

# 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 14 SEPTEMBER 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)  
Mr T Chiles (TC)  
Mr M Scutter (MS)

### In attendance:-

Sonya Blythe – Parish Clerk  
Mr G Wheatley (District) (GW)  
Samantha Henry – Assistant Parish  
Clerk

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

### Presentation

Barbara Howard, Community Connector from South Norfolk Council, gave a brief presentation. She advised that her role focuses on connecting people in the community with places where they can find help, including the Early Help Hub. Her role covered Cringleford and she was working closely with Cavell Court.

### Police Report

The monthly police newsletter was circulated. A public meeting would be held on 28 September for the public to raise issues of concern.

### Parishioners Question Time

A parishioner raised the matter of the disruption in the parish across the summer from roadworks and whether there had been any benefit from these. MW responded that the full scheme had not been completed as yet as the Eaton part of the cycle scheme had been delayed due to funding. The crossings on Newmarket Road were expected to be opened shortly, once the lighting had been installed. The old Newmarket Road slip road works had proven controversial due to parishioners not agreeing with the proposed route – this was still to be decided with Norfolk County Council (NCC).

	<p>Concerns were raised regarding the pollution aspect of the new 20mph speed limit on Newmarket Road and whether the speed limit would have any effect.</p> <p>Finally, the lack of parish “speedwatch” was discussed; this was due to a lack of volunteers previously. TC noted that he was happy to look at setting a scheme up in the future.</p> <p><b>County Councillor Report.</b></p> <p>DBi reported on a meeting with residents of Newmarket Road and NCC to discuss the route of the cycle path. This had now been escalated to the Director of Community and Environment.</p> <p>He advised that he had access to a grant, the details of which would be forwarded to the Clerk.</p> <p><b>District Councillors’ Report</b></p> <p>GW reported that South Norfolk Council (SNC) would struggle to balance its budget without increasing the precept.</p> <p>He supported CPCs response to Highways England’s proposal for Thickthorn development.</p> <p>Finally he reported that community grants were available, of which he would forward details to the Clerk.</p>	<p><b>TC</b></p> <p><b>DBi</b></p> <p><b>GW</b></p>
1	<p><b>Welcome and to accept apologies for absence</b></p> <p>No apologies were received.</p> <p>It was noted noted that Dr Osborne has resigned due to work pressures. He would remain as a co-opted member of EPAG.</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 13 July 2017</b></p> <p>The minutes were confirmed and signed as an accurate record.</p>	
4	<p><b>To report matters arising from the minutes not on the agenda: for information only.</b></p>	

4.1	None.	
5	<p><b>To co-opt a new councillor</b></p> <p>Four candidates introduced themselves and answered questions; following a vote, it was <b>agreed</b> that Trevor Wang and Darren Smith be co-opted on to the Parish Council.</p> <p>Daniel Taylor and John Busby would be invited to join advisory groups / committees as co-opted members.</p>	<b>Clerk</b>
6	<p><b>To note and comment upon correspondence received</b></p> <p>6.1 The church Rector had written to request that CPC looks into obtaining burial land for the parish. This had been ongoing for a year. It was hoped that some land would be made available by Land fund.</p> <p>He would be asked to formally apply for a grant towards grounds maintenance costs.</p> <p>6.2 Norfolk Constabulary had responded to the letter sent by CPC to note that they were unable to offer any more service currently as they were struggling for resources. Councillors agreed that they were grateful to receive a response and pleased that Cringleford still had a safe neighbourhood team and an engagement officer.</p> <p>6.3</p> <p>6.4 Correspondence had been received advising that a new Broadband box would shortly be installed on Dragonfly Lane by Tesco.</p> <p>South Norfolk Council (SNC) had written to note that it was looking to have a closer working relationship with Broadland Council.</p>	<b>Clerk</b>
7	<p><b>To elect a vice-Chairman</b></p> <p>This would be considered at the next meeting.</p>	
8	<p><b>To agree the updated health and safety policy</b></p> <p>The updated Health and Safety Policy was considered and <b>agreed</b>.</p>	
9	<p><b>Local Council Award Scheme</b></p> <p>Criteria for the Local Council Award Scheme had been circulated in advance of the meeting. Councillors <b>agreed</b> that the criteria had been met and proposed and agreed that the application for foundation level be submitted.</p>	<b>Clerk</b>

