

# CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE  
CLERK OF THE PARISH COUNCIL  
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## A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON 14 NOVEMBER 2019 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

### **Present:**

Professor T Wang (TW) (in the Chair)	Mr M Blackie (MB) Mrs H Simmons (HS)
Miss C Fielding (CF)	Mr S Chapman
Mrs D Miller (DM)	
Mr J Edwards (JE)	

### **In attendance:-**

Sonya Blythe – Parish Clerk	Cllr David Bills
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### **1 Welcome and to accept apologies for absence**

Apologies had been received from Mr J Canham and Mr T Chiles which were accepted. Mr Chaplin was not present.

It was noted that Mr Shore had resigned due to time pressures. A casual vacancy had been advertised.

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

None received.

### **3 To confirm the minutes of the meeting held on 10 October 2019**

An updated version of the minutes was received and approved. An updated version would be uploaded to the website.

**Clerk**

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

None raised.

### **5 Police Report**

The report had been circulated by email prior to the meeting.

### **6 To receive questions from Parishioners**

6.1 None present.

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

DB reported the following:

- He had met the chief of police and had raised the issue of the police not enforcing 20mph speed limits, or allowing Speed Watch teams to monitor them. They had advised that they would investigate how the decision had been made and whether it could be amended.
- He would speak with Norfolk County Council (NCC) regarding speed limit repeater signs for Newmarket Road.
- He had attended safeguarding training. The Clerk was asked to ascertain whether staff should also attend this. She responded that enquiries had been carried out three years previously and at the time she had been advised that this was not required as Council did not run any events or classes. However, she would look into options for training if staff wished to attend. **Clerk**
- The South Norfolk hub, which brought together numerous local organisations to offer advice to residents, was available to all parishioners. The Clerk was asked to advertise the details on the website. **Clerk**

**8 To receive an update from the District Councillors**

Apologies had been received from the Cllr Kemp. He had reminded Council via email that there was still money available in his grant pot. The Clerk was asked to contact the church and advise them that they could potentially apply for grounds maintenance equipment for the church yard. **Clerk**

**9 To consider costs for distributing the Colney and Cringleford Life**

9.1 Further to discussions at previous meetings regarding communication with parishioners, a report was received which detailed options and potential costs of:

- a) Paying a subsidy to the Colney and Cringleford Life magazine, in order for it to be delivered across the whole parish. Currently the magazine cost £5 a year to subscribers, of which there were 650.
- b) Starting a short parish council newsletter, to be distributed four times a year across the whole parish, or more times if necessary.

TW reported that he and the Clerk had held a meeting with the Lay Vice Chair of the Parochial Church Council and the Church Secretary to discuss. They had advised that they would wish to retain all advertising profit from the magazine, which would have made the cost of the subsidy over £5k. In comparison

publishing a CPC newsletter four times a year would cost just over £1000.

It was therefore proposed and agreed that CPC would publish its own newsletter, commencing April 2020. At the same time the paid newsletter in Just Eaton and Cringleford would be cancelled. Clerk to advise Colney and Cringleford Life magazine.

**Clerk**

#### **10 To receive costs for the Parish Partnership Scheme**

A report was circulated which considered options for the 2020 parish partnership scheme. Council agreed to place a bid for speed limit advisory signs on Dragonfly Lane, outside the school, at a cost of £3928. This would be 50% funded by CIL and 50% funded by the scheme. Clerk to check that the signs could be programmed to only be active during school drop off and pick up times and then prepare bid.

**Clerk**

#### **11 To note and comment upon correspondence received**

11.1 Fire and Rescue Services draft Integrated Risk Management Plan - noted

11.2 A County Councillor had contacted the Chairman regarding the ban on under-18s on entering The Willow Centre, unless for a booking. The Chairman had responded to explain the reasons why it had been implemented a year ago and advised that a recreation strategy was currently being written, which would include more areas for teens. Council confirmed they supported the current entry restrictions.

#### **12 To receive the Clerk's report**

12.1 The Clerk's reported was received.

12.2 In addition, the Clerk advised that eight tenders had been received for the Pavilion refurbishment. A meeting would be held with the architect to go through them.

12.3 JE advised that he had carried out a health and safety inspection of The Willow Centre with the Clerk. Minor points had been raised, which would be dealt with by staff. An inspection of the Pavilion would be carried out once the refurbishment had been completed.

#### **13 To receive a Recreation and Amenities Advisory Group Update**

MB gave the following report:

- Representatives from Cringleford senior and junior football clubs had attended and given feedback on the recreation strategy.

- The tree warden had raised £400 from Waitrose towards the Woodland play area.
- It had been decided not to go ahead with a community fridge due to health and safety implications, and the burden on staff if a volunteer could not be found. However, JE circulated a leaflet which would be discussed at the next meeting.
- NCC had been asked to prune back hedgerows between the Colney Lane car parking bays to deter inappropriate use of the area.
- NCC had approached Council to request £2000 to move an existing bus stop on Dragonfly Lane, to outside Cavell Court. RAAG had been supportive of this.
- The recreation strategy had been updated after a positive meeting with Big Sky regarding a sport hall on St Giles Park. MB, TW and the Clerk had arranged a meeting with South Norfolk Council to discuss forthcoming CIL money.
- Council agreed to co-opt Ian Bartlett from Cringleford football clubs onto the advisory group, for input into the recreational strategy.

#### 14 **To receive an update from the Planning and Environment Committee**

TW gave the following report:

- RAAG had attended the meeting and outlined the recreation strategy and how it would dovetail into the St Giles Park reserved matters application. It had been reported that there was an additional two hectares of open space on the Newfound Farm site. Planning had confirmed that this was the case, but that it did not show on plans as it was outside of the current development boundary.
- PEC had agreed to install Endotherm into the heating system to improve energy efficiency.
- A helpful meeting had been held with the developers of St Giles Park.
- Further to the item considered at RAAG, PEC had agreed to use £2000 from the bus stop maintenance fund to move an unused bus shelter from Dragonfly Lane to Roundhouse Way, as it would benefit parishioners.
- An application for a new Pricilla Bacon Lodge hospice had been objected to due to the unsuitable location.
- The District Councillors had been approached to call-in an application for new houses on Newmarket Road which included an access route through future CPC-owned public space on Willowcroft Way. CPC had not been approached for permission, nor would it be granted.

#### 15 **To receive finance updates**

15.1 Payments to 15 November totalling £52,095.84 were agreed.

14.2 The accounts report to date and bank reconciliation to 31/10/2019 were received.

15.3 MB and TW agreed to authorise the BACS payments online.

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

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

Apologies were noted from SC.

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

New newsletter  
Recreation strategy  
Appeal for Halloween photos

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

Recreation strategy  
Cringleford in bloom  
Pavilion tenders

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

Councillors considered and **agreed** to exclude the public from item 22 thereon 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.

**20 Staffing update**

The confidential note from October was approved.

No new matters raised.

**21 Data Protection Matters**

No matter raised.

Meeting closed at 21.20pm

Signed .....  
Chairman