

# CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE  
CLERK OF THE PARISH COUNCIL I thought I suggested sine die  
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## A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON THURSDAY 13 JULY 2017 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

### Present:

Prof M Wagstaff – Chair (MW)  
Mr M Blackie (MB)  
Mr J Canham (JC)  
Mr D Chaplin (DC)

Mr M Jalil (MJ)  
Mrs I Kirk (IK)  
Mr D Baldwin (DB)

### In attendance:-

Sonya Blythe – Parish Clerk  
Mr C Kemp (District) (CK)  
Mr G Wheatley (District) (GW)

Mr D Bills (County) (DBi)  
Members of the public

### Police Report

The monthly police newsletter was circulated. The Clerk reported that the letter agreed at the previous meeting would be sent to the Police and Crime Commissioner once all parish councils had confirmed that they were happy to have their name included.

### Parishioners Question Time

Parishioners raised the following matters:-

- Parking concerns on Oakfields Road / Intwood Drive due to customers and staff from Cringleford Business Centre parking the length of both roads, up to the junctions, making it difficult for the roads to be safely used and for parishioners to safely exit their properties.
- Parking concerns in the Gurney Lane area where up to fifty cars were left daily by non-residents, again causing obstructions to those wanting to exit their own properties or drive along the road.

In relation to both of these matters, DB advised that CPC was giving consideration to starting a resident parking permit scheme; however currently no such schemes

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	<p>existed within South Norfolk and so work was ongoing with South Norfolk Council (SNC) around this. CK advised that as long as the proposal was cost-neutral then SNC would be supportive. In the meantime residents were advised to contact the police and SNC whenever an obstruction occurred to prove that there was an issue.</p> <ul style="list-style-type: none"> <li>The cycleway and double yellow lines being installed along Newmarket Road. The yellow lines would prevent residents being able to park close to their property. In addition it was felt that the cycle way was being installed on the wrong side of the road as it would face into oncoming traffic. It was <b>agreed</b> to support the views of the nearby parishioners. A residents meeting was being held to discuss this on 19 July which IK <b>agreed</b> to attend.</li> </ul> <p><b>County Councillor Report.</b></p> <p>DB reported that he was awaiting the report of the flooding last year.</p> <p><b>District Councillors' Report</b></p> <p>GW reported on an issue with receiving treatment at the local Norfolk and Norwich University Hospital, which he would provide further updates on.</p> <p>CK reported that a planning application for a large industrial site in Keswick had been refused.</p> <p>CK advised that South Norfolk Council (SNC) were looking to change how the five-year land supply was calculated, which would spread the areas of development more equally across the district.</p> <p>Finally CK noted that the community review would be closing shortly. CPC had already submitted comments.</p>	<b>IK</b>
1	<p><b>Welcome and to accept apologies for absence</b></p> <p>Apologies were received from Mr T Chiles, Mr M Scutter and Dr A Osborne.</p>	
2	<p><b>To accept any declaration of Members Interests</b></p> <p>None.</p>	
3	<p><b>To confirm the minutes of the meeting held on 8 June 2017</b></p> <p>The minutes were confirmed and signed as an accurate record subject to the following corrections:</p> <p>Item 6 – MW reported the door. Item 7 – MS gave the RAAG report.</p>	

4	<b>To report matters arising from the minutes not on the agenda: for information only.</b>	
4.1	4.2 – the Personal Committee had not yet met.	
5	<b>To note and comment upon correspondence received</b>	
5.1	Norfolk County Council (NCC) had circulated information pertaining to this Parish Partnership fund. After discussion it was noted that there were areas which would benefit from improvements but last year all request had been denied by NCC. One new area to consider would be the junction of Intwood and Keswick Road, where the large hedge impacted on visibility at a dangerous junction. JC and IK <b>agreed</b> to meet with the residents to discuss the possibility of moving the hedge which could then be explored further with Highways if there was agreement.	<b>JC/IK</b>
6	<b>To elect a vice-Chairman</b>	
	No nominations were received. It was <b>agreed</b> to defer the item to the September meeting.	
7	<b>To discuss parking issues on Intwood / Oakfields Roads and Colney Lane / Oaklands Drive</b>	
	Following the points made during public question time, Councillors discussed the potential for a residents parking permit scheme for the parish. It was <b>agreed</b> that public opinion on the option needed to be sought and so a leaflet drop would be carried out across the whole parish, asking parishioners whether they would like this possibility to be explored further. Once the results of this were known a meeting could be sought with NCC and SNC to take forward if required.	<b>Clerk</b>
8	<b>To receive an update on the provision of an additional letter box on Roundhouse Park</b>	
	TC had written to the post office to point out the need for a post office service on Roundhouse Park and request an additional post box as the current one was always full. A response was awaited.	
9	<b>To receive the clerks report</b>	
	The Clerks report was received and noted (attached to minutes).	
	The Clerk reported that three quotes had been received for a new fence around the recreation ground playground. It was <b>agreed</b> that a quote of £7610.31 + vat would be accepted.	<b>Clerk</b>

