

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
TIME: 18.30 to 19.30 (scheduled)
DATE: Tuesday 11th April 2023
VENUE: Mepal Community Pavilion

MEMBERS 6
VACANCIES 1
QUORUM 3

Minutes

Meeting started at 19.00 due to the overrunning of the Annual Parish meeting, so ended at 20:00

In attendance: Councillor Rollason (BR), Williams (LW), Hickman (JH), Knightly (SK), Stewart (JS) and County Councillor Dupre

110423/1 CHAIRMANS WELCOME

The Chairman welcomed everyone to the meeting

110423/2 TO RECORD APOLOGIES FOR ABSENCE

District Councillor Inskip – work commitments

110423/3 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest made

110423/4 TO SIGN AND APPROVE MINUTES OF MEETINGS OF: 14th February 2023

LD proposed, SK seconded to approve the Full Parish Council Minutes from 14th February 2023 as a true and accurate record of the meeting. Motion carried

110423/5 TO RECEIVE DISTRICT AND COUNTY COUNCIL REPORTS

County Councillor Dupre provided a full summary within the Annual Meeting. All reports are available in full on the Parish Council website.

110423/6 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.

There were no members of the community in attendance

110423/7 COUNCIL BUSINESS

a) Neighbourhood plan update

LW updated that the consultation period will end on 12th April at 5pm. The Parish Council consultant will summarise the comments and meet with Council before the end of April.

b) To discuss update on Defibrillator located on High Street

The Parish Council were delighted to receive confirmation that the Village Hall Committee were willing to work in partnership with them to provide a new defibrillator for the community. It was proposed by LW, seconded by BR that the council would set a maximum budget of £1235 for a new defibrillator. The Village Hall Committee had confirmed they would contribute a 50% of the required fund to the purchase and the unit would be re sited on the Village Hall. The purchase was agreed to take place as soon as the old unit, currently located at the village shop, was used/and or replacement parts were needed. Due to the age and financial implication of

parts for the old unit, it was more financially feasible to provide the new Defibrillator and take the old unit out of use. Motion carried unanimously

- c) Vandalism in play area and to container
The Parish Council were saddened that further anti-social behaviour had been reported and further vandalism had taken place in the Laurel Close play area. The Parish Council had contacted Cambridgeshire Police and asked for a representative to attend a meeting to help the community address the current issue. Members of the community are reminded to report any incidents to help build a picture of the issue faced in Mepal and this can be done in the following ways <https://www.mepalparish.org/reporting-crimes-and-antisocial-behaviour-in-the-village/>
- d) Parish Elections May 2023 - The Combined District Council and Town and Parish Council Elections will be held on 4 May 2023.
Mepal Parish has been declaration of result of poll uncontested
<https://www.eastcamb.gov.uk/elections-voting/parish-mepal>
- e) Cambridgeshire Rural Affordable Housing Partnership Offer of Service
Mepal Parish Council had been contacted by the Rural and Community-Led Housing Enabler regarding Cambridgeshire Rural Affordable Housing Partnership Offer of Service. The Council considered the detail of the request and unanimously voted to reply as follows:
Thank you for your email correspondences sent on 21st and 22nd February 2022 regarding housing needs surveys for Mepal which have been forwarded to the Chairman and Councillors for their response.

As our next meeting is not until April, I have collated the feedback by correspondence and am now able to advise that due to timing issues with our Neighbourhood Plan, the unanimous views of the Councillors were that, unfortunately, at this time we are unable to engage with ACRE regarding a housing needs survey.

As additional explanation, our Draft Neighbourhood Plan is currently out for consultation. This was based on a previous Community Led Plan where an informal housing needs survey indicated that there was a low requirement for any new formal developments due to the lack of facilities and community transport. Consequently, we have not identified any current demand for additional housing. As a further point we currently have social housing standing empty in the village which seems to indicate that a lack of social housing is not currently an issue in Mepal.

The councillors feel that until the neighbourhood plan is approved, we are unable to engage with ACRE, however we will contact you in the future once the plan has been approved, if we see a need for a more official survey to be undertaken."

