

# MEPAL PARISH COUNCIL

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

Chairman: Mrs Lorna Williams

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**NOTICE OF MEETING:** Full Parish Council Meeting- Mepal Parish

**TIME:** 18.30

**DATE:** 13<sup>th</sup> November 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 3

VACANCIES 4

QUORUM 3

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## AGENDA

131123/1 CHAIRMANS WELCOME

131123/2 TO RECORD APOLOGIES FOR ABSENCE

131123/3 MEMBERS' DECLARATIONS OF INTEREST

131123/4 TO RECEIVE DISTRICT AND COUNTY COUNCILLOR REPORTS

131123/5 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

Full Parish Council Meeting 18<sup>th</sup> September 2023

131123/6 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.

131123/7 COUNCIL BUSINESS

- a) Street Light Installation Update
- b) Neighbourhood Plan Update
- c) To update on approved Ditch Maintenance Works
- d) To discuss LHI proposal for Witcham Road
- e) Grant Applications
- f) Statement requests from Mepal Village Hall in support of Cambridgeshire Priorities Capital Fund
- g) Request from Village Hall to man the Warm Hub for winter 2023-24
- h) Amendment of Staffing & Finance Committee members, with delegated responsibility for management
- i) Definitive Map Modification Order applications in Mepal and Witcham
- j) Verges and Engine Bank Parking Areas
- k) Local Government Pay Claim 2023-24 - to approve and backdate
- l) To discuss Tree Survey results
- m) Right of access
- n) To approve revised Risk Register and Policy

131123/8 PLANNING  
TO DISCUSS

None

**UPDATES:**

**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

**23/00911/FUL The Acorns, 14A Bridge Road, Mepal**

Annexe and garage

**23/00934/FUL 4 Sutton Road, Mepal**

Extension above existing bungalow to form 2 story dwelling. New garage to replace existing garage.

131123/9

**CORRESPONDENCE RECEIVED - for information purposed only (not for discussion)**

Parishioner - Football

Parishioner - Off road Bike concerns

Parishioner - pavilion capacity

Parishioner - Reimagining Community Energy

Parishioner - Overgrowth cut back request on private gate to recreation field

Parishioner - Litter on verges

Parishioner - New dog waste bin request Engine Bank

Parishioner - Footpath 10

Parishioner - Weed spraying County Council

Parishioner - Football team merger

131123/10

**FINANCE**

1. To approve payments and Bank Reconciliation up to 31<sup>st</sup> October 2023

**a) Online Payments:**

September & October

HMRC, Wages and Expenses £7231.19

SE Clarke - Pavilion Cleaning £82.50

Red Shoes - payroll £61.20

Redact - website hosting £240.00

Gallagher - Insurance Renewal £2390.32

Scribe - Accounts Renewal £673.92

Unity Bank - service fee £18.00

Amazon - first aid kit £18.60

Amazon - Blue roll, cleaning supplies £25.98

MFG Witcham Toll- Fuel £58.87

Optimum - monthly fee £1.99

**b) Direct Debits Made:**

September and October

EE - phone and Internet £95.90

N Power - Street Light Energy £76.66

British Gas - Pavilion £59.40

**c) Income**

Mepal Village Hall - Defib Donation £597.50

Allotment Tenancy Fees £70.00

Sutton Rangers Football Club £750.00

EDCD - 2<sup>nd</sup> Instalment precept £26185.00

HMRC - VAT Reclaim £1006.87

Unity Bank - interest £157.80

**d) Preliminary budget discussions for 2024-25**

131123/11

**DIARY DATES -13<sup>th</sup> December 2023 6.30pm**

Issued: 7<sup>th</sup> November 2023

*K Peck*

**Karen Peck**

**Clerk & Responsible Finance Officer**

**Mepal Parish Council**