

# CRINGLEFORD PARISH COUNCIL

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**AN INFORMAL MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON  
13 APRIL 2022 AT 7.30PM, ON ZOOM.**

## NOTES OF MEETING

### Present:

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

Mrs L Rawlings (LR)  
Mr A Clay (AC)  
Mr S Chapman (SC)

### In attendance:

Miss S Blythe - Parish Clerk  
David Bills (County Councillor)

1x member of public

*As this was an informal meeting, all decisions were delegated to the Parish Clerk.*

### 1. Welcome and to accept apologies for absence

TW welcomed Council to the meeting.

Apologies were received and accepted from Helen Simmons, Dave Chaplin and Tom Craig Moonie.

Navid Afshar was not present.

### 2. To receive Chairman's announcements, if any

The Chairman reminded Councillors that an open spaces consultation would be held on 22 March. He asked that Councillors contact MB to volunteer to help.

A reminder was given to Councillors to send meeting apologies in advance where possible, to ensure that meetings could start on time.

### 3. To accept any declaration of Members Interests

None.

### 4. To receive questions from parishioners

Nothing raised.

### 5. To receive reports from District and County Councillors

County Councillor David Bills noted that he had asked Norfolk County Council (NCC) for an update on road safety improvements, which had just been received. In response to the recent accident on Roundhouse Way (RHW), he reported that NCC had now changed the route for the school bus and children would now be dropped on the opposite of the road, which would prevent future accidents. Regarding crossing RHW from the bus interchange, NCC were still working on what improvements might be possible. Council confirmed that they would continue to push for improvements to be made.

Regarding the parking scheme, DB reported that letters had been sent to the objectors advising that the scheme would be taken forward, with works scheduled to start in summer 2022.

SC and LR entered meeting at 7.40pm.

## **6. To receive the notes from the last meeting**

The notes from the last meeting were received. These would be formally approved at the next physical meeting.

## **7. To note correspondence received and delegate responses to the Clerk**

- 7.1 Norfolk County Council – refusal to fund school crossing patrol. Following the recent accident on RHW, CPC had requested that a crossing patrol be funded for school children. This had been refused as the number of school children crossing the road did not meet the required criteria. However, as discussed at item 5, the bus would now drop school children on the opposite side of the road which had removed the risk.
- 7.2 Neighbourhood Watch information – this would be added to the website and newsletter. **Action Clerk**
- 7.3 Parish Partnership Scheme award – the application for road improvements on Intwood Road had been approved. This had been budgeted for from CIL funds and so the Clerk would take forward. **Action Clerk**
- 7.4 Norfolk County Council- removal of bus shelters – the response would be added to the Planning and Environment Committee (PEC) agenda to take forward. **Action Clerk**
- 7.5 To consider correspondence received since the agenda was dispatched  
A letter had been received from the Minister of State for Equalities and Levelling Up to advise that evidence on holding meetings virtually was currently being considered.

## **8 To receive the Clerk's report**

The report was noted and questions received.

## **9 To receive the notes of the informal Planning and Environment Committee held on 2 March 2022**

The notes were received.

## **10. To receive the notes of the CIL / Commuted Sum Group from 29 March 2022**

The notes were received.

An update on the land purchase was received. Formal decisions would be made on this in May.

A grant had been received to create a Jubilee Garden in the parish, to plans originally approved in September by PEC. The money for the garden had provisionally been budgeted from S106 money and so the S106 money could now be used for other open space schemes.

## **11. To receive the notes from the 28 March Recreation and Amenities Advisory Group meeting, and delegate actions to the Clerk**

- 11.1 To receive information on football pitch improvements – costs had been circulated for improving football pitches at the recreation ground and at The Willow Centre. Norfolk FA would pay the majority of the costs, with an additional £12k to be funded for ongoing maintenance over the following six years. Cringleford junior football club had confirmed in writing that they would fund 50% of the remaining costs. Council confirmed therefore that the grant application should be made to Norfolk FA and budget provision made for ongoing maintenance. This would be formally agreed at the May meeting, but the grant application could be made at this time.  
**Action RAAG.**
- 11.2 To receive a request from the junior football club to use TWC adult pitch - The junior football club had requested to use TWC football pitch. Currently this was not being used for adult football due to the drainage gulleys in the pitch, but the club were happy that they could safely mark out a smaller pitch to avoid most of these. Council confirmed that the Clerk could take this forward, subject to agreeing a fee.  
**Action Clerk.**
- 11.3 To receive information on Jubilee events within the Parish and consider how to contribute - A meeting would be arranged with community groups to establish how CPC could help.  
**Action RAAG**
- 11.4 To consider parking at the Pavilion – a request had been received from a hirer of Cringleford Business Centre to return to parking in permit spaces at the recreation ground. This had been authorised previously but had finished when the refurbished Pavilion reopened in 2021. As the permit areas were still marked out it was agreed that the Clerk could take this forward, including agreeing a fee. This would be subject to review when the parking scheme was implemented on Intwood Road.  
**Action Clerk**
- 11.5 To consider requests from the Tennis Club – The tennis club had requested permission to install steel flooring grates at the entrances to the courts, to prevent mud being carried onto the courts. This was agreed. They had also asked for comments on their suggestion to install a clubhouse on an existing court. Council asked for more information before this could be discussed.

## **12. To receive a report from the Road Safety Group meeting of 12 April 2022**

TW reported that NCC had responded to the Road Safety Strategy. The Group would reply to their comments.

The accident on RHW had been discussed. TW was asked to write to the parents who had contacted him regarding this to ensure that the school bus was now dropping pupils off on the opposite side of the road, so that children no longer had to cross the road.  
**Action TW.**

**13. Finance Matters:**

- 13.1 To note the payments for April 2021, from 12 March – 14 April 2022. The payments were received.
- 13.2 To receive the accounts report to date and bank reconciliation to 31/3/22. The accounts to date were received. Year-end bank reconciliations for CPCs five bank accounts were noted. The Clerk reported that an additional £700k CIL money would be received during April.
- 13.3 To note which signatories will authorise BACs payments online on 14 April 2022 – MB and TW confirmed they would do this.

**14. To note the next meeting date:**

The next meeting would be held on 11 May 2022, with the Annual Parish Meeting commencing beforehand at 7.15pm.

**15. To receive items for the next quarterly newsletter**

Neighbourhood watch  
Parking update

**16. To receive items for the next agenda**

Year-end audit  
Land purchase

Meeting finished at 21.10