

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
CLERK OF THE PARISH COUNCIL
THE WILLOW CENTRE
1-13 WILLOWCROFT WAY
CRINGLEFORD NR4 7JJ

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A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON THURSDAY 12 JANUARY 2017 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.15PM.

Present:-

Professor M Wagstaff (MW)
Mrs I Kirk (IK)
Mr M Scutter (MS)
Mr D Baldwin (DB)

Mr D Chaplin (DC)
Dr A Osborne (AO)
Mr M Jalil (MJ)
Mr J Canham (JC)

In attendance:-

Sonya Blythe (Parish Clerk) (SB)
DC Christopher Kemp (CK)

Members of the public
CC Judith Virgo (JV)

Police Report

Apologies were received from DS and the police report was read out as follows:

Eleven Crimes had been reported from 8 December 2016 to 11 January 2017:-

- Public Order incident by a bus passenger towards the driver on Roundhouse Way Estate. Offender dealt with.
- Affray and Common Assault during a fight at playground on Willowcroft Way.
- Theft of motor vehicle - Amazon delivery van stolen whilst driver was making a delivery on Keswick Road.
- Criminal Damage to a communal stairwell on Verbena Road.
- Theft of Christmas decoration from front garden on Freesia Way.
- Burglary on Almond Drive.
- Criminal Damage where a cable to CCTV camera cut on Verbena Rd.
- Theft from motor vehicle - Jaguar emblem stolen from rear of a Jaguar car whilst parked and unattended.
- Criminal Damage to a property on Lobelia Lane following a fight.
- Further criminal damage to communal stairwell on Verbena Road.
- Theft from motor vehicle - all four wheels were stolen from a vehicle parked on Kingfisher Close.

DS would be asked to provide an update on progress for each crime.

Parishioners Question Time

Clerk

	<p>In response to a question, MW advised that there was no update on the planned bus interchange.</p> <p>In response to a question DB reported that information had been received on the resident parking scheme. He was now looking to manage the political aspect of the process. Regarding yellow lines, draft orders were currently being drawn up by Norfolk County Council (NCC). It was noted that fly-parking in the surrounding areas had greatly reduced recently, possibly due to the fact Dragonfly Lane as a whole was no longer a bus route.</p> <p>County Councillor Report.</p> <p>JV stated that she had arranged a meeting with County Council staff to receive an update on the Cringleford / Eaton cycle scheme. Following advice from NCC that lighting will be installed on the bridge, JV confirmed that she would ascertain the planned timing of the work and whether repair work would be carried out on the bridge at the same time.</p> <p>JV reported that she would not be standing in the County Council elections on 4 May.</p> <p>Finally JV requested that trees outside 1 The Ridings be trimmed when possible.</p> <p>District Councillors' Report</p> <p>CK reported that the funding request for three parish notice boards was being progressed. The request for a contribution towards a defibrillator was being considered.</p> <p>CK advised that any applications involving the Yare Valley would be handled more sensitively in the future.</p> <p>Finally, CK reported that MW would be invited to a Communities review, which would consider revisions to parish boundaries.</p>	
1	<p>Welcome and to accept apologies for absence</p> <p>No apologies received.</p>	
2	<p>To accept any declaration of Members Interests</p> <p>None declared.</p>	
3	<p>To Co-opt New Councillors</p> <p>Following introductions, it was proposed and AGREED to co-opt Malcolm Blackie, Trevis Chiles and Mike Metcalfe to the Parish Council in February. This would fill all remaining vacancies.</p>	

4	<p>To confirm the minutes of the meeting held on 8 December 2016</p> <p>The minutes were confirmed and signed as an accurate record, subject to the following amendment:</p> <p>Item 9. Further to last month's report that that the Norwich Rugby club application at the UEA Sports Park application had been granted, MW reported that Colney Parish and the Yare Valley Society were considering calling the application in before South Norfolk Council formally determined it and had approached the Minister regarding the likely outcome if a call-in was taken forward. Councillors AGREED to support the process at this stage. Once the process developed further and costs were known the matter would be considered again.</p>	
5	<p>To report matters arising from the minutes not on the agenda: for information only.</p> <p>5.1 No matters were raised.</p>	
6	<p>To note and comment upon correspondence received</p> <p>6.1 NCC had written regarding their intention to install lighting in the handrails of the Newmarket Road bridge. They would require access to a parish council owned streetlight, which had been granted. Work had already started on the cycleway.</p> <p>6.2 Correspondence had been received from South Norfolk Council regarding a The Big Litter Pick 2017 – this would be forwarded to the parish coordinator. MW to provide contact details for the volunteer litter picking group led by Pip Pyper.</p>	MW
7	<p>To receive the clerks report</p> <p>7.1 The Clerks report was considered and accepted.</p> <p>7.2 In addition to the report, the Clerk advised that the stage 2 funding application to Veolia for a grant for new playground equipment at the recreation ground had been successful. A final decision would be made on 7 March 2017.</p>	
8	<p>To receive a Recreation and Amenities Advisory Group Update</p> <p>IK reported the following:</p> <ul style="list-style-type: none"> • Forest school had confirmed that its insurance was suitable and so permission to light fires within the woods had been granted. A contract would be drawn up once the land was handed over to CPC. • Proposed cricket costs had been considered by RAAG, who had found them to be fair. Council AGREED that the costs would stand. The Clerk would communicate this to the cricket club. If savings were made on costs in the future, then these would be reflected in future charges. 	Clerk

