

# 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 8 NOVEMBER 2018 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

### **Present:**

Mr M Scutter (MS) (Chair)  
Prof T Wang (TW)  
Mr T Chiles (TC)  
Mrs I Kirk (IK)

Dr M Kirkwood (MK)  
Mr M Blackie (MB)  
Mr J Canham (JC)

### **In attendance:-**

Sonya Blythe – Parish Clerk

Cllr D Bills (NCC)  
1 member of the public.

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

Apologies were received and accepted from Professor Wagstaff, Mr Jalil, and Mr Chaplin.

MS nominated as Chairman for the meeting.

MS reminded all present that the Battle's Over event would take place on 11 November at 5pm.

#### **2 To accept any declaration of Members Interests:**

MK advised that he was related to one of the co-option candidates.

#### **3 To confirm the minutes of the meeting held on 11 October 2018**

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

#### **4 To report matters arising from the minutes not on the agenda: for information only.**

None raised.

#### **5 To co-opt a new Councillor**

Three candidates all spoke with Council and gave their reasons for applying.

Following voting, Josef Shore was co-opted onto the Council. The acceptance of office form was signed accordingly.

MS reminded the other candidates that Parish Council elections would be held in May 2019.

**6 Police Report**

The report had not been received.

**7 To receive questions from Parishioners**

A parishioner reported that the new speed limit signs for 20mph had not been installed on Newmarket Road, which was causing confusion for those travelling through the parish from Eaton, where the signs were in place. DB and the Clerk would contact Highways.

**DB/Clerk**

**8 To receive the District Councillors Report**

Cllr Kemp reported the following:

- He clarified the law on speed limits for parishioners.
- He advised that that the new joint Chief Executive of South Norfolk and Broadland Council had been appointed.
- He reported that Cringleford and Colney would remain a ward in elections.
- He advised that he had attended the South Norfolk Council Development Management Committee on 7 November and spoke on various planning matters relating to Cringleford.

Cllr Wheatley advised the following:

- He has also attended the Development Management Committee on 7 November.
- He had reported highways matters to DB on behalf of parishioners.
- He had received CPCs bid for benches for The Willow Centre field.
- He reminded that it was important to always advise District Councillors when CPC wanted a planning application to be called in and be considered by Committee.

TW thanked both district councillors for their support at the Development Management committee.

**9 To receive the County Councillors Report**

DB reported reminded parishioners that he was always available to respond to questions.

District and County Councillors left the meeting at 20.25.

**10 To note and comment upon correspondence received**

10.1 Norfolk Children's Centre Closure – Councillors agreed to send an objection to the potential loss of the valuable resource. **Clerk**

10.2 Better Broadband for Norfolk – information noted.

10.3 Rough Sleeper Count – South Norfolk Council would carry out their annual rough sleeper count on 14<sup>th</sup>/15<sup>th</sup> November. This would be added to the website. **Clerk**

**11 To receive the Clerk's report**

The Clerk's report was received.

The cost of building a committee room at The Willow Centre was discussed.

**12 To receive a Recreation and Amenities Advisory Group Update**

TC gave the following report:

- A quote for an automatic door at TWC would be sought. **SH**
- Lord Dannett had not responded to the request to open the Battle's Over event. Otherwise the event was ready. Councillors thanked the Assistant Parish Clerk for her hard work in organising the event.
- A meeting would be arranged to discuss the potential use of the Pavilion carpark by Cringleford Business Centre users. **Clerk**
- RAAG would coordinate the plan for use of the forthcoming recreation ground, initially by meeting with existing sports clubs.
- Advice would be sought from South Norfolk Council regarding how often tree surveys should be carried out. **Clerk**
- A suggestion had been received from a parishioner that free trees could be obtained from the Woodland Trust. This was noted for future use.
- It was likely that some form of summer fete would be organised.
- In addition to the benches that had been requested from the District Councillors grant fund, MK would send the Clerk details of nature habitats to also apply for. **MK/Clerk**
- The Clerk would chase Norfolk County Council for a response regarding use of the S106 bus stop maintenance fund. **Clerk**

**13 To receive an update from the Environment and Planning Committee**

TW gave the following update:

- The Clerk was liaising with developers over ownership of two areas of open spaces that had not been allocated on transfer documents. **Clerk**

- Work was ongoing to ascertain whether solar panels on the roof of TWC would be viable.
- Following a consultation with local residents which had only received two objections, the Parish Partnership bid for speed cushions on Keswick Road would be submitted.
- A meeting had been organised with South Norfolk Council and parishioners on 30 November to look for a way to improve the parking situation. In the meantime, meetings had been organised with the parking manager at Norwich City Council and the Eaton Rise resident association to discuss how their schemes worked.
- The Big Sky design code had been submitted – this did not fully reflect the discussion that had been held with Big Sky and so comments would be sent to Planning.
- A meeting with developers would be held to discuss the Newfound Farm development on 16 November.
- At SNCs Development Management Planning committee on 7 November the hospice application had been approved but R1, which CPP had objected to, had been refused.

**MK**

**Clerk**

**14 To receive an update and recommendations from the Pavilion Steering Group (PSG)**

It was likely that work would not commence until 2019/20 as building regulations and a tendering process still had to be gone through.

**15 To discuss issues surrounding open spaces in the Parish**

A final meeting with developers had been carried out on 26 October. The transfer documents were now awaited from the solicitor.

The Clerk was asked to check whether usage of energy in TWC had increased now that the changing room were in use.

**Clerk**

**16 To sign the transfer documents for open spaces on Roundhouse Park**

The documents had not been received.

**17 Finance**

17.1 Payments for the period 12 October to 8 November totalling £22093.11 were **agreed**.

17.2 The bank reconciliation and year to date report were noted.

17.3 MB gave a report of the recent Finance Advisory Group meeting:

- A policy would be written regarding how to manage unpaid invoices.
- The local branch of Barclay's Bank had closed; FAG were looking into options regarding alternative choices and would ensure a secure system was in place that the internal auditor was happy with.
- The draft budget had been considered. The tax base would be received in December, at which point it would be finalised, and brought to Council for agreement in January.
- A query was raised regarding caretaking costs being higher than predicted, which the Clerk explained.

18 **To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 13 December 2018 7.30pm at The Willow Centre**

Agreed.

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

None raised.

20 **To consider excluding the public due to the confidential nature of the business.**

Councillors considered and **agreed** 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 **Staffing update**

No matter raised

22 **Data Protection Matters**

No matter raised.

Meeting closed at 21:25pm

Signed .....  
Chairman