

## CRINGLEFORD PARISH COUNCIL

### ANNUAL PARISH MEETING

The Annual Parish Meeting of Cringleford Parish Council was held on Thursday 16<sup>th</sup> May 2019 at The Willow Centre, 1-13 Willowcroft Way, Cringleford, at 7.15p.m.

#### **Present:-**

Professor M Wagstaff – (Chair)  
Mr M Blackie (MB)  
Mr J Canham (JC)  
Dr M Kirkwood (MK)  
Professor T Wang (TW)  
Mr J Shore (JS)

#### **In attendance:-**

Sonya Blythe – Parish Clerk  
Samantha Henry – Assistant Parish Clerk (Minutes)  
David Bills - County Councillor  
William Kemp – District Councillor  
Daniel Elmer – District Councillor  
Richard Beese – Tree Warden  
Tim Yau – Pioneer Minister (Cringleford Hub)  
1 member of the public

1	<b>To accept apologies for absence</b>
	Apologies were accepted for Cllr T Chiles and Cllr D Chaplin.
2	<b>To confirm the minutes of the meeting held on 10 May 2018</b>
	The minutes were confirmed as a true record and were signed by the Chairman.
2.2	<b>To report matters arising from the minutes not on the agenda: for information only.</b>
	Cllr Wagstaff enquired about progress that had been made to the broadband improvement plans outlined in the County Councillors report from the previous meeting. Cllr Bills explained that every household in the South Norfolk area now had access to high speed internet, dependant on their broadband supplier. Cllr Bills had received an update regarding this six weeks ago, which he would forward onto the Clerk to circulate to Councillors.
3	<b>To receive the Annual Report of the Council</b>
	The Chairman summarised his annual report to Councillors, (attached to these

	minutes as Appendix 1). The report would be placed on the Parish Council website.
<b>4</b>	<b>To receive the County Councillor's Report</b>
	<p>Cllr Bills explained to Councillors that the committee system at Norfolk County Council had reverted to the cabinet system. Cllr Bills would email the new structure to the Clerk along with individuals' responsibilities and contact details.</p> <p>It was mentioned that the parish partnership money had been approved for the improvements to the Keswick Road/Intwood Road junction. As well as this, the vehicle-activated speed sign (VAS) that had disappeared previously had been reinstated on Keswick Road.</p> <p>Regarding the ongoing parking issues within the Parish, Cllr Bills explained that some proposed parking strategies had been investigated and that these would be presented to Council at the meeting on 24 May.</p> <p>Cllr Bills agreed to send a weblink to the Clerk for a document that would explain the £7.3 million Norwich transportation improvements. This would be circulated to Councillors.</p>
<b>5</b>	<b>To receive the District Councillor's Report</b>
	<p>Report unavailable at meeting.</p> <p><i>Post meeting note: Report received after meeting, attached to these minutes as Appendix 2. The report would be placed on the Parish Council website.</i></p>
<b>6</b>	<b>To receive a report from Cringleford Primary School</b>
	Neil Henery's report was circulated, (attached to these minutes as Appendix 3). The report would be placed onto the Parish Council website.
	<i>19:35 – Tim Yau entered meeting</i>
<b>7</b>	<b>To receive a report from St Peter's Church and Cringleford Hub</b>
	St Peter's Church and Cringleford Hubs reports were circulated, (attached to these minutes as Appendix 4 & 5). The reports would be placed onto the Parish Council website. Tim Yau highlighted that Cringleford Hub would close as a charity and amalgamate with St Peters Church, however, he emphasised that the Hub would still be active within the community and that the same website and branding would remain.
<b>8</b>	<b>To receive a report from the Parish Tree Warden</b>
	Richard Beese's report was circulated, (attached to these minutes as Appendix 6). The report would be placed onto the Parish Council website. Councillors discussed the government's aim to become carbon neutral by 2030 aided by the planting of eight million trees. The tree warden expressed his keen intention to continue working closely with the Parish Council and agreed to provide support and advice where possible regarding new land obtained from future

	developments.
9	<b>To receive parishioner's questions on local issues</b>
	N/A

There being no further business the meeting closed at 19:44.

