

## CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE  
CLERK OF THE PARISH COUNCIL  
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### **A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON THURSDAY 11 OCTOBER 2018 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.**

#### Present:

Mr M Scutter (MS) (Chair)  
Prof T Wang (TW)  
Mr T Chiles (TC)  
Mrs I Kirk (IK)  
Dr M Kirkwood (MK)  
Mr M Jalil (MJ)  
Mr J Canham (JC)

#### In attendance:-

Sonya Blythe – Parish Clerk  
Cllr D Bills (NCC)  
1 member of the public.

#### 1 Welcome and to accept apologies for absence

Apologies were received and accepted from Professor Wagstaff, Mr Blackie, and Mr Chaplin.

IK was welcomed back after a long absence.

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

None.

#### 3 To confirm the minutes of the meeting held on 13 September 2018

The minutes were confirmed and signed as an accurate record subject to the following amendment:

Item 15, 4<sup>th</sup> bullet point. Second sentence should read: "It was suggested that Norwich Community Solar should pay for one tree of our choosing per annum".

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

None raised

5 Police Report

The report was circulated.

6 To receive questions from Parishioners

Tim Yau (TY) from Cringleford Hub attended to discuss the potential Cringlefest celebration, provisionally planned for 2019. Councillors advised that they were happy to support the project but due to already being volunteers, did not have any additional time to organise the project. TY and TC both explained that they were happy to assist in arranging the event, but could not do it all themselves. The Clerk agreed to pass on details of a potential volunteer for TC and TY to liaise with, before a final decision was made.

7 To receive the District Councillors Report

Apologies had been received from Cllr Kemp. He had emailed to remind Councillors that applications for his grant must be received by the end of November 2018. It was agreed to submit a request for a bench in the recreation ground playground. Other grant suggestions should be sent to the Clerk asap.

Cllr Wheatley not present.

8 To receive the County Councillors Report

DB reported that:

- NCC full Council would meet 15 October to continue budget setting for 2019/20.
- Councillor Wheatley also had a £1000 grants available for his parish council's to apply to.
- Richard Bacon MP would be happy to hold a surgery in Cringleford to meet parishioners. Councillors confirmed that The Willow Centre would be a good location for this and DB agreed to move the arrangements forward.
- A quote had been received from Bob West for traffic calming on Keswick Road. He would meet with John Canham to discuss options.
- He would chase the replacement speed sign on Keswick Road.

DB left the meeting at 19:45

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

9.1 Sports Pavilion – to be discussed under item 13.

9.2 Hospice meeting – to be discussed under item 12.

9.3 A letter had been received from PC Boden Chris Boden, suggesting that CPC should offer carpark spaces for a fee in the Pavilion carpark to alleviate parking issues on Intwood Road. Councillors agreed to ask PC Boden to take this forward and then discuss the response at EPAG and RAAG meetings.

9.4 The quote had been received for installing speed cushions on Keswick Road, under the parish partnership scheme. The quote was £8000, of which CPC would pay £4000. It was agreed that this be taken forward. The Clerk would obtain a quote to remove the trees and hedge on the corner of the junction to ascertain full costs.

9.5 A letter had been received from SNC requesting a site meeting to look at parking issues, to enable a solution to be sought. It was agreed that MW, JC and TW should attend, with parishioners.

## 10 To receive the Clerks report

Councillors received an update on actions from the previous minutes.

The Clerk reported that the oldest tractor required a repair which had been quoted as £855. Councillors agreed that the repair could be made. It was also agreed to add a quote for a potential new vehicle onto the 2019/20 draft budget for the Finance Advisory Group to discuss.

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

It was agreed that TC be appointed as Chairman of RAAG.

TC gave the following report:

- The amended tennis club contract, to increase the overall length of the lease to 25 years, was agreed. Chairman to sign.
- Battles Over event – TC had written to Lord Dannett to ask him to open the event. The competition to design a poster for the event had not been successful, with only three entries. It was agreed to display the posters on the night, but not invite a child to light the beacon, for health and safety reasons.
- A bench had been requested for the recreation ground playground – as agreed at item 7, a grant would be sought.
- An article had been published in the local newspaper stating that CPC had said a resident parking scheme would not be suitable for the area. This was true, although disappointingly the article did not state that it was not suitable because it was not *legally* possible.

## 12 To receive an update from the Environment and Planning Advisory Group

TW gave the following update:

- A meeting had been organised with developers for 17 October to discuss the Landfund forthcoming design code.
- A meeting had been arranged between various parish council's to discuss the hospice application
- The UEA sports park application which had previously been approved had been delayed due to funding. An application had been submitted to go ahead with the carpark stage of the application, without the Pavilion building. An objection had been submitted, which Council endorsed. A joint letter would also be submitted from CPC, Colney parish meeting and the Yare Valley society (YVS). MS and IK declared an interest as members of the YVS.
- A letter had been sent regarding applications NC2 and R1 on Roundhouse Park.

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

Councillors had agreed by email that the quantity surveyor could commence with a price breakdown. The architect had confirmed that planning permission would not be required as the exterior of the building would not be changing.

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

Legal documents were now in hand to transfer the open spaces to CPCs ownership, once outstanding works had been completed by the developers. The final meeting with them should take place on 26<sup>th</sup> October.

### 15 Finance

15.1 Payments for the period 14 September to 11 October totalling £53576.48 were agreed.

15.2 The bank reconciliation and year to date report were noted.

15.3 The variance report circulated in September was discussed. It was noted that two cost codes were showing as overspent. The Clerk would check that items had been coded correctly.

15.4 The Clerk reported the following items which would be placed on the next Finance Advisory Group agenda:

- Barclays would start charging CPC banking fees from November 2018. Fees,
- The Barclays branch in Cringleford used by CPC would be closing in November.

16 To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 8 November 2018 7.30pm at The Willow Centre

Agreed.

17 To receive items for the next agenda.

- None raised.

18 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.

19 Staffing update

No matter raised

20 Data Protection Matters

No matter raised.

Meeting closed at 21:15pm

Signed .....  
Chairman