

MEPAL PARISH COUNCIL

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

NOTICE OF MEETING: Full Parish Council Meeting- Mepal Parish
TIME: 18.30
DATE: 18th September 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 4
VACANCIES 3
QUORUM 3

MINUTES

In attendance: Councillor Williams (LW), Hickman (JH) and Knightly (SK)

180923/1 CHAIRMANS WELCOME

LW welcomed everyone to the meeting.

180923/2 TO RECORD APOLOGIES FOR ABSENCE

Councillor Rollason was absent.

Councillor Dupre and Inskip sent apologies.

180923/3 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations made.

180923/4 TO RECEIVE DISTRICT AND COUNTY COUNCILLOR REPORTS

Reports from both the County and District Councillor had been received and will be added to the Parish Council website.

180923/5 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

Full Parish Council Meeting 24th July 2023

It was unanimously **RESOLVED** to approve and sign the Parish Council Meeting minutes of 24th July 2023.

Proposed: LW Seconded: JH

180923/6 OPEN FORUM FOR PUBLIC PARTICIPATION (max 15 minutes)

Members of the public may make only one address to the Council of no more than five minute' duration and only concerning topics on the agenda. A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The chairman of the meeting may at any time permit a person to be seated when speaking A person who speaks at a meeting shall direct his comments to the chairman of the meeting. 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 public in attendance.

180923/7 COUNCIL BUSINESS

- a) Football has returned to Mepal.

The council were delighted to see the return of football to Mepal and would like to pass they're thanks to Chris Moore of Mepal and Sutton Football Club for his dedication to making the return a success.

- b) To note the MoU on receipt of acceptable and confirmed fixture/training schedule has now been signed by both parties. Club merger details to be provided.

It was unanimously **RESOLVED** to ratify the signed MoU.

Proposed: LW Seconded: JH

- c) To note the conclusion of Audit for the year ending 2022-23
The external audit process has now concluded for the year ending 2022-23.
- d) Mepal Neighbourhood Plan Update “Mepal Parish Council, as the relevant qualifying body, (under Section 38A (12) of the Planning and Compensation Act 2004) for the Mepal Neighbourhood Area hereby resolves to Submit the Submission Version of the Mepal Neighbourhood Plan to East Cambridgeshire District Council in accordance with Regulation 15 of Neighbourhood Planning (General) Regulations 2012. The required supporting documents will also be submitted.”
It was unanimously **RESOLVED** to approve the motion . **Proposed: LW Seconded: SK**
- e) Street Light Installation Update
The clerk update council in that the approve company has withdrawn from providing street light services. An alternative supplier had been sourced to provide an identical service for the same sum of £1355.00.
It was unanimously **RESOLVED** to approve the new quotation from K&M Lighting for £1355.00. **Proposed: LW Seconded: JH**
- f) Insurance Renewal
The Insurance renewal documentation has been circulated to all before the meeting.
It was unanimously **RESOLVED** to approve the renewal quotation of £2340.32. **Proposed: LW Seconded: JH**
- g) Brangehill Maintenance Works
The Clerk advised currently only one quotation has been received. It was unanimously **RESOLVED** to delegate powers to the Clerk to approve the lowest quotation. **Proposed: SK Seconded: JH**

180923/8

**PLANNING
TO DISCUSS**

23/00756/VAR Site west of Springleys Paddock, Witcham Road, Mepal

To vary condition 1 (approved plans) of previously approved 19/00109/FUL for 2 detached two storey dwellings

The Parish Council discussed the application and have no objections.

It was unanimously **RESOLVED** to respond as above.

Proposed: SK Seconded: JH

UPDATES:

23/00414/FUL 16a Bridge Road, Mepal

Proposed first floor side extension – Approved.

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

Construction of a single storey side extension – Approved.

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 – Approved

23/00505/FUM Monkfield Nutrition LTD Main Office Arthur Rickwood Farm, Chatteris Road, Mepal

Erection of ground mounted solar panels along with associated infrastructure – Withdrawn

180923/9

CORRESPONDENCE RECEIVED – for information purposed only (not for discussion)

Parishioner – Thank you for hard work with the grass cutting in 2023.

Parishioner – Grass/Bushes Chestnut way

ECDC Local Plan – Single Issue Review (SIR): modifications consultation

Parishioner - Tree New Road, Mepal

Parishioner – Hard Standing to Meadow by River Close

Weeds and change to policy – Steve Count, Councillor March North

Weeding Spraying Policy – Highways and Transport Director Cambs County Council

LHI 24/25 Round Expression of Interest Survey

Parishioner- Volunteering for Tree Planting

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Lorna Dupre – Ely 20mph Consultation

180923/9

FINANCE

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

a) Online Payments:

HMRC, Wages and Expenses	£3462.79
PKF - External Audit Fee	£378.00
Wave - Water Pavilion and Allotments	£86.44
Anthony Northcote Planning - NHP Consultation	£553.30
J Hopping - Pavilion Cleaning	£22.50
Red Shoes - payroll	£61.20
Amazon - batteries, roll, rubber seal, bands, bottle	£35.87
Amazon - paper, diary, folder	£58.94
MFG Witcham Toll - fuel	£87.83
Amazon - replacement parts shower	£9.99
Optimum - card fee	£1.99
b) Direct Debits Made:	
EE - phone and Internet	£47.95
N Power - Street Light Energy	£31.30
British Gas - Pavilion	£26.20
c) Income	
Mepal Village Hall - Defib Donation	£597.50
It was unanimously RESOLVED to approve all payments, income, and bank reconciliations up to date.	

Proposed: LW Seconded: JH

180923/10 **DIARY DATES - 23rd October 2023 6.30pm**

180923/11 **MOTION TO EXCLUDE THE PRESS AND PUBLIC**

A resolution under 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 special confidential nature of the business to be transacted under item 180923/12 the public and press should be excluded for this item.

It was unanimously **RESOLVED** to approve the motion for exclusion.

Proposed: LW Seconded: JH

180923/11 **POLICY HOLDER UPDATE**

The Parish Council discussed the Pre-application.

The Parish Council received the insurers instructions.

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K Peck
Karen Peck
Clerk & Responsible Finance Officer
Mepal Parish Council
13th November 2023

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L Williams
Lorna Williams
Chairman
Mepal Parish Council