

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 11 MARCH 2021 AT 7.30PM, VIA ZOOM.

MINUTES

Present:

Professor T Wang (TW) In the Chair
Miss C Fielding (CF)
Mr M Blackie (MB)
Mrs H Simmons (HS)

Mrs S Hookway (SE)
Mr J Canham (JC)
Mr S Chapman (SC)
Mrs D Miller (DM)
Mr Craig-Moonie (from item 8)

In attendance:

Miss S Blythe – Parish Clerk
Cllr W Kemp (District Councillor)
Cllr D Elmer (District Councillor)
Two members of the public

Cllr D Bills (County Council)
Miss S Henry – Assistant Clerk

1. Welcome and to accept apologies for absence

TW welcomed Council and public to the meeting, which was being held virtually under the LAPCP Regulations 2020.

Apologies for Cllr Edwards were received and accepted by the council.
Cllr Chaplin was not present.

2. To receive Chairman's announcements, if any

Regarding item 8 on the agenda, TW explained the process behind Councillor co-option to the two candidates present who had expressed interest in becoming parish Councillors.

3. To accept any declaration of Members Interests

TW explained that in advance of item 8, he would leave the meeting and be replaced as Chairman by JC due to his personal knowledge of one of the co-option candidates.

4. To confirm the minutes of the meetings held on 11 February 2021

The minutes were confirmed as an accurate record. Chairman to sign once physical meetings had recommenced.

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

All Actions had been completed. TW informed the Council that the next CIL group meeting was planned for the 26th April 2021.

6. To receive questions from parishioners

None present.

7. To receive reports from District and County Councillors

Cllr Bills reported the following:

- Parking – the parking consultation had been sent out. TW informed Councillors that there was opposition from some members of the public who parked and used UEA woods for the purpose of dog walking. Cllr Bills agreed to liaise with Norfolk County Council regarding the responses received and how objections/comments from members of the public would be handled in comparison to residents.
- Flooding – the issue of flooding in the local area was highlighted by Cllr Bills. He explained that he was in contact with the leader of the new taskforce aimed at strengthening Norfolk’s resilience to flooding, and that local expert input in the planning process was being discussed and welcomed by Lord Dannatt.
- Potholes – Cllr Bills reminded Council that parishioners who identified any potholes could register these on the Norfolk County Council website.
- Local Elections (Thursday 6th May 2021) – County Council were urging members of the public to cast their votes by postal vote due to the COVID-19 pandemic. Cllr Bills asked that the deadline dates for postal voting be included on the Parish Council website. **Action Clerk**
- Recycling centre (Harford Bridge) – an update on the progress of the new centre was expected shortly. Cllr Bills expressed his belief that the centre would be ready and open by October 2021.

Cllr Elmer reported the following:

- South Norfolk’s 2021/22 budget – this had been approved. The plan for increasing their council tax consistently each year by £5.00 had been implemented. Cllr Elmer highlighted that South Norfolk had allocated additional money to environmental enforcement roles to help support the strategic consultations on flood risk. Additional funds had also been earmarked to support with housing for the homeless in response to the high numbers of homeless being registered since the beginning of the pandemic (noted as being 638 in February 2020 and expecting to rise to 1400 by the end of the furlough scheme in September 2021).
- ‘Work for All’ programme – this had been launched by South Norfolk, aiming to help those who had lost their job during the pandemic by teaming up with local job centres to create personal employment plans for those in need.
- Sport England grant - a grant had been received from Sport England to help create sport packs (including fitness equipment) for those who were not

digitally connected. South Norfolk had worked alongside the NNUH to identify 5000 people who would benefit from the scheme.

- Local Elections (Thursday 6th May 2021) - South Norfolk Council would be writing to those considered to be in the clinically extremely vulnerable category regarding the elections taking place on the 6th of May, to urge them to cast a postal vote.

Cllr Bills left the meeting.

Councillors asked DE about grants that may be available from South Norfolk District Council which could be used for the woodland play area project. DE explained that the community action fund, which was a match funded grant, could be applied for as it met most of the required criteria. DE offered his help in preparing the grant bid, and informed Councillors that the next meeting regarding grant bids would take place in June 2021. He also clarified that there were no conditions on the grant, and that other grants could be applied for concurrently.

*Cllr Elmer, Cllr Kemp and Cllr Wang left the meeting.
JC in the Chair.*

8. To co-opt a new Parish Councillor

8.1 Two parishioners had applied to become a Parish Councillor. Councillors interviewed both candidates and Tom Craig-Moonie was co-opted as a result of the process.

8.2 Tom Craig-Moonie signed his declaration of office.

TW re-entered the meeting and resumed Chairing the meeting.

9. To note and agree actions for correspondence received

9.1 Footpath on Intwood Road – MB clarified previous comments regarding installing a footpath on Intwood Road, and confirmed that more than one household had not been happy to give their land up to install a footpath.

9.2 Response from Richard Bacon MP – noted. The Clerk informed Councillors that no further updates on the extension of the legislation regarding virtual meetings had been received so far.

9.3 Update on Yare Valley Walk Anti-Social behaviour – noted. The Clerk agreed to respond to the parishioner as well as contacting PC Boden regarding how the Parish Council could best help the situation. **Action Clerk**

9.4 To consider correspondence received since the agenda was dispatched

None received.

10. To review and approve the Winter Maintenance policy

The Winter Maintenance policy was circulated to councillors in advance of the meeting. Council reviewed and approved the policy.

