

# The CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE  
CLERK OF THE PARISH COUNCIL  
THE WILLOW CENTRE  
1-13 WILLOWCROFT WAY  
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## A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON 11 JULY 2019 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

### **Present:**

Professor T Wang (TW) (in the Chair)	Dr M Kirkwood (MK) Mr J Canham (JC)
Mrs C Fielding (CF) (from item 6)	Mr J Shore (JS)
Mr S Chapman (SC) (from item 6)	

### **In attendance:-**

Sonya Blythe – Parish Clerk	Kath Griffiths (Norfolk Library Service)
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### **1 Welcome and to accept apologies for absence**

Mr T Chiles, Mr M Blackie and Mrs D Miller. Mr Chaplin was not present.

### **2 To accept any declaration of Members Interests:**

JS as a relation of a candidate at item 6.

### **3 To confirm the minutes of the meeting held on 13 June 2019**

The minutes were agreed and signed as an accurate record.

### **4 To report matters arising from the minutes not on the agenda: for information only.**

JC advised that his parish council email address was not yet working.

TW reported that Councillor Penn had stood down for family reasons.

TW passed thanks to MK who would be standing down after the meeting because he was moving away.

### **5 To receive an update from the Norfolk Library Service**

Kath Griffiths attended the meeting to give an update on Norfolk Library Service. She reported that Cringleford had two visits per month in two different areas and asked for assistance in promoting this to the community. She also provided

information on the Open Libraries system, which allowed the public to access the library outside of opening hours. Finally, she provided information on the Norfolk Directory, which CPC could use to notify the public of the services that it provided. KG was thanked for her attendance.

**6 To co-opt new councillors**

Councillors interviewed Christina Fielding and Simon Chapman as potential co-option candidates.

Following discussion, both were proposed, seconded and agreed as new councillors. The acceptance of office forms were completed.

**7 Police Report**

The report had been circulated.

**8 To receive questions from Parishioners**

A parishioner asked a question regarding a planning application that the planning officer at South Norfolk Council (SNC) had asked to be re-designed due to a nearby tree protection order (TPO). TW advised that officers had a right to protect trees that had a TPO upon them and that CPC had not objected to the application. The parishioner was advised to contact the planning officer for advice.

**9 To receive an update from the County Councillor**

Apologies had been received from the County Councillor.

**10 To receive an update from the District Councillor**

Apologies had been received from both councillors.

**11 To review the following policies:**

11.1 Public recording at Council meetings:  
The updated policy was approved.

11.2 Social media policy:  
The updated policy was agreed.

The policies would be added to the website.

**Clerk**

**12 To note and comment upon correspondence received**

- 12.1 Review of polling districts - noted
- 12.2 Parish Partnership scheme – the Clerk had contacted Norfolk County Council to obtain quotes for a trod path near Cavell Court and speed awareness signs outside the school.
- 12.3 Vandalism on Kingfisher Close – noted.
- 13 To receive the Clerk’s report**
- 13.1 The Clerk’s report was received.
- 13.2 In addition to the report the Clerk advised that litter grabbers and hi-vis jackets had been received from McDonalds, to enable growth of the Cringleford litter picking group.

**14 To receive a Recreation and Amenities Advisory Group Update**

JC gave the following report:

- RAAG continued to chase SNC regarding their review of recreational facilities across the parish. In the meantime MB would continue to work on the draft recreation and open spaces plan.
- A grant request had been submitted to SNC for a Ping! outdoor table tennis table.
- The potential fence around the teen playground would not be taken forward until s106 money has been received for maintenance of outdoor spaces.
- The tennis club had been sent their annual invoice. In addition, RAAG had requested that they install their own electricity meter to replace the sub-meter that had been installed some years previously.
- Tender documents had been prepared for the Pavilion refurbishment and were now undergoing some final amendments.

**15 To receive an update from the Environment and Planning Committee**

TW gave the following report:

- Two quotes had now been received to install electric car charging points at TWC, but these were too expensive to take forward in this budget year.
- A meeting had been organised with Big Sky developers during August to receive an update on their latest plans.
- Regarding the Kier development, NCC had confirmed that cycle paths would have to be installed on both sides of Roundhouse Way, but that this did not mean that bus stops could not be installed, as requested by CPC.
- Barrett DWH had commenced utility works on Colney Lane.
- Link Magazine had published an article which contained incorrect information

regarding funding for the new junior school in Cringleford. The Clerk would write a correction for this in the next parish newsletter.

- A quote to install endotherm in the boiler had been received, which would save money over time. This would be taken forward in November as long as sufficient funds remained in the maintenance budget line.
- TW had met with other local councils to discuss responses to the Thickthorn consultation. These comments would be included in the formal CPC response.

**16 To receive finance updates**

16.1 Payments from 14 June – 11 July of £20,752.66 were agreed.

16.2 The accounts report to date and bank reconciliation to 28/06/2019 were received.

**17 To confirm the time of the next meeting of Cringleford Parish Council**

The next meeting was confirmed as 12 September 2019 at 7.30pm in The Willow Centre.

**18 To receive items for the next quarterly newsletter**

Link magazine correction  
Parking consultation  
Mobile library visits

**19 To receive items for the next agenda.**

Working and communicating with parish community groups (John Canham)

**20 To consider excluding the public due to the confidential nature of the business.**

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.

**21 Staffing update**

No matters raised.

**22 Data Protection Matters**

No matter raised.

Meeting closed at 21:35pm

Signed .....  
Chairman