

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
CLERK OF THE PARISH COUNCIL
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**A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON 13
NOVEMBER 2024 AT 7.30PM, IN THE WILLOW CENTRE, CRINGLEFORD.**

MINUTES

Present:

Professor T Wang – in the Chair (TW)	Mrs D Miller (DM)
Mrs C Fielding (CF)	Mr R Simmons (RS)
Mr S Chapman (SC)	Mrs L Rawlings(LR)
Mr E Coulthard (EC)	Mr G Arias (GA)
	Mr J Chalangary (JC)

In attendance: -

Sonya Blythe (Parish Clerk)

1. Welcome and to accept apologies for absence

TW welcomed Council to the meeting.

No apologies were received. Mr Chaplin was not present.

Apologies were noted from District Councillor Sacks and County Councillor Bills.

2. To receive Chairman's announcements, if any

3. To accept any declaration of Members Interests

None declared.

4. To confirm the minutes of the meetings held on 9 October 2024 and receive information on matters arising

The minutes were **confirmed** as an accurate record and signed by the Chairman.

All actions had been completed.

5. To receive questions from parishioners

None present

6. To receive reports from District and County Councillors

A written report was received from David Bills:

-The S278 agreement including a toucan crossing opposite the Roundhouse Way bus interchange was in the process of being signed off. Work should commence in 2025.

A copy of the agreement and plan would be requested.

Action Clerk

-A speed analysis on the A11 had been carried out – the results were awaited.

7. To note and agree actions for correspondence received

- 7.1** Consultation – virtual Council meetings. A consultation on the option for Councils to hold virtual or hybrid meetings had been started by the Government. Council **resolved** they would fully support having this option available. Clerk to complete questionnaire.

Action Clerk

- 7.2** Consultation – admission arrangements to Cringleford Prep. Noted.

- 7.3 To consider time-sensitive correspondence received since the agenda was dispatched.**

None.

8. To receive the Clerk's report

The Clerk's report was received. In addition, the Clerk reported that the keys had been handed over for The Jubilee Centre on 8 November, with the building now being open to hirers.

9. To receive the notes and consider recommendations from the Recreation and Amenities Committee

The notes from the meeting on 5 November were received, and questions responded to. The following recommendations were received:

- To purchase a low climbing activity wall for children, for The Willow Centre field / play area. One quote had been obtained. RAAG were asked to obtain more quotes and bring back to a future meeting.
- Table tennis table for recreation ground; installation costs to be checked, and a grant sought if possible.

Action Clerk

9.1 To approve the updated Food Van Policy

The updated food van policy was **approved**, to include The Jubilee Centre.

Clerk to upload to website

10. To receive the minutes and an update from the Planning and Environment Committee

The minutes from the meeting on 6 November were received, with TW highlighting the following:

- Adoption of land for the orchard, allotments and LEAP areas on Cringleford Heights had been delayed due to the discovery of barbed wire along the allotment boundary. CPC had requested its removal.
- Introductory prices had been set for the EV chargers at The Jubilee Centre

11. To receive the notes and consider recommendations from the Finance Advisory Group

The minutes from the meeting on 10 October were received with the following recommendations being discussed:

- A grant request for £900 had been received from Cringleford Scouts, for drainage work at the scout hut. This was **approved**.

Risk assessment – received and noted.

11.1 To approve updated financial policies:

- Guidance on Ring Fenced Funds – **approved**, subject to adding a sentence in to confirm to Councillors that the maintenance sum was collected from precept for this specific purpose.

Action Clerk

- Internet Banking Policy – updated policy **approved**.

12. To receive the notes and consider recommendations from the Road Safety Group

The notes of the meeting were circulated and SC responded to questions.

The following recommendation was considered and **approved**:

That an application be submitted to the Parish Partnership Scheme for a “pedestrians crossing” sign for the approach to the junction of Intwood Road and Newmarket Road of £3675.30 (£1837 for CPC). Councillors were asked to canvass immediate neighbours of the sign, which DM and EC agreed to do.

**Action – Clerk to submit application
Action: DM and EC to visit neighbours**

It was noted that Big Sky had still not carried out any planting along the A11. The Clerk was asked to request an update.

Action Clerk

13. Finance

13.1 To agree the payments for November 2024, from 11 October to 14 November

Payments totalling £324,930.49 were **approved**. The Clerk advised that money had been moved from a savings account into the current account.

13.2 To receive the October bank reconciliations and accounts to date

Received and noted.

13.3 To agree which signatories will authorise BACs payments online on 14 November 2024

SC and DM agreed.

13.4 To confirm that Cllr Fielding has checked the monthly payments list against the bank statement

This was **confirmed**.

13.5 To confirm Cllr Rawlings can be added as a bank signatory . Resolved.

13.6 To note the April 24/25 pay increment has been agreed and applied.
Noted.

14. To co-opt a new Councillor
No applications received.

15. To confirm the next meeting of Cringleford Parish Council as 11 December 2024

Agreed.

16. To receive items for the next quarterly newsletter
None.

17. To receive items for the next agenda

Agreed.

18. 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)

Agreed.

19. To receive a staffing update (if any)

The Clerk confirmed that a caretaker was being recruited for The Willow Centre. The Jubilee Centre caretaker had been recruited.

20. To receive information on General Data Protection Regulation breaches (if any)

None.

21. To receive any commercial aspects relating to the purchase of the open space.

No update

The meeting closed at 20.40