

# CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE  
CLERK OF THE PARISH COUNCIL  
THE WILLOW CENTRE  
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## A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON THURSDAY 14 JUNE 2018 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

### Present:

Prof M Wagstaff (MW) (Chair)	Mr D Smith
Prof T Wang (TW)	Dr M Kirkwood (MK)
Mr J Canham (JC)	Mr M Scutter (MS)
Mr M Blackie (MB)	Mr M Jalil

### In attendance:-

Sonya Blythe – Parish Clerk  
2x Parishioners

1	<b>Welcome and to accept apologies for absence</b>  Apologies were received and accepted from Mrs Kirk, Mr T Chiles and Mr Chaplin  A formal change in procedure was noted, regarding the fact that all items on the agenda were now formal and minuted, in line with NALC recommended best practice.	
2	<b>To accept any declaration of Members Interests:</b>  None raised.	
3	<b>Police Report</b>  The report was noted and circulated  The meeting with the police for MB and MW had been rearranged for 17 August.	
4	<b>To receive questions from Parishioners</b>  It was reported that brambles were overgrown on the slip road to Colney Lane, affecting cyclists and pedestrians. This would be reported to NCC.	<b>Clerk</b>
5	<b>To receive the District Councillors Report</b>	

	<p>GW advised the following:</p> <ul style="list-style-type: none"> <li>• Travellers had been present in Bawburgh; there were two permanent sites available in the area.</li> <li>• SNC Cabinet had approved the draft accounts for 2017/18. Funding had been prioritised for economic growth, health and well-being, early help, and place, communities and environment.</li> <li>• SNC had a small pay-gap between males and females, which was in favour in females.</li> </ul> <p>CK reported the following:</p> <ul style="list-style-type: none"> <li>• A meeting of the Police Accountability Forum would be held on 31 July</li> <li>• An explanation was given on the polling places review being carried out by SNC</li> <li>• SNC and BDC were working more closely together to bring about £8m in savings. This was not in preparation for a unitary council and they had pledged that no redundancies would occur. A joint Leader group would ensure that no conflict of interest occurred.</li> <li>• A parking permit scheme was being investigated.</li> </ul>	
6	<p><b>To receive the County Councillors Report</b></p> <p>Apologies were received from David Bills.</p>	
7	<p><b>To confirm the minutes of the meeting held on 10 May 2018</b></p> <p>The minutes were <b>confirmed</b> and signed as an accurate record</p>	
8	<p><b>To report matters arising from the minutes not on the agenda: for information only.</b></p> <p>None</p>	
9	<p><b>To note and comment upon correspondence received</b></p>	
9.1	Community Sponsorship of a refugee family: MS and JC to attend meeting and report to Council.	<b>MS</b>
9.2	Interim polling districts and polling places review 2018 – agreed to respond that Cringleford should keep both polling stations as the A11 acts as a divide and would prevent some people from voting if there was only one.	<b>Clerk</b>
9.3	Parish Partnership Scheme – the following quotes would be requested from Highways:	<b>Clerk</b>

9.4	<ul style="list-style-type: none"> <li>• Intwood / Keswick Road junction - improved crossing facilities.</li> <li>• SAM2 cameras – various locations</li> <li>• Colney Lane crossing – UEA end, near bus stop</li> <li>• Improving the public right of way on The Loke, from behind the pavilion to Intwood Road.</li> </ul> <p>Western link road consultation – TW and MK agreed to draft a response, supporting the need for the link but requesting minimal environmental impact.</p>	<b>TW/MK</b>
10	<p><b>To consider forming a resident association</b></p> <p>MW noted that this had been raised in the past but not taken forward and so he felt it was time to discuss formally. A resident association would provide a forum for residents to bring up matters of concern. CPC would not set it up but would encourage residents to do so.</p> <p>JC reported that he had spoken with several residents and encouraged this. He also suggested that residents could set them up for certain projects, such as the Keswick and Intwood Road junction.</p> <p>It was agreed that this would be a positive step for the parish. The matter would be raised in the next newsletter.</p>	<b>Clerk</b>
11	<p><b>To discuss the ways in which CPC communicates with parishioners</b></p> <p>Further to the discussion at the previous meeting, it was agreed to publicise that the Chairman would be available in The Willow Centre each Tuesday morning at 10am to meet parishioners, and to start a monthly surgery with MB. If these were not successful then the 2019/20 newsletter budget could be increased to allow more regular publications.</p>	
12	<p><b>To receive the Clerks report</b></p> <p>The Clerk's report was noted with the following additional matters being raised:</p> <ul style="list-style-type: none"> <li>• NCC had asked for permission to place a welfare unit in TWC carpark for 9 weeks, whilst carrying out road improvements in Eaton. This was agreed as the improvement to cycle paths would benefit parishioners.</li> <li>• A quote had been received to replace the fire damaged facilities at the Pavilion. This would be forwarded to the insurance company.</li> <li>• Councillors requested information on what streetlights were owned by CPC.</li> <li>• If more brown tail moth caterpillars were reported, photographs would be requested. If they did prove to be brown tail moth caterpillars then warning signs would be placed on parish-owned land where they were seen.</li> <li>• KVA – MK to investigate floodlight costs before the document requesting</li> </ul>	<b>Clerk Clerk Clerk</b>

