

CRINGLEFORD PARISH COUNCIL

A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON THURSDAY 9TH APRIL 2015 AT THE WILLOW CENTRE, 1-13 WILLOWCROFT WAY, CRINGLEFORD, NR4 7JJ AT 8.25 P.M.

Present:-

Mr K Hogan (KH) – Chair

Mrs A Howlett (AH)

Mr A Chater (AC) – Vice Chair

Mr M Jalil (MJ)

Mr G Champion (GC)

Prof M Wagstaff (MW)

Mr C Hopper (CH)

In attendance:-

Heidi Frary (HF) – Acting Clerk

- 1. To receive apologies for absence.** **Action**
Apologies for absence were received and accepted from Mr M Allsop, Mr D Strange, Mrs I Kirk and Mr G Mole
- 2. Register of Members Interests – Members are invited to declare pecuniary or interests other than pecuniary in items on the agenda. It is a requirement of the Parish Councils (Code of Conduct) that declarations from a member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary.**
None.
- 3. To confirm the minutes of the meeting held on 12 March 2015**
The minutes were agreed as a true record and signed by the Chairman
- 4. To report matters arising from the minutes not on the agenda: for information only.**
None
- 5. To consider issues relating to Round House Park**
Football pitch outside the Willow Centre. The stone pickers have not begun their work but are expected at the end of April and there are concerns that the pitch will not be ready. **Clerk to chase and report back. AC to speak to District Councillors** **AC**
HF
AC attended an informal meeting with the Youth Football Club and they asked to have exclusive use of the football pitches at Oakfield Road on a Saturday morning for training and for games on a Sunday. The team use moveable goals so will reduce wear on the pitch and the net use would be less. They would like to hire the pavilion to serve refreshments and have agreed to the initial conditions which will be applied. It was agreed in principle and on receipt of a formal proposal will be discussed in detail. It was noted that this is dependent upon having the pitch outside the Willow Centre useable by September.
- 6. To receive the minutes of the Environmental Planning Advisory Group meeting on 23rd March 2015 and consider planning applications**
The minutes had been circulated. Since then EPAG have written to Kier with comments on the proposals for the triangle of land and the Parish Council concerns that the type of housing will be decided at officer level. There has been no further news on the Barratt application and EPAG are

waiting for SNC views on CIL money and S106.

There has been a meeting with Land Fund about the Barratt appeal and they have requested CPC accept a draft provision statement. MW noted that the group broadly agree but query some of the issues and so require a re-drafting. Land Fund have also requested CPC join with a judicial review which they are compiling. They have taken legal advice and suggested that CPC are an interested party and the Council will therefore not be liable for any costs, nor get any back if successful. It was agreed that whilst the Parish Council must be indemnified against costs if the case is lost, there will be legal costs drawing up agreements which could also be high.

After discussion it was agreed that CPC reserve the right to comment on the grounds for appeal and will then potentially join as an interested party as long as all costs are paid. EPAG to have further discussion with Land Trust in the near future. **MW to arrange meeting**

MW

The Judicial Review in June will look into Thickthorn traffic issues. The agenda will be set by SNC and CPC are allowed to attend as interested parties and provide a speaker.

PLANNING APPLICATION:

2015/0572

Mr A. Parish Extension to dwelling 33 Intwood Rd
NO COMMENT

2015/0645

Mr & Mrs P. Sayer Erection of garden studio 9 Colney Lane
NO COMMENT

7 To receive the minutes of the Finance Advisory Group meeting on 23rd March 2015

The minutes had been circulated and CH added the following:

3.1.12 – The defects have been resolved and CPC are waiting for the closing balance to be requested.

3.1.15 – It is not known whether the documentation from the Hub has been received. **Clerk to investigate.**

3.1.17 – The hiring agreement is being updated by CH and M Howard

3.2 – The Clerk and CH are preparing the information needed for RBS to set up the new financial package.

6.3 - End of Year Internal Audit – this has been changed to 15/16 June.

HF

It was suggested that a debit card should be issued to M Howard to purchase bar stock. CH read the terms and conditions to the meeting and they were agreed. There will be a separate agreement between CPC and M Howard agreeing a limit of £500 per transaction. **The Clerk to draft a letter for M Howard and arrange the paperwork.** Proposed: CH, seconded AC.

HF

8 To receive the minutes of the Recreation and Amenities Advisory Group meeting on 24th March 2015

AC reported that the decision to purchase a new tractor has been postponed until next year and Chris Meeson, Groundsman has agreed that the existing tractors are sufficient for the time being. The next RAAG

group will discuss hedge cutting and look into the feasibility of contracting out the service.

It was agreed that Anne Barnes be removed as signatory from all Bank Accounts and Isabelle Kirk, Darren Strange and Chris Hopper be added. The Clerk will not be a signatory in future. Proposed: CH, seconded: DS.
Clerk to action

HF

The NSI account has postal access only and CH is looking into other options. It was agreed that the account should be changed to allow online access. Proposed: AC, seconded: AH.

CH

The Clerk reported that there is currently no licence for the premises. M Howard has been working hard to try and rectify the situation as soon as possible and thanks were recorded for this.

9 To consider a report from the Press and Communications Advisory Group

Draft Newsletter No 56 – March 2015 and distribution

The newsletter has been printed and is ready for distribution. The Clerk handed around a copy for Councillors to read. It was noted that it is not cost effective to pay the Clerk to count and distribute the newsletter, for the time being caretakers are being utilised. The whole system will be reviewed in due course.

POST MEETING NOTE:

The newsletter was agreed with a separate flyer to be attached regarding Anne Barnes retirement and the forthcoming elections.

**10 To notice correspondence received
For action**

Noticeboard for Village Green

The board has been removed and is being held by C Meeson for repair if possible. It was suggested that another board be sited on the pavilion building. **Clerk to contact C Meeson for an update.**

HF

The Pensions Regulator – Automatic Enrolment Staging Date – April 16. Retained by the Clerk

Norfolk ALC – Nomination for Executive To be added to May agenda

For circulation

NALC Newsletter

Norfolk Pension Fund Newsletter

CPRE Light Pollution Survey Results

11. To agree payments in accordance with the budget as listed

The following accounts were agreed for payment in accordance with the budget.

Accounts for Payment

		Cheque	£
Ian Smith	Stationery	119	255.38
Anglian Water	Water Rates – Pavilion	200	166.36
Norfolk ALC	Subscription	201	449.63
SNC	Trade waste bins	202	141.27
TT Jones	Street light repairs	203	821.02
Hugh Crane	Cleaning Equipment	204	135.21
EON	Street light electricity	205	302.75
Zurich	Insurance extra payment	206	72.15
NPFA	Subscription	207	30.00
Salary	Staff Wages	208-214	6,704.08
Southern Electric	Electricity – Pavilion	D/D	747.36
GP8	Redcare telephone	D/D	16.20
SNC	Rates – TWC	D/D	326.45
EON	Electricity – TWC	D/D	573.52
Ben Burgess	Repairs and hire	215	319.86

The Pension contribution cheque to be signed outside the meeting

Proposed: CH Seconded: AC

12 To receive items for the next agenda

Judicial review.

Thanks were recorded to Geoff Champion for his time on the Council.

13 Date and time of next meetings:

14 May, 11 June, 9 July, 10 September, 8 October, 12 November, 10 December

14 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

15 To discuss staff matters

There being no further business the meeting closed at 10.10pm.