

CRINGLEFORD PARISH COUNCIL

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

Telephone 01603 250198

A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON THURSDAY 12 July 2018 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

Present:

Prof M Wagstaff (MW) (Chair)	Mr D Chaplin (DC)
Prof T Wang (TW)	Mr M Scutter (MS)
Mr M Blackie (MB)	Mr M Jalil (MJ)
Mr T Chiles (TC)	Mr J Canham (JC)

In attendance:-

Sonya Blythe – Parish Clerk	Cllr G Wheatley (SNC)
2x Parishioners	

1 Welcome and to accept apologies for absence

Apologies were received and accepted from Mrs Kirk, Dr Kirkwood and Mr Smith.

2 To accept any declaration of Members Interests:

None raised.

3 To confirm the minutes of the meeting held on 14 June 2018

The minutes were **confirmed** and signed as an accurate record

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

9.1 – Sponsorship of refugees. MS and JC reported that, although this was a positive action, CPC could not do anything to directly facilitate the enterprise, but could be a conduit of the information. It was agreed to add a note about it to the next newsletter. **Clerk**

9.3 – The Parish Partnership scheme options were discussed. These would be discussed further under item 12.

5 **Police Report**

The report was noted and circulated

6 **To receive questions from Parishioners**

None present.

An email from a resident was read out, regarding parking issues within the parish and CPCs perceived lack of understanding of it. Councillors noted the email contained a large number of inaccuracies, which the Chairman would write and correct.

MW

7 **To receive the District Councillors Report**

GW reported that SNC and BDC were holding meetings that evening to vote on the collaborative working proposal.

GW asked for a report on the parking permit scheme meeting that had been held with SNC on 11 July, as he had been advised by Officers that CPC had not been interested in the proposals. MW and TW advised that they had attended the meeting. Officers had only one option to consider, for which the criteria were not suitable for Cringleford. CPC were still keen to improve the situation for parishioners and awaited officers putting forward a revised scheme.

Apologies were received from Christopher Kemp.

8 **To receive the County Councillors Report**

Apologies were received from David Bills. GW reported that DB had requested that the fire service carry out an assessment of certain roads in Cringleford to ensure they could fit down them with cars parked on the road. On the recent occasions the fire service checked, access was sufficient.

GW left – 20:09

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

9.1 None received.

10 **To receive an update on the possibility of solar panels at TWC**

MK had circulated information on the options of installing solar panels on the roof of The Willow Centre, as follows:

1. Solar panels would be installed and owned by Norwich Community Solar at no cost to CPC, apart from increased insurance premium. The panels would be

given to CPC after 25 years. Estimated energy savings of around £100 per annum would be made.

2. CPC to buy the panels outright. This was discounted as there was no money in the budget.

3. Do nothing, which would mean no risk but would not benefit the environment.

Following a discussion, a motion was proposed which supported option 1, to engage Norwich Community Solar to a roof lease and power purchase agreement, subject to approving of the terms and conditions within the contract, and subject to NCS clarifying what would happen to the panels if they ceased trading within the 25 years. This was **approved**.

MK/Clerk

11 To receive a special motion to allow item 12 to be discussed

A special motion was introduced by JC, which sought to undo the decision made by Council in April 2018, to not implement a community speedwatch scheme within the parish. It was **resolved** that this could be discussed again under item 12.

12 To consider starting a Community Speedwatch Scheme within Cringleford

JC advised that Jim Squires (South Norfolk Police Liaison Officer) had recommended starting a community speedwatch within the parish, to monitor key areas of concern. If Council agreed to implement it, he would take responsibility for recruiting and training volunteers. This was **agreed**.

Item 4 (Parish Partnership Scheme) was re-opened at this point. The Clerk and JC had met with Highways to discuss the suggestions put forward at the previous meeting, and the following updates were given:

- Intwood / Keswick Road junction. 2 possibilities:
 - 1) Changes to hedge of the corner house to move or cut down the hedge to improve visibility and provide compensation – Highways to confirm whether the PPS could be used for compensation.
 - 2) Install two speedbumps close to the junction to slow traffic – Highways to confirm whether this would be possible under the scheme.
- SAM2 cameras to monitor speed and volume of traffic – a viable option as long as CPC had several areas to locate the cameras.
- A Colney Lane crossing near the bus stop heading towards the hospital. Not possible, however Highways would trip back the undergrowth to make the bus stop more noticeable. A layby or crossing could be implemented via the neighbouring forthcoming development.
- Improving the public right of way on The Loke, from behind the pavilion in Keswick Road direction. Not possible under the PPS as Highways do not own the land.

