

CRINGLEFORD PARISH COUNCIL

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

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**A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON
THURSDAY 12 OCTOBER 2017 AT THE WILLOW CENTRE, CRINGLEFORD,
AT 7.30PM.**

Present:

Prof M Wagstaff (MW) (Chair)
Mr M Scutter (MS)
Mr J Canham (JC)
Prof T Wang (TW)

Mr M Jalil (MJ)
Mr M Blackie (MB)
Mr D Smith (DS)
Mr T Chiles (TC)

In attendance:-

Sonya Blythe –Parish Clerk
Mr G Wheatley (District) (GW)

Mr D Bills (County) (DB)
Members of the public

Police Report

Not received

Parishioners Question Time

Nothing raised

District Councillors' Report

DB and GW reported that they had attended a liaison meeting at the Norwich Research Park. GW had raised issues relating to staff parking on the roads in Cringleford and the hospital had advised that they were aware of the issue and were trying to install more parking spaces and attempting to introduce more local park and ride services.

Permit parking scheme – GW assured CPC that he would ensure that the parking permit scheme proposal was not forgotten by officers. Currently a report was being prepared for senior managers to consider the options.

County Councillor Report.

DB reported that he was also very keen to ensure that the parking permit scheme enquiries were taken further, as it was likely that the problem would continue to grow.

He advised that Norfolk County Council would be carrying out an analysis of digital phone coverage in Norfolk over the next two months to ascertain where improvements were needed. Parishioners were requested to report any problem areas.

	<p>DB confirmed that he has a £6k budget for highways work in his parishes. He suggested that this could be spent on a SAM2 speed camera, split between two parishes, which Councillors would consider.</p> <p>Regarding the Intwood Road junction, several options were being considered to improve the junction. A trod path could be installed for pedestrians, which could be part-paid for with parish partnership funding. JC also reported on a meeting with residents regarding moving the hedge to improve visibility.</p> <p>19.52 – GW and DB left the meeting.</p>	
1	<p>Welcome and to accept apologies for absence</p> <p>Apologies were received from Mr D Chaplin and Mrs I Kirk. District Councillor Kemp also sent apologies.</p>	
2	<p>To accept any declaration of Members Interests</p> <p>None.</p>	
3	<p>To confirm the minutes of the meeting held on 12 October 2017</p> <p>The minutes were confirmed and signed as an accurate record</p> <p>Thanks were passed to MS for chairing the previous meeting.</p>	
4	<p>To report matters arising from the minutes not on the agenda: for information only.</p> <p>4.1 None</p>	
5	<p>To note and comment upon correspondence received</p> <p>5.1 Updated Disqualification Criteria for Councillors and Mayors Consultation. The consultation was considered and a response agreed.</p> <p>5.2 Police Structure Review. MB reported that he and MW had recently attended a meeting with Norfolk Constabulary to discuss the police structure review which would remove PCSOs. He noted that the police were trying to manage a £30m budget gap and were focusing on policing priorities, which was a logical approach in a tough budget situation. It was still important that parish councils be communicated with though, and it was noted that police reports had not been received for the past two months. It was agreed that a formal response would be considered at the next meeting. MB would draft a response with TC and MS beforehand.</p>	<p>Clerk</p> <p>MB/TC/MS</p>

6 6.1	<p>To appoint Councillors to Advisory Groups Committees</p> <p>Existing Councillors confirmed that they were satisfied with the committees they currently sat on.</p> <p>TW was appointed to EPAG. DS was appointed to RAAG. TC was appointed to the vacancy of Emergency Coordinator.</p>	
7	<p>To consider adding councillors biographies to Committees</p> <p>It was agreed that Councillors would provide a short biography about themselves, to be placed on the website.</p>	Clerk
8	<p>Parking Issues Update</p> <p>MW advised that a formal decision regarding Cringleford having a parking permit scheme had not been made by South Norfolk Council. However, the ruling Conservative Group had agreed to offer it support. The next stage would be for the relevant District Councillor to take the proposal forward. A feasibility study was required which would cost up to £10k. Councillors agreed that they would support funding the feasibility study as the result of the parking permit survey had indicated parishioners would like investigations to be carried out. This would not commit CPC to anything further.</p> <p>An update had been placed on the website, advising residents what to do to report parking issues in the meantime.</p> <p>It was agreed to send a letter to the Police and Crime Commissioner regarding the parking issues.</p>	Clerk
9 9.1 9.2	<p>To consider organising events</p> <p>The possibility of organising an event to mark the end of World War 1 on 11 November 2018 was discussed and agreed.</p> <p>TC reported that the Hub were looking in to organising a community fete in summer 2018. The Parish Council agreed to support the event and TC and DS offered to assist with the planning once confirmed.</p>	Clerk / SH TC/DS
10	<p>To consider formation of a group to apply for community grants from various sources particularly for recreational facilities in the parish</p> <p>It was agreed that the community would be approached to ascertain if a group could be put together in order to apply for grants for community projects.</p>	Clerk

