

CRINGLEFORD PARISH COUNCIL

SONYA BLYTHE
CLERK OF THE PARISH COUNCIL
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**A MEETING OF CRINGLEFORD PARISH COUNCIL WAS HELD ON 10 JULY 2024
AT 7.30PM, IN THE WILLOW CENTRE, CRINGLEFORD.**

MINUTES

Present:

Professor T Wang – in the Chair (TW)	Mrs D Miller (DM)
Mrs C Fielding (CF)	Mr R Simmons (RS)
Mr S Chapman (SC)	Mr J Chalangary (JC)
Mrs L Rawlings (LR)	

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 Mr Clay, Mr Arias and Mr Coulthard. Mr Chaplin was not present.

County Councillor Bills and District Councillor Sacks had advised they would not be present.

2. To receive Chairman's announcements, if any

None.

3. To accept any declaration of Members Interests

None received.

4. To confirm the minutes of the meetings held on 12 June 2024 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

None present

6. To receive reports from District and County Councillors

None present.

7. To note and agree actions for correspondence received

7.1 None.

7.2 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 and questions responded to.

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

The notes from the meeting on 4 July were received, with the following recommendations considered:

- That bleed bags, to stem severe bleeding, be purchased and installed within Council owned defibrillator cabinets, at a cost of £120 each. It was **agreed** that these would be purchased, subject to the equipment within having a date life of at least 24 months. Council asked Clerk to look into pricing.

Action Clerk

- That a logo was required for The Jubilee Centre. It was **resolved** that a competition be held for parishioners to design a logo for the building, with a £100 voucher for a shop of the winners choosing as a prize for Council's favourite design. TW would add this to the newsletter, and request advice from colleagues. In addition quotes would be sought from a graphic designer in case the competition entries were not sufficient. It was confirmed that Council were satisfied that a logo would not be in place for the opening of the building.

Action Clerk / TW

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

The minutes from the meeting on 5 June were received.

11. To agree whether to write a new Neighbourhood Development Plan

Since the June Council meeting a group of Councillors had met twice to produce a paper demonstrating the pros and cons of writing a new Neighbourhood Development Plan, due to the expiry of the existing one in 2026. This paper was circulated and, following consideration, Councillors **resolved** that a new Neighbourhood Development plan be created. A brief would now be drawn up for consultants to help with the process.

12. Finance

12.1 To agree the payments for July 2024, from 14 June to 11 July

Payments totalling £183,355.60 were **approved**.

12.2 To receive the June bank reconciliations and accounts to date

Received and noted.

12.3 To agree which signatories will authorise BACs payments online on 11 July 2024

TW and DM **agreed**.

12.4 To confirm that payments for August 2024 can be approved between meetings

This was **confirmed**. Payments would be circulated to Councillors in advance of payments being approved online.

12.5 To confirm that Cllr Fielding has checked the monthly payments list against the bank statement

Confirmed

13. To confirm the next meeting of Cringleford Parish Council as 11 September 2024

Agreed.

14. To receive items for the next quarterly newsletter

Additional item – logo competition.

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)

-To confirm the appointment of the new Administrator.
The Clerk reported that the role had been offered to Rebecca Plumb, which was **approved**.

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

None.

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

No update

The meeting closed at 20.15