

# CRINGLEFORD PARISH COUNCIL

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

Telephone 01603 250198

## TO MEMBERS OF THE COUNCIL

**You are hereby summoned to attend a Meeting of  
Cringleford Parish Council on  
Wednesday 12 February 2025 at 7.30pm at The Willow Centre  
For the purpose of transacting the following business:-**

### AGENDA

1	Welcome and to accept apologies for absence
2	To receive Chairman's announcements, if any
3	To accept any declaration of Members Interests  (Members are not required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)
4	To confirm the minutes of the meetings held on 15 January 2025 and consider any matters arising (for information)
5	To receive questions from parishioners (maximum of 15 minutes, per Standing Orders)
6	To receive reports from District and County Councillors
7	To note and agree actions for correspondence received:  7.1 Norfolk Association of Local Councils – voting paper 7.2 To consider time-sensitive correspondence received since the agenda was dispatched
8	To receive the Clerk's report
9	To confirm updated Committee membership
10	To consider arrangements for the Annual Parish Meeting
11	To receive the notes and consider recommendations from the Recreation and Amenities

	Advisory Group
11.1	To approve the Memorial & Commemorative Policy
12	To receive the minutes from the Planning and Environment Committee
13	To receive the notes and consider recommendations from the CIL / S106 Group
14	Finance:
14.1	To agree the payments for February 2025, from 17 January 13 February 2025
14.2	To receive the January bank reconciliations and accounts to date
14.3	To agree which signatories will authorise BACs payments online on 13 February 2025
14.4	To confirm that Cllr Fielding has checked the monthly payments list against the bank statement
15	To confirm the date of the next meeting on Wednesday 12 March 2025 at 7.30pm
16	To receive items for the next quarterly newsletter
17	To receive items for the next agenda
18	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).
19	To receive a staffing update (if any)
20	To receive information on General Data Protection Regulation breaches (if any)
21	To receive any commercial aspects relating to the purchase of an open space (if any)

Signed: *Sonya Blythe*  
Parish Clerk

Dated: 5 February 2025