

# CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE  
CLERK OF THE PARISH COUNCIL  
THE WILLOW CENTRE  
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**A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON 11  
FEBRUARY 2026 AT 7.30PM, IN THE WILLOW CENTRE, CRINGLEFORD.**

## MINUTES

### Present:

Professor T Wang – in the Chair (TW)	Mr R Simmons (RS)
Mr E Coulthard (EC)	Mr J Chalangary (JC)
Mr S Chapman (SC)	Mrs A Nunnery (AN)
Mrs D Miller (DM)	Mr D Chaplin (DC)
Mr T Joy (TJ)	Mrs P Fuller (PF)

### 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 Mrs L Rawlings

#### 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 14 January 2026 and receive information on matters arising

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

Item 6 – Clerk to ask David Bills for an update.

**Action Clerk**

#### 5. To receive questions from parishioners

None present.

#### 6. To receive reports from District and County Councillors

None present.

David Bills had advised by email that the streetlight issue on Nightingale Drive had now been resolved.

**7. To note and agree actions for correspondence received**

**7.1 Mid Archaeology Open Day**

An invitation had been received to an archaeology exhibition to view items discovered during Thickthorn excavation works.

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

None.

**8. To receive the 2026/27 action plan**

The 2026/27 action plan was received.

Updates would be made, before being brought to the March meeting.

**Action all**

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

Minutes of the meeting held on 10 February were received.

More information would be sought on a resident enquiry about ongoing access to the recreation ground from their property.

Suggestions would be forwarded to SC regarding management of the recreation ground, for full discussion at the March meeting.

**Action: all**

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

The minutes from the meeting on 4 February were received.

TW highlighted that the land sale on Gurney Lane appeared to finally be progressing.

The Parish Council pump track application had been validated and was currently within the consultation period.

**11. Finance**

**11.1 To agree the payments for February 2026, from 16 January to 12 February 2026**

The payments were received and approved following answers from the Clerk to a number of queries.

**11.2 To receive the January bank reconciliations and accounts to date**

Received and accepted.

The overspend/underspend annual report would be provided at the next meeting.

**11.3 To agree which signatories will authorise BACS payments online on 11 February 2026**

TW and SC agreed.

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

Confirmed.

**12. To confirm the next meeting of Cringleford Parish Council as 11 March 2026**

Agreed.

DC and JC noted that they would not be present.

**13. To receive items for the next quarterly newsletter**

Pump Track  
Neighbourhood watch schemes / burglary safety information

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

Draft of Council Communications policy (SC)  
Over/underspend budget report  
Councillor Committee appointments

**15. 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

**16. To receive a staffing update (if any)**

An update on current staffing was given.

**17. To receive information on General Data Protection Regulation breaches (if any)**

None.

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

TW reported that the land purchase appeared to finally be moving forwards. South Norfolk Council had offered a grant and project management assistance to help with the scheme. Control and decisions, and land ownership, would remain with the Parish Council. A grant would also be sought from the Greater Norwich Growth Board.

It was likely that the cost would be more than originally agreed. The CIL/S106 Group would meet to consider.

The meeting closed at 20.50