

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 8 JUNE 2022
AT 7.30pm, IN THE WILLOW CENTRE, CRINGLEFORD.**

MINUTES

Present:

Professor T Wang – in the Chair (TW)	Mr D Chaplin (DC)
Mr M Blackie (MB)	Mr N Afshar (NA)
Mrs C Fielding (CF)	Mrs H Simmons (HS)
	Mr S Chapman (SC) (from 7.45pm)

In attendance:-

Sonya Blythe – Parish Clerk	Cllr W Kemp (District Councillor)
	Cllr D Elmer (District Councillor)

1. Welcome and to accept apologies for absence

TW welcomed Council to the meeting.

Apologies were received and accepted from Dagmar Miller, Alistair Clay and Lynn Rawlings. Tom Craig-Moonie was not present.

2. To receive Chairman's announcements, if any

The Chairman requested that photographs from any Platinum Jubilee events be forwarded to the Clerk for the next newsletter.

3. To accept any declaration of Members Interests

None.

4. To confirm the minutes of the meetings held on 11 May 2022

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

5. To receive questions from parishioners

None present.

6. To receive reports from District and County Councillors

David Bills, County Councillor, had sent apologies.

DE reported that a meeting at South Norfolk Council's office had been arranged for 22 June to give information on the infrastructure investment fund.

He also noted that the procurement for electric changing points was underway. More detailed information would follow.

WK agreed to support Cringleford Parish Council (CPC) at SNCs next Development Management Committee, in respect of Roundhouse Park plots R1 and NC2. The Clerk would arrange a meeting to discuss. **Action Clerk**

7. To appoint a Councillor with Health and Safety responsibilities

A Councillor was required to fill the vacant Health and Safety portfolio. A volunteer would be sought at the July meeting.

8. To review the General Data Protection Policy

The updated policy was considered and agreed

9. To note and agree actions for correspondence received

9.1 None

9.2 To consider time-sensitive correspondence received since the agenda was dispatched.

-To note correspondence from a parent and the response from the Pioneer Minister regarding the Jubilee books given to the school and nursery. Comments were noted. It was recognised that only one complaint had been received. It was agreed that thanks should be passed to the Pioneer Minister for his swift response

Action Clerk

-To confirm who will attend the Shaping the Future reception at SCN – it was agreed that TW, MB and HS would attend.

-To note Building Control permission had been received for the internal door at the Pavilion. Noted – now awaiting Fire Service comments.

-To note thanks from Cringleford Tennis Club for Jubilee event support. Noted.

10. To receive the Clerk's report

The report was noted.

In addition the Clerk advised that Norfolk County Council (NCC) had confirmed that they would pay to install one of the bus shelters being removed from Dragonfly Lane outside Cavell Court, once the stop's position had been relocated by developers.

11. To receive the minutes from the Planning and Environment Committee (PEC)

The minutes were received and noted.

TW highlighted that a meeting had been held with architects, who had explained the changes they had made to the sports hall plans. Plans were being updated and a follow up meeting had been arranged.

A meeting had been held with Barrett David Wilson Homes, who had confirmed that the orchard would be ready to be planted in the coming winter.

12. To receive an update from the Recreation and Amenities Advisory Group (RAAG), and agree actions.

- MB reported the following:
- Councillors were invited to a session on 14 June to look at proposals for open spaces and consider parishioner responses to the formal consultation.
- Alcohol policy – the updated policy required some changes. TW to send amendments. **Action TW**
- The Clerk was investigating large planters or ploughs to replace the bus shelters. It was hoped that the community or school may like to be responsible for these.
- A quote for a microphone system was considered. Council confirmed that they would be happy with a wired system. The Clerk advised that additional quotes were being sought.

13. To receive the notes and consider recommendations from the CIL and S106 Advisory Group

The notes were received.

TW recommended that the new sports hall be named The Jubilee Centre for planning purposes, to be reconfirmed when building commenced. This was **agreed**.

Council **agreed** that grants for the land purchase project and the sports hall could be applied for between Council meetings by the Clerk. This would be in liaison with PEC or RAAG, as applicable.

14. To consider and agree finance matters

14.1 To agree the payments for June 2022, from 13 May to 9 June.

Payments totalling 23,623.21 were **approved**.

14.2 To receive the 2022/23 accounts report to date and bank reconciliation to 30/6/2022

The accounts and reconciliation were noted.

14.3 To agree which signatories will authorise BACs payments online on 9 June 2022

TW and MB agreed to authorise the payments.

15. To confirm the next meeting of Cringleford Parish Council as 13 July 2022

Agreed.

16. To receive items for the next quarterly newsletter

Heras fencing update – conservation area
Bus shelter update / community flower pots
Open space consultation results

17. To receive items for the next agenda

None

18. 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.

19. To receive a staffing update (if any)

None raised.

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

None raised.

21. To receive an update on a commercially sensitive matter

Regarding the land purchase, meetings had been held with various companies who CPC hoped to work with to take the project forward.

Meeting finished at 20.45