

# CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE  
CLERK OF THE PARISH COUNCIL  
THE WILLOW CENTRE  
1-13 WILLOWCROFT WAY  
CRINGLEFORD NR4 7JJ

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## TO MEMBERS OF THE COUNCIL

**You are hereby summoned to attend Meeting of Cringleford Parish Council  
at The Pavilion, Oakfields Road on Thursday 14 October 2021 at 7.30pm  
For the purpose of transacting the following business:-**

**PLEASE CONSIDER WEARING A MASK WHEN NOT SEATED.**

## AGENDA

1	Welcome and to accept apologies for absence
2	To receive Chairman's announcements, if any
3	To accept any declaration of Members Interests  (Members are not required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)
4	To confirm the minutes of the meetings held on 9 September 2021
5	To report matters arising from the minutes not on the agenda: for information only
6	To receive questions from parishioners
7	To receive reports from District and County Councillors
8	To note and agree actions for correspondence received:
8.1	Parish Council Bus Shelters
8.2	South Norfolk Council's Gambling Policy Review
8.3	To consider correspondence received since the agenda was dispatched
9	To receive and approve the updated Health and Safety Policy

10	To receive the Clerk's report
11	To receive the minutes and an update from the Planning and Environment Committee (Cllr Wang)
12	To receive the minutes and consider recommendations from the Recreation and Amenities Advisory Group (Cllr Blackie)
13	Finance:
13.1	To agree the payments for October 2021, from 11 September – 15 October 2021.
13.2	To receive the accounts report to date and bank reconciliation to 30/9/2021
13.3	To agree which signatories will authorise BACs payments online on 15 October 2021
13.4	To receive the 6-month finance overspend report
13.7	To appoint the Internal Auditor for the 21/22 accounts
13.8	To consider a grant request from St Peter's Church for grounds maintenance.
14	To confirm the next meeting of Cringleford Parish Council as Thursday 14 October 2021
15	To receive items for the next quarterly newsletter
16	To receive items for the next agenda
17	To consider excluding the public due to the confidential nature of the following business, under The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2).
18	To receive a staffing update (if any)
19	To receive information on General Data Protection Regulation breaches (if any)
20	To receive an update on a commercially sensitive matter (if any)

Signed: Sonya Blythe  
Parish Clerk

Dated: 7 October 2021