

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 10 JUNE 2026
AT 8.45PM, IN THE WILLOW CENTRE, CRINGLEFORD.**

MINUTES

Present:

Professor T Wang – in the Chair (TW)	Mr J Chalangary (JC)
Mr T Joy (TJ)	Mrs P Fuller (PF)
Mr S Chapman (SC)	Mr E Coulthard (EC)
Mr R Simmons (RS)	

In attendance: -

Sonya Blythe (Parish Clerk)	Cllr D Sacks (District Councillor)
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1. Welcome and to accept apologies for absence

TW welcomed Council to the meeting.

Apologies were received and **accepted** from Cllrs Nunney, Miller and Chaplin.

2. To receive Chairman's announcements, if any

It was noted that Lynn Rawlings had stood down as a Councillor. The casual vacancy process has commenced.

3. To accept any declaration of Members Interests

None declared.

4. To confirm the minutes of the meetings held on 13 May 2026 and receive information on matters arising

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

Council thanked TW, the Clerk and the Assistant Clerk for organising the Annual Parish Meeting, which had been held at 7.30pm.

5. To receive questions from parishioners

None present.

6. To receive reports from District and County Councillors

DS reported that food waste collections were being rolled out across South Norfolk from July.

SC noted that several grants were available currently. DS advised that she hoped that grants would also be available in 2027 but this had not yet been confirmed.

7. To note and agree actions for correspondence received

- 7.1 Norfolk Local Access Forum – it was **agreed** to make contact and discuss various parish council plans.

Action TW/Clerk

- 7.2 The Jubilee Centre award – it was noted that The Jubilee Centre had been shortlisted for Best Homes and Communities Scheme award for Planning Excellence. Congratulations would be sent to Ingleton Wood, and the logo added to TJC website.

- 7.3 **To consider time-sensitive correspondence received since the agenda was dispatched**
None

8. To receive the Clerk's report

The Clerk's report was received with queries responded to. The Clerk would ask the Groundsman if the recently cleared soakaway had assisted with drainage issues at the recreation ground.

Action Clerk

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

Notes of the meeting held on 2 June were received and questions responded to.

Council **approved** the purchase of four benches with planters for TJC, from the Ingleton Wood fund. RAAG to agree bench style at their next meeting and move forward with purchase.

Action Clerk / RAAG

9.1 To receive and approve the updated alcohol policy

Approved

Clerk to action all

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

The minutes from the meeting on 6 May were received.

11. To receive the notes and consider recommendations from the Road Safety Group

Notes of the meeting held on 28 May were received and questions responded to.

In anticipation of the Parish Partnership Scheme hopefully being announced, a prioritised list had been put in place for future projects. Council **approved** the priorities as:

1. Colney Lane telegraph post re-location and new trod footpath.
2. Brettingham Avenue junction realignment.
3. Keswick Road rounded out verge.

To assist with Colney Lane, it was **agreed** to authorise that £800 be provided from CIL money for the initial survey to be carried out by Open Reach.

Clerk to action

The updated Terms of Reference for the Group were considered. It was **resolved** to adopt the new TOR.

12. Finance

12.1 To agree the payments for June 2026, from 15 May to 11 June 2026

The payments totalling £376,011.67 (including a £300k transfer to savings) were received and **approved**.

12.2 To receive the May bank reconciliations and accounts to date

Reconciliations and the year-to-date report were received and noted.

12.3 To agree which signatories will authorise BACS payments online on 11 June 2026

SC and TW **agreed**.

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

Confirmed prior to the meeting.

13. To confirm the next meeting of Cringleford Parish Council as 8 July 2026

Agreed.

14. To receive items for the next quarterly newsletter

UEA boardwalk
Roundhouse Way closure

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)

No update.

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

None.

RS had completed the ICO data protection training.

19. Open Space Purchase

19.1 To receive a confidential update including commercial aspects and make decisions to move forward as required.

The Terms of Reference between CPC and SNC had been signed.

The meeting closed at 21:40