	A quote of £460.57 had been received from NCC, to place two The Willow Centre signs on the highway. This was <b>accepted</b> .	<b>Clerk</b>
10	<p><b>To receive a Recreation and Amenities Advisory Group Update</b></p> <p>IK gave the following report:</p> <ul style="list-style-type: none"> <li>• A grant for a litter bin had been received by the local litter picking group. A location would be agreed with SNC.</li> <li>• Norfolk Cricket Board had written to offer funding for a non-turf, all-weather pitch. This would not be suitable for the main field as football also used it but the cricket club would be contacted to ask if it would be useful in the cricket net area.</li> <li>• The majority of RAAG had opposed the recreation ground being used as an overflow carpark for users of the Cringleford Business Centre. Council supported this decision as hirers of the Pavilion required the spaces.</li> <li>• An opening event would be organised for the recreation ground playground.</li> <li>• A query was raised regarding the soakaway at the pavilion. It was noted that this had been looked at previously and it was likely that a new one was required. This would be looked at as part of the pavilion refurbishment project.</li> </ul>	<b>Clerk</b>  <b>Clerk</b>  <b>Clerk</b>
11	<p><b>To receive an update from the Environment and Planning Advisory Group</b></p> <p>MW gave the following updates:</p> <ul style="list-style-type: none"> <li>• An objection had been sent to SNC in response to a planning application for a multi storey carpark in Colney which would increase traffic through Cringleford.</li> <li>• Modified plans for a bus interchange on Roundhouse Way had been viewed. The new plans were smaller than previously and would not be objected to.</li> </ul>	
12	<p><b>To receive an update and recommendations from the Pavilion Steering Group</b></p> <p>MW reminded councillors of the project so far, including the fact a building survey had been carried out, and that Council had agreed there was no need for the building to be demolished and re-built from scratch.</p> <p>JC advised that a meeting was being arranged with the sports park and SNC to discuss marketing and the requirements of the area in general.</p> <p>Following a detailed discussion the following were <b>agreed</b>:-</p> <ul style="list-style-type: none"> <li>• Tables and chairs for the Pavilion should be purchased immediately, up to a budget of £7000, as the current items were not fit for purpose.</li> <li>• Architects should be contacted with regard to drawing up and costing initial plans, up to a cost of £2000. From this Council would make a final decision, based on PSG recommendation, on whether a refurbishment, refurbishment with relocation of some existing walls, or refurbishment plus extension was required.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Plans would be shared with hirers when received.</li> <li>• An update would be taken to Council in September, ideally with architect plans.</li> <li>• Building work should commence in July 2018, with a timeline leading up to this period being drawn up by the Clerk and agreed with the eventual architect.</li> </ul>	
13	<p><b>To discuss issues surrounding open spaces in the Parish</b></p> <ul style="list-style-type: none"> <li>• No updates</li> </ul>	
14	<p><b>Finance</b></p> <p>14.1 Payments from 9/6/17 – 13/7/17 totalling £29,058.31 were <b>agreed</b> (attached).</p> <p>14.2 The updated accounts report and bank reconciliations were received and noted (attached).</p> <p>14.3 It was <b>agreed</b> that the August payments could be signed by two councillors and reported to the September meeting.</p> <p>14.4 The internal audit report was received.</p>	
15	<p><b>To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 14 September 2017 7.30pm at The Willow Centre</b></p>	
16	<p><b>To receive items for the next agenda.</b></p> <ul style="list-style-type: none"> <li>• Parking</li> <li>• Vice Chair</li> <li>• How business is handled by the Council (DC to draft a discussion document).</li> </ul>	
17	<p><b>To consider excluding the public due to the confidential nature of the business.</b></p> <p>Councillors considered and <b>agreed</b> 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.</p>	
18	<p><b>Staffing update</b></p> <p>An update was received.</p>	

Meeting closed at 22.25

Signed .....  
Chairman