

MEPAL PARISH COUNCIL

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

NOTICE OF MEETING: Annual Meeting of Mepal Parish Council
TIME: 18.30
DATE: Monday 22nd May 2023
VENUE: Mepal Community Pavilion

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

AGENDA

- 220523/1 TO ELECT CHAIRMAN OF THE COUNCIL AND RECEIVE THE CHAIRMANS DECLARATION OF ACCEPTANCE OF OFFICE
- 220523/2 TO ELECT A VICE CHAIR AND TO RECEIVE THE VICE CHAIRS DECLARATION OF ACCEPTANCE OF OFFICE
- 220523/3 TO RECORD APOLOGIES FOR ABSENCE
- 220523/4 MEMBERS' DECLARATIONS OF INTEREST
- 220523/5 TO RECEIVE DISTRICT AND COUNTY COUNCILLOR REPORTS
- 220523/6 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:
Full Parish Council Meeting 11th April 2023
- 220523/7 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
- 220523/8 TO APPROVE AND ADOPT THE STANDING ORDERS
- 220523/9 TO APPROVE AND ADOPT THE FINANCIAL REGULATIONS AND INTERNAL FINANCIAL CONTROLS DOCUMENTS
- 220523/10 TO APPROVE THE COUNCIL'S POLICIES AND PROCEDURES
All policies and procedures remain the same except for Members Code of Conduct (amended version circulated) and the addition of a Parish Council Risk Assessment
- 220523/11 TO APPROVE THE STANDARDS AND CODE OF CONDUCT FOR MEMBERS
Amended version of the members code of conduct was circulated to all. This is LCA Standard version (amended to make specific for MPC)
- 220523/12 INTERNAL AUDIT REPORT 2022/23 TO BE ACCEPTED AND APPROVED
- 220523/13 INTERNAL AUDIT REVIEW 2022/23
- 220523/14 AGAR 22/23: ANNUAL GOVERNANCE STATEMENT TO BE APPROVED

220523/15 AGAR 22/23: ANNUAL ACCOUNTING STATEMENT TO BE APPROVED

220523/16 APPOINTMENT OF INTERNAL AUDITOR 2023/24

220523/17 COUNCIL BUSINESS

- a) Cambridgeshire Police
- b) Defibrillator Update
- c) To discuss Street Light Upgrade and quotation
- d) To add signatories to the Unity Bank Account
- e) Annual Play Area Inspection
- f) Nature Tree Application
- g) Vandalism and Antisocial behaviour
- h) Grass cutting - to note ongoing issues and understand our limitations

220523/18 PLANNING
TO DISCUSS

23/00505/FUM Monkfield Nutrition LTD Main Office Arthur Rickwod Farm, Chatteris Road, Mepal
Erection of ground mounted solar panels along with associated infrastructure

UPDATES:

21/01536/FUL Lower Bank Farm, Lower Bank, Mepal

New dwelling - Approved

23/00402/FUL Linda House, Chatteris Road, Mepal

Construction of a single storey side extension

The Parish Council have no objection

22/01213/FUL Amendment

7a High Street, Mepal

Extension and alterations to existing store at 7a High Street, creation of 2-bedroom flat above including access and alteration to the access of 7 High Street

The Parish Council have no objection

220523/19 FINANCE

1. To approve payments and Bank Reconciliation up to 30th April 2023

a) Online Payments:

HMRC, Wages and Expenses	£3655.35 BACS
Neighbourhood Plan	£760.66 BACS
Elegance - Cleaning	£42.00 BACS
SLCC - Membership	£80.00 BACS
MFG Wictcham Toll Fuel	£ 127.44 BACS
Amazon Stationary	£93.71 BACS
Simpson Nursery - Tools	£19.99 BACS
Optimum - card fee	£1.99 BACS
Screwfix - Anti Climb paint	£16.81 BACS
Spar - Meeting Supplies & postage costs	£18.48 BACS

b) Direct Debits Made:

EE - Phone and Internet	£46.17 DD
N Power - Street Light Energy	£27.30 DD
British Gas - Gas Pavilion	£62.57 DD

c) Income

ECDC - 1 st Precept Instalment	£26185.00 BACS
Pavilion Hire	£48.00 BACS
HMRC Vat Reclaim	£1608.49 BACS

220523/20 DIARY DATES - 13th June 2023 6.30pm

16th May 2023

K Peck

Karen Peck

Clerk & Responsible Finance Officer

Mepal Parish Council