## Appendix 1

AGM 2018-19

### CRINGLEFORD PARISH COUNCIL

#### ANNUAL REPORT 2018-2019

Parish Council business has a clear and defined routine. The year begins in May with the Annual Parish Meeting. As well as receiving reports from the Parish Council and the County and District Councillors for the Cringleford Ward, together with reports from St. Peter's Church and the School, it also provides an opportunity for residents to raise matters of concern and to hold the Council to account. The Annual General Meeting of the Parish Council itself takes place immediately afterwards. Its main purposes are to elect a chairman (it is an annual appointment) and to review standing orders and policies, making such revisions as are necessary. The meeting also appoints members to its two advisory groups, Finance and Recreation and Amenities, as well as to its Personnel and Environment and Planning Committees. The main differences between the advisory groups and the committees are that the latter are open to the public, are fully minuted and can take executive action. After the Annual General Meeting, the Council meets every month, apart from August when – by tradition – a break is normally taken. Then the staff are able to catch-up with any backlog of work. Superimposed on this structure are the audit. The internal audit is carried out at six-monthly intervals. It covers not only finances but also the Council's adherence to its own policies and the working of the office. A full financial audit takes place in the autumn. It precedes the budget setting process, which starts in September/October and continues with monthly reports to the Council until January, when the Council makes its final decisions on both the budget and the precept. The year ends with the Clerk conducting a final review of expenditure against income ('end of year').

Much Parish Council business is mundane and routine. Finance is always a matter of concern, as are the maintenance of the Parish's assets, including open spaces, sports pitches, the Pavilion and The Willow Centre. However, certain issues tend to dominate discussions and demand action. They vary from year to year. On-street parking has dominated this year because of its massive inconvenience to residents. Several delegations of residents have made their concerns clear to the Council and demanded action. The Parish Council has responded and taken the initiative with the District Council of investigating the possibility of introducing residents' parking schemes in the worst affected roads. Development planning has also been important as Barratts/David Wilson Homes, Keir and Big Sky have brought forward their proposals for housing at Newfound Farm, along Round House Way and either side of Cantley Lane. Members of the Environment and Recreation Committee have met regularly with the developers and have seen the proposals modified to meet the concerns of residents. Much effort is currently going into improving the recreational aspects of the Big Sky proposals. As well dealing with planning applications, the Council has moved forward with the refurbishment of the Pavilion on the Oakfields Road recreation ground. Work should start later in 2019. Another Council-led project is the reduction of the accident risk at the Intwood Road/Keswick Road intersection. Platforms will be constructed to slow the traffic and one of the hedges will be cut back to improve visibility. Funding is being provided jointly by the Parish Council and the County Council under a partnership scheme. A search of

the Parish Council's minutes for the 1970s (for another purpose) revealed that it has taken only 40 something years to get this point! Not the Parish Council's fault.

Since this report is the last one that I shall write as chairman of the Parish Council, I am pleased to offer my thanks to my colleagues who have shared the work with me. My fellow councillors have been tolerant and supportive, as well as hard-working. I have enjoyed working with the two clerks in post during my time, Heidi and Sonya, and now Sam as well. Laughter has often lightened our meetings. The ground staff and the caretakers have been cheerful and conscientious, often going beyond the immediate call of duty. I am grateful to them all. Finally, I have had an interesting, if at times demanding, few years trying to serve parishioners. It has been a privilege.

Malcolm Wagstaff

## **Appendix 2**

### **Annual Report to Cringleford Parish Council 2018/2019**

**By Cllr Dr C.J.Kemp and Cllr G.S.Wheatley**  
The two members of South Norfolk District Council  
representing Cringleford Ward and Parish

We have represented the Cringleford Ward and Parish for 16 years and in that time we have seen great changes in the physical form of the Parish and in its governance. We are confident, as we hand over to our successors, Daniel and William, that the bond of respect and mutual ambition for the development and wellbeing of the Parish will be continued and enhanced and we extend our sincere good wishes to the new Parish Councillors as well as the District Councillors.

