

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: Mepal Parish Council Meeting
TIME: 19.00
DATE: Tuesday 14th December 2021
VENUE: Mepal Community Pavilion

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.

The Parish Council wish to advise that all attendees are required to adhere to social distancing measures set out by the Council including hand washing and sanitisation, social distancing, and masks if indoors, please respect everyone's space.

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

AGENDA

- 141221/1 TO RECORD APOLOGIES FOR ABSENCE
- 141221/2 MEMBERS' DECLARATIONS OF INTEREST
- 141221/3 TO SIGN AND APPROVE MINUTES OF LAST MEETING AND RATIFY WORKING PARTY MINUTES AND DECISIONS
Full Parish Council Meeting 10th August 2021
- 141221/4 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS SINCE LAST MEETING
To advise all reports are now published on the Mepal Parish Council website
- 141221/5 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
- 141221/6 MATTERS ARISING (30 minutes)
1. To ratify response to correspondence received in relation to Dogs on the Recreation Field
 2. To ratify response to correspondence received from Mepal Sports in relation to layout and hedge line
 3. To note update on the ongoing field works
 4. To discuss emergency Grant for Mepal Sports for 2022-22 Season as a result in facilities not being available
 5. To ratify response to Mepal Sports in relation to field usage
 6. To agree the Council will draft a new usage agreement for Sports Hire and a separate agreement for Community usage
 7. To ratify response to correspondence received from Mepal Sports in relation to container usage. To note correspondence received back from Mepal Sports - no longer wishing to take back ownership of container at this time.
 8. To discuss and approve annual field works, costs and incorporate into the budget

9. To discuss and decide Grant Application received for 2022-23 – circulated before the meeting
10. To update of call for Councillor – noted one volunteer so far, making the Neighbourhood plan not viable at this point due to low Council numbers
11. To ratify CGM Group were selected from the three quotations sought for Park Hedge works and acceptance given to proceed.
12. To ratify Parish Council acceptance of Tree Survey quotation, for Council land only – circulated before the meeting, taking place in December 2021.
13. To ratify the Parish Council Insurance Renewal
14. To note a Conclusion of Audit
15. To adopt new Code of Conduct
16. To ratify Memorial Wreath laid by the Chairman on behalf of the Parish Council
17. To note donation from former Gardening Club for planting at village sign in the spring
18. To update Lillibet Wood project – project now on hold until Councillor numbers increase
19. To note Brangehill Lane Works, Ongoing Issues and approve annual maintenance costs for ditch clearance
20. Update on Brangehill Lane – circulated to all before the meeting
21. To ratify quotation for emergency Rubbish Clearance Works of newly cleared Brangehill Drove and to note the Parish Council will be monitoring the area weekly due to large amounts of fly tipping in the area
22. To approve removals of advertising from Mepal Matters with immediate effect
23. To approve agreement to work with Witcham Parish Council to form a Complaints Appeal Board
24. To note Pavilion failings and agree a budget to bring the facility to a usable standard for sports and community use.
25. To note green waste fly tipping in play area, situation to be monitored
26. To note the Clerk has sourced another Defibrillator for the Parish. It will be installed at the Pavilion once the casing unit is received
27. To note the Council will erect two further Noticeboards at each Bus Shelter in the New Year. Current vandalism has resulted in this being delayed.

141221/8

PLANNING (10 minutes)

TO DISCUSS:

21/01216/F3M Mepal Outdoor Centre, Chatteris Road, Ely

Construction of a crematorium and associated service and administration building, function building, memorial garden, natural burial areas, pet cemetery, car parking, new vehicular access from the A142 north of the site and landscaping

Responses logged

21/01184/FUL Broadmead Boarding Kennels, Witcham Road

Single Storey side extension (revised scheme for previously approved 21/00960/FUL) – No Objection response made - APPROVED

CCC/20/052/FUL Mepal Reservoir, Land Off Blaby's Drove, Sutton Gault

Construction of irrigation reservoir by the extraction and export of sand and gravel – No objection response logged

21/01483/OUT Horticultural site between 8 and 14 Bridge Road, Mepal

Outline planning with all matters reserved to establish the acceptability in principle the subdivision of the site into three Plots and allocating these plots for three self/custom built dwellings

Response logged

21/01536/Construction of residential dwelling | Low Bank Farm Low Bank Mepal – No objection

response logged

UPDATES:

21/00960./FUL Broadmead Boarding Kennels, Witcham Road, Mepal

Single Storey side extension – APPROVED

21/00676/VAR Manor Farm, School Lane, Mepal

To vary Condition 1 (Approved Plans) of previously approved 19/00566/VAR for To vary Condition 1 (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 conversions. New access VARIATION INCLUDES - A new revision to the drawings, adding a single storey extension.

