

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
CLERK OF THE PARISH COUNCIL
THE WILLOW CENTRE
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A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON THURSDAY 10 NOVEMBER 2016 AT THE PAVILION, CRINGLEFORD, AT 7.30PM.

Present:-

Professor M Wagstaff (MW)
Mrs I Kirk (IK)
Mr M Scutter (MS)
Mr D Baldwin (DB)

Mr D Chaplin (DC)
Mr J Canham (JC)
Dr A Osborne (AO)
Mr M Jalil (MJ)

In attendance:-

Sonya Blythe (Parish Clerk) (SB)
DC Christopher Kemp (CK)

DC David Bills (DBi)
PCSO D Sore (DS) (20.13–20.33)

Police Report

MS and IK reported on attending a meeting at police HQ which gave an interesting overview of current police issues. It was reported that traditional crimes were being replaced with cyber-crime. A desire had been stated for more police too be visible on the streets. CK advised that the number of PCSOs employed had halved recently.

DS advised that five crimes had been recorded within the past month: criminal damage to property, theft and subsequent fraud, burglary, public order incident and a break in with damage. DS reported that regular monitoring would now be carried out at The Willow Centre due to anti-social behaviour in the vicinity recently, including a fire being started in one of the playgrounds.

Parishioners Question Time

None present

County Councillor Report

Not present.

District Councillors' Report

CK reported that the planning application for the UEA Sports Park / Norwich Rugby club application had been heard by the planning committee on 9 November, with the committee approving the application. There was a requirement within the conditions

	<p>for community involvement, to which CK advised creating a liaison group to ensure local voices continued to be heard.</p> <p>CK noted that a local government boundary review was being carried out, which proposed that Cringleford ward would also comprise of Keswick, Intwood and Colney in the future. A parliamentary boundary review also being carried out – initial proposals have been published in which Cringleford ward would transfer into Norwich south constituency. There was a deadline of 5 December to respond.</p> <p>DBi reported that the way South Norfolk Council allocated its funding to councillors would be changing; the district would be split into five areas, with each one allocated £30k annually for good causes.</p> <p><i>CK and DBi left the meeting.</i></p>	
1	<p>Welcome and to accept apologies for absence</p> <p>None received.</p>	
2	<p>To accept any declaration of Members Interests</p> <p>None</p>	
3	<p>To confirm the minutes of the meeting held on 13 October 2016</p> <p>Heidi Frary was thanked for attending the last meeting as acting Clerk.</p> <p>The minutes of the meeting held on 13 October were agreed as an accurate record and signed by the Chairman.</p>	
4	<p>To report matters arising from the minutes not on the agenda: for information only.</p> <p>4.1 MJ reported that Highways had attended the previously reported potholes to paint yellow lines around them.</p> <p>4.2 An e-mail had been received from First Eastern, advising that buses would begin to use The Pines. This would be reconsidered if the road access became blocked again.</p> <p>4.3 5.2 A response had been sent regarding suggested changes to ward boundaries.</p> <p>4.4 6.10 – A meeting had been held with a representative from Easton College regarding apprenticeships. The vacancy was now live on their website.</p> <p>4.5 15 - Land register – all land owned by CPC was reported on the website, which was</p>	

4.6	<p>a requirement of the transparency code.</p> <p>Notice boards – it was agreed that the Clerk would try and obtain a grant towards new notice boards for the parish.</p>	Clerk
5	<p>To note the resignation of Councillor Joy and consider how to encourage the recruitment of new Councillors.</p> <p>It was noted that Chris Joy has resigned on health grounds.</p> <p>There were now three vacancies on the parish council, which had been advertised on the website and in the newsletter without much success. These would be advertised again and added to parish noticeboards.</p>	Clerk
6	<p>To note and comment upon correspondence received</p> <p>6.1 The Planning Inspectorate had written regarding the Hornsea windfarm project, asking what information consultees would like to see included within the applicants environmental statement. It was agreed to respond stating that environmental and ecological sensitivities should be considered if the cables are laid within the Yare Valley, to cause as little disturbance as possible.</p>	Clerk
7	<p>To consider the draft action plan for 2017</p> <p>The amended action plan was considered and agreed. This would be implemented by the clerk.</p>	Clerk
8	<p>To receive the clerks report</p> <p>The Clerks report was considered and accepted.</p> <p>Thanks would be passed to caretaker D. Aldous for putting out a fire on the playground the previous week.</p> <p>It was agreed that the water tanks at The Willow Centre would be booked in for cleaning.</p> <p>An advert for an apprentice groundsman was now live on Easton College's website. A link to this would be placed on CPCs website.</p>	Clerk Clerk
9	<p>To receive an update from the Travel Project Group</p> <p>DB reported that work is ongoing.</p>	
10	<p>To receive a Recreation and Amenities Advisory Group Update</p>	