Christopher is no longer serving as a District Councillor but he will always be mindful of his past relationship with Cringleford. He will continue a close interest in the parish through William and regard it as a continuing duty of care for the parish.

Garry will be retiring as a District Councillor. As he is a close neighbour and now a parish councillor for Little Melton and a resident of Bawburgh, he too will continue his involvement in the Yare Valley and the prosperity of the parishes in the area.

There are still major issues to be resolved, not least as regards parking and matters associated with the new developments, but with the strong vote of confidence received by the returning administration at South Norfolk we are confident in the future of Cringleford.

Finally, we must express our gratitude to the Chairman, Members of Council and Clerk for their support and encouragement in our years of office.

## Appendix 3

### Headteacher – Mr Neil Henery

## Report for the Parish Council ~ May 2019

The school expected to be full, with 420 pupils, last September. It has been a long journey to get to this point and for the school to have doubled in size. This has already brought some challenges with personnel changes each year and new classroom bases to get equipped for the new intake, but the school has continued to thrive. However, such a large number of parents have put Cringleford CE VA Primary School as their first preference for September 2019 that the school, after lengthy discussions with the Local Authority, has decided to accommodate two extra 'bulge' classes in modular classrooms. The majority of the pupils coming into the school in September are from the immediate catchment area. The extra classes will stay at the school for the duration of 7 years. It is an issue of frustration to the staff and governors that there has not been a pro-active overview of the problem of lack of school places along the A11 corridor, with all the schools in Wymondham, Hethersett and Mulbarton now full or having to take extra classes. It is hoped that building work for the new primary school in Cringleford starts quickly as our current school will not be in a position to take on additional pupils in two years' time. As it is the school will now have to deal with more children with reduced playing field space, and will have to overcome the problem of less time available for pupils to have hall space for PE etc. We hope we will receive continued support from the local community with some of these issues and we may need to ask if we can access some of the Willow Centre playing field at some stage or try to get a reduced rate for some bookings for PE sessions.

Another challenge faced this year is that of reduced government budgets for schools. This has already meant that support staff have had to be shared across year groups and this has resulted in teachers having less support than ever before in their classes. Next year funding will be incredibly tight and all schools are trying to think creatively about how to maintain high standards with the projected lower number of teaching assistants. We are very grateful for the parents who continue to volunteer to help out with activities and our PTA had another successful fundraising year in 2018 - 19. In fact, the summer circus event last year proved very popular and a lot of money was raised which was put towards new computer equipment.

The school's partnership with St Peter's goes from strength to strength and the Open the Book assemblies are very popular with the children. The clergy play a very active part in the school through leading assemblies and putting on events for the children after school, such as the recent Pancake Day activities. The Mothering Sunday tea in school is always much appreciated by the parents.

Other support for the school's Christian ethos and Church School distinctiveness comes from Andy Jones (who has led a termly RE 'Experience Day' on the subjects of Easter, Christmas and the 'Big Picture') and Paddy Venner, a life coach and church leader who supports some of our children through one to one counselling sessions.

As well as all the developments described above, the school has continued to provide our pupils with a full range of curriculum events including:

- Residential visits to Hill Top (Year 6) and How Hill (Year 3)

- Trips to a variety of places, such as Sealife Centre, Holt Hall, John Innes Centre, Castle Museum, Dinosaur Park, Norwich Playhouse, UEA Sportspark, Sainsbury Centre, Norwich Cathedral
- Visitors to support the curriculum – authors during Book Week, Didgeridoo player, Chroma ensemble, parents sharing about their cultures during International Week
- PTA events – summer and Christmas fairs, quiz, cake sales, discos, etc
- Fundraising efforts for Sport Relief, Children in Need, Foodbank, Street Child etc
- Visits by the children to the Luncheon Club at Christmas
- Cluster events, such as the Year 2 multi-cultural festival and joint subject leader networks so our staff can share best practice
- All pupils taking part in celebrations of the major Christian festivals – harvest, Christmas and Easter

**Neil Henery - headteacher**



## **Appendix 4**

This year at St.Peter's we've enjoyed some amazing times. We have continued to celebrate the great festivals of Christmas and Easter and the joy that they bring. We gathered as a community to remember the fallen and pray for peace on Remembrance Day. We have also been trying to serve all parts of our community – through toddler groups, lunch clubs and our memory lane café to name but a few things. We also continue to support our local school with a number in our church family being on the governing body and through events like “Mothering Friday” where we serve tea and cakes to those on the school run as a thank you. This is all alongside the usual service of the church in worshipping God including on Sundays and being there for people in times of need.

