

# The CRINGLEFORD PARISH COUNCIL

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

Telephone 01603 250198

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## A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON THURSDAY 14 FEBRUARY 2019 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

### **Present:**

Professor M Wagstaff (Chair)  
Mr M Scutter (MS)  
Prof T Wang (TW)  
Mr T Chiles (TC)  
Mrs I Kirk (IK)  
Mr J Canham (JC) Dr M Kirkwood (MK)  
Mr M Blackie (MB)  
Mr M Jalil (MJ)  
Mr D Chaplin (DC)  
Mr J Shore (JS)

### **In attendance:-**

Sonya Blythe – Parish Clerk  
Members of the public.

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

None received.

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

In respect of item 13, MB as owner of a neighbouring property of the proposed recreational space.

### **3 To confirm the minutes of the meeting held on 10 January 2019**

The minutes were **confirmed** and signed as an accurate record.

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

None.

#### **5 Police Report**

The report had not been received.

#### **6 To receive questions from Parishioners**

6.1 A member of the public questioned the precept rise of 2.5%, which had been agreed at the previous meeting. It was explained that this was to cover general increases, new projects, and the sink fund for future building maintenance. It was a less than inflation increase, and no big projects were predicted in the future so the precept should remain steady.

6.2 A question was asked regarding who was responsible for trees within the parish. It was clarified that CPC owned trees on amenity areas such as the recreation ground and The Willow Centre (TWC) field, with householders being responsible for trees on their property and Norfolk County Council (NCC) responsible for those on highways.

#### **7 To receive the District Councillors Report**

No district councillor present.

#### **8 To receive the County Councillors Report**

No county councillor present.

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

9.1 A briefing from Children's Services on proposals for the Early Childhood and Family Service was noted.

9.2 Carers Matter Norfolk. The update would be added to the website.

## **10 To receive information on the forthcoming parish council elections**

Information on the forthcoming elections was noted. Nomination forms would be brought to the next meeting for distribution

## **11 To receive the Clerk's report**

The Clerk's report was received.

## **12 To receive a Recreation and Amenities Advisory Group Update**

TC gave the following report:

- Clothing bank – A charity had requested permission to install a textile and clothing recycling bank in TWC carpark. Councillors suggested that the charity should approach Tesco initially as they would have a heavier footfall, but did not object to a trial being carried out.
- Cringleford Tennis Club had approached CPC to ask for permission to install additional floodlighting on their courts to allow for more evening games. Council did not object to the application being submitted but would assess local responses to the application before commenting.
- The new lone worked policy was approved. This ceased the practice of staff attending the building overnight if an alarm call out was received.
- Open spaces on St Giles Park had been discussed. Councillors felt that an orchard would be appropriate but had concerns around community gardens and allotments becoming unkempt.
- It was agreed that another meeting should be held with SNC to discuss the future sporting needs of Cringleford. The report previously written by SNC had been read but offered no specific advice.
- Signs had been ordered for permit parking at the recreation ground.
- The maintenance costs of the mansafe for working on The Willow Centre were considered. Currently the equipment cost £400 for an annual service plus new equipment costs every five years. In the last few years it had only been used for window cleaning. It was agreed to decommission the equipment.

**The Clerk was asked to establish how the redundant bus stops could be removed from Dragonfly Lane.**

## **13 To receive an update from the Environment and Planning Committee**

- Streetlighting on the Newfound Farm development was discussed. Although

CPC had previously advised NCC that the parish council would take responsibility for lighting on the Newfound Farm estate, EPAG now had concerns regarding the ongoing costs of this and whether this would set a precedent for becoming responsible for lighting on all new developments. If CPC did not agree to adopting the lighting it would be passed to a management company, which residents would be charged for. However, some councillors felt that this would be unfair as residents on new developments would be paying the same precept as parishioners who did not have to pay a fee to a management company. It was noted that a commuted sum could be negotiated to cover costs for the first ten years, and also that additional precept from Newfound Farm would cover the ongoing costs thereafter. It was agreed to write to Barrett David Wilson Homes and ask for details of the management company and their standard charges, and the proposed number of streetlights, for EPAG to further consider. The Clerk would also write a holding letter to NCC to advise that CPC were considering withdrawing their agreement to maintain the lighting.

- It was also reported that developers of Newfound Farm had proposed that a lane on Colney Lane be closed for six months whilst constructing access into the new estate. This would clash with separate roadworks being carried out by Kier and NCC. The clash had been reported to NCC and First Bus.
- TW and IK reported on a meeting with First Bus. First Bus had confirmed that they would not re-route their service back through Dragonfly Lane and that they would prefer not to go through any estate, preferring to add additional stops to Roundhouse Way.
- TW advised that he had attended a meeting to discuss road closures with Barrett David Wilson Homes and stakeholders. The Norfolk and Norwich University Hospital had strongly objected to the plans to just have one lane operational, as this would disrupt ambulance journeys. TW had also highlighted the additional roadworks which would be ongoing at the same time around the parish. It was agreed to ensure that the County Councillor was aware, and ask that he highlight the matter to the Chair of the Environment, Development and Transport Committee. TW to draft a letter.
- MW reported that another meeting had been held with South Norfolk Council (SNC) and NCC to look at options to improve the parking issues around the parish. It was likely that the solution would be a mixture of timed parking zones and yellow lines, both of which had no ongoing costs. Parking permits would be difficult as residents would be expected to pay for them, which would not be ideal as the majority already had off-road parking. In order for any scheme to be take forward, 51% of residents surveyed would need to agree. NCC / SNC were now working to draw up a survey area and expected costs. TC advised that Dragonfly Lane should also be included in the survey, which the Clerk was asked to feed back.
- Big Sky had held a public information event at TWC, where the majority of comments were favourable with the exception of fear over the link between the A11 / Roundhouse Way interchange and Cantley Lane becoming a potential rat-run. MB and MK's paper on open spaces on this development,

suggesting a more simple scheme, was discussed. Council agreed to accept the paper and work with Big Sky for a community orchard and wild, informal areas. It was agreed that a hedgerow strategy should also be written in the future.

- It was agreed that a smaller group should be set up to bring the open spaces discussions forward; this would comprise a Chairman (MB), and a representative from EPAG and RAAG. In the meantime TC and JC would meet with SNC to discuss the provision of sporting pitches.
- A letter had been received from Highways England regarding potential changes to the Thickthorn junction which could impact on Big Sky land.

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

The quantity surveyor was currently costing the updated plans.

#### **15 To discuss issues surrounding open spaces in the Parish**

The commuted sum amount for an additional open space on Lobelia Lane had been sent to the Solicitor.

#### **16 Finance**

16.1 Payments for the period 11 January 2019 to 14 February 2019 totalling £28318.96 were agreed.

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

#### **17 To confirm the time of the next meeting of Cringleford Parish Council to be held on Thursday 14 March 2019 7.30pm at The Willow Centre**

Agreed.

#### **18 To receive items for the next agenda.**

Data protection – use of personal email for parish council business

#### **19 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.

**20 Staffing update**

An update was received.

**21 Data Protection Matters**

No matter raised.

Meeting closed at 21:50pm

Signed .....  
Chairman