

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 MARCH 2023 AT 7.30pm, IN THE WILLOW CENTRE, CRINGLEFORD.

MINUTES

Present:

Professor T Wang – in the Chair (TW)	Mrs L Rawlings (LR)
Mr M Blackie (MB)	Mr E Coulthard (EC)
Mrs C Fielding (CF)	Mr S Chapman (SC) (from 19:35)
Mr N Afshar (HS)	Mr A Clay (AC)
	Mrs D Miller

In attendance:-

Sonya Blythe – Parish Clerk Cllr D Elmer (District Councillor)
1 member of public

1. Welcome and to accept apologies for absence

TW welcomed Council to the meeting.

Apologies had been received from Cllr Simmons. Dave Chaplin was not present.

County Councillor Bills had also sent apologies.

2. To receive Chairman's announcements, if any

TW noted that Parish Council elections would be held in May and reported that Helen Simmons and Malcolm Blackie would be standing down. MB would remain as a co-opted member on the Recreation and Amenity Advisory Group, to be agreed by Council in May.

3. To accept any declaration of Members Interests

None received.

4. To confirm the minutes of the meetings held on 8 February 2023

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

SC entered the meeting

Regarding item 9, the Clerk had spoken with South Norfolk Council (SNC). They had advised that a full planning application would need to be submitted to change the use

of the football field. Additional applications would need to be submitted for the skate park / pump track. They had recommended submitting all of these as one application to save costs. This would be taken forward once final plans had been approved.

5. To receive questions from parishioners

None raised.

6. To receive reports from District and County Councillors

Councillor Elmer reported the following:

- He reminded Council that photographic ID would be required to vote at the May elections. For anyone not wanting to show ID, a postal vote could be applied for.
- He reported that David Bills had said he expected updates on the parking scheme and the Newfound Drive trees shortly.
- He noted that SNC's Planning Department were investigating complaints regarding an extended fence on Harts Lane.

7. To note and agree actions for correspondence received

7.1 None

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

-Norfolk Devolution Deal (Norfolk County Council) – Councillors **agreed** to respond as individuals if they wished.

-Press release (Barrett David Wilson Home) - a draft press release was received, regarding the orchard planting. Council **agreed** that TW could make amendments and return to the press officer. **Action TW**

8. To receive the Clerk's report

The Clerk's report was received.

The SAM2 figures within were considered and it was agreed that a meeting of the Road Safety Group should be arranged. The Highways Officer would also be asked when the speed limit on Dragonfly Lane had been reduced from 30mph to 20mph, as notification had not been received. **Clerk to arrange**

DE agreed to speak with Officers at SNC regarding the CIL payment that would need to be made on the new sports hall.

Councillor Elmer left the meeting at 19.50pm.

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

The minutes of the meeting were received, and Cllr Chapman made the following report and recommendations to Council:

- The cricket club fees had been agreed. These had since been reduced as HMRC had clarified their stance on charging VAT on sports bookings. A refund request would be submitted to HMRC in April. **Action Clerk**
- Grants would be sought for a potential pump track and skateboard park. A request would also be made to the CIL / S106 group for funding.
- The moveable walls in TWC had broken twice in the past two months due to the same issue. A contractor had suggested a fix which would cost up to £14k. It was agreed that this was a preferable option than having repairs carried out as and when necessary, which would cost more in the long run and inconvenience hirers at short notice. It was agreed that works up to £14k could be carried out, subject to additional quotes being sought and confirmation of the warranty of the works. Funding would come from the building maintenance fund. **Action Clerk**
- Suggestions on how to celebrate the King's Coronation had been discussed. It was suggested that a village bench be purchased for up to £900. If a grant could be obtained this could go on the village green. If not then S106 money could be used for a Roundhouse Park location. Location would be discussed further be RAAG, but agreement was given for the funding. It was also agreed that wild seeds and envelopes be purchased to hand out to school and nursery children in Cringleford. Additional seeds would be made available for collection from CPC buildings. This was approved, up to £800. The Clerk was also asked to check what local groups would be doing for the Coronation. **Action Clerk**
- The school had asked for suggestions of work they could do around the parish for the Big Help Out. It was suggested that they could clean local play areas, carry out a litter pick, and do some seed planting. The Clerk would liaise with the Headteacher to take forward. **Action Clerk**

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. There were no questions.

11. To consider and agree finance matters:

11.1 To agree the payments for March 2023, from 10 February to 9 March.

The payments were **approved**.

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

These were received and noted.

11.3 To agree which signatories will authorise BACs payments online on 9 March 2023

MB and DM **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 February statements had now been checked.

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

Annual Parish Meeting – 7.15pm
Parish Council Meeting – on rise of APM

13. To receive items for the next quarterly newsletter:

Coronation
Parking scheme
Jubilee garden

14. To receive items for the next agenda.

AC noted his apologies.

Member of public left the meeting

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).

The Clerk reported that successful recruitment had been carried out with Personnel Committee and a new Administrator and Assistant Clerk would start in post on Monday 13 March, on a fixed term contract.

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

None.

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

No update.

Meeting finished at 20:30