

# 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 9 OCTOBER 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)	Mrs L Rawlings(LR)
Mr E Coulthard (EC)	

#### In attendance: -

Sonya Blythe (Parish Clerk)	David Bills (County 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 Mr Arias and Mr Chalangary. Mr Chaplin was not present.

#### 2. To receive Chairman's announcements, if any

The Chairman invited Councillors and staff to a Christmas event.

The Chairman reported that Councillor Clay had resigned from the Parish Council. The Casual Vacancy process would commence.

**Action Clerk**

#### 3. To accept any declaration of Members Interests

None declared.

#### 4. To confirm the minutes of the meetings held on 11 September 2024 and receive information on matters arising

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

All actions had been completed.

#### 5. To receive questions from parishioners

None present

**6. To receive reports from District and County Councillors**

DB reported that the A11 speed reduction, from 50mph to 40mph, was moving forward.

DB noted that there had been no update on the crossing outside the bus exchange for two years. This was expected under the S278. He would chase this with Norfolk County Council.

The Norfolk County Devolution Deal had been declined by central Government.

**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 gave a brief verbal report.

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

The notes from the meeting on 8 October were received, and questions responded to by SC and the Clerk.

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

The minutes from the meeting on 2 October were received with TW highlighting the following:

- A site tour was being organised for Phase 2 of Cringleford Heights
- Open spaces in Cringleford Heights were in the process of being transferred

**11. To consider and agree charges for using the electric vehicle charging points at The Jubilee Centre**

Fees has not yet been received, and so the charging price could not be set. Therefore Council **resolved**:

- That The Planning and Environment Committee could set the costs at their next meeting;
- That an initial three-month discount would be offered on the agreed prices

**12. To receive an update on logo options for The Jubilee Centre**

TW reported that both designers had been asked to refine and re-submit their logo. This needed to be agreed before the next meeting for signage to be in place in time for opening. It was therefore **resolved** that the design be approved via email. Cost was included within the construction cost, and so there would be no cost implication from this decision.

**13. Finance**

**13.1 To agree the payments for October 2024, from 13 September to 10 October and confirm payments made in August 2024**

Payments totalling £190,450.79 were **approved**.

**13.2 To receive the September bank reconciliations and accounts to date**

Received and noted.

**13.3 To agree which signatories will authorise BACs payments online on 10 October 2024**

TW and DM **agreed**.

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

This was **confirmed**.

**14. To confirm the next meeting of Cringleford Parish Council as 13 November 2024**

Agreed.

**15. To receive items for the next quarterly newsletter**

Councillor vacancy

**16. To receive items for the next agenda**

Agreed.

**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)**

The Clerk confirmed that a caretaker was being recruited for The Jubilee Centre.

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

None.

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

An update on sale progress was received.

The meeting closed at 20.10