

# CRINGLEFORD PARISH COUNCIL

DR M J WAGSTAFF  
CHAIR OF THE PARISH COUNCIL  
THE WILLOW CENTRE  
1-13 WILLOWCROFT WAY  
CRINGLEFORD NR4 7JJ

Telephone 01603 250198

**TO MEMBERS OF THE COUNCIL**  
**You are hereby summoned to attend a meeting of**  
**Cringleford Parish Council on**  
**THURSDAY 10 DECEMBER 2015 at 7.30pm**  
**The Willow Centre, Willowcroft Way, Cringleford**  
**For the purpose of transacting the following business:-**

## INFORMAL ITEMS

1. Parishioners Question Time
2. District Councillors Report
3. County Councillors Report
4. Police Report

## AGENDA

1	To accept apologies for absence
2	To accept any declaration of Members Interests
3	To confirm the minutes of the meetings held on 12 and 17 November 2015
4	To report matters arising from the minutes not on the agenda: for information only.
5	To note and comment upon correspondence received. <ul style="list-style-type: none"><li>• South Norfolk Council Staff Awards Evening</li><li>• Youth Football Team Boxing Day Match</li></ul>
6	To receive the temporary Facilities Managers report (attached)
7	To receive a report by the Project Group – Councillor Canham
8	Transport Group update – Councillor Baldwin
9	Booking System update – Councillor Baldwin
10	Facilities and Amenities Advisory Group -

	<ul style="list-style-type: none"> <li>- To receive an update from the Chair</li> <li>- To discuss / agree the HUB agreement</li> <li>- To agree the terms and conditions of the group.</li> </ul>
11	To receive an update from the Environment and Planning Advisory Group
12	To consider issuing Councillor e-mail addresses which can be added to the website (update).
13	<p>To discuss issues surrounding Open Spaces in the Parish</p> <ul style="list-style-type: none"> <li>• Football pitch update.</li> <li>• Tennis club / cricket club / football club – reports from discussions with clubs</li> <li>• Tree report for the village green.</li> <li>• To discussing the hedge cutting at Oakfields Road</li> </ul>
14	To agree future external auditor arrangements.
15	<p>Finance</p> <ul style="list-style-type: none"> <li>• To agree the payments for November.</li> <li>• To receive the accounts report to date and bank reconciliation to 30/11/2015</li> <li>• To receive an update from Finance Advisory Group – Cllr Hopper</li> <li>• To hold an initial discussion on the 2016/17 budget setting.</li> </ul>
16	To confirm the time of the next Meeting of Cringleford Parish Council to be held on Thursday 14 January 2016 7.30pm at The Willow Centre
17	To receive items for the next agenda.
18	Consideration under the Public Bodies and Admission to Meetings Act 1960 to exclude the press and public due to the confidential nature of the business to be discussed
19	Staffing update

Signed: Cllr M Wagstaff

Dated: 4 December 2015