

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
CLERK OF THE PARISH COUNCIL
THE WILLOW CENTRE
1-13 WILLOWCROFT WAY
CRINGLEFORD NR4 7JJ

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**A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON 13 JULY
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 A Clay	Mr S Chapman (SC) (from 7.45pm)
Mrs I Rawlings	

In attendance:-

Sonya Blythe – Parish Clerk	Cllr D Bills (County Councillor)
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1. Welcome and to accept apologies for absence

TW welcomed Council to the meeting.

Apologies were received and accepted from Mr D Chaplin.

2. To receive Chairman's announcements, if any

The Chairman advised that Councillor Craig-Moonie had stood down from the Council. The casual vacancy period had passed and the vacancy would now be filled by co-option.

The Chairman reported that planning application 2019/2227 on Colney Lane had been turned down by the Development Management Committee at South Norfolk Council. This was a site that had initially been comprised of all bungalows and had been changed by the developers to a heavier mix of houses and bungalows which was against the master plan for the site.

3. To accept any declaration of Members Interests

None.

4. To confirm the minutes of the meetings held on 8 June 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 reported that the County Deal, where the Government had been considering handing down responsibility and funding for certain aspects to county, district and city councils, had been delayed. In response to a question asking whether parish council would have more say over planning matters, DB advised that this had not yet been clarified.

7. To appoint a Councillor with Health and Safety responsibilities

A Councillor was required to fill the vacant Health and Safety portfolio. TW was appointed.

8. To agree the updated alcohol policy

The updated policy was considered and **agreed**.

Clerk to upload to website.

9. To note and agree actions for correspondence received

9.1 Invitation to Bid for Parish Partnership 2023/24. Councillors were asked to send their suggestions to the Clerk, who would organise a meeting of the Road Safety Group in September to discuss.
Action Councillors / Clerk

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

None.

10. To receive the Clerk's report

The report was noted.

It was noted that the village sign had now been refurbished. It had not been re-installed on the village green as there had been issues with finding a post and fitting it within the existing concrete base. It was **resolved** that the existing base should be removed and the sign installed independently on the green.

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

- MB reported the following:
- Different designs of planters had been considered by RAAG, to be located where the bus shelters on Dragonfly Lane currently were. Council **agreed** that up to £6k could be spent on these, from the bus shelter ear-marked reserve. One should be purchased initially to test how maintenance procedures worked. Before the purchase could be made, RAAG would need to contact local groups to see if there

was any interest in being responsible for them, and write a general maintenance plan.

Action RAAG

- Three quotes had been received for a new wireless microphone system. It was agreed that the Clerk could decide which one to purchase, up to £20k, per the agreed budget.
- Further to previous discussions, it was noted that the removal of the unused bus shelters on Dragonfly Lane would be booked in shortly. It had not been possible to repurpose them as bike shelters as they were not wide enough.

Action Clerk

Action Clerk

12. To receive the final plans for The Jubilee Centre and agree to apply for planning permission

The final plans were considered and it was **agreed** that planning permission could be applied for, subject to the final Design and Access statement being seen and approved by SC/TW.

Action TW/SC

13. To receive an update on the purchase of open space and associated actions

The report log of meetings and actions carried out so far on the project was received. The Clerk was asked to add in the job titles of the stakeholders who had been met with.

Action Clerk

TW reported that the application to the greater Norwich Growth Board for a grant towards costs on the works on the land was being worked on and had to be submitted in July. Council were happy that this go ahead.

Action TW

14. To receive the notes and consider recommendations from Finance Advisory Group

The notes of the meeting were received, with the following recommendations being approved by Council:

-It was **agreed** that a new John Deere mower could be purchased for the recreation ground. £16k had been placed in the budget for this. The cost would be 15600 which included a £3500 trade in for the existing mower.

- Advice was received from the Parkinson Partnership on how to manage VAT for The Jubilee Centre. Councillors **agreed** to accept the recommendation to opt the land to tax, which would allow all VAT to be claimed back on the building costs, as well as ongoing costs once the building was operational. The Clerk would liaise with developers on how best to take this forward. SC would discuss with the nursery.

Action: Clerk / SC

15. To consider and agree finance matters

15.1 Payments of £36,771.20 for 10 June to 14 July 2022 were approved.

15.2 The 2022/23 accounts report to date and bank reconciliation to 30/6/2022 were received.

15.3 TW and MB agreed to authorise BACs payments online on 14 July 2022.

15.4 Council noted that payments would be made during August 2022, which would be reported to Council at the next meeting, in September 2022.

16. To confirm the next meeting of Cringleford Parish Council as 14 September 2022

Agreed.

Apologies were noted from AC for September and October 2022.

17. To receive items for the next quarterly newsletter

A summary of items that had previously been submitted were received. The newsletter would be circulated early August.

18. To receive items for the next agenda

None

19. 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.

20. To receive a staffing update (if any)

None raised.

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

None raised.

22. To receive an update on a commercially sensitive matter

None raised.

Meeting finished at 21:30