

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
CLERK OF THE PARISH COUNCIL
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A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON 14 OCTOBER 2021 AT 7.30PM, IN THE PAVILION, CRINGLEFORD.

MINUTES

Present:

Professor T Wang (TW) In the Chair
Miss C Fielding (CF)
Mr M Blackie (MB)
Mrs D Miller (DM)

Mr Navid Afshar (NA)
Mr D Chaplin (DC)
Mr S Chapman (SC) (from 7.50pm)

In attendance:

Miss S Blythe – Parish Clerk

Cllr D Bills (County Councillor) (DB)

1. Welcome and to accept apologies for absence

TW welcomed Council to the meeting.

Apologies were received and accepted from Mrs Hookway, Mr Craig-Moonie and Mrs Simmons.

Apologies were noted from the District Councillors.

2. To receive Chairman's announcements, if any

The Chairman advised that Cllr Edwards had stood down as a Councillor due to work commitments. The casual vacancy had been advertised.

3. To accept any declaration of Members Interests

None.

4. To confirm the minutes of the meetings held on 9 September 2021

The minutes were confirmed as an accurate record and signed by the Chairman.

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

All actions had been completed.

6. To receive questions from parishioners

None present.

7. To receive reports from District and County Councillors

DB advised that:

- A11 works would commence on Monday.
- The new recycling centre at Harford Bridge was on schedule and due to open late 2021.
- The Norfolk Flooding Alliance would be running a one-week trial on lessons learnt so far whilst enacting a true flood situation.
- Trading standards had issued a warning regarding the risks of buying fireworks that did not meet British standards.

DB was thanked for offering a grant under the One Million Trees project for an insect friendly hedge around The Willow Centre (TWC) playground.

8. To note and agree actions for correspondence received

- 8.1 Parish Council Bus Shelters – anti social behaviour within one of the unused shelters on Dragonfly Lane was noted. Norfolk County Council had been contacted regarding moving these to the bus stops outside Cavell Court as had been discussed with them two years previously.
- 8.2 South Norfolk Council's Gambling Policy Review – noted. Councillors would feed comments to the Clerk if they had any.
- 8.3 To consider correspondence received since the agenda was dispatched.
 - Planning Consultation – Anglian Water smart meter - deferred to the Planning and Environment Committee for response.
 - Drug dealer on Roundhouse Park – an email from a parishioner and the police response were noted.

9 To receive and approve the updated Health and Safety Policy

The annual Health and Safety review had been completed and the updated policy was presented to Council. This was **approved**.

10 To receive the Clerk's report.

The report was noted.

Within the report a question around the football pitch at TWC had been raised. The pitch was not suitable for professional use due to drainage gulley's and currently had no hirers. The goals had cost £2200 and so were usually stored away when not in use, due to concerns about damage. After consideration Councillors **agreed** that the

goals should be opened up for community use.

Clerk to action

The Clerk advised that interviews would be held for a new part time caretaker the following day.

11 To receive the minutes and an update from the Planning and Environment Committee

TW reported that a letter had been sent to the Norfolk Flood Alliance to highlight incidences where planning permission had been granted close to known flood zones.

Councillors were asked to start considering names for the new pavilion being built on St Giles Park. Suggestions should be sent to the Clerk.

Action All

12 To receive the minutes and consider recommendations from the Recreation and Amenities Committee

MB highlighted the following points:

- Pavilion use – groups using the Pavilion had raised concerns that members of the tennis club had been entering the building to use the facilities, whilst the hirer had the whole building rented. As well as the safeguarding concerns raised by this, Council felt that when the building was hired it should be for the exclusive use of the hirer. It was therefore **agreed** that sports groups should not enter the building when hirers were using it. It could still be used outside of these times.

Clerk to advise groups

- The Scouts had requested to hold their annual fireworks event on the recreation ground. This was **agreed** for the fee of £250. If the grounds were left in a poor condition then an additional charge would be made for the groundsman's time in clearing up, as usual. They would also be asked to ensure that their promotion material referred to just "Cringleford" and did not split the parish into separate areas, as had happened in previous years.

Clerk to advise Scouts

- RAAG reported that they would like to hold a community meeting to receive input on open spaces planning. It was agreed that this should be fully costed and brought to the next meeting so that a budget for the event could be agreed.

Action RAAG

- The updated street food van policy was considered and **agreed**.

Clerk to add to website

- A request was made to purchase a Christmas tree for the parish to enjoy. The Clerk agreed to find out costs and discuss with Councillors by email. Depending on the costs, this would be taken forward under delegated powers due to the short time frame to order and book an installer.

Action Clerk

13 To consider and agree finance matters

13.1 Payments from 11 September – 15 October 2021 totalling £32,301.19 were **agreed**.

13.2 The accounts report to date and bank reconciliation to 30/9/2021 were received.

13.3 DM and TW agreed to authorise BACs payments online on 15 October 2021.

13.4 The 6-month finance overspend report was received. The Clerk was asked to clarify what the £12k expenditure on the "annual projects" budget line had been used for.

This would be checked the next day as there was no access to the accounting system in the Pavilion.

Post meeting note: this was confirmed as expenditure on the parking improvement scheme and a new tractor.

13.5 It was **agreed** that Robin Goreham would be appointed as internal auditor for the 2021/22 accounts.

13.6 A grant request for £900 was received from St Peter's Church for grounds maintenance. This was **agreed** as the grounds were open to all parishioners. The £900 would be paid in November from S137 funds.

14 To confirm the next meeting of Cringleford Parish Council to be held as follows:

Agreed as 11 November 2021.

15 To receive items for the next quarterly newsletter

None

16 To receive items for the next agenda

Parking scheme update

17 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.

18 To receive a staffing update (if any)

None raised.

19 To receive information on General Data Protection Regulation breeches (if any)

None raised.

20 To receive an update on a commercially sensitive matter

No update.

Meeting finished at 20.45