

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 8 JULY 2026 AT 7.30PM, IN THE WILLOW CENTRE, CRINGLEFORD.

MINUTES

Present:

Professor T Wang – in the Chair (TW)	Mrs A Nunney (AN)
Mr T Joy (TJ)	Mrs P Fuller (PF)
Mr S Chapman (SC)	Mr R Simmons (RS)
Miss S Lakes (from item 7)	

In attendance:-

Sonya Blythe (Parish Clerk)	3 members of public
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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 Chalangary, Miller and Chaplin.

2. To receive Chairman's announcements, if any

The Chairman reported that Councillor Coulthard had stood down from the Council due to a forthcoming house move away from the parish.

3. To accept any declaration of Members Interests

None declared.

4. To confirm the minutes of the meetings held on 10 June 2026 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

Not present.

7. To co-opt a new Councillor

Councillors interviewed three potential candidates for the vacancy. Following this, it was proposed, seconded and **resolved** that Sophie Lakes be co-opted as Councillor. The acceptance of office form was completed.

8. To note and agree actions for correspondence received

None.

8.1 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 with queries responded to.

In addition the Clerk advised that Orchard Developments had now ordered the two benches for The Willow Centre field, to compensate for a tree they had cut down.

TW noted that an expression of interest had been submitted for a grant for twenty benches around the pitches.

10. To receive a report on a new Council website and agree actions

A report was received which detailed the need for a new website for the Parish Council, to improve accessibility in line with new requirements. It was **resolved** that the Clerk could take the decision forward, up to a maximum cost of £3950 (from the £5000 budget), following further discussions with the potential companies if required.

A separate discussion was held on whether to also move to gov.uk email addresses. It was **agreed** to keep existing email addresses, which residents and hirers already knew.

Clerk to take forward

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

Notes of the meeting held on 7 July were received and questions responded to.

The following recommendations were considered:-

To appoint Whitegate Cleaning to clean, screen and seal TWC hall floors at a cost of £5270.

To appoint Nye Cleaning to power wash all parish council owned playground equipment for £2600.

To arrange for repair / replacement of the vandalised roundabout surface, up to £1300, if and when playground CCTV was approved by the Finance Advisory Group. RS advised that he would attend the next Policy liaison meeting to raise the current level of vandalism within the parish.

All quotes were approved.

Clerk to action all

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

The minutes from the meeting on 1 July were received.

It was noted that, to fulfil biodiversity requirements for the pump track, credits for biodiversity net gain would be purchased. This would be better value than a survey which would have to be reviewed annually for 30 years.

South Norfolk Council had sent initial comments on the draft Neighbourhood Development Plan. These had been built into the plan.

TW raised the matter of trees with preservation orders within the parish. Council were asked to consider options for ways to ask for nominations of trees to receive new TPOs.

13. Finance

13.1 To agree the payments for July 2026, from 12 June to 9 July 2026

The payments totalling £50,891.76 were received and **approved**.

13.2 To receive the June bank reconciliations and accounts to date

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

13.3 To confirm that payments can be made between meetings in August, and ratified in September

Resolved.

13.4 To agree which signatories will authorise BACS payments online on 9 July 2026

SC and TW **agreed**.

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

Not present.

14. To confirm the next meeting of Cringleford Parish Council as 9 September 2026

Agreed.

Apologies noted from PF

15. To receive items for the next quarterly newsletter

New items added-

- Nature item from AN
- Road issues from parishioners
- Update on pump track
- Possible call for tree nominations

16. To receive items for the next agenda

None.

17. 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.

18. To receive a staffing update (if any)

No update.

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

None.

20. Open Space Purchase

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

None.

The meeting closed at 21:10