

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 13 APRIL 2017 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

Present:-

Professor M Wagstaff (MW)
Mrs I Kirk (IK)
Mr M Scutter (MS)
Mr M Metcalfe (MM)
Mr T Chiles

Mr D Baldwin (DB)
Mr M Jalil (MJ)
Mr J Canham (JC)
Mr M Blackie (MB)
Mr D Chaplin

In attendance:-

Sonya Blythe (Parish Clerk) (SB)

DC Gary Wheatley (GW)

Police Report

The monthly police newsletter was circulated. It was noted that this had little value as it was not specific to Cringleford.

Parishioners Question Time

A resident raised the issue of poor Broadband on Roundhouse Park and requested that CPC press for a solution with BT Open Reach. MM reported that he had received information from BT that they were considering upgrading Cabinet 50 but that firmer plans would be pressed for.

County Councillor Report.

Apologies received from Cllr Virgo. It was agreed to send Cllr Virgo a letter thanking her for her years of service as County Councillor for Cringleford, a role that would cease from May.

District Councillors' Report

Cllr Wheatley reported the following:

- His position as Chairman of South Norfolk Council (SNC) would finish in May.

Clerk

	<ul style="list-style-type: none"> The Government had released a white paper on housing, asking for input from local councils and suggesting that local plans should be reviewed every five years. It also recognised that there were problems with neighbourhood plans and suggested that there should be a standard approach. JC requested information on the criteria of the viability of villages study. An infrastructure investment plan to invest £50m in the greater Norwich area was being worked on. He would check whether this included Broadband investment. DB reported that the SNC website had not worked the previous weekend. 	GW GW
1	Welcome and to accept apologies for absence Apologies were received from Dr A Osborne.	
2	To accept any declaration of Members Interests and MB raised an interest in respect of the Thickthorn consultation (item 12) as this would border his property. DB raised an interest in respect of item 12 as one of the planning applications was for his property. Existing declaration of interest forms were checked for accuracy. Amendments were made and signed where necessary and would be forwarded to SNC.	Clerk
3	To confirm the minutes of the meeting held on 9 March 2017 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.	
4.1	MS reported attending a liaison meeting at Police HQ. Many parish councils present had raised concern regarding the lack of crime information received from the police recently. They had been advised that this was due to the belief that the reduced resources would be better spent fighting crime instead of discussing it. He also reported that, year on year the number of crimes was consistent although the types of crime were changing. Following discussion councillors agreed to write to the police to advise that, if parishes had a better idea of the crimes affecting their area, they would be of more use in preventing it. Other parishes would also be contacted for support.	Clerk
5	To note and comment upon correspondence received	
5.1	Final recommendations of the electoral review within South Norfolk had been received. It was not clear from the map provided whether Cringleford would be	

	linked with additional parishes.	
6	<p>To receive an update on possibility to start a campaign for a local post office</p> <p>TC reported on his progress so far. He had spoken with the Citizen Advise Bureau who had advised him that the Post Office were currently not looking for new locations. However the Post Office had responded separately to state they were looking to increase their network over the next few years and were currently looking for locations. TC had advised them to approach Tesco on Roundhouse Park.</p>	
7	<p>To discuss Broadband within the Parish</p> <p>Following the discussion during Public Question Time, councillors agreed to write to BT to express the concerns of residents with regard to the poor Broadband provision from cabinet 50 within the parish. MM agreed to draft and circulate this.</p>	MM
8	<p>To consider marketing options for The Willow Centre (TWC)</p> <p>A discussion was held around marketing and event management for TWC. DC reported that an overall building and facilities strategy would be looked at once the future of the Pavilion has been decided upon. MW reminded Councillors that evenings were full and mornings steady during term-times, it was only afternoons where consistent gaps existed. A suggestion was made that CPC should organise its own events for quiet periods, but it was noted that a committee of volunteers would be needed to take this forward. Volunteers had been requested before and none had come forward. Councillors were reminded that CPC did not have a marketing budget or an event management budget.</p> <p>A suggestion was raised regarding a cinema within TWC. It was agreed that TC would investigate the current facilities to see if they were suitable.</p> <p>It was agreed that support would be given to the general principle of actively trying to fill TWC with more community events for a reduced or no price. AH would be asked to contact event organisers, summer camp and school holiday providers to see if the area could be of use. RAAG would be asked to monitor progress.</p>	TC AH
9	<p>To consider responses to the community governance review</p> <p>Options in response to the community governance review had been circulated to Councillors in advance of the meeting. These were: to maintain the status quo, to establish wards within the parish, to increase the number of councillors on the parish council, to shed the land beyond the A47 or to amalgamate with Colney which does not have a parish council, and/or with Keswick and Intwood.</p> <p>Following discussion it was agreed to recommend to SNC to remove the land across the A47 from the parish of Cringleford and have the A47 as the natural boundary</p>	Clerk

	instead.	
10	<p>To receive the clerks report</p> <p>The Clerks report was received and noted (attached to minutes).</p> <ul style="list-style-type: none"> • It was noted that a grant had been received from Cllr Kemp for three notice boards within the parish. The clerk was advised that the fourth notice board was also in a poor condition and requested to purchase one. • It was reported that the new website was now live. Parishioners had the option to sign up for updates so that they would know when an agenda had been uploaded or a road closure reported etc. Information on this would be added into the newsletter. • The Clerk advised that a very poor response had been received to updating the Parish Emergency Plan. She would establish a price for carrying out a whole parish mailshot. 	<p>Clerk</p> <p>Clerk</p>
11	<p>To receive a Recreation and Amenities Advisory Group Update</p> <ul style="list-style-type: none"> • Dog fouling around the parish was discussed. The Clerk would establish costs for handing out dog bags at certain problem locations. • A request had been received from a business at Cringleford Business Centre requesting permission for staff to park at the recreation ground each day, to prevent them parking on Intwood Road and causing issues to residents. Councillors agreed to decline this request as they did not want to set a precedent. The issue was caused by how Cringleford Business Centre allocated its parking spaces and should be tackled by them. The Clerk would contact them regarding this. • DB reported that he would meet with Highways on 20 April to discuss yellow lines and parking permits. • Costs for the tennis club for 2017/18 were considered. It was agreed that the cost would not be increased. • Further to the grant request from Veolia being rejected, CPC agreed to use earmarked funds of £18k to replenish the playground at the recreation ground. The existing quote from HAGS had been amended to reduce it to this cost. Councillors agreed the quote and asked the Clerk to action it. A separate quote had been received for a zipwire, of £9300. Councillors agreed that the maintenance budget had been collected specifically for the refurbishment of the Pavilion rather than outdoor areas and so the money should not be used for a zipwire. • The deed from Fields in Trust had been received. Once the field had been placed in trust it would prevent the Pavilion or carpark being extended across its boundary which may cause constraints in the future. Therefore it was agreed to not sign the document. • Work was ongoing regarding a grant for a defibrillator at the Pavilion. In the meantime it was agreed to top up the grant received for TWC and purchase one. • The Clerk had been asked to contact the football club regarding inconsiderate 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	parking on Oakfields Road at weekends.	Clerk
12	<p>To receive an update from the Environment and Planning Advisory Group</p> <p>MW gave the following updates:</p> <ul style="list-style-type: none"> • The Eaton - Cringleford cycleway improvements had been put on hold due to funding issues. • The previously reported closure of the Newmarket Road sliproad would now happen at a later date. • Parishioners had attended to raise concerns over the proposals for the Thickthorn junction, mostly in relation to the proposed re-opening of Cantley Lane and the rat-run that this could cause. EPAG had agreed to support their concerns regarding this part of the proposals whilst being generally supportive of the remainder. MW would draft and circulate a response. • 	
13	<p>To receive an update and recommendations from the Pavilion Steering Group</p> <p>JC, who had been elected Chairman, gave the following update:-</p> <ul style="list-style-type: none"> • Questionnaires had been circulated and were being collated for the next meeting of the group. • MM had received quotes to refurbish the shower area from two contractors 	
14	<p>To discuss issues surrounding open spaces in the Parish</p> <ul style="list-style-type: none"> • No news had been received on the handover of the football pitch. CPCs solicitor would be asked if the parish council was entitled to compensation for lost income. • Invoices had been sent to sports groups for usage of the storage container. 	Clerk
15	<p>Finance</p> <p>15.1 Payments from 10/3/17 – 13/4/17 totalling £24,991.89 were agreed (attached).</p> <p>15.2 The Clerk reported that annual interest of £456.37 on the Nationwide savings account had been received</p> <p>15.3 The updated accounts report and bank reconciliations were received and noted (attached).</p> <p>15.4 Councillors agreed to the Clerk transferring money left over in the miscellaneous budget line from 2016/17 to the 2017/18 budget.</p> <p>15.5 DC gave an update on the recent meeting of the Finance Advisory Group.</p> <ul style="list-style-type: none"> • Updated Financial Regulations and been considered and would be brought to Council for consideration in May. • Two insurance quotes, from Zurich and Came and Co were considered. A 	

	quote had been requested but not received from a third company. It was agreed to accept the three year policy from Zurich, at a cost of £5542 per annum.	
16	To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 11 May 2017 7.30pm at The Willow Centre	
17	To receive items for the next agenda. <ul style="list-style-type: none"> • Formation of a Personnel Committee. 	
18	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.	
19	Staffing update An update was received.	

Meeting closed at 21:40

Signed
Chairman