- f) To discuss Parish Council Draft Risk Assessment
JS agreed to produce a draft Risk Assessment for the Council and present at the Parish Councils Annual Meeting in May for adoption.
- g) Cambridgeshire County Council 20mph Scheme
The Parish Council had considered the applications criteria and unanimously decided not to apply for the scheme in this round of applications.
- h) Parish Tree Survey Frequency
The Parish Council conducted a full parish wide tree survey in 2019/20 and after recent contact from a resident regarding overhanging branches had asked East Cambs Trading to revisit trees in Laurel Close. Their report confirmed that the trees highlighted required no further works at this time. The Parish Council agreed that a full survey would be conducted every 4 years with an interim 2-year survey carried out on high traffic areas going forward. The next interim survey would therefore be requested in October 2023 to allow for works to be included in the council's budget/precept request for 2024-25
- i) Neighbouring Parish Project
The Parish Council noted that neighbouring parishes of Haddenham and Wilburton are progressing their recreational facility projects to enhance facilities.

110423/8

PLANNING (10 minutes)

TO DISCUSS:

None

RESPONSES SENT AND PENDING CONSIDERATION:

23/00115/FUL 11 Brangehill Lane, Mepal

Proposed lift conversion extension.

The Parish Council had no objection to the application

UPDATES:**22/01213/FUL 7a High Street, Mepal**

Extension and alterations to existing store a 7a High Street, creation of 2-bedroom flat above 7a including access and alteration to the access of 7 High Street – the Parish Council have no objection – Pending Consideration

22/01501/VAR Manor Farm, School Lane, Mepal

Vary Condition 1 (approved plans) of previously approved 19/00566/VAR To vary Condition 1 (Approved Plans) of previously approved 13/00799/FUL for Conservation of existing barns o two dwellings and garaging. Erection of three detached houses and 2 no. bungalows. Erection of no. garage buildings. Change of use of paddock o amenity space for barn conversions. New access
The Parish Council logged a “no comment” response due to LW and JS being the only Councillors to comment – Approved.

22/01213/FUL 7a High Street, Mepal

Extension and alterations to existing store a 7a High Street, creation of 2-bedroom flat above 7a including access and alteration to the access of 7 High Street – the Parish Council have no objection – Pending Consideration

110423/9**CORRESPONDENCE RECEIVED (information purposes only not for discussion)**

Member of the public – Trees Laurel Close

Members of the public – Bollards

Member of the public - local crime

110423/10**FINANCE**

1. To approve payments and Bank Reconciliation up to 31st March 2023

LW proposes, BR seconded to approve the bank reconciliation up until 31st March 2023. Motion carried.

a) Budget Update

LW updated councillors that at the end of the year, due to slight differences in the estimated and actual payments and receipts in the last quarter, a small adjustment was needed in the 2023/23 budget. The 2023/24 payment budget is set at £58,168.00 including VAT, the receipt budget at £57,411.33 including any budgeted VAT reclaim with a precept of £52,370. As previously stated in the December minutes, this level of precept increase calculates as an annual increase of £33.03 for a Band D property, or 64p/week average household increase.

b) Online Payments:

HMRC, Wages and Expensive	£33680.02 BACS
Elegance Cleaning – pavilion	£28.00 BACS
CPD Electrical – Alarm Subscription Emergency	£392.00 BAC
Light and Alarm service/test and parts	
Perspex Dist Ltd – Perspex for noticeboard	£143.74 BACS
Wave – water pavilion and allotments	£58.43 BACS
Tom Parish – Emergency callout boiler	£84.00 BACS
K Prance – Boiler service	£111.68 BACS
SLCC – Book	£52.30 BACS
Neighbourhood- Plan – Repayment	£3105.21 BACS
MAS Seeds – Seed	£104.00 BACS
Fen Farm Supplies – Wood	£797.26 BACS
Genpower Ltd – Auger	£199.99 BACS
HMRC, Wages and Expenses	£3535.50 BACS
Elegance Cleaning	£28.00 BACS
Unity Bank - Service Charge	£18.00 BACS

c) Direct Debits Made:

British Gas – Gas	£100.73 DD
British Gas – Gas	£82.22 DD
EE – Broadband and phone	£42.09 DD
EE – Broadband and phone	£41.92 DD
Npower – Street Light Energy	£24.75 DD
Npower – Street Light Energy	£28.47 DD

d) Income

Hall Hire	£24.00 BACS
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LW proposed, BR seconded to approve all payments in income. Motion carried

110423/11 **DIARY DATES - Annual Meeting of the Parish Council Monday 22nd May 2023 6.30pm**

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K Peck

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

22nd May 2023

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L Williams

**Chairman
Mepal Parish Council**