

# MEPAL PARISH COUNCIL

Clerk: Mrs Karen Peck, email: [clerk@mepalparish.org](mailto:clerk@mepalparish.org) tel 01353 741066

Chairman: Mr Brian Rollason, email: [brian@mepalparish.org](mailto:brian@mepalparish.org)

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**NOTICE OF MEETING:** Full Parish Council Meeting  
**TIME:** 18:30  
**DATE:** Thursday 29<sup>th</sup> April 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: 830 7295 4945 Passcode: 976904 if you wish to raise any points within Public Participation, we ask that 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	4
VACANCIES	3
QUORUM	3

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## AGENDA

- 130421/1 TO RECORD APOLOGIES FOR ABSENCE
- 130421/2 MEMBERS' DECLARATIONS OF INTEREST
- 130421/3 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:  
Full Parish Council Meeting Tuesday 2<sup>nd</sup> March 2021
- 130421/4 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS SINCE LAST MEETING  
To advise all reports are now publishes on the Mepal Parish Council website
- 130421/5 OPEN FORUM FOR PUBLIC PARTICIPATION (15 minutes)  
At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman
- 130421/6 MATTERS ARISING (30 minutes)
1. To record Resignation of Councillor Brown
  2. Response to Precept Increase questions - to note approval of statement by correspondence
  3. Parish Communication Tools - to explain how the Parish Council communicate and why
  4. Branghill Drove/ Lilibet Woods essential clearance - to discuss approval of the quotations received and to receive a brief outline of the work required to bring to standard
  5. Recreation Field Cutting - to confirm the schedule of cuts and to agree quotation for works
  6. Brick Lane Outcome - to minute committee outcome
  7. Vandalism to bus shelter - to discuss latest vandalism and if any further works to remaining shelters should take place in light of the frequent damage
  8. To approve a spend for the purchase of a vandal proof noticeboard for Recreation Field and outside gazebo for Pavilion events
  9. To approve purchase of play bark to top up areas highlighted in the RoSPA inspection. (10 bulk bags)
  10. Hire of pavilion - to discuss the hire of pavilion and field for an event in June 2021

11. Remote Meeting – To note that after 6<sup>th</sup> May 2021 remote meeting is no longer legal. Mepal Parish Council therefore cannot meet remotely or in person (safely) due to the current pandemic and regulations.

130421/7

**PLANNING (10 minutes)**

**TO DISCUSS:**

1. **21/00417/FUL Low Bank Farm Low Bank Mepal**  
Construction of 1no. four-bedroom, two storey detached dwelling and garage  
Comments required by 13<sup>th</sup> May 2021

**Note delegated replies:**

2. **21/00328/FUL Land North West of 11 Bridge Road, Mepal**  
Construction of 1 no. four bedroom chalet bungalow, double garage with games room over, parking, access and associated site works – Replied under delegation 12.03.2021 – No Comment response sent under delegated powers
3. **20/00225/FUL 16 School Lane, Mepal**  
Two Storey rear extension - Replied under delegation 12.03.2021 – No Comment responses sent under delegated powers
4. **21/00408/FUL 12 Meadow Way, Mepal**  
Loft conversion including rear facing dormer and rooflights and single storey rear extension – NO Comment responses sent under delegated powers
5. **21/00370/FUL 6b New Road, Mepal**  
Proposed single storey side and rear extension to create an annexe for elderly parents, side extension for a new utility and replacement garage - NO Comment responses sent under delegated powers
6. **21/00364/FUL Holne House, Chatteris Road, Mepal**  
Proposed demolition of existing extension/outbuilding and erection of two storey rear extension and side porch - NO Comment responses sent under delegated powers
7. **F/YR20/1048/F Large extension to the Mepal AD plant**  
Construct an extension to existing anaerobic digester plant (5 x digester tanks, 3 x industrial/process buildings, 10 x CO2 storage tanks, concrete hardstanding areas and floodlights including 7 x mounted on 5.5m high columns) at North West Of Mepal AD Plant Iretons Way Chatteris - Application referred to Zoom planning committee held on 21<sup>st</sup> April 2021 - NO Comment responses sent under delegated powers
8. **21/00015/FUL 22 High Street, Mepal**  
Demolition of existing rear extension with erection of new ground floor rear extension and infill side extension and first floor extension above existing garage - NO Comment responses sent under delegated powers
9. **21/00408/FUL 12 Meadow Way, Mepal**  
Loft conversion including rear facing dormer and rooflights and single storey rear extension – NO Comment responses sent under delegated powers

**UPDATES:**

1. **20/00630/FUM**  
Site South and West of the Bungalow Brick Lane, Mepal – REFUSED
2. **21/00325/AGN Low Bank, Mepal**  
Proposed straw/hay shed – APPROVED
3. **21/00133/LBC Pond Farm, 3 High Street, Mepal**  
Amendment to the position of the new staircase from first to second floor level internally within the building as part of works approved under 19/00726/LBC – APPROVED
4. **21/00109/FUL Amber House, 3 Laurel Close, Mepal**  
Conversion of existing store into 1 bedroom annexe ancillary to main dwelling including the erection of a single storey orangery – APPROVED
5. **21/00159/VAR Pond Farm, 3 High Street, Mepal**  
To Vary condition 1 – APPROVED
6. **21/00255/VAR Pond Farm 3 High Street Mepal**  
To Vary condition 1 – APPROVED

130421/8

**FINANCE**

1. To approve payments and Bank Reconciliation up to 31<sup>st</sup> March 2021

a) Online Payments:

Redshoes Accounting – Payroll Services	£57.60 BACS
HMRC, Wages and Expenses	£3142.71 BACS
Ely and District Training	£144.00 BACS
Container People	£39.78 BACS
Amazon – knapsack, coverall, protective equipment	£136.42 OC
Amazon – Stationary	£24.84 OC
Augean – Grant Scape	£2944.00 BACS
Bank Interest	£18.00 BACS

b) Direct Debits Made:

E-ON Street Light Energy	£99.13 DD
EE - Broadband and phone line	£35.00DD
Opus Energy – 19.01.2021 to 09.02.2021	£72.22 DD
British Gas – 10.02.2021 to 08.02.2021	£28.98 DD

c) Income

VAT Reclaim for 01.04.2020-31.12.2020	£10362.70 BACS
COVID Grants	£9374.00 BACS

130421/9

**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

130421/10

**DIARY DATES** – Next Full Parish Council Tuesday 4<sup>th</sup> May 2021 (Annual Parish Meeting 6.30 and Annual Meeting of the Parish Council 7pm)

23<sup>rd</sup> April 2021

*K Peck*

**Karen Peck**

**Clerk & Responsible Finance Officer**

**Mepal Parish Council**