both sessions.

1.2 Park Opening - Christmas and New Year 2021-22

I am pleased to confirm that the public toilets at the Recreation Ground and Sparhawk Park will be open on Christmas Day and Boxing Day.

CEMETERY

2.1 No matters to report

STREET LIGHTING

3.1 No matters to report

CENTRAL ADMINISTRATION AND PERSONNEL

4.1 No matters to report.

PLANNING AND TRANSPORTATION

5.1 Footpaths Sprowston FP2 and Sprowston FP3

Currently, very narrow 'kissing' gates are installed at the St Mary and St Margaret's Church end of footpath FP2 and at the Wroxham Road end of footpath FP3 (see attachment 6.1 for a map). These gates are not wide enough for pushchairs or wheelchairs. I have requested, and Norfolk County Council Highways have agreed, to remove these gates and replace them with accessible alternatives, as needed.

ATTACHMENTS

6.1 Map of footpaths: Sprowston FP2 and Sprowston FP3

A handwritten signature in black ink, appearing to read 'Guy Ranaweera', with a stylized flourish at the end.

Guy Ranaweera
Town Clerk

Attachment 6.1 - Map of footpaths: Sprowston FP2 and Sprowston FP3



Sprowston Town Council
PLANNING APPLICATIONS – 17 November 2021

Broadland DC App. No	Location	Description	Type
20211859	7 Carleton Road, Sprowston, NR7 8NJ	Loft extension with dormer	Householder
20211882	Tills Road, The Garage Site, NR6 7QZ	Erection of 6 dwellings and associated works with parking access.	Planning Application Outline
20211992	4 Varvel Avenue, Sprowston, NR7 8JH	Alterations & single storey front extension	Householder
20212011	25 Mousehold Lane, Sprowston, NR7 8HJ	Proposed rear extension and attic conversion	Householder

Weekly list of decisions week ending 24 Oct 2021
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Parish

Sprowston

Application Number	20211141
Development Address	58 Russell Avenue, Sprowston, Norwich, NR7 8XF
Development Description	Variation of condition 2 of 20181404 to allow change to boundary treatment from a timber fence to a low level masonry brick wall with high level masonry piers and timber panelling above.
Decision	Full Approval
Decision Date	21/10/2021

Weekly list of decisions week ending 05 Nov 2021
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Parish	Sprowston
Application Number	20211589
Development Address	White House Farm,White House Lane,Sprowston,NR13 6LB
Development Description	Proposed change of use of part ground floor of dwelling to 1No small business unit (3 - Doggy Day Care) and erection of standalone building to be used in connection with this business
Decision	Full Approval
Decision Date	02/11/2021
Application Number	20211673
Development Address	Hill Farm Lodge,Wroxham Road,Rackheath,NR13 6NE
Development Description	Detached cart lodge style garage
Decision	Full Approval
Decision Date	04/11/2021
Application Number	20211794
Development Address	183 Wroxham Road,Sprowston,NR7 8AG
Development Description	Adjustments from original submission 20210764, change upstairs walls and main roof in line with existing and adapt 6m doors and 900mm window to 7m sliding doors at rear
Decision	Full Approval
Decision Date	03/11/2021

Platinum Jubilee Celebrations

The Beacon Project

This is being led by Bruno Peek and aims to be a totally unique occasion across the Commonwealth. The aim is to unite the world in music and light:-

- There is a competition for music to mark the occasion, with the winning piece being announced on 1/12/21.
- The aim is to have a minimum 70 beacons per county.
- Communities are encouraged to plant 7 trees, one of each decade of the queen's reign.
- In Norfolk, farmers are being encouraged to take part.
- A book (only one copy) containing details of all the beacons will be given to the Queen.
- James Bagge will oversee a county event to complement community events

Beacons There are 3 types of beacon: -

Brazier, (specification given but can be made locally)

Gas (cost £490 + VAT 2 bottles of gas needed), can be stored when not in use

Bonfire no cost, not a permanent reminder, Health and Safety issues .

The Celebration and Beacon Lighting - Thursday 2 June 2022

The Jubilee celebrations will commence with Town Criers at 1.00pm.

Then at 9.00pm the specially written music can be played, accompanied by a choir.

If you have a local pipe band it is suggested they play 'Diu Regnare'

9.15pm Light the Beacon

Note There will be a webinar organised by Norfolk ALC giving further advice and guidance
There is also assistance with publicity and the media.

Sprowston Organisations

Organisations to be contacted regarding any Jubilee celebrations, and the Fete to be held on 23 July 2022 on Sprowston Recreation Ground.

Churches (C of E, Gage Road Chapel, Methodist Church)

Community at Heart

Cricket Club

Dementia Café

Football Club

Guides/Brownies,

Hellesdon and Sprowston Brass Band

Mothers Union

Schools Cecil Gowing Infants, Falcon Junior, Sparhawk Avenue, Sprowston
 Community Academy, Sprowston Infant, Sprowston Junior, White Woman
 Lane, White House Farm

Scouts 30th (Tusting Close) and 45th (St Cuthbert's Church)

Senior Citizens Club

Sprowston Parish Players

SYEP

Women's Institute

Sprowston Sports & Social Club

Businesses to be approached to have a stand or contribute a prize?

What are tiny forests?

A Tiny Forest is a dense fast-growing native woodland, based on an established forest management method developed in the 1970s by Dr Akira Miyawaki.

A small densely planted plot, approx. size of a tennis court

Planting method encourages accelerated forest development and uses no chemicals or fertilisers

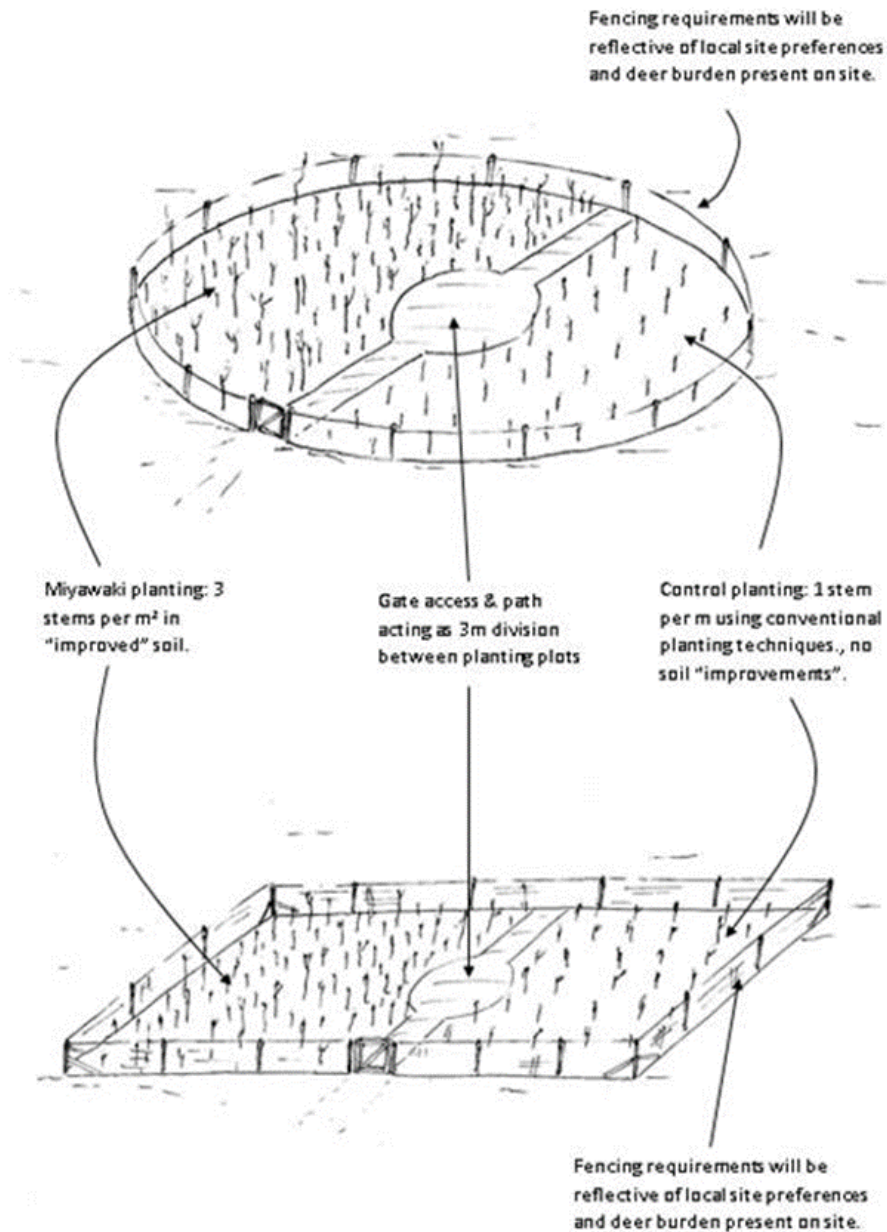
Low management and maintenance requirements after the first two years

Rich biodiversity, capable of attracting over 500 animal and plant species within the first 3 years

A nature-rich accessible green space and outdoor classroom for people to reconnect with nature







An example of the proposed plots

The Miyawaki style planting and conventional planting to allow for a comparison

The whole sites need to be between 200 – 600m²

A path through the middle and interpretation boards make it accessible for the community

Fig. 1: Outline sketches of circular or rectangular plot designs for "Tiny Forest" trials (DFRASOF).

Rectangular plot

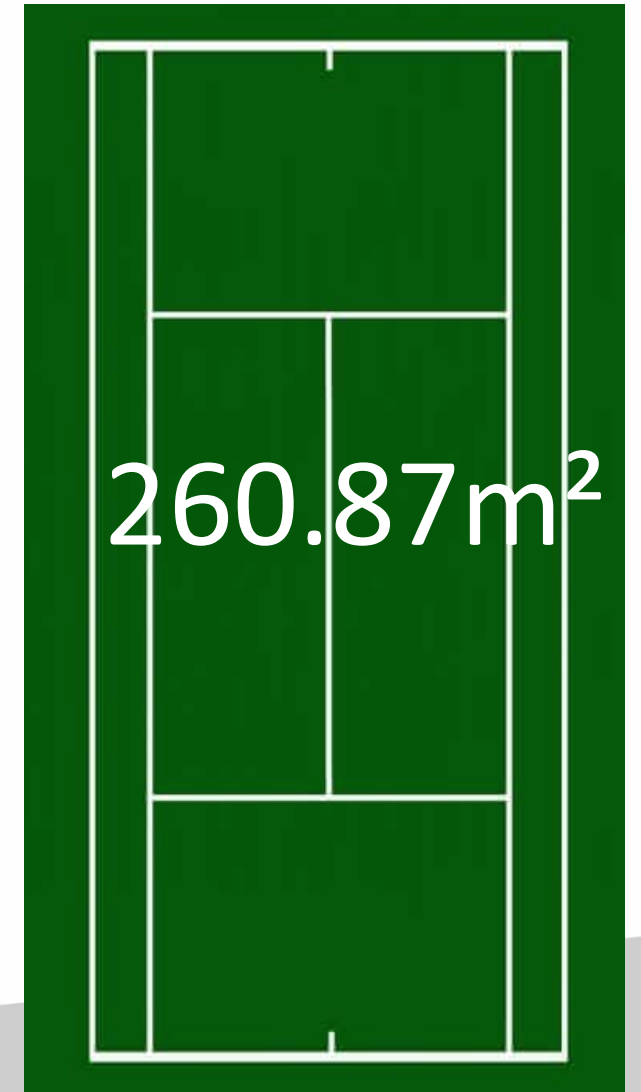
Trial size options

Overall plot size (m ²)	Miyawaki area (m ²)	Control area (m ²)	Plot dimension inc. extra for path (m)	Plot perimeter (m)	No. of trees for Miyawaki	No. of trees for control	Total no. of trees
200	100	100	15 x 18	66	300	100	400
300	150	150	18 x 22	80	450	150	600
400	200	200	21 x 24	90	600	200	800
500	250	250	23 x 25	96	750	250	1,000
600	300	300	25 x 28	106	900	300	1,200

Circular plot

Trial size options

Overall plot size (m ²)	Miyawaki area (m ²)	Control area (m ²)	Circle plot diameter, inc. extra for path (m)	Plot Circumference (m)	No. of trees for Miyawaki	No. of trees for control	Total no. of trees
200	100	100	22	69	300	100	400
300	150	150	25	79	450	150	600
400	200	200	27	85	600	200	800
500	250	250	30	94	750	250	1,000
600	300	300	33	104	900	300	1,200





EA Derived Trees

Trees and Hedges (2017-20) Environment Agency Lidar
Derived raster

- ≥ 2 <5m high
- ≥ 5 <10m high
- ≥ 10 <15m high
- ≥ 15 <20m high
- ≥ 20 m high



Guy Ranaweera

From: Cross, Emma <emma.cross@norfolk.gov.uk>
Sent: 05 November 2021 13:31
To: Guy Ranaweera
Cc: Kirsty.Burns
Subject: RE: tiny forests - tree planting funding opportunity

Hi Guy,

Good to meet you today.

I need to run the site by a few colleagues and the pilot lead at Kent County Council for approval before we proceed. Please let me know if you already have councillor approval and if not if you need any further details.

Below is a summary of what I would propose.

Following our site visit today Sprowston Recreation Ground appears to be the most appropriate of the 3 sites due to:

- Good opportunities to engage local community
- Existing fencing providing protection from deer and rabbits
- Risk of vandalism is likely to be lower
- Maintenance is likely to be easier in the future

Design

- Roughly Circular – approx 18m diameter = 254m² (Please note due to how it is fenced it won't be a true circle but many sided).
- Path would run East to West approximately 54 m² (18x3m) won't be planted for a 3m wide path
- Fencing - Chestnut paling – gate either end of path or a break in fencing tbc.
- Possibility of putting in a bench – funded by Sprowston Town Council
- Miyawaki side to the South – furthest from existing trees

Community Engagement:

- Possible planting day with a local group – Sprowston Town Council would contact group. NNC would lead the planting. Dates would need to fit in with other works.
- Sprowston Town Council to notify residents of works as they see necessary. NCC can provide draft wording for notices.

Location (see below image)

- I have positioned it approximately in the centre of the available area – please let me know if you would rather it was to one side.

Notes:

- Care needs to be taken when bringing any vehicles across the playing fields

Please let me know if you have any questions or if I have missed anything,

Best Wishes,

Emma



Sprowston Town Council Decision Requested:

Recommendation:

To agree the Design, Community Engagement and Location of the Tiny Forest proposed for Sprowston Recreation Ground.

Sprowston Town Council

Payments

Meeting

Date: 17th November 2021

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
22/10/2021	6141	Cozens	35.00	7.00	42.00	135
08/11/2021	6182	Front and rear deflector outside 15 Chopynqs dole close	600.00	120.00	720.00	
		Monthly maintenance fee				
			635.00	127.00	762.00	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
28/10/2021	140274	E-Fire	301.81	60.36	362.17	136
		Intruder alarm/Emergency lights/fire alarm & system servi				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
01/11/2021	926860	Heritage	122.25	24.45	146.70	137
01/11/2021	926859	Gates and litter picking	5,929.85	1,185.97	7115.82	
		Caretaker and cleaning services				
			6,052.10	1,210.42	7262.52	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
22/10/2021	721474	Intouch	145.00	29.00	174.00	138
01/11/2021	721621	WordPress & domain annual fee	150.00	30.00	180.00	
01/11/2021	721577	WIFI November Diamond Centre	55.00	11.00	66.00	
01/11/2021	721620	7 x hosted exchange 01/12/21- 01/01/22	50.00	10.00	60.00	
08/11/2021	723075	WIFI November Office	49.00	9.80	58.80	
		Server Backup 18/11 - 18/12				
			449.00	89.80	538.80	
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
28/10/2021	5288	Norfolk Association of Local Councils	250.00	50.00	300.00	139
		CiLCA training course - Guy Ranaweera				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
22/10/2021	43679	Online Playgrounds	89.50	17.90	107.40	140
		Wet pour repair kit, resin, playground surfacing				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
13/08/2021	1779114	PPL PRS	704.29	140.86	845.15	141
		PPL PRS Music License				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
08/11/2021	8071391791	Sharp - copy It	81.27	16.25	97.52	142
		Printer copies B/W and colour				
<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>BACS</u>
26/10/2021	118529	Sutcliffe Play	110.99	22.19	133.18	143
08/11/2021	118626	Disc bearing, cover plate, screws, glue, edging	130.76	26.14	156.90	
		Shackle, washer, nut covers, mould cap, fixing tool				
			241.75	48.33	290.08	
TOTAL OF INVOICES			8,804.72	1,760.92	10,565.64	Trf 26

Transfer: STC Drawings a/c to Petty Cash

- - -

		<u>8,804.72</u>	<u>1,760.92</u>	<u>10,565.64</u>	
Transfer:	STC Active to STC Drawings a/c	8,804.72	1,760.92	10,565.64	Trf 27
Transfer:	STC Active a/c to Salaries a/c	24,000.00	-	24000.00	Trf 28

.....
Councillor Councillor

.....
Town Clerk

Sprowston Town Council

Direct Debit Payments

Meeting

Date: 17th November 2021

<u>Invoice Date</u>	<u>Invoice No.</u>	<u>Details</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>	<u>DIRECT</u>
31/10/2021	14844361021	Barclaycard PDQ PDQ Machine charges	49.80	5.96	55.76	
27/10/2021	982547485	British Gas Diamond Centre Gas	218.71	43.74	262.45	
31/10/2021	200588	Norse Bin Rental	15.00	3.00	18.00	
27/10/2021	68639066	PHS Sanitary disposal	56.03	11.21	67.24	
27/10/2021	68639067	Sanitary disposal	51.48	10.30	61.78	
27/10/2021	68639068	Sanitary disposal, Hand dryer, Soap dispenser & Freshen	339.79	67.96	407.75	
			447.30	89.47	536.77	
31/10/2021	1221744	Veolia Bin rental and collection for October	235.60	47.12	282.72	
09/11/2021	9700774	Wave Recreation ground water 09/08/21 - 08/11/2021	99.03	-	99.03	
09/11/2021	9699899	Diamond Centre water 09/08/21 - 08/11/2021	300.29	-	300.29	
03/11/2021	9676695	Sparhawk water 03/08/2021 - 02/11/2021	130.47	-	130.47	
			529.79	-	529.79	
Total Direct Debits			1,496.20	189.29	1,685.49	

Sprowston Town Council		Barclaycard Payments	Meeting	Date: 17th November 2021	
<u>Invoice Date</u>	<u>Invoice No.</u>	Timpson <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
01/10/2021	597	Keys for office key safe	18.75	3.75	22.50
<u>Invoice Date</u>	<u>Invoice No.</u>	Tesco <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
01/10/2021	1	Tesco £10 credit and 99p SIM	10.99	0.00	10.99
<u>Invoice Date</u>	<u>Invoice No.</u>	Timpson <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
06/10/2021	597	Keys for Changing rooms	40.00	8.00	48.00
<u>Invoice Date</u>	<u>Invoice No.</u>	Catton Print <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
07/10/2021	202	A4 paper	3.62	0.73	4.35
<u>Invoice Date</u>	<u>Invoice No.</u>	Amazon <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
07/10/2021	1147	Cork Board	24.16	4.83	28.99
<u>Invoice Date</u>	<u>Invoice No.</u>	The Poppy Shop <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
08/10/2021	1	Poppy wreath and donations	97.00	3.00	100.00
<u>Invoice Date</u>	<u>Invoice No.</u>	Actavo <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
08/10/2021	1337494	Fence Coupler x 30	41.69	5.70	47.39
<u>Invoice Date</u>	<u>Invoice No.</u>	Travis Perkins <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
12/10/2021	53430	Drainage seal cover	38.19	7.64	45.83
<u>Invoice Date</u>	<u>Invoice No.</u>	Amazon <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
14/10/2021	769779	Rubber belt x 4	58.84	11.76	70.60
<u>Invoice Date</u>	<u>Invoice No.</u>	Kedel <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
14/10/2021	32261	Plastic square post	23.39	4.68	28.07
<u>Invoice Date</u>	<u>Invoice No.</u>	Post office <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
19/10/2021	6278	2nd Class stamps	66.00	0.00	66.00
<u>Invoice Date</u>	<u>Invoice No.</u>	Adobe <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
21/10/2021	24500	PDF Converter	12.64	0.00	12.64
<u>Invoice Date</u>	<u>Invoice No.</u>	Tesco <u>Invoice Detail</u>	<u>Net</u>	<u>VAT</u>	<u>Amount</u>
26/10/2021	1328	Headphones for transcribing minutes	15.00	3.00	18.00
Total of Payments			450.27	53.09	503.36
Due by Direct Debit					