	<ul style="list-style-type: none"> • The school had responded to the ground maintenance quote to say that it was higher than their current spending. The cost breakdown would be sent to the school, for them to request a meeting with CPC if they wished to pursue it further. • Councillors had held a meeting regarding the bistro area on 11 January. During this meeting it was proposed and AGREED that seeking a contractor to run the space would no longer actively be sought. Two outstanding actions regarding the possibility of using the centre as a base for a commercial catering company and discussing the number of customers required for a business to be viable with an existing franchise would be followed up. MJ circulated information regarding the Sanctuary Coffee shop. It was agreed to keep these details for the future but not pursue it at the moment. • The two remaining storage containers had now been purchased. Once in place the Nissan hut would be removed. • AH had been asked to keep a log of hirers reasons for not booking or cancelling rooms at The Willow Centre, to be looked at in the summer. 	AH
9	<p>To receive an update from the Environment and Planning Advisory Group</p> <p>MW gave the following updates:</p> <ul style="list-style-type: none"> • MW and the Clerk had met with Andrew Taylor from David Wilson Homes regarding the Barratts development at Newfound Farm. The design code had been received and commented on, with some minor points regarding parking being made. An application for reserved matters was expected shortly. • Representatives from old Newmarket Road had attended regarding their objection to proposed changes to yellow lines on the road, which would make the entire road a no-parking area. EPAG had supported these objections and sent its own response to NCC. • In regards to the Norwich Rugby Club / UEA Sports Park planning application, the Minister had responded to enquiries promptly, to advise that he would not consider calling the application in. • MW and the Clerk had met with Nick Atkinson from Highways England regarding proposed changes to the Thickthorn interchange, in light of the forthcoming parish development. Public presentations would be held shortly on the preferred option. 	
10	<p>To discuss issues surrounding open spaces in the Parish</p> <ul style="list-style-type: none"> • No update on football pitch at TWC. • Football and tennis clubs had confirmed that they were happy with the proposed storage container costs. 	
11	<p>Finance</p> <p>11.1 Payments from 9/12/16 – 12/1/17 totalling £20,066.19 were agreed (attached).</p> <p>11.2 The updated accounts report and bank reconciliation were received and noted</p>	

	(attached).	
11.3	<p>To Agree the Budget for 2017/18</p> <p>The draft budget was circulated and considered. This had been prepared over several months by the Clerk and the Finance Advisory Group and took account of work recommended by the recent building survey and also accounted for preparation work, to look into the possibility of building a new Pavilion. It also created a new “sink fund” to manage essential building works. New items such as a playground fence and an office filing scanning system had been incorporated as well as all predicted day to day running costs.</p> <p>The predicted expenditure was higher than in previous years and in order to off-set the funds required to manage this, a large part of the parish council’s reserves had been used, bringing them down to the minimum level advised. The proposed budget would increase the precept of a band D property from £98 to £117 – approximately 40p per property per week. Money for the sink fund would be placed into an earmarked fund. It was noted that this was a more sensible way of managing the budget than in previous years, where no savings had been put aside for building maintenance.</p> <p>After consideration, the budget was proposed and agreed.</p>	
11.4	<p>To set the Precept for 2017/18</p> <p>Following agreement of the budget, the precept of £215,000 was proposed and agreed.</p>	
12	<p>To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 9 February 2017 7.30pm at The Willow Centre</p>	
13	<p>To receive items for the next agenda.</p> <p>To consider how to move the looking into the feasibility of a new Pavilion forward.</p>	
14	<p>To consider excluding the public due to the confidential nature of the business.</p> <p>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. Proposed: MW, seconded: MS</p>	
15	<p>Staffing update</p> <p>No update.</p>	

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Meeting closed at 21.15

Signed
Chairman