11	<p>Clerks report</p> <p>The Clerk's report was noted.</p> <p>It was reported that the new Broadband cabinet on Roundhouse Park was now live, with superfast speeds available.</p>	
12	<p>To receive a Recreation and Amenities Advisory Group Update</p> <p>TC gave the following report:</p> <ul style="list-style-type: none"> • The alcohol policy had been reviewed and the following was recommended by RAAG and agreed by Council. <ul style="list-style-type: none"> - Small, regular groups who would like a one-off drink (eg at Christmas); free of charge if bringing own glasses and staying in booked quad; £10 per hour for bar and glass hire otherwise; - Small events / parties (up to two quads) - £10 per hour for use of bar area and glasses; - Events where alcohol will be sold (eg fund raising events or parties) or whole hall parties – hirer to obtain their own alcohol licence or hire a pop up bar. <p>A formal policy would be written by the Clerk and the hire agreement would be updated. A review would be held after six months.</p> <ul style="list-style-type: none"> • It was agreed that a formal playground opening event would now not be held as too much time had passed. • A member of the public had requested a bench be placed on The Willow Centre playground. RAAG would like to purchase one but FAG members suggested trying to find public funding for one first. 	<p>Clerk</p> <p>Clerk</p>
13	<p>To receive an update from the Environment and Planning Advisory Group</p> <p>MW reported that the main item discussed had been the amended Landfund planning application. A response would be sent, objecting to this, as it was imperative that improved infrastructure (improvements to Thickthorn and improvements to flood management) be in place before development started.</p>	
14	<p>To receive an update and recommendations from the Pavilion Steering Group</p> <p>JC gave the following report:</p> <ul style="list-style-type: none"> • A survey had been booked for the Pavilion on 10 November. Plans and prices would be developed from this. • The architect had advised that the works would take around twenty weeks. 	

	<p>Loss of income would have to be built into the budget; and options would be looked at to look after hirers.</p> <ul style="list-style-type: none"> Plans would be shared with sports groups and hirers once obtained. 	
15	<p>To discuss issues surrounding open spaces in the Parish</p> <p>A group of Councillors had met with Mark Heazle from SNC too discuss options for the football field. Further work was ongoing on obtaining quotes and then consultation would be carried out.</p> <p>The Clerk was asked to contact the tennis club and enquire how they encourage members of the public to use the tennis courts.</p>	Clerk
16	<p>Finance</p> <p>16.1 Payments from 13/10/17 – 9/11/17 totalling £32,645.86 were agreed (attached).</p> <p>16.2 The updated accounts report and bank reconciliations were received and noted (attached).</p> <p>16.3 MW gave a report from the recent FAG meeting;</p> <ul style="list-style-type: none"> Use of the remaining CIL and Commuted Sum monies had been discussed; It was agreed by Council that they be spent as follows – CIL:- £10k parking permit scheme feasibility study; remainder replacement streetlights. Commuted sums; ground staff salaries. The draft budget had been discussed. Some quotes were still awaited from contractors. <p>16.4 It was agreed that the Clerk could spend £600 on a VAT specialist to advise on the big projects planned for 2018/19.</p>	
17	<p>To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 14 December 2017 7.30pm at The Willow Centre</p>	
18	<p>To receive items for the next agenda.</p> <ul style="list-style-type: none"> Solar panels on The Willow Centre New Data Protection Act 	
19	<p>To consider excluding the public due to the confidential nature of the business.</p> <p>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.</p>	

20	Staffing update No staff matters raised.	
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Meeting closed at 21.40pm

Signed
Chairman