It was agreed to ask Highways to provide quotes for the Keswick Road options and the SAM2 cameras, for consideration at the September meeting.

Clerk

13 **To receive the Clerks report**

The Clerk's report was noted with the following additional matters being raised:

- Minutes from 1996 – 2009 had been feared missing. However it had been established that they were being held at the Norfolk Record Office.
- TC reported that a meeting had been held with First Bus to discuss the bus route through Roundhouse Park. The narrowness of the road and the two-steep bends on Dragonfly Lane, coupled with cars being parked on the road, meant that First Bus would not consider re-routing back to the original route through Dragonfly Lane. Instead an extra bus stop had been suggested on Roundhouse Way, outside the care home. Highways had agreed to establish whether an additional bus stop could be placed on this route to the hospital. If so First Bus were willing to place a bus stop there promptly. It was also suggested that CPC raise an additional bus stop layby request under the design code of the forthcoming development. Council supported this suggested change and the Clerk was asked to chase Highways.
- It was noted that the zipwire seat on the teen playground had been replaced due to damage from a dog. It was agreed to consider CCTV or a full fence in the 2019/20 budget.

Clerk

Clerk

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

TC gave the following report:

- An extra Member was required for RAAG. JC was proposed and co-opted.
- A report on TWC football field was considered. A list of required equipment was considered, and it was agreed that it should be purchased as budget had been put aside for this. A fence and floodlights would not be purchased during the two-year trial period. Costs per game were agreed as £50 per game for the first season. A consultation would be held with the public to establish what they felt the field should be used for long term.
- A request had been made to locate a food van on TWC carpark. This was refused.
- Battle is over event – TC noted that some Councillor volunteers would be required on the night.
- Post office – TC was pursuing this still.
- Wedding venue – it would cost £1650 over three years to establish TWC as a wedding venue. It was agreed to not take this forward.
- Caretaker hours- it was agreed that a caretaker could be recruited for 16 hours per week.
- Whilst going through old correspondence the Clerk had found a minute which

Clerk

Clerk

stated that parties had been banned in the pavilion, for age groups 12-25, due to one event that had caused damage. The Clerk had not been aware of this decision and so bookings had been taken for these age groups. It was agreed that as no problems had been experienced in recent years, that this decision be reversed and that all party bookings be accepted.

- A report was received which gave options as to how to manage weekend booking at the Pavilion. It was agreed that sports clubs would be given priority booking for weekends, to be booked via TWC office. Bookings for private events could be taken two months before the event only.

15 **To receive an update from the Environment and Planning Advisory Group**

MW gave the following update:

- Parking scheme – a meeting with SNC had been attended by MW and TW on the possibility of a parking permit scheme within the parish. This had proven to be extremely disappointing as the option offered was not suitable for the parish. Officers had been asked to investigate other options for the parish. This was frustrating for councillors and parishioners who had waited for the proposals for six months. MW would draft an update for the website.
- A meeting would be held with Kier and Big Sky on 18 July to discuss the design code for the Land Fund areas.
- South Norfolk Council had confirmed that the Neighbourhood Development Plan could be revised. Work would be carried out on this over the summer.
- Two objections to planning applications had been submitted.

MW

16 **To receive an update and recommendations from the Pavilion Steering Group (PSG)**

Architect plans were considered. Council **agreed** that, as long as SMG confirmed that these were in line with the agreed budget, the designs could be progressed over the summer.

Clerk / JC

17 **To discuss issues surrounding open spaces in the Parish**

Planning at SNC had said that they would try to assist the legal process to allow transfer of the open spaces to CPC.

Planning had asked whether CPC had agreed to take a strip of land along planning site R1. The clerk would respond to advise that this was not part of the open spaces that would be received.

Clerk

18 **Finance**

18.1 Payments for the period 15 June – 12 July totalling £20,411.17 were **agreed**.

18.2 The bank reconciliation and year to date report was noted.

18.3 It was **agreed** that August payments could be agreed by email and then ratified at the September meeting.

18.4 The internal audit report for 2017/18 was noted.

18.5 It was **agreed** to appoint Pauline James as internal auditor for 2018/19.

Clerk

19 **To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 13 September 2018 7.30pm at The Willow Centre**

Agreed.

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

- None raised.

21 **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.

22 **Staffing update**

No matters raised.

23 **Data Protection Matters**

No matter raised.

Meeting closed at 22:00pm

Signed
Chairman