

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 13 DECEMBER 2018 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

Present:

Professor M Wagstaff (Chair)	Dr M Kirkwood (MK)
Mr M Scutter (MS)	Mr M Blackie (MB)
Prof T Wang (TW)	Mr M Jalil (MJ)
Mr T Chiles (TC)	Mr D Chaplin (DC)
Mrs I Kirk (IK)	Mr J Shore (JS)

In attendance:-

Sonya Blythe – Parish Clerk	Cllr D Bills (NCC)
Cllr C Kemp (SNC)	Members of the public.
Samantha Henry - Assistant Parish Clerk	

1 Welcome and to accept apologies for absence

Apologies were received and accepted from Mr J Canham.

The Chairman welcomed JS to his first meeting.

2 To accept any declaration of Members Interests:

MW, MS, IK as members of St Peter's Church, regarding item 16.3.

3 To confirm the minutes of the meeting held on 8 November 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.

The Chairman thanked MS for chairing the previous meeting.

TC passed thanks to thanks to the SH and the Parish Clerk for organising the Battle's Over event which had been very well attended.

5 **Police Report**

The report had not been received.

6 **To receive questions from Parishioners**

- 6.1 A parishioner raised the forthcoming Big Sky development on Cantley Lane and stated that parishioners had not been made aware of the development by the developers or been consulted on the proposed changes. A petition had been signed by over 100 parishioners who were against Cantley Lane being opened as part of the development, where it would likely become a rat-run.

Councillors advised that the Cantley Lane gate would remain in place, closing the existing road to through traffic. A new footbridge across the A47 had had been proposed by Highways England. Access to the new development would be from the roundabout at the A11/ Round house Way intersection. Parishioners thought that this would lead to the development of the rat-run about which they had objected since development was first proposed some years ago.

MW reported that changes would be made to both the Thickthorn interchange and the Round House Park / Newmarket Road roundabout which should improve traffic flow. CPC had pointed potential issues out to SNC and developers but they did not seem to take the concerns on board. He recommended that parishioners present their petition and send individual comments to Planning to ensure that they were heard. They could also ask to speak at the Management Development Committee when application was made for reserve matters..

Parishioners raised the need for additional schools and a doctor's surgery with the forthcoming development. MW clarified that CPC had made numerous representations regarding the needs of the growing parish but SNC felt that the provisions made would be adequate. CPC had no powers to do anything direct.

- 6.2 A parishioner raised the potential traffic calming options on Keswick road / Intwood road junction and reminded Councillors that it was important that it be suitable for all types of road users. MW responded that the Parish Council was liaising with NCC.
- 6.3 A question was asked regarding the forthcoming Pavilion refurbishment. The Clerk gave an updated timeline and advised that the budget put aside for the works would be put in an earmarked fund if not spent in this financial year.

7 **To receive the District Councillors Report**

CK reported the following:

- A design meeting had been held with Big Sky, where the majority of the conversation had been around the nine different character areas and how they would merge with the existing parish.
- The grant application from Cringleford Parish Council for benches and wildlife habitats for TWC field had been approved.
- Members of the Management Development Committee did not sit on the Big Sky Committee. A SNC Cabinet Member was on the Big Sky committee but did not sit whilst decisions were being made.
- In response to questions, CK confirmed that the Chairman of the Management Development Committee had the discretion to extend public speaking time if required. This would have to be requested in advance of the meeting. Any petition would also have to be submitted in advance of the meeting. The Big Sky application was not expected to come to Committee until at least March 2019.

8 **To receive the County Councillors Report**

DB advised that:

- He would speak with NCC regarding the potential shortage of school places in the parish and the difficult access to the new school for houses on the Big Sky development.
- He had spoken with Richard Bacon MP who had sent correspondence to support the parish partnership bid.
- Access to the Ketteringham recycling centre would be off the A140 so should not affect the parish.
- It was important that individuals comment on planning applications as well as submitting a petition, as all comments were considered individually.

District and County Councillors left the meeting at 20.20.

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

9.1 A letter was received from SNC advising that staff were available for volunteer opportunities.

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

The Clerk's report was received.

In addition the Clerk reported that the hot water unit had broken at the Pavilion., The repair would be scheduled in, for £340.

The Clerk was asked to request that 20mph signs be installed each side of Cringleford bridge, to emphasise the new speed limit.

Clerk

MW noted that resurfacing work would commence in Roundhouse Park in January by developers, to bring roads up to standard to handover to NCC.