	a lowered KVA was submitted.	<b>MK</b>
13	<p><b>To receive a Recreation and Amenities Advisory Group Update</b></p> <p>MS gave the following report:</p> <ul style="list-style-type: none"> <li>• Fencing around the football pitch had now been removed</li> <li>• Cringleford Litter group had won £100 and would like to donate it to CPC to purchase a dog bin for Harts Lane. Ongoing collection costs would be around £100 per annum. This was agreed. The Clerk would apply for a street licence.</li> <li>• The alcohol policy had been reviewed and agreed. To be reviewed every four years in future.</li> <li>• The future use of TWC field was considered. The options were to keep it as a senior football pitch (as per the S106 agreement) or to build a multi-use games area (MUGA). Following discussion it was proposed and <b>agreed</b> that it be used as a football pitch for two years to ascertain the need. If it was not popular then a MUGA would be built from S106 money at this time. Clerk to draw up proposals as to how to manage this, with associated costs, for RAAG and FAG to consider.</li> </ul>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
14	<p><b>To receive an update from the Environment and Planning Advisory Group</b></p> <p>MW gave the following update:</p> <ul style="list-style-type: none"> <li>• A parking permit meeting was in the process of being organised – Clerk to circulate the date once known.</li> <li>• Community asset suggestions – to be added to next newsletter for public suggestions.</li> <li>• Dragonfly Lane bus route - Clerk in process of arranging meeting with bus company and school.</li> <li>• TW and MW would attend a community planning workshop at SNC.</li> <li>• Thickethorne roundabout changes – delays had been announced due to the costings being recalculated.</li> <li>• EPAG had supported residents of old Newmarket Road who were against double yellow lines being installed outside their homes.</li> <li>• Several planning applications had been considered and responded to.</li> <li>• The 30mph speed limit would be extended from Colney Lane onto Roundhouse Way.</li> </ul>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>TW/MW</b></p>
15	<p><b>To receive an update and recommendations from the Pavilion Steering Group (PSG)</b></p> <ul style="list-style-type: none"> <li>• The architect firm SMG had now been appointed. A meeting would be arranged to move the project forward.</li> </ul>	<b>Clerk</b>
16	<b>To discuss issues surrounding open spaces in the Parish</b>	

	It was noted that the fence had now been removed around the football field but legally the process was no further forward. It was suggested that the Clerk contact SNCs legal department to ask if they could forward the matter.	<b>Clerk</b>
17	<b>Finance</b> 17.1 Payments for June totalling £29,566.84 were <b>agreed</b> . 17.2 The bank reconciliation was noted. 17.3 MB gave the following report on the latest meeting of the Finance Advisory Group <ul style="list-style-type: none"><li>• The risk register had been considered, with changes agreed.</li><li>• The first 20 streetlights had been replaced with new columns and LED bulbs – this would come from CIL money.</li><li>• In response to a request from the tennis club for a separate committee room to be built at the Pavilion, it was felt that it would not be appropriate to build something on parish owned land that was not assessable to all. Instead it was proposed that the building only be let out to sports-groups at the weekends, and that private hire ceased, to allow sports groups to have use of the building. This was <b>agreed</b>. Clerk to write a draft on how this would work and discuss with RAAG.</li></ul>	<b>Clerk</b>
18	<b>To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 12 July 2018 7.30pm at The Willow Centre</b>  Agreed.	
19	<b>To receive items for the next agenda.</b> <ul style="list-style-type: none"><li>• Report from refugee meeting – MS.</li></ul>	
20	<b>To consider excluding the public due to the confidential nature of the business.</b>  Councillors considered and <b>agreed</b> 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.	
21	<b>Staffing update</b>  No matters raised.	
22	<b>Data Protection Matters</b>	

	No matter raised.	

Meeting closed at 21.35pm

Signed .....  
Chairman