

# **CRINGLEFORD PARISH COUNCIL**

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**A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON  
THURSDAY 10 JANUARY 2019 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)
Mr J Canham (JC)	

**In attendance:-**

Sonya Blythe – Parish Clerk	Members of the public.
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**1      Welcome and to accept apologies for absence**

None received.

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

In respect of item 11, MB as owner of a neighbouring property of the proposed recreational space.

**3      To confirm the minutes of the meeting held on 12 December 2018**

The minutes were **confirmed** and signed as an accurate record, subject to the following typing correction:

Item 11, bullet point 6 “place” should read “placed”.

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

None.

**5      Police Report**

The report had not been received.

**6 To receive questions from Parishioners**

- 6.1 A member of the public noted that he was surprised to find that the Big Sky development was wholly owned by South Norfolk and questioned whether SNC deciding the planning application was democratic. MW explained that the process was scrutinised and that the consultation period was longer than on standard applications to ensure this happened. He also reminded those present that planning permission on the site had actually been granted to Land Fund, before Big Sky became involved

**7 To receive the District Councillors Report**

Apologies had been received.

MW expressed thanks that a grant had been received from the district councillors for wildlife habitats and benches for the land around The Willow Centre.

**8 To receive the County Councillors Report**

DB was not present but had sent a report dealing with the school question raised at the last meeting, advising that Norfolk County Council worked closely with District and Borough Councils to plan for future housing and how this housing would impact on school provision, usually during a Local Plan process to ensure that enough school places were available for when new housing was allocated. Specifically to Cringleford they had worked with developers in 2012 to secure a further new primary school site for Cringleford in response to the new homes planned. As a general rule for place planning, they worked to 26.1 primary age children per 100 homes but this figure had just been increased to 28.1. For any development in excess of 800 new homes a new school must be considered for the future.

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

- 9.1 The internal audit report was noted and the recommendations within discussed.

- 9.2 The Weather Ready Campaign was noted, and would be added to the website. **Clerk**

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

The Clerk's report was received.

In addition the following points were raised:

The moveable walls in TWC had a fault and a quote of £1845 had been received

to repair it. Council **agreed** to the repair being made, with the payment being made from the building sink fund.

The Clerk reminded Councillors to advise her if they wished to be booked onto Chairman training.

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

TC gave the following report:

- Following the discussion at December's meeting, RAAG recommended that a smartphone be purchased in order to view TWC CCTV from home, if an alarm call was received. Council **agreed** that a pay as you go 'phone be purchased. The lone worker policy would be updated to reflect the change to procedure. Clerk
- A trial allowing twelve cars from the NHS group from Cringleford Business Centre (CBC) to use the recreation ground carpark for a week in December had been held. This has improved parking on Oakfields Road, although not particularly helped Intwood Road. The NHS had found it useful. MW reported that the owner of CBC had attended EPAG the previous evening to discuss possible improvements to the carpark, which EPAG would take forward. The NHS would be asked to purchase parking permit signage for the carpark in order to continue using the car park until refurbishments started. After this time a permanent solution would be considered. Clerk
- The recreational spaces paper from MB had been discussed, which suggested uses for the forthcoming open spaces at the Cantley Lane site, instead of being led by the developers. TW reported that Highways England's plans for changes to the Thickthorn interchange would impact on the recreational area, of which Big Sky developers had been unaware. The recreational areas would be raised by Councillors with Big Sky at the information event being held on 22 January. EPAG / MB
- Mark Heazle from SNC had attended to discuss the future sporting requirements of the parish in relation to the new open spaces. He had stressed that this needed to be considered alongside SNCs 2014 report on sporting requirements in the district, which stated that football, cricket and tennis facilities should be maintained, and that there may be a requirement for hockey facilities. The report was due to be refreshed. Councillors **agreed** to raise the possibility of considering outdoor spaces separately from the rest of open spaces at the Big Sky information event.

## 12 To receive an update from the Environment and Planning Committee

MW gave the following update:

- Housing development was moving forward on all three development sites. Cantley Lane residents had raised concerns regarding the possibility of a link road from the A11 to Cantley Lane becoming a rat-run once development had

been completed, and had been advised to attend the Big Sky information event.

- A meeting had been held with Highways England regarding Thickthorn – it was likely that they would hold a public consultation in the spring.
- NCC had changed their stance from August and had advised that they would not be responsible for streetlighting on spine roads on the new developments. Responsibility would now belong either to CPC or a management company. A meeting had been organised to discuss.
- The Clerk had chased SNC for a follow up meeting to the parking meeting.
- Information had been received from Bovis on an amended R1 application on Colney Lane, which had been noted. A formal application had not yet been submitted.

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

Awaiting a report from the structural engineer on the required supports.

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

The solicitor would send out the transfer documents once clarification had been received around spaces on Lobelia Land and Almond Drive.

Work was underway to establish ownership of the buffer zone, which led from Harts Lane to Roundhouse Way.

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

As above.

**16 Finance**

**16.1 Payments for the period 18 December 2018 to 10 January 2019 totalling £11788.62 were agreed.**

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

**16.3 To consider the draft budget for 2019/20**

**16.4 To set the precept for 2019/20**

Both items were taken together.

The draft budget was introduced by the Parish Clerk, along with the budget report, which referenced various new items of expenditure. The budget included staff increments for the forthcoming financial year, and agreement to move the budget for the Pavilion refurbishment into an earmarked reserve to

**Clerk**

protect it.

A precept increase of 2.4% was proposed by FAG, which would allow adequate balances to be held. This equated to £2.70 per Band D property per annum.

The budget and precept were proposed, seconded and **agreed**. The Chairman and the Clerk signed the precept request form.

- 17 **To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 14 February 2019 7.30pm at The Willow Centre**

**Agreed.**

- 18 **To receive items for the next agenda.**

Election details.

- 19 **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.

- 20 **Staffing update**

No matter raised.

- 21 **Data Protection Matters**

No matter raised.

Meeting closed at 21:15pm

Signed .....  
Chairman