Looking forward to the next year we are looking at more ways to be active in our community and to show the love of Jesus in Cringleford. We are also aware that we need to begin looking at repairing and replacing parts of the roof which having lasted for a century are in need of some rather extensive care.

We would also like to thank the parish council for the continued support in maintaining the churchyard. It has enabled our team of amazing volunteers to keep it looking great for the people of the village.

Graham Wilkins

## Appendix 5

### Cringleford Hub Report April 2018 to March 2019

Last year, a concept of a four-fold staged approach to creating community relationships, promoting living well and loving service was established by the Hub and has been successfully developed in the period.

#### Stage One: getting to know faces in the community

This stage	Objective	Activities	Partnerships	Participation
involves one-off events to enable groups of neighbours who would not normally mix to get together, including: <b>Event</b>				
<b>2nd annual Art Trail</b> (April18)	Get to know people. Promote intergenerational connections. Promote imagination and creativity. Promote community spirit. Promote physical wellbeing (with walking route).	Showcase and creative activities workshop. Theme: 'creative bins'. A trail around the village had been planned, but due to adverse weather conditions it was turned into an exhibition in the school.	A2Better; South Norfolk Council; Jewsons; Tesco; Cringleford Primary School; Parish Council.	103 attended showcase. Participation: Individuals; Cringleford Primary School; Cavell Court; Bounce & Rhyme; Cringletots; Parish Council.
<b>Easter Egg Hunt</b>	Get to know people.	Egg hunt.	St. Peter's Church	20
<b>4th annual picnic: Great Get Together Picnic</b> (June18)	Get to know people. Promote intergenerational connections. Supporting the late Jo Cox's vision that we share more in common than we do in difference.	Bring and share Picnic. Outdoor games. Village Quiz.	Diocese of Norwich; Lumni: Great Get Together Initiative.	65 participated. Lower than in previous years, but timing clashed exactly with the World Cup semi-final, with England playing!
<b>Pancake Race</b> (March19)	Get to know people. Promote quality family time.	Pancake race. Promotion of Kindness campaign.	Tesco	100+ participated

## Appendix 6

### TREE WARDEN REPORT

As I have received very few , reports of damaged or dangerous trees , my activities over the past year have centred on tree planting and environmental conservation. The tree planting project involved sourcing small trees from the Tree Council to form a woodland Copse. A site was selected in consultation with our Groundsman Chris, Which is in the far corner behind the Willow Centre .I decided to fully involve Children from our local primary school and in conjunction with teachers we did classroom presentation outlining the importance of trees to both the environment and wildlife. The range of trees , include, Alder, Birch, Rowan, Wild Cherry, Mountain Ash and Aspen.

The children from two classes fully participated in the planting and initial watering !! In addition during autumn 2017 , I collected and spread in a designated area , acorns and conkers, for the children to locate and collect. These were then planted in a raised bed at the school , now known as the “Tree Nursery”. Recently some of the resulting small Oak and Horse chestnut trees , have been planted in the Woodland Copse.

My other main activity, has been to create Wild Flower areas. I obtained packets of seeds relative to East Anglia , from an organisation called “Grow Wild “ based at Kew Gardens.

Again involving schoolchildren we have created several such areas in the school grounds, They again received classroom presentations , prior to seed planting, detailing the benefits such flowers provide for bees, butterflies and insects. My main activities of late have been constant watering of the young trees , as very little rainfall has occurred !!

Richard Beese Tree Warden  
14/04/2019