

# The CRINGLEFORD PARISH COUNCIL

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

Telephone 01603 250198

---

---

## A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON THURSDAY 11 APRIL 2019 AT THE WILLOW CENTRE, CRINGLEFORD, AT 7.30PM.

### **Present:**

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

### **In attendance:-**

Sonya Blythe – Parish Clerk  
Cllr C Kemp (SNC)  
Member of the public.

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

Mr T Chiles had sent apologies which were accepted. DC was not present.

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

None.

### **3 Update from Norfolk Library Service**

The representative from the service was not present.

### **4 To confirm the minutes of the meeting held on 14 March 2019**

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

Item 13. End of first bullet point to read “TW to draft a letter for NCC for the clerk

to send, which would include confirmation that CPC were happy for the bus stop outside Cavell Court to go ahead, with CPC paying the previously agreed £2500 towards it”.

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

None.

## **6 Police Report**

6.1 The report had not been received and would be circulated after the meeting.

6.2 JS advised that he had attended the recent police briefing. He had raised the attendance of police at parish council meetings and had been advised that this was no longer possible due to funding and staff cuts. However they were happy for the local officer to be emailed monthly for in-depth information. JS agreed to do this.

6.3 MS advised that his car had been shot at that afternoon whilst stationary at the Thickthorn interchange. Police had been advised and had stated that they would put an article in the newspaper to ascertain whether there had been any similar incidents. Councillors expressed their concern at the incident.

## **7 To receive questions from Parishioners**

A member of the public voiced appreciation to CPC for supporting residents who were concerned by the proposed closure of Colney Lane by developers, whilst developing the Newfound Farm site. Developers had now amended their plans and instead would use two-way traffic lights for 28 weeks.

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

8.1 GW had sent apologies. He had sent a note to advise that he would be retiring at the May elections.

8.2 CK gave councillors his new email address due to ongoing issues with his existing one.

8.3 CK reported that he would be changing wards and so this would be his last meeting with Cringleford. He would still provide an annual report for the next meeting.

8.4 Councillors agreed to send a letter to each district Councillor to thank them for their help with various issues.

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

Not present.

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

None

## **11 To review the 2018/19 annual plan and consider the draft 2019/20 plan**

The 2018-19 action plan outcomes were considered. The final version with outcomes would be uploaded to the website.

The draft 2019-20 action plan was considered and amendments made. This would be unloaded to the website.

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

The Clerk's report was received. In addition the following was reported:

- A CPC owned streetlight had been hit by a vehicle and required replacement. It was agreed to submit an insurance claim.

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

IK gave the following update:

- Cringleford litter group had requested a litter bin for Roundhouse Way. It was agreed to request one by the Cavell Court bus stop, once that had been installed.
- An advert would be placed for more residents to become members of the litter group in the next newsletter.
- Conversations with the owner of Cringleford Business Centre regarding parking at the Pavilion would recommence once the new Council had taken office.
- Architect plans for the Pavilion had now been submitted to building control. The Scouts would be approached regarding the possibility of hirers using their hall whilst works were ongoing.
- MB had submitted suggested plans for recreational spaces to SNC. He had also liaised with Norwich Fringe Project, who would supply a quote to give hedge management advice.
- It was proposed and **agreed** that MB become a permanent member of RAAG.

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

MW gave the following report:

- All three developers had now started preparatory work on their sites. Meetings had been arranged with Big Sky and Barrett David Wilson Homes, and Kier had been approached. Various items would be raised.
- Potential street names for Newfound Farm of researchers and scientists from the John Innes Centre would be submitted by CPC on 13 April.
- Suggested positions of bus stops and laybys on Roundhouse Way had been discussed with NCC. Costs were awaited from them.
- There had been no update on potential parking scheme costs from SNC.
- Highways England had postponed their consultation on Thickthorn, whilst they work with their new delivery partner.

Councillors had established through the Parochial Church Council that the forthcoming school on Newfound Farm would potentially be larger than expected and may not be a religious school. This would make the roads around it very busy. A meeting had been requested with NCC.

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

An outcome was awaited from building control.

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

The solicitor had advised that developers had separated land on Lobelia Lane from the remaining outdoor spaces to be adopted. Otherwise there had been no movement on the adoption.

#### **17 To receive finance updates**

17.1 The payments from 15 March – 11 April 2019 for £27427.96 were **agreed**.

17.2 The February reconciliation and year to date accounts were received and noted.

17.3 It was agreed that the income from the Pavilion should be discussed by RAAG.

#### **18 To confirm the time of the next meeting of Cringleford Parish Council**

Thursday 16 May 2019 7.15pm Annual Parish Meeting  
Thursday 16 May 2019 7.30pm Annual Parish Council Meeting

**19 Chairman’s Farwell**

MW gave a farewell speech to fellow councillors as he would be standing down as Chairman and councillor in May 2019. He noted the improvements that had been made to the way the council ran and that Cringleford PC was, again, respected by its peers. He thanked his fellow councillors, the parish clerk and the assistant clerk.

TW, on behalf of Council and the community, thanked MW, as well as IK, MJ and MS, who were also standing down, for their hard work.

**20 To receive items for the next agenda.**

A building for community groups (RAAG agenda).

**21 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.

**22 Staffing update**

No matter raised.

**23 Data Protection Matters**

No matter raised.

Meeting closed at 21:05pm

Signed .....  
Chairman