

# 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:** 11<sup>th</sup> March 2024  
**VENUE:** Mepal Community Pavilion

MEMBERS 6  
VACANCIES 1  
QUORUM 3

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## MINUTES

Present: Councillor Williams – Chairman (LW), Billimore (DB), Sculthorpe (LS) and Bradney (TB)  
One member of the public was in attendance.

- 110324/1 CHAIRMANS WELCOME**  
The Chairman welcomed everyone to the meeting and thanked them for their attendance.
- 110324/2 TO RECORD APOLOGIES FOR ABSENCE**  
Councillor Hickman and Knightley – prior commitments  
County Councillor Dupre – prior meeting commitments  
All apologies were accepted.
- 110324/3 MEMBERS' DECLARATIONS OF INTEREST**  
None were made.
- 110324/4 TO RECEIVE DISTRICT AND COUNTY COUNCILLOR REPORTS**  
Reports from both the County and District Councillors has been received and are available on the Parish Council website.
- 110324/5 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**  
It was unanimously **RESOLVED** to approve the Full Parish Council Meeting minutes of 12<sup>th</sup> February 2024 as a true and accurate record of the meeting. **Proposed LW Seconded LS**
- 110324/6 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.  
No members of the public wished to speak.
- 110324/7 COUNCIL BUSINESS**  
a) To discuss boundary enquiry/works at rear of 17 Laurel Close bordering Mepal Allotments  
The Parish Council discussed the plans provided by Councillor Hickman and it was **RESOLVED** that a solid fence between 17 Laurel Close and Mepal Allotments/Play Area will remain with no gate accessing the allotments. As 17 Laurel Close has indicated they wish to have a gate opening onto the rear access path boarding 15 Laurel Close, as this is not land owned by the Parish Council, the Parish Council feel unable to comment on the effect or willingness of neighbouring properties to this proposal and suggest 17 Laurel Close make contact directly with their neighbours to resolve access. 17

Laurel Close will also be instructed to advise the Council when their panel is removed so remedial work can take place to re-instate the fencing.

b) To thank volunteers

The Parish Council wished to pass on their thanks to the almost 40 volunteers who attended the Pride of Place tree and hedge planting morning on 3<sup>rd</sup> March 2024. The event was a massive success and something the community will benefit from in the years to come and can be proud of. Special thanks go to volunteer Fiona Wynn for her dedication and hard work on this project.

A further 180 snowdrop plants were planted the following weekend and further daffodil planting in this area is scheduled in the next few weeks. Volunteers are also thanked for the tree guard removal at Lilibet Woods.

c) To ratify works to Mepal Footpath 10: The Rushway

The Council has been contacted by the Rights of Way Officer concerning significant damage caused to the surface of the Rushway through illegal vehicle use.

The proposal was to provide gate access at the Witcham Road entrance only. The gate will have a 1.52m wide gap alongside it to allow access for pedestrians and horse riders.

As with Byways subject to Seasonal Traffic Regulation Orders, any landowners who use this for access will be issued with a key to the gate.

Council RESOLVED unanimously to approve the works being carried out by County Council.

**Proposed LW Seconded TB**

110324/8

**PLANNING  
TO DISCUSS**

None

**UPDATES:**