

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
CLERK 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 The Annual Parish Council Meeting of Cringleford Parish Council on
Wednesday 17 May 2023 at 7.30pm at The Willow Centre
For the purpose of transacting the following business:-**

AGENDA

Before the meeting commences all Councillors will sign an Acceptance of Office Form.

1	To elect a Chairman and to sign Declarations of Acceptance of Office
2	Welcome and to accept apologies for absence
3	To receive Chairman's announcements, if any
4	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)
5	To elect a vice-Chairman for the forthcoming year
6	To confirm the minutes of the meetings held on 12 April 2023 and consider any matter arising
7	To receive questions from parishioners (maximum of 15 minutes, per Standing Orders)
8	To receive reports from District and County Councillors
9	To elect Chairmen and members of the advisory groups/committees: -Planning and Environment Committee -Finance Advisory Group -Recreation and Amenities Advisory Group -Personnel Committee -CIL and Commuted Sum Advisory Group

	-Road Safety Group
10	To review and approve the following policies: <ul style="list-style-type: none"> - Standing Orders (updated) - Financial Regulations - Code of Conduct (updated) - Statement of internal control and annual review of effectiveness of internal control and internal audit (updated)
11	To re-confirm the General Power of Competence
12	To note and agree actions for correspondence received:
12.1	None
12.2	To consider time-sensitive correspondence received since the agenda was dispatched
13	To receive the Clerk's report
14	To receive the notes and consider recommendations from the Recreation and Amenities Committee (Cllr Chapman)
15	To receive the minutes and an update from the Planning and Environment Committee (Cllr Wang)
16	To receive the notes and consider recommendations from the Road Safety Group (Cllr Wang)
17	To receive the notes and consider recommendations from the CIL / S106 Advisory Group (Cllr Wang)
18	Finance Advisory Group (Cllr Miller):
18.1	To receive the notes and consider recommendations from the Finance Advisory Group meeting on 3 May 2023
18.2	To receive the final 2022/23 accounts and internal auditor report
18.3	To consider and agree the AGAR Governance Statement for 2022/23
18.4	To consider and confirm the AGAR Accounting Statement for 2022/23
18.5	To note the dates for elector rights to be exercised
19	Finance:
19.1	To agree the payments for May 2023, from 14 April to 9 May 2023

19.2	To receive the 2023/24 accounts report to date and April reconciliation
19.3	To agree which signatories will authorise BACs payments online on 18 May 2023
19.4	To confirm that Cllr Fielding has checked the monthly payments list against the bank statement
20	To confirm the next meeting of Cringleford Parish Council as Wednesday 14 June 2023
21	To receive items for the next quarterly newsletter
22	To receive items for the next agenda
23	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).
24	To receive a staffing update (standing item)
25	To receive information on General Data Protection Regulation breaches (standing item)
26	To receive any commercial aspects relating to the purchase of an open space (standing item)
27	The Jubilee Centre: To receive a commercially confidential report and agree:
27.1	The submission of a grant request for £800,000 to South Norfolk District Council from the Co - Investment Grant Fund.
27.2	The quote for the building of The Jubilee Centre with the Council's preferred contractor per the confidential report
27.3	The issuing of the letter of intent to enter into contract with Council's preferred contractor
27.4	To enter into professional services contracts with Big Sky for project management services; Real Consulting for cost advice and Ingleton Wood for architectural advice
27.5	To enter into a nursery lease
27.6	To adopt the land at St Giles Park
27.7	A budget for solicitor / expert advice in respect of the transfer of land / completion of lease with the nursery;
27.8	The agreement with Instavolt for the provision of EV chargers
27.9	The governance arrangements to complete the project

Signed: Sonya Blythe
Parish Clerk

Dated: 10 May 2023

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