	<p>IK reported the following:</p> <ul style="list-style-type: none"> • Café Britannia – a letter ending the verbal contract had been sent. No response had been received from Café Britannia. • An enquiry had been received from a pizza van owner who wanted to work from TWC carpark two evenings per week. Details would be held on file until the outcome of the café was known. • Correspondence had been received from the Scout group who would like to erect a fence to the rear of their boundary and had requested a financial donation. It was proposed and agreed that a fence could be erected but that the Scouts should pay for the fence in its entirety. The lease would be examined first to confirm liabilities. • Cringleford Hub were arranging an art trail to bring the community together; it was agreed to give them free room hire to assist with this and allow some advertising within TWC. • The tennis club had requested more keys for the Pavilion to allow players to use the facilities. It was agreed to give permission for a key box to be installed by them. • Work was ongoing to investigate funding options for refurbishing or rebuilding the Pavilion. • Fencing and floodlighting costs were being sought for the football field. • The grounds supervisor had visited the school to ascertain the scope of the work. A quote would now be drawn up. • The cricket club costs for 2016 were considered. It was agreed to charge these costs plus 5% for inflation and vehicle wear and tear, making the fees for 2017 £3700. • The organiser of the lunch club at the church would be contacted to see if there was any scope in a second weekly lunch being held in TWC. 	
11	<p>To receive an update from the Environment and Planning Advisory Group</p> <p>MW gave the following updates:</p> <ul style="list-style-type: none"> • Regarding the rugby club planning application, MW reported that there was a lack of attention given by the majority of the committee to the points made. CK had made relevant points in opposition to the application and drew attention specifically to the absence of <i>mitigation</i> from important policies' • A letter had been received regarding a tree that had been removed on Brettlingham Avenue. The Clerk was asked to write to NCC to apply pressure for a replacement tree to be planted. • A new proposed traffic order had been received regarding the removal of existing hatching from Newmarket Road to create a 2.5m wide cycle lane. It was agreed to respond to Highways with concerns that cars would use the wide cycle path and impress the need to keep bollards in place at the top of the road to ensure that cars cannot get through. • A planning application had been received for 15 new properties on Newmarket Road application. An extension had been requested so that EPAG could discuss at its next meeting. 	<p>Clerk</p> <p>Clerk</p>

12	<p>To discuss issues surrounding open spaces in the Parish</p> <ul style="list-style-type: none"> • Meetings had been held with both the cricket and tennis clubs to discuss various items. 	
13	<p>Finance</p> <p>13.1 Payments from 14 October to 11 November 2016 totalling £38031.38 (attached) were agreed.</p> <p>13.2 The updated accounts report and bank reconciliation were received and noted (attached).</p> <p>13.3 The external audit report had been received from Mazars and would be circulated to councillors via email.</p> <p>13.4 Cricket club costs – discussed at item 10.</p> <p>13.5 DC presented the report from the Finance Advisory Group:</p> <ul style="list-style-type: none"> • A new report was now included with the Council financial papers, highlighting areas of concern within the budget. • Quotes were being obtained to have office filing scanned and stored electronically. • Options had been discussed regarding the café. • Options for the future of the Pavilion were being considered. £15,000 had been placed within the draft budget for 2017/18 to cover architect and planning costs to look at the possibility of a new pavilion. • Sink fund modelling was being carried out, to feed into the budget setting process. 	
14	<p>To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 8 December 2016 7.30pm at The Willow Centre</p>	
15	<p>To receive items for the next agenda.</p> <p>None raised.</p>	
16	<p>To consider excluding the public due to the confidential nature of the business.</p> <p>Councillors considered and agreed to exclude the public from item 20 under the Public Bodies (Admission to meetings) Act 1960 s1, on the grounds of that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted. Proposed: MW, seconded: MS</p>	

17	Staffing update An update was received and discussed.	

Meeting closed at 22.00.

Signed
Chairman