

MEPAL PARISH COUNCIL

Clerk: Mrs Karen Peck, email: clerk@mepalparish.org tel 01353 741066
Chairman: Mr Brian Rollason, email: brian@mepalparish.org

NOTICE OF MEETING: Full Parish Council Meeting
TIME: 19.00
DATE: Tuesday 12th January 2021
VENUE: Virtually via Zoom

Please note due to the current Covid-19 Coronavirus situation, the Parish Council will meet virtually using Zoom as permitted in "The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020" ("the 2020 Regulations").

The Parish Meeting link is Meeting ID: 86713054661 Passcode: 647740 if you wish to raise any points within Public Participation, we ask these are sent to the Parish Clerk 48 hours prior to the meeting.

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	5
VACANCIES	2
QUORUM	3

MINUTES

- 120121/1 TO RECORD APOLOGIES FOR ABSENCE**
Apologies were received from District Councillor Mark Inskip
- 120121/2 MEMBERS' DECLARATIONS OF INTEREST**
None
- 120121/3 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**
The Full Parish Council Meeting minutes from Tuesday 15th December 2020 were approved by unanimous decision as a true and accurate record of the meeting
- 120121/4 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS SINCE LAST MEETING**
All reports are published on the Mepal Parish Council website
- 120121/5 OPEN FORUM FOR PUBLIC PARTICIPATION (15 minutes)**
There were no members of the public in attendance
- 120121/6 MATTERS ARISING (30 minutes)**
- To discuss and approve final draft of the budget for 2021-22
Version 6 of the budget proposal had been circulated to all before the meeting. All agreed with the figures and LBW agree to publish the final simplified sheet with the agreed budget removing the calculations shared during the development of the budget as there were no additions or changes proposed by the councillors.
 - Brick Lane Committee response from Parish Council
Councillor Williams had forwarded the final speech to all, but some Councillor had not received the email, LW will distribute the final version immediately after the meeting. The Committee will be on 3rd February 2021 and the standard start time is 1pm. LBW advised that with current work commitments the earliest time she was available would be 2pm. The Clerk will confirm the start time and advise the agenda with the running order once published.

3. To add Councillor Jack Hickman to the Unity Bank as a signatory
It was agreed by unanimous vote to add Councillor Jack Hickman to the Unity Bank payment authorisers list.
4. To approve Lifebuoy purchase and location for install
The Parish Council discussed the four quotations received and it was agreed by unanimous decision to purchase option D, IC Brindle Complete 24" Lifebuoy, Line, Housing and Pole for £221.81 plus VAT
5. To approve Attenuation Pond Risk Assessment
The risk assessment circulated to Council before the meeting was agreed by unanimous decisions. KP to contact ALD to obtain measurements for the final detail of the assessment.
6. Parish Council COVID Support for the community
The Clerk stated that during the first lockdown all members of the Parish Council had been acting as the Community Support Hub and this was the case for this second national lockdown. If anyone requires assistance, they can contact the Parish Council directly or through the East Cambridgeshire Hub.

120121/8 PLANNING (10 minutes)

TO DISCUSS:

None

TO UPDATE:

Information Only

**20/00630/FUM Site South and West of The Bungalow Brick Lane, Mepal
Erection of 55 Dwellings, new access, estate roads, driveways, parking areas, open spaces, external lighting, substation and associated infrastructure.**

INFORMATION ONLY AMENDMENT - Road widths amended to 5.5m and footpaths to 1.8m to overcome Local Highways Authority comments.

Amended materials and boundary treatment plan as a result of amended road width and footpaths

LBW made the comment that all the so-called amendments were really just tinkering around the edges and were not substantially changing the plans or the basis of our objections.

120121/9 COUNCILLOR UPDATE (15 minutes)

Councillor Williams updated the Council that she had received a report from a member of the community of young children (not teenagers) running around the attenuation pond and the surrounding area. They had broken through the security fencing and were also observed littering in the playpark area. The member of the community asked them to leave and to collect their litter, but this was ignored. The maintenance manager, with the help of the member of the community, immediately re-secured the area to try to prevent further security breaches.

We are concerned about these reports and also the amount of litter in the Play Area since the lockdown. We took the decision not to close the play area this time because we do understand how difficult the situation is for young children and teenagers. We have the necessary signage and security fencing in place to stop access to the attenuation pond site so our request to the whole Mepal Community is please do not abuse the facilities and make sure your children also observe the correct behaviour.

All users of the Recreation Field Play area should take any rubbish home with them during these difficult times. One of the Parish Councillors was forced to do an emergency litter pick whilst walking her dog and we want to urge all residents to take responsibility for their own litter and also to keep dogs on leads on the Recreation Field at all times.

We have asked via the PC website, with a post on the Mepal people FB page that all residents ensure that their children act responsibly at this difficult time.

Councillor Hickman has surveyed the five Parish Council managed/owned streetlights and will bring a proposal for the Council to consider to the next meeting.

120121/10 FINANCE

1. To approve payments and Bank Reconciliation up to 31st December 2020

a) Online Payments:	
Amazon - 2021 Diary's	£19.96 OC
CJC Cleaning - Pavilion	£240.00 BACS
CPD Electrical - Toilet Fans and Security Lighting	£640.00 BACS
Truelink	£1575.06 BACS
HMRC, Wages, payroll and Expenses	£2880.00 BACS
Arbantia Fencing - Bollards and Gates	£3456.00 BACS
JRH Contracts - Flail	£336.00 BACS

b) Direct Debits Made:

c) Income received:

The payments and bank reconciliation were approved by unanimous decision

120121/11 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

The delegation scheme was accepted by unanimous decision

120121/12 DIARY DATES - The next Full Parish Council meeting will be held on Tuesday 9th February 2021 at 7pm via Zoom

The meeting closed at 20.21

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K Peck
Karen Peck
Clerk & Responsible Finance Officer
Mepal Parish Council

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B Rollason
Brian Rollason
Chairman
Mepal Parish Council

9th February 2021