10	<p><b>To receive an update on the provision of an additional letter box on Roundhouse Park</b></p> <p>TC reported that he was in the process of finding out who was responsible for the allocation of post boxes.</p>	
11	<p><b>To receive the clerks report</b></p> <p>The Clerks report was received and noted (attached to minutes).</p> <p>CPCs streetlighting contractor had advised that six streetlights needed to be urgently replaced; it was <b>agreed</b> that the money be vired from the electronic filing budget, which would be costed again in the next budget.</p>	<b>Clerk</b>
12	<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>• Playground – work on opening the playground had been delayed due to parts of the slide and zipwire being damaged. It was expected that it would be completed within two weeks.</li> <li>• The soakaway at the Pavilion would be looked at as part of the refurbishment project.</li> <li>• TC and Cringleford Hub had held two successful cinema club sessions for children during the summer, with another booked for October. Currently TC was borrowing equipment. It was agreed that new equipment could be purchased if the cinema club continued past October. DC offered to supply a HDMI lead. TC was thanked for starting this successful project.</li> <li>• Amendments to the alcohol policy would be considered at the next meeting.</li> <li>• It was <b>agreed</b> that the scouts would be charged the same as the previous year for hire of the field for the annual firework event - £750 plus any clear-up costs.</li> <li>• The annual fee for Cringleford Junior football club was <b>agreed</b> at £5835.</li> <li>• The Clerk would shortly commence obtaining quotes for a hard multi surface playing area for the football field.</li> </ul>	<b>TC/DC/ Clerk</b>
13	<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>• A meeting had been held with Highways England where two options for the Thicket junction and Cantley Lane were considered. CPC and the parishioners present had been in favour of option A.</li> <li>• SNC had issued a public open space order regarding dog fouling and dogs entering playgrounds, which had been supported.</li> <li>• A survey asking residents whether they would like CPC to look into the feasibility of a parking permit scheme had been distributed across the parish.</li> </ul>	

	<p>The response had been approximately 60-40% in favour of action being taken. Councillors <b>agreed</b> that full details should now be obtained, and then the electorate could consider the full proposal. The next stage would be to approach South Norfolk Council to establish how this could be implemented – DB, JC and MS to take forward.</p> <ul style="list-style-type: none"> <li>Residents of Newmarket Road had been supported by CPC in their quest to have the proposed cycle path and yellow lines locations amended.</li> </ul>	<b>Clerk</b>
14	<p><b>To receive an update and recommendations from the Pavilion Steering Group</b></p> <p>JC reported that an architect had now been appointed. Plans would be brought to Council once available, to enable a final decision on the design to be taken.</p>	
15	<p><b>To discuss issues surrounding open spaces in the Parish</b></p> <p>Proscape had been working on the outdoor areas in preparation for a handover.</p>	
16	<p><b>Finance</b></p> <p>16.1 Payments from 14/7/17 – 14/9/17 totalling £ 65201.73 were <b>agreed</b> (attached).</p> <p>16.2 The updated accounts report and bank reconciliations were received and noted (attached).</p> <p>16.3 DC gave an update on the recent FAG meeting.</p> <ul style="list-style-type: none"> <li>FAG – had added a new risk to the risk register, around the parking permit scheme.</li> <li>Quotes for the 17/18 budget would be sought for a streetlight replacement programme, the parking permit scheme, Pavilion refurbishment, and a multi use sport area for The Willow Centre field.</li> <li>A card machine had been considered for customers. Hirers would be asked whether they would choose to use one, to establish if the monthly cost was required.</li> </ul>	
17	<p><b>To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 12 October 2017 7.30pm at The Willow Centre</b></p>	
18	<p><b>To receive items for the next agenda.</b></p> <ul style="list-style-type: none"> <li>Parking permit scheme update</li> </ul> <p>Councillors <b>agreed</b> that MS would chair the next meeting in MWs absence.</p>	
19	<p><b>To consider excluding the public due to the confidential nature of the business.</b></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.	
20	<b>Staffing update</b>  An update was received.	

Meeting closed at 22.15

Signed .....  
Chairman