Clerk to upload to website

11. To receive the Clerk's report.

The report was noted.

The Clerk agreed to follow up with Norfolk County Council regarding the missing bus stop.

Action Clerk

12. To receive an update on the Pavilion refurbishment

TW informed Councillors that the new builders had been onsite daily and completion was expected early May. It was noted that the overall cost of the project had risen again by £3000 due to the following reasons:

- a fitted BURCO would be installed in the kitchen for health and safety reasons.
- the hot water tanks would be replaced, as the plumber would not guarantee the old ones.
- amendments had been made to the kitchen arrangements to ensure safe access to the electric's cupboard.

TW advised that negotiations with the previous building company were still ongoing.

13. To receive the minutes and an update from the Planning and Environment Committee

The minutes were received.

TW highlighted the following points:

- Item 3 - La Ronde Wright had attended to give a presentation on proposals for Wychwood Park in the strategic gap between Cringleford and Hethersett, close to the Cringleford boundary. The plan proposed a park with permissive access, an employment area and a care home. The park would have managed access and so not be open all the time, with some areas fenced off for wildlife. The park would be self-funded by the other developments. Attenuation would be put in for noise and light pollution with new trees. The site was not included in the GNLP, but circumstances had changed due to the Thickthorn Interchange improvements. La Ronde Wright planned to consult the public on potential uses of the park before a planning application was submitted in 2024.
- Item 7 – Big Sky had shown PEC a map which showed the extent of open space that would be lost due to the Thickthorn improvements. Walking areas, the proposed BMX track and a whole football pitch had been taken, and there would no longer be space for allotments. Compensation from Big Sky Developments and Highways England would be negotiated.
- Item 7.2 – Barratt's (BDWH) framework plan of phase 2 of their development had been received. During a recent meeting BDWH had noted they had space for 500 more houses, in addition to 300 on Kier's remaining land. This was almost double the housing allocated within the Greater Norwich plan, and a significant breach of the Cringleford Neighbourhood Development Plan. It had

been agreed that the Neighbourhood Development Plan should be revised, work on which would start later in 2021.

14. To receive the minutes and consider recommendations from the Recreation and Amenities Committee

The minutes were received.

MB highlighted the following points:

- Item 5.1 - the Clerk was currently liaising with the cricket club regarding their requirements for the 2021 season.
- Item 6.1 – RAAG had discussed the Mini forest initiative. This would be explored further by MB and Richard Beese (tree warden) and a proposal would be presented to the Council. TW highlighted the need to include a planting policy within the Neighbourhood Development Plan when it is next revised. **Action MB**
- Item 7 – the terms of references had been distributed to consultancy firms, and RAAG were awaiting responses.
- Item 8.1 – The Willow Centre was expected to re-open on the 12th April for limited groups, in line with government guidance.

MB also informed Councillors that he and Richard Beese would be having a meeting with Wooden Spoon Children's Charity to discuss a grant for the Woodland play area. This would be included for discussion on the next RAAG agenda.

15. To receive the minutes and consider recommendations from the Finance Advisory Group

The minutes were received.

MB highlighted the following points:

- Item 3 - a grant request had been received from Crackerjacks pre-school for the amount of £1000 to spend on outdoor play equipment. MB explained that the grant request was inline with the budget and it fit the required criteria. FAG recommended that the grant request be accepted and this was agreed by the Council.
- Item 4 – a report on potential bank account options, to reduce the amount of funds held in the current account, had been discussed. FAG recommended that a new bank account should be opened with Hampshire Trust bank, into which £200,000 would be moved. £600,000 would be left in Unity Trust (current account) for Council running costs, and the large Pavilion refurbishment payment due in the next three months. Then £100,000 each would be paid into the existing Nationwide, Barclays and Lloyds accounts to split the funds more evenly. The recommendation from FAG was agreed by the Council. **Clerk to action**
- Item 5 - one new risk had been added, around potential legal costs incurred during negotiations with the previous Pavilion contractor. The Clerk was also currently assessing the expected hire income during 2020/21 against the COVID-19 grants received. This would be added to section 1 of the next risk register.

The Clerk agreed to correct the start time of the meeting on the minutes from 11:00 to 10:00. **Action Clerk**

16. To consider and agree finance matters

- 16.1 The payments from 13 February 2021 to 12 March 2021 totalling £20,237.76 were approved.
- 16.2 The accounts report to date and bank reconciliation to 28/2/2021 were received.
- 16.3 MB and TW agreed to authorise payments online on 12 March 2021.
- 16.4 Decisions regarding project funding for the Woodland Play Area were deferred until the following council meeting on Thursday 8th April 2021.
- 16.5 Council reconfirmed the decision to top up staff salaries during furlough.

17. To confirm the next meeting of Cringleford Parish Council to be held on Thursday 8 April 2021

Agreed.

18. To receive items for the next quarterly newsletter

TW notified Councillors that plans regarding the new school may be included if received in time.

JC would provide an article regarding former councillor Isabelle Kirk who died recently.

19. To receive items for the next agenda

The results of the parking consultation, if received, would be added to the agenda for discussion.

20. To consider excluding the public due to the confidential nature of the following business, under The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2).

Agreed.

21. To receive a staffing update (if any)

None raised.

22. To receive information on General Data Protection Regulation breaches (if any)

No update.

23. To receive an update on a commercially sensitive matter

No update.

Meeting finished at 21:30