

CRINGLEFORD PARISH COUNCIL

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**A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON 11
JANUARY 2023 AT 7.30pm, IN THE WILLOW CENTRE, CRINGLEFORD.**

MINUTES

Present:

Professor T Wang – in the Chair (TW)	Mrs L Rawlings (LR)
Mr N Afshar (NA)	Mr E Coulthard (EC)
Mrs C Fielding (CF)	Mr S Chapman (SC)
Mr D Chaplin (DC)	Mrs D Miller (DM)
Mrs H Simmons (HS)	Mr A Clay (AC)

In attendance:-

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

1. Welcome and to accept apologies for absence

TW welcomed Council to the meeting.

Apologies had been received from Cllr Blackie.

2. To receive Chairman's announcements, if any

None.

3. To accept any declaration of Members Interests

None received.

4. To confirm the minutes of the meetings held on 14 December 2022

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

It was noted that the postponed parish hedge cutting would take place by March 2023.

5. To receive questions from parishioners

None present.

6. To receive reports from District and County Councillors

Councillor Kemp reported the following:

- The South Norfolk Council (SNC) budget consultation would end on 21 February.
- Changes had been made to election rules. In future photographic ID would have to be shown in order for electors to vote. This information would be added to the website. **Action Clerk**
- SNC had opened up some of their facilities as Warm Spaces. The Help Hub had seen an uptake in requests for help.
- SNC were working with Anglian Water to establish a solution for Nutrient Neutrality, which was holding up developments within the parish.

Councillor Bills reported the following:

- Work was ongoing to extend the Humbleyard GP surgery in Hethersett, which would service Cringleford residents.
- Finance had been agreed for the Hethersett to Colney Lane cycle way, which was due to be signed off shortly.
- Norfolk County Council (NCC) had received a £300k grant to improve bus services across the county.
- The County Deal for devolution would be considered by NCC Council and Cabinet the following week.
- The parking scheme for Cringleford had been delayed whilst costs were checked.

In response to questions DB confirmed that the County Deal did not include Norwich.

WK was thanked for the £1000 donation for two accessible picnic benches for outside The Willow Centre (TWC). The Clerk would order the benches ready for spring. **Action Clerk**

DB was asked to contact Highways Officers with regards to CPCs outstanding street furniture licence for a planter on Dragonfly Lane.

Councillor Kemp and Councillor Bills left the meeting at 8.05pm.

7. To note and agree actions for correspondence received

7.1 Update on Humbleyard Surgery - discussed under item 6.

7.2 To consider time-sensitive correspondence received since the agenda was dispatched: none received.

- Future of Norfolk Churches (NALC newsletter) – Parish councillors to respond to survey if they wish. **Action: All**

- Welcome to Hong Kong event – SC / HS to attend.

Action SC / HS

- South Norfolk Village Clusters Housing Allocations Plan – to confirm who will attend, if required. As Cringleford was not affected representation would not be sent.

- Town and Parish Council Forum – to confirm who will attend, if required.
Councillors were advised to book if they wanted to attend.

8. To receive the Clerk's report

The Clerk's report was received.

In addition, the Clerk noted that additional bank signatories may be required after the May 2023 elections. The Clerk would start the process to add AC, SC and EC, with the paperwork to be signed at the next meeting.

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

The minutes of the meeting were received, and RAAG made the following recommendations and reports to Council:

- That SC be elected as the new Chairman of RAAG;
- That hire costs at TWC should be increased by £1 per quadrant per hour starting in April 2023. This was the first increase since the building had opened.
- That a second access ramp should not be installed at the back door of the Pavilion as there was already fully accessible entry at the front door of the building for customers paying to use the building.
- That a water filter would not be installed in the changing rooms at the Pavilion, as these were not installed in any CPC buildings. It was recommended that sports clubs should bring drinks with them.
- That a planter design had been agreed, and would be installed once the street furniture licence had been approved.
- Cringleford Junior Football Club were being asked to confirm that they were happy with the forthcoming pitch design on St Giles Park.

Council **approved** all recommendations.

10. To receive the minutes and an update from the Planning and Environment Committee

The minutes of the meeting were received.

11. To consider and agree finance matters:

11.1 To agree the payments for January 2023, from 16 December to 12 January.

The payments were **approved**. It was agreed to temporarily hold the payment for the new microphone system until it worked.

11.2 To receive the 2022/23 accounts report to date and December reconciliation.

These were received.

11.3 To agree which signatories will authorise BACs payments online on 12 January 2023

DM and TW **agreed** to make the payments.

11.4 To confirm that Cllr Fielding has checked the monthly payments list against the bank statement.

CF confirmed that November and December's statements had now been checked.

11.5 To agree the 2023/24 budget

Following questions regarding the reserves and the build costs of the new sports hall, the budget as proposed was **approved**. £66k of reserves would be used to keep the precept increase as minimal as possible, despite hugely increased energy costs.

11.6 To confirm the 2023/24 precept

Following the budget approval, the precept was set at £364204.00. This was a 5% increase per Band D property, equating to £8 per year.

Clerk to submit to SNC

12. To confirm the next meeting of Cringleford Parish Council as 8 February 2023.

Agreed.

13. To receive items for the next quarterly newsletter:

Election ID
Precept
Parking update

14. To receive items for the next agenda.

None.

DM and NA apologies noted.

15. 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.

16. To receive a staffing update (if any).

No updates.

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

None.

18. To receive an update on a commercially sensitive matter.

An update was received on an ongoing project, which would be temporarily delayed. It was agreed that TW should write to the Trustees if there had been no update after a month.

Meeting finished at 20:45.