

# MEPAL PARISH COUNCIL



Clerk: Mrs Karen Peck, email: [mepalparishcouncil@msn.com](mailto:mepalparishcouncil@msn.com) tel.: 01353 741066  
Chairman: Mr Brian Rollason, email: [brianrollason.mpc@outlook.com](mailto:brianrollason.mpc@outlook.com)

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**NOTICE OF MEETING:** Extraordinary Full Parish Council Meeting  
**TIME:** 19.00  
**DATE:** Wednesday 29<sup>th</sup> July 2020  
**VENUE:** Online via Microsoft Teams

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

MEMBERS 6  
VACANCIES 1  
QUORUM 3

Members of the public and press are invited to address the Council at its Open Forum.

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## MINUTES

290720/1 **TO RECORD APOLOGIES FOR ABSENCE**  
No apologies received

290720/2 **MEMBERS' DECLARATIONS OF INTEREST**  
Councillor Georgina King declared an interest to agenda item 290720/6 as she is secretary of the football club.

290720/3 **OPEN FORUM FOR PUBLIC PARTICIPATION**  
One members of the public, Anna Bailey from ECDC was present. Anna confirmed that she did not wish to address Council but would listen in to understand the discussions in relation to the Brick Lane planning application amendment being considered and would then leave the meeting. Anna thanked the Parish Council for allowing her to join the meeting.

290720/4 **TO DISCUSS PARISH COUNCIL RESPONSE TO THE AMENDED PLANNING APPLICATION DATED 22 JULY 2020 IN RELATION TO 20/00630/FUM SITE SOUTH AND WEST OF THE BUNGALOW, BRICK LANE FOR THE ERECTION OF 55 DWELLINGS.**

[The Mepal Parish Council response to this planning application \(Objection\)](#) has been submitted and was posted on our website under Planning and the full letter accompanying the objection can be read [on our website](#). We subsequently received notice of an amendment consisting of a response from the applicant to the neighbour's comments and the 'Creating Homes and Community' brochure from Havebury Housing Association. Studying the additional documents, the PC view was that there was no substantive change that would address our concerns.

**Mepal Parish Council unanimously resolved to submit the following response to the amendment: "We have reviewed the comments from Havebury, and it is clear that they have not amended their application in any way in response to the comments from Mepal Parish council and the many parishioners who took time to make individual objections. Their comments have not altered our position regarding the status of the site, or any of our objections.**

290720/5 **INCREASED PARISH MAINTENANCE & NEW JOB DESCRIPTION**  
The Parish Council discussed the need to evolve the current handyman role in the light of ongoing and future annual maintenance demands. A financial justification had been submitted prior to the meeting indicating that a proposal to evolve the role into a more general 15-hour maintenance and grounds operative could be looked at within the current agreed budget. Councillor King suggested that 15 hours may be a little low given the poor levels of maintenance in certain areas like Lilibet woods. Councillor Williams clarified that the idea was to develop the role and rather than paying for third parties, the new job would allow extra hours to resolve issues.

**All Councillors unanimously resolved that we had established the need for a Grounds and Facilities Maintenance Operative instead of the current general Handyman role and resolved to recruit for the new role immediately.**

**290720/6 RENOVATION OF RECREATION FIELD**

To discuss proposed options and agree on a course of actions to allow wider use of the field in future and to look at whether we can reduce the downstream flooding in heavy rainfall.

Following the tender specification request to the 5 companies recommended by the FA pitch improvement groundsman, 3 of the contacted companies agreed to a site visits and subsequently sent their proposals for the work required to renovate the recreation field before the Autumn 2021 season.

Company 2's quote was felt not to have the detail of quotes 1 and 3 and the website linked to quote 3 was more detailed with more recent testimonials, but Councillor Brill commented that testimonials are not always to be relied on. Councillor Williams clarified why a new attenuation pond was recommended. Investigation indicates that the current 'pond', is in fact more of a boggy run off area between the field and allotments, and in heavy rainfall is not able to 'hold' the run-off water resulting in flooding of the allotments and subsequent complaints from allotment holders. In addition, the pond area in the playpark is too small and the resultant run-off also floods areas of the playpark. The solution is to have a shallow attenuation pond, that can be planted with wildflower at the back of the field to encourage wildlife. Attenuation ponds are a common feature around new residential developments and can help in the management of storm water.

**Councillors unanimously resolved to start work on the field renovation as soon as possible.**

Moving on to consider the three quotes supplied, a vote was taken to decide which company to engage.

**5 Councillors resolved that Quote 1 (Anglian Land Drainage) would be selected to carry out the redial work. (1 abstention due to a conflict of interest)**

The selected supplier provided the following costings:

1. Repairs and improvements to the field costing £19,508
2. 12 months maintenance to January 2022 costing £8,745
3. Forming an attenuation pool to resolve the flooding issues in the allotments and play area £3428
4. Level the existing drainage spoils heaps left by original contractor £2800

**290720/6 TEMPORARY DELEGATION SCHEME**

In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The clerk will further consult with the chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place

**290720/7 DIARY DATES - Next Full Parish Council Tuesday 15<sup>th</sup> September 2020**

**The Meeting was closed at 7:30pm**

**15th September 2020  
Karen Peck  
Clerk & Responsible Finance Officer  
Mepal Parish Council**

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**15th September 2020  
Brian Rollason  
Chairman  
Mepal Parish Council**

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