

**Thorpe St Andrew Town Council  
Minutes of the Town Council meeting  
held on 14 October 2019 at 7:30pm**

**APPOINTMENT OF CHAIRMAN FOR THE MEETING**

In the absence of the Town Mayor and the Deputy Town Mayor, it was proposed, seconded and

**RESOLVED** that Mr P Berry be appointed as Chairman of the meeting.

**66 Present:**

Mr P Berry (Chairman for the meeting)  
Mr F Bowe Mr T Fordham Mr T Garner Mr M Lake  
Mr N Shaw Mr S Snelling

**Apologies:**

Mr J Emsell Mrs J Fisher Mr J Fisher Miss S Lawn  
Mr I Mackie Mrs T Mancini Boyle Mr L Reeves Mr J Ward

**In attendance:**

Dr T Foreman (Town Clerk) Mrs D Matthews (Committee Officer)

Four members of the public were in attendance for part of the meeting.

**67 DECLARATIONS OF INTEREST**

None made.


**68 MINUTES**

The minutes of the meeting held on 16 September 2019 were agreed and signed as a true record.

**69 ANNOUNCEMENTS**

(i) Councillor Berry reported on the following:

- A very successful Civic Service and Harvest Festival/lunch had been held on 6 June and he asked for thanks to be sent to Father James for his role in this. *6th Oct 2019*
- A SNAP meeting had been held on 10 October – the focus for Police attention was connections with the High School and traffic policing around the business park.
- Confirmation had been received regarding the closure of Yarmouth Road on 24 November.
- Thorpe Players' latest production was being staged from 17 – 19 October.
- The Town Mayor's Reception would be at Town Hall on 22 October.
- The Fireworks event would be on 5 November.
- The Remembrance celebrations would commence at Broadland District Council Offices at 10:00am on 10 November departing by 10:30 for the procession to the Church, arriving for 11:00am



- (ii) The Town Clerk reported on his attendance at the following:
- A meeting with Broadland District Council environmental officers regarding environmental enforcement re dog fouling/litter on the parks.
  - A high school assembly to deliver a presentation on the Youth Council.
  - A meeting with teachers at the high school regarding antisocial behaviour on the Town's parks.
  - A meeting regarding matters concerning Yarmouth Road, River Green and the toilet block.
  - Various dementia café events.
  - A meeting and tour on 25 October attended by Thorpe St Andrew Councillors and the Clerk from Sprowston regarding the racecourse plantation.
  - A meeting with the Broads Authority on 26 October regarding the mooring management scheme proposed for River Green at which agreement had been reached regarding data sharing necessary to progress the management scheme for implementation in January next year.

**70 PUBLIC SESSION (limited to 3 minutes per speaker)**

It was proposed and duly seconded that the meeting be suspended to allow members of the public to address the meeting as follows:

- (i) Norfolk Constabulary – it was noted that PC Mason had confirmed arrangements to attend Town Council meetings to report on crime in the Town.
- (ii) Members noted the report from Cllr Ward.
- (iii) Cllr Shaw reported on his attendance at the Airport Consultative Committee and the Strategic Aviation Special Interest Group. Proposals to build two new hangars at Norwich were underway which would be occupied by the paint sprayers and KLM which was to be welcomed. Nationally there was progress on the green paper for aviation including issues such as noise and the infrastructure in the immediate areas around airports. Smaller airports were growing in their significance.

**71 FINANCE**

- (i) Payments List – voucher numbers 580 to 703 totalling £43,371.68 were approved and signed.
- (ii) Bank Reconciliation Statement as at 30 September 2019 was approved and signed.

**72 DRAFT MINUTES OF COMMITTEE MEETINGS**

- (i) Plans and Environment Committee – 9 September 2019 – noted.
- (ii) Finance and Staff Committee – 16 September 2019 – noted.



**73 TO APPROVE THE SEALING OF THE LAND TRANSFER DOCUMENTS FOR LAND AT COMMONWEALTH WAY**

The Town Clerk reminded members about a previous decision to transfer a parcel of land to a resident who had mistakenly incorporated the land into his curtilage and erected a garage. As part of the transfer, a small triangular parcel of land had been overlooked and it had been agreed to also transfer this to the same landowner. A resolution was required to enable the sealing of the documents.

**RESOLVED** to authorise the sealing of the land transfer documents for the remaining parcel of land at Commonwealth Way.

**74 DISREGARDING ANONYMOUS CORRESPONDANCE**

The Town Clerk reported that the Finance and Staff Committee had requested that Council consider resolving to disregard consideration of any anonymous correspondence. The request had followed receipt of a recent piece of anonymous correspondence asking the Town Council to consider a matter relating to carparking at Laundry Lane. Members were not minded to consider anonymous correspondence and it was

**RESOLVED** to agree not to respond to any anonymous correspondence and that the Town Council's standing Orders be amended accordingly with immediate effect.

**75 PLANNING APPLICATIONS**

- (i) REF: 20191362 – 34 Thunder Lane – first floor extension - **NO OBJECTION** but note that the existing plan does not reflect the existing arrangements on the ground in relation to the front door/window.
- (ii) REF: 20191422 – 28 Aerodrome Crescent – single storey rear extension - **NO OBJECTION.**
- (iii) REF: 20191450 – 1 Hillcrest Road – rear extension, demolish existing garage and build new garage - **NO OBJECTION.**
- (iv) REF: 20191466 – 160 Yarmouth Road, proposed single storey rear extension **NO OBJECTION** (subject to confirmation that there were no neighbour objections).
- (v) REF: 20191470 – 124 Plumstead Road East – single storey side and rear extension - **NO OBJECTION.**
- (vi) REF: 20191475 – Broadview, 76 Thunder Lane – single storey rear extension – **NO OBJECTION.**
- (vii) REF: 20191504 – 67 Gorse Road – rear flat roof extension – **NO OBJECTION.**



**BROADS AUTHORITY**

BA/2019/0336/TCCA – Thorpe WW, Yarmouth Road – Goat Willow – Pollard to 4 ft – **NO OBJECTION.**

BA/2019/0310/TCCA – Plot 2, Boathouse, The Island, Yarmouth Road – Willow removal - **NO OBJECTION NOTED.**

BA/2019/0230/FUL \_ Norfolk Garden Supplies – Regularisation of existing uses and building for car wash, offices and garden centre and construction of new buildings/structures for waiting areas/showroom/offices and carwash area – **APPROVAL NOTED**

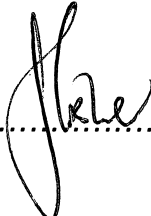
**76 ENFORCEMENT NOTICES – CONFIDENTIAL**

Members noted the update on confidential and non-confidential enforcement matters.

**Dates of next meetings:**

- Town Council - 4 November 2019
- Plans and Environment Committee - 11 November 2019

*The meeting closed at 8:30pm*

Signed: ..... 

Dated: ..... 