In response to a question the Clerk stated that one parishioner had volunteered for the community speedwatch. The Clerk reminded Councillors that it could not go ahead without more volunteers.

Councillors

MW advised that he had attended a meeting on the proposed changes to the Thicket interchange. A statutory consultation would take place in the spring.

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

TC gave the following report:

- RAAG had considered a request for an automatic door to be installed at The Willow Centre. The quote had been for almost £7000. RAAG were happy to support it if FAG were.
- Pavilion car park - JC was in the process of arranging a meeting to discuss the extension of the recreation ground car park to behind the Pavilion.
- A new bench had been donated for the recreation ground playground by a parishioner.
- Positive feedback had been received from a hirer about TWC.
- The Enchanted Cinema company had written to suggest that CPC rent their screen to put on an outdoor event. This was rejected.
- A member of the public had written to complain that his dog had chased children using the zipwire on the teen playground and he had not been happy that the parents had then recorded him. The Clerk had advised that children had the right to use the zipwire un-harassed and that if complaints were received restrictions could be place on dogs. The issue should be solved by erecting a fence around the playground from commuted sum money once this was received.
- Complaints had been received regarding fireworks that a hirer had released during an event. The hirer and caretakers had been reminded that this was not allowed.
- Pink dye had stained TWC floor, caused by red napkins getting wet. It had been agreed not to cash the damage deposit cheque as this was an accident. RAAG had also recommended to FAG that the floor be varnished to buff out the pink and protect it from further damage.
- A meeting was in the process of being arranged with SNC to discuss the potential use of the forthcoming recreation areas.
- It was agreed to look into whether TWC CCTV cameras could be viewed from mobile phones by staff when out of hours call outs were received.
- A trial had been held at the recreation ground week commencing 10 December, allowing users of Cringleford Business Centre to have twelve parking spaces. This seemed to have helped parking issues on Oakfields

Clerk

Road, although not particularly benefitted Intwood Road. A decision on whether to make this permanent would be made at the next meeting once the trial had completed.

12 To receive an update from the Environment and Planning Committee

MW gave the following update:

- A meeting had been held with Highways England to discuss potential changes to the Thickthorn junction.
- Meetings had been held with both Kier and Big Sky regarding their design codes. Points had been made regarding parking and layout. NCC had advised that they would now not be adopting the streetlighting on the spine road through Newfound Farm, even though they had advised at a meeting in August that they would. This would bring future financial implications for CPC.
- The Newmarket road cycleway was in the process of being extended to link into pedestrian entrance of Roundhouse Park.
- A meeting had been held with parishioners and SNC to discuss the parking issues on Intwood Road, Gurney Lane and associated roads. A follow up meeting would be arranged once SNC had established answers to the outstanding questions.

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

Awaiting a report from the structural engineer.

14 To discuss issues surrounding open spaces in the Parish

The Clerk had been asked to establish ownership of the buffer zone at the back of Newfound Drive, which had been encroached by some residents. Bovis would look in to this.

Clerk

15 To sign the transfer documents for open spaces on Roundhouse Park

Awaiting transfer documents.

16 Finance

16.1 Payments for the period 9 November to 18 December totalling £32619.88 were **agreed**. This included staff salary standing orders on 18 December.

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

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

- Banking charges across Unity Trust, Barclays and Lloyds were

Clerk

considered. It was agreed to switch from Barclays to Unity Trust as the fees were significantly less.

- A grant request for St Peters church for grounds maintenance was considered. This was agreed, for £350, from S137 money.
- The draft budget had been worked on. All budget lines had been accepted and staff annual increments included. A 2.4% increase had been built into the precept in order to maintain reserves, which would be an increase of £3.70 per annum per Band D property. Council agreed that they would be happy to consider this increase. To be brought to Council in January with the budget report for agreement. **Clerk**
- The risk register had been reviewed, with two risks being increased – staff salary potential overspend due to higher than expected national increments in 2018/19 and loss of councillors due to the forthcoming elections. **Clerk**
- The Unpaid Invoice Procedure had been considered. Amendments were being made to this. **Clerk**
- Matters to consider from advisory groups – Council supported FAGs recommendation to re-varnish TWC floor, which would be booked in. They did not support the automatic door installation as alternative measures were in place. **Clerk**

18 To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 10 January 2019 7.30pm at The Willow Centre

Agreed.

19 To receive items for the next agenda.

Cringleford green spaces.

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

A report was received.

22 Data Protection Matters

No matter raised.

Meeting closed at 21:50pm

Signed
Chairman