21/00999/FUL 38 River Close, Mepal

Single Storey rear and side extension – APPROVED

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 – AMENDMENT involves clarification of parking details and an interconnecting door between the proposed annex and host dwelling has also been proved following comments from the case officer. – APPROVED

21/00230/FUL Site South of 15 Bridge Road, Mepal

Install ultrasonic gauging system and kiosk for gauging purposes – APPROVED

21/00804/OUT Land North of The Old Barn 13 Bridge Road, Mepal

Outline planning for appearance, scale and layout for construction of chalet style dwelling – REFUSED

21/00969/RMA Horticultural Site Between 8 and 14 Bridge Road, Mepal

Reserved matters for appearance, landscaping and scale relating to Plot 2 of previously approved - 19/00799/OUT (construction of 2no. detached dwellings) – APPROVED

21/01184/FUL Broadmead Boarding Kennels, Witcham Road

Single Storey side extension (revised scheme for previously approved 21/00960/FUL) – No Objection response made – APPROVED

21/01208/FUL Land at Mepal Engine Bank, Mepal

Change of use of reservoir, woodland and open space to private recreational use, and construction of outbuildings – Retrospective

Response logged – APPROVED

21/01483/OUT Horticultural site between 8 and 14 Bridge Road, Mepal

Outline planning with all matters reserved to establish the acceptability in principle the subdivision of the site into three Plots and allocating these plots for three self/custom built dwellings - REFUSED

21/01312/RMA The Granary Whitegate Farm, Witcham Road, Mepal

Reserves Matters - APPROVED

141221/9**FINANCE**

1. To approve payments and Bank Reconciliation up to 30th November 2021
2. To discuss and approve budget and Precept for 2022-23
- 3.

a) Online Payments:

ECO Green – Dispenser Station	£156.00 BACS
Mogodirect – Tables and Chairs for Pavilion	£1800.00 BACS
Noticeboard Online – 2 smaller boards	£1740.00 BACS
HMRC, Wages and Expenses	£3314.51 BACS
Newflame – Annual Maintenance Fire Extinguishers	£70.50 BACS
Container People	£39.78 BACS
Scribe Annual Booking System	£561.60 BACS
Eibe – Zip Wire Refurbishment	£1875.98 BACS
Redact - Domain Renewal and Web Hosting	£503.88 BACS
Amazon – Hose, Grease and Grease Gun	£70.38 OC
September	
Came and Company – Insurance	£89.60 BACS
Expenses, Wages and HMRC	£2440.69 BACS
PKF Littlejohn – Audit Fee	£480.00 BACS
CGM Group – Field Grass Cutting	£156.00 BACS
Wave - water	£13.53 BACS
Wave – water refund	-£489.88 BACS
Container People	£39.78 BACS
October	
CJC Cleaning – Pavilion	£120.00 BACS
October	
Expenses, HMRC, Wages	£2721.51 BACS
CGM - Field Grass Cutting	£471.60 BACS
Redshoes – payroll	£57.60 BACS
CJC Cleaning	£210.00 BACS
Container People	£39.78 BACS
Amazon - Stationary	£62.42 OC
November	

HMRC, Wages and Expenses	£2604.81 BACS
CGM – Brangehill Clearance	£8700.00 BACS
ALD – field works	£8555.28 BACS
Scribe – Accounts Package	£561.60 BACS
SP Clearance – Fly tipping removal Brangehill	£130.00 BACS
Wave – water	£16.63 BACS
CPD – Pat Testing and Fire Alarm call point replacement	£102.30 BACS
Container People	£39.78 BACS
ACRE Renewal of Membership	£57.00 BACS
Amazon – Pavilion items and Stationery	£313.76 OC
MFG Witcham Toll- Fuel	£29.01 OC
Optimum	£1.99 OC
b) Direct Debits Made:	
Eon – Street Light Energy	£25.61 DD
British Gas – pavilion	£18.83 DD
EE – Phone and Broadband	£35.62 DD
September	
Eon	£25.61 DD
EE	£35.52 DD
British Gas	£27.96 DD
October	
EE	£35.52 DD
SSE	£56.53 DD
Eon	£28.49 DD
British Gas	£31.75 DD
November	
Eon	£29.43 DD
EE	£35.52 DD
British Gas	£57.48 DD
c) Income	
Cambridgeshire County Council – Contribution	£814.66 BACS
September	
ECDC -2nd Instalment of Precept	£18650.00 BACS
November	
Allotment Fees – Harris/Rutterford	£60.00 BACS
C Osbourne – Pavilion Hire	£45.00 BACS
ECDC – CIL	£11156.83 BACS

141221/10 DELEGATION SCHEME

To reinstate delegation scheme as per Appendix One in the event the council cannot met in person

141221/11 DIARY DATES - Next Full Parish Council Tuesday 11th January 2022 at 7pm venue to be confirmed.

141221/11 PRIVATE AND CONFIDENTIAL SESSION

To discuss staffing and training matter

To consider in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted under item 141221/11, that the public and press be temporarily excluded from this meeting.

141221/6 COOPTION OF PARISH COUNCILLOR

141221/12 DIARY DATES - Next Full Parish Council Tuesday 11th January 2022 at 7pm venue to be confirmed.

K Peck

Karen Peck

Clerk & Responsible Finance Officer

Mepal Parish Council

11th December 2021