

# MEPAL PARISH COUNCIL

Clerk: Mrs Karen Peck, email: [mepalparishcouncil@msn.com](mailto:mepalparishcouncil@msn.com) tel 07842 499377  
Chairman: Mr Brian Rollason, email: [brianrollason.mpc@outlook.com](mailto:brianrollason.mpc@outlook.com)

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**NOTICE OF MEETING:** Full Parish Council Meeting  
**TIME:** 19.00  
**DATE:** Tuesday 17<sup>th</sup> September 2019  
**VENUE:** Mepal Community Pavilion, Mepal

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

**Meeting commenced at 19.00 with a brief statement from Chairman Brian Rollason regarding standing orders and conduct within meetings of the Parish.**

**062/19 TO RECORD APOLOGIES FOR ABSENCE**

Apologies received by County Councillor Lorna Dupre and District Councillor Mark Inskip, Councillor Mark Brill absent

**063/19 MEMBERS' DECLARATIONS OF INTEREST**

Councillor Diana Bray -VE Day Event

**064/19 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**

**Full Parish Council Meeting 8<sup>th</sup> July 2019 and Extraordinary Planning Meeting 25<sup>th</sup> July 2019**

Full Parish Council Meeting 8<sup>th</sup> July 2019 and Extraordinary Planning Meeting 25<sup>th</sup> July 2019 approved and signed by Chairman Brian Rollason.

**065/19 CO-OPTING OF NEW COUNCILLOR**

By a majority vote it was resolved that Mrs Lorna Williams is co-opted as a Councillor to Mepal Parish Council.

**066/19 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS**

Reports were received from County Councillor Lorna Dupre and District Councillor Mark Inskip and were circulated prior to the meeting to all Parish Councillors.

**Meeting Closes at 19.10**

**067/19 OPEN FORUM FOR PUBLIC PARTICIPATION**

Concern was raised regarding the overgrown verges on Witcham Road and Chestnut Way, Chairman Brian Rollason advised he had previously reported this issue to Highways but would again make contact with them regarding this issue. It was advised that this matter can be reported using the Highways online form by any member of the public.

**Meeting resumed at 19.17**

**068/19 VISIT FROM WITCHAM EQUESTRIAN CENTRE IMPROVING USE OF BYWAYS AND BRIDAL WAYS**

A presentation was given by Claire Topping, to create a joined up off road network for walkers, cyclists and horse riders to the north of the A142 between Ely, the Ouse Washes and the March/Peterborough railway line. Incorporating safe crossing points into the new network at suitable points along the A10 and A142 to enhance the projects impact by reconnecting even more people with their local landscape's heritage.

**069/19 STREET LIGHTING MAINTENANCE CONTRACT**

Due to the current hand over off Street Lighting to Parish Councils, it was agreed by unanimous decision that maintenance for Parish Lights would be given to Westcotec under a 3-year agreement.

**070/19 PARISH COUNCIL INSURANCE RENEWAL**

Due for renewal in October 2019 discussion were held into the three quotations provided by the Parish's broker Came and Co. It was decided that the three-year long-term insurance plan would be the most cost-effective approach and the brokers recommend suggestion was supported by all. Inspire will now be the Parish Councils Insurer.

**071/19 MEPAL VE DAY 2020**

Greg Matthews gave a brief outline of the proceedings for VE Day 75 Event on 8th May 2020 and events taking place on the weekend of 8th May – 10th May 2020. On Saturday 9th May 2020 the VE Day Mepal events group would like to hold an event on the Recreation Field to celebrate. Permission was sought from the Parish Council for use of the field on this date which was agreed in principle, once further detailed information regarding the event is supplied. The matter of Public Liability Insurance was raised and the Clerk will contact the VE Working Group with information on specific insurance cover needed for the event.

The group will be fund raising for the event with local tea dances, a quiz and various other events planned to help raise funds. Greg asked about the possibility of applying for a Parish Council Grant and it was agreed the clerk would send relevant paperwork across.

There will be a meeting to progress this issue on 15th October 2019 at 7.30-pm in the pub, all are welcomed to come along.

**072/19 DEFIBRILLATOR TRAINING**

The Parish Council will be holding a Defibrillator Training Course in the near future a poster has been put up around the village for local members of the community to participate in the training event. There will be 15 places on the course and 10 places available for members of the community to attend the event, funded by the Parish Council.

If you are interested then please make contact with the Parish Clerk to book a place on the event, the event will not be booked until all places have been filled.

**073/19 PLANNING**

**TO BE CONSIDERED:**

**19/01222/FUL 34 New Road, Mepal**

Construction of a detached 4 bedroom, one and half storey dwelling – no comment

**UPDATES:**

**19/00654/FUL Whitegate Farm Witcham Road, Mepal**

Demolition of existing static home and construction of new 3 bed dwelling – **APPROVED subject to conditions**

**19/00566/VAR Manor Farm Bungalow, School Lane, Mepal**

To vary Condition (approved Plans) of previously approved 13/00799/FUL for Conversion of existing barns to two dwellings and garaging. Erection of three detached houses and 2 no. bungalows. Erection of 2 no. garage buildings. Change of use of paddock to amenity space for barn conversion. New Access – **APPROVED subject to conditions**

**19/00769/FUL Site south of 20 Brangehill Lane, Mepal**

Proposed four bed dwelling – **REFUSED**

**19/00320/OUT Land Rear of Whitegate Farm Witcham Road, Mepal**

Erection of up to 2 dwellings, 2 double cartlodges, access and associated works – **Appeal made to Secretary of state 6th August 2019**

**19/00725/FUL Pond Farm 3 High Street Mepal**

Proposed side and rear single storey extension, new front porch, detached car port and boundary treatments – **APPROVED subject to additional conditions**

**19/00726/LBC Pond Farm 3 High Street, Mepal**

Proposed side and rear single storey extension, new front porch, gate and 1.2m high fence – **APPROVED subject to additional conditions**

**19/00799/OUT Horticultural Site between 8 and 14 Bridge Road, Mepal**

Construction of 2 no. detached dwellings -**APPROVED subject to additional conditions**

**19/00830/OUT Site North west of 16 Bridge Road, Mepal**

Construction of 2 no. four bedroom detached dwellings – **APPROVED subject to additional conditions**

**19/00745/OUT The Granary Whitegate Farm, Witcham Road, Mepal**

Demolition of existing structures and erection of up to three dwellings with parking and associated works – **APPROVED subject to additional conditions.**

**19/00782/FUL 3a Rectory Fields, Mepal**

Single Storey extension to rear -**APPROVED subject to conditions**

**074/19 RECREATION FIELD UPDATE**

Councillor Diana Bray advised that the Parish Council have applied to join the FA Pitch Improvement Programme. Seeding of the current drainage lines has been unsuccessful due to recent dry weather and a watering resource. It has been agreed that the contractor who completed works is to return to assess the current situation. The Parish Insurers have been contacted regarding these works and have advised that no further signage is necessary in the area.

Attempts to move the football pitch to the opposite side of the field were unsuccessful and it was deemed unsafe to play after a FA Inspection of the area. Timescales cannot be given at this time until further professional advice is sought and the grass on the problem areas has grown. Councillor Bray advised that the Parish Council have been advised that Mepal Seniors will not be playing at home this session.

**075/19 PAVILION UPDATE**

All works to the Pavilion building are now completed and the only remaining check will be for the showers to be legionella checked and flushed but this will only be completed once there is a return date of football to the pavilion as this needs to be completed on specific timescales.

Security Lighting to the outside of the pavilion has been fixed with the exception of one light to the left of the building being faulty, being replaced by the end of the week.

The Pavilion is receiving bookings and feedback is being sought after each of these to try and maximise its potential.

**076/19 PLAYAREA UPDATE**

The Parish handyman has been working hard repainting the swings and slides in the play area and they are looking much better.

Chairman Brian Rollason and Councillor Diana Bray will be meeting with Truelink on Wednesday 18<sup>th</sup> September to discuss further maintenance to the play area and garage area and the possibility of adding to our current contract with them.

**077/19 BUSINESS AND COMMUNITY LED PLAN UPDATE**

Councillor Steve Green gave a brief outline of the 2-year business plan highlighting the housing Development for Brick Lane being the biggest area at the present time with the Public Exhibition taking place by the Developers on 23<sup>rd</sup> September 2019 at The Village Hall between 3pm and 7pm. The Parish Council will be liaising with Sutton Parish Council to discuss the way to proceed for a housing needs survey.

Highways, Traffic and Transport, particularly the A142 improvements that were made earlier in the year will be followed up via a traffic survey planned for February/ March 2020.

The same issue is highlighted within the Community Led Plan and this is a work in progress and will be updated as things develop.

**078/19 BRICK LANE UPDATE**

There will be a public exhibition regarding the Brick Lane Development on 23<sup>rd</sup> September 2019 at the Village Hall between 3pm and 7pm. Concerns were raised that the developers have not leafletted the whole village and only specific areas directly in the vicinity of the site. It was agreed that the Clerk will contact the Developers to ask that the whole village be leafletted and a large poster be erected advertising the event as you come into the village to try and make everyone aware of the event.

Councillor Lorna Williams will add a piece to Mepal People to raise awareness.

#### 079/19 CHURCH YARD GRASS CUTTING UPDATE

Councillor Diana Bray gave an update on the current situation regarding maintenance to the church yard and explained that the Parish Council is looking into the possibility of no longer providing the church with a grant and instead using the funds to themselves maintain the area to a specific standard for the parish.

Councillor Diana Bray outlined the three areas of concern and the need to establish what we can do and set up a contract with the village for these works. It is hoped that the Parish Council can provide a basic level of maintenance through the year with some areas needing more frequent works than others. It was suggested that the area for which two cuts per year were required could be at Easter and Christmas each year.

Councillor Alan Catley disagreed with the new proposal and felt the grant should remain and the church should continue maintaining the areas. Councillor Diana Bray and Councillor Steve Green advised that this is not viable as the Parish are not happy with the current standards and this is supported in the Community Led Plan.

A meeting with Truelink on Wednesday 18<sup>th</sup> September 2019 is arranged to progress the new proposal.

#### 080/19 NEIGHBOURHOOD WATCH UPDATE AND FORMAL THANK YOU

Chairman Brian Rollason formally thanked Mr Lionel Shepherd for his time and efforts given to the Neighbourhood Watch Scheme in the village, there is no current update the situation but it is hoped the scheme will continue.

#### 081/19 LOCAL HIGHWAYS IMPROVEMENT TO SUTTON AND WITCHAM ROAD

Discussions were had into the proposed designs sent on this issue from County Council Highways, all agreed on the proposed designs.

#### 082/19 FINANCE

##### a) PAYMENTS made since last meeting -

Internal Auditor	£150.00 cheque
David J Richards - printing costs Mepal People	£116.40 cheque
Truelink Limited - Grass cutting 02.05.2019- 31.05.019	£1236.83 cheque
Honey Housekeeping - Cleaning of Pavilion June 19	£25.00 BACS
Payroll services - quarter end June 19	£57.60 BACS
Truelink Limited - Grass cutting 05.06.2019-27.06.2019	£763.15 BACS
Miles Drainage Ltd - Ground works to existing trench lines	£4032.19 BACS
Staff Expenses June and July 2019	£191.62 BACS
Staff wages - June and July 2019	£1361.50 BACS
Mepal Village Hall Hire April-June 19	£140.00 Cheque
Service Charge	£18.00 BACS
David J Richards - printing costs Mepal People	£96.67 BACS
Honey Housekeeping - Cleaning of Pavilion July 19	£37.50 BACS
Glasdon - purchase of new dog bin	£314.26 BACS
Chris George Wall and Floor Tiling - Showers at Pavilion	£1292.00 BACS
K Prance - Shower refit Pavilion	£199.50 BACS
East Cambs NHW Association (Signage) from Community Grant	£75.00 BACS
Truelink Limited- Grass cutting 05.07.2019-29.07.019	£741.88 BACS
Staff Expenses August 2019	£289.09 BACS
Staff Wages August 2019	£1204.77 BACS
Truelink Limited- Grass Cutting 02.08.2019-23.08.2019	£345.56 BACS
Honey House Keeping - Pavilion Cleaning	£62.50 BACS
HMRC - Tax and NI	£24.90 BACS

##### b) DIRECT DEBITS paid:

Opus Energy - Gas Supply to Pavilion 20.05.2019-17.06.2019	£26.51 BACS
E-on - Street Lighting 01.05.2019-31.05.2019	£35.01 BACS
E-on - Street Lighting 01.06.2019- 30.06.2019	£33.87 BACS
Tesco Mobile	£7.50 BACS
SSE - supply electricity to Community Pavilion 12.03-1306.2019	£116.64 BACS
Tesco Mobile	£8.34 BACS
Opus Energy - Gas Supply to Pavilion 18.06.2019-18.07.2019	£17.26 BACS
E-on Street Lighting 01.07.2019 - 31.07.2019	£35.01 BACS
Wave - Water charges Pavilion 07.05.2019-05.08.2019	£42.01 BACS
Opus Energy - Gas Supply to Pavilion 19.07.2019-18.08.2019	£19.35 BACS

Wave - water supply 06.05.2019	£7.50 BACS
Plusnet Mobile -July 2019	£7.00 BACS
Plusnet Mobile - August 2019	£7.00 BACS
E-on Street Lighting 01.08.2019-31.08.2019	£35.01 BACS

c) INCOME received:

Hire of Pavilion - August 2019	£50.00 CHEQUE
Highways contribution to village maintenance 2019-20	£747.40 BACS
Allotments	£140.00 BACS
Mepal People Advertising	£150.00 BACS
Tesco Mobile - credit	£7.25 BACS

d) QUOTES

Street Lighting Maintenance Programme  
Insurance Renewal

e) PAYMENTS to be made:

**083/19 OUTSTANDING ISSUES AND UPDATES**

Chairman Brian Rollason raised the issue of the maintenance of trees in Laurel Close and advised he had contacted two companies with regard to these works and another would be sought, item to be added to next month's agenda.

Memorial bench sites for Ernie Barlow had been suggested as outside 75<sup>th</sup> squadron area by the footpath at Laurel Close or on the village green, ideas to the Parish Council would be appreciated.

Resitting of Parish Notice Board - as it cannot be return to its previous location due to building works, it was suggested that the Clerk speak to the Post Office to establish if they are happy for it to go somewhere at the side of the shop.

**084/19 DIARY DATES** - Next Full Parish Council meeting will be Monday 14<sup>th</sup> October 2019 at 7.30pm in Mepal Village Hall

Meeting Closed at 20.47

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14<sup>th</sup> October 2019  
Karen Peck, Clerk & Responsible Finance Officer  
Mepal Parish Council

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14<sup>th</sup> October 2019  
Mr Brian Rollason, Chairman  
Mepal Parish Council