

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 14 JANUARY
2026 AT 7.30PM, IN THE WILLOW CENTRE, CRINGLEFORD.**

MINUTES

Present:

Professor T Wang – in the Chair (TW)	Mr R Simmons (RS)
Mrs L Rawlings (LR)	Mr J Chalangary (JC)
Mr S Chapman (SC)	Mrs A Nunney (AN)
Mrs D Miller (DM)	Mr D Chaplin (DC)
Mr T Joy (TJ) (from item 7)	Mrs P Fuller (PF) (from item 7)

In attendance: -

Sonya Blythe (Parish Clerk)

1. Welcome and to accept apologies for absence

TW welcomed Council to the meeting.

Apologies were received and **accepted** from Mr E Coulthard

2. To receive Chairman's announcements, if any

None

3. To accept any declaration of Members Interests

None declared.

4. To confirm the minutes of the meetings held on 10 December 2025 and receive information on matters arising

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

5. To receive questions from parishioners

Nothing raised.

6. To receive reports from District and County Councillors

None present. David Bills (County Councillor) had sent an update which the Chair conveyed to Council.

RS noted that he had sent photographs of the unfinished footpath on Roundhouse Way to Councillor Bills to chase up with Norfolk County Council.

7. To co-opt a new Parish Councillor

Two applicants were interviewed for the two vacancies. Following interviews Paula Fuller and Tijo Joy were proposed and nominated as Councillors. This was **resolved**. The acceptance of office forms were signed.

8. To note and agree actions for correspondence received

8.1 Mid-year audit report. The mid-year audit report was received and **accepted**. No issues had been raised. The Clerk was thanked for her work.

8.2 To consider whether to open the newsletter up to other contributors. The local MP had requested a regular item within the Parish Council newsletter, which prompted a discussion over whether the newsletter should be opened up to all local Councillors and other local groups. The newsletter had always remained neutral in the past, written and produced in-house, and reporting solely parish news. It was noted that Cringleford and Colney Life magazine, produced by St Peter's Church had ceased publication recently. It had been used by many local groups to advertise their news and facilities, which an expanded newsletter could assist with. Following discussion, it was **agreed** to explore the option of an expanded newsletter.

SC to take forward

8.3 **To consider time-sensitive correspondence received since the agenda was dispatched**

None.

9. To receive the Clerk's report

The Clerk's report was received.

10. To receive the notes and consider recommendations from the Recreation and Amenities Group

Minutes of the meeting held on 13 January were received.

A quote had been received for a replacement swing (basket style) and an additional swing (standard style) at the recreation ground. It was **agreed** that the replacement and new swing be taken forward, from CIL money for up to £10,000. Additional quotes would be sought first.

Action Clerk

A next-steps document for moving the recreation strategy forward was received, which detailed who from RAAG would 'own' each item and initiate steps for development. Councillors were asked to contact individual 'owners' to assist with particular topics.

Action: all

10.1 To review and approve the amended Advertising Policy

Agreed to defer for more amendments.

10.2 To review and approve the amended Play Policy

The updated policy including play equipment specification appendix was received. This was **approved** with additional changes.

Clerk to upload to website

11. To receive the minutes and an update from the Planning and Environment Committee

The minutes from the meeting on 7 January were received.

11.1 To review and approve the updated Planning Policy

The updated policy was received and approved.

Clerk to upload to website

12. Finance

12.1 To receive and approve the 2026/27 budget

The budget was received, with minimal changes since it was received in December. Following discussion, it was **resolved** to accept the budget as presented.

12.2 To approve and confirm the 2026/27 precept

The precept was **confirmed** as £492,384 This would be a freeze of the Band D rate of £184 per property.

12.3 To agree the payments for January 2026, from 11 December to 15 January 2026

The payments were received and approved.

12.4 To receive the December bank reconciliations and accounts to date

Received and accepted.

12.5 To agree which signatories will authorise BACS payments online on 15 January 2026

DM and SC agreed.

12.6 To confirm that Cllr Miller has checked the monthly payments list against the bank statement

Confirmed.

13. To confirm the next meeting of Cringleford Parish Council as 11 February 2026

Agreed. Councillors to meet at 7pm, meeting to commence at 7.30pm.
LR noted her apologies for the February meeting.

14. To receive items for the next quarterly newsletter

Winter edition currently being printed.

15. To receive items for the next agenda

None

16. To consider excluding the public due to the confidential nature of the following business, under The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2)

Agreed

17. To receive a staffing update (if any)

None.

18. To receive information on General Data Protection Regulation breeches (if any)

None.

19. To receive any commercial aspects relating to the purchase of the open space.

No updates.

The meeting closed at 20.55