

CRINGLEFORD PARISH COUNCIL

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

Telephone 01603 250198

**A meeting of the Planning and Environment Committee was held on Wednesday
3 June 2026 at 7.30pm in The Willow Centre**

Minutes

Present:

Professor T Wang – Chairman (SC)	Mrs D Miller (DM)
Mr R Simmons (RS)	Mr E Coulthard (EC)
Mr T Joy (TJ)	Mr S Chapman (SC)

In attendance
Parish Clerk – Miss S Blythe

1. To receive apologies for absence

All present.

2. To receive declaration of interests in items on the agenda

None.

3. To receive questions or comments from the public

None present.

4. To approve the minutes of the meeting held on 6 May 2026

The minutes of the meeting were **approved** and signed by the Chairman.

5. To consider any matters arising.

All actions had been completed.

6. Planning Applications

6.1 2026/1214 - 6 Honeysuckle Close NR4 7SY, 2 storey rear extension, conversion of existing garage into an office, internal alterations and provision of two new first floor opaque windows. No objection.

6.2 Tree Preservation Order 2026 No. SN0809 - 2 Keswick Road. No comment.

6.3 To consider time-sensitive planning applications which have been received since distribution of the agenda

2026/0521 - 5 Birch Grove, Modernisation of a derelict, part demolished dwelling. Creating new front entrance porch and side porch. Cladding to part of front and side elevation, new uPVC windows and doors throughout. Erection of car port. No objection.

Clerk to submit all responses.

6.4 To note and ratify planning applications responded to since the last meeting due to the deadline date

None

6.5 To note the enforcement report

Noted.

6.7 To receive an update on the pump track

Planning permission had been received. Work was now underway to agree the variation to the S106 agreement.

7. To receive an update on progress of the Neighbourhood Development Plan (NDP)

This draft was still with South Norfolk Council. Informal comments would be received after 12 June.

8. To receive an update on matters affecting new developments

8.1 Big Sky (St Giles Park).

- A catch up meeting would be requested.

8.2 Tilia Homes (Roundhouse Gate).

- A catch up meeting would be requested.

8.3 Barratt David Wilson Homes / Crest Nicholson (Cringleford Heights)

- No update.

9. To receive and agree actions for correspondence:

9.1 Tennis club. The tennis club had written to note that they would like to change their last grass court into an all-weather court, which had been supported by CPC at planning stage. After damage to hedging and grass last time, a site meeting would be held to agree (with written confirmation) that grounds repairs would have to be carried out to repair any damage.

- 9.2 Newmarket Road – 40mph speed limit reduction. Support
- 9.3 Roundhouse Way – overnight closure. New dates of 11 – 15 November were noted. This would be added to the next newsletter. The Clerk would check that East of England Ambulance Service had been informed.

Action Clerk

- 9.4 New addresses on Tilia Phase 3. Noted.
- 9.5 Accessibility funding – A request from a parishioner for CIL funding to make the UEA Mathematical bridge accessible was received. It was noted that the bridge was not within the Cringleford boundary, and all CIL money had been planned for at this stage. However the Clerk would respond to explain that Council was hoping to install a new accessible boardwalk and bridge in a nearby location and would be happy to discuss this at any time.

Action Clerk

- 9.6 New Boardwalk at the UEA – noted. A copy of the plans would be requested.

Action Clerk

- 9.7 Norfolk County Council has forwarded an invitation to apply to a bus shelter fund. Options on Roundhouse Way (bus interchange) and Newmarket Road would be investigated.

Action Clerk

- 9.8 **To consider time-sensitive correspondence which has been received since distribution of the agenda.**

RS reported that the Great Collaboration would be circulating a draft Climate Change programme as advice for Parish Chairmen.

10. **To receive an update / agree recommendations to Council regarding Lot 1**

The Terms of Reference between South Norfolk Council and Cringleford Parish Council had been agreed and signed.

11. **To suggest items for the next agenda**

No items added.

12. **To note items for the next newsletter**

Roundhouse Way closure.
UEA boardwalk plans

13. **To agree a summary of items to take to Council**

None.

14. **To agree the date of the next meeting - agreed as 1 July 2026.**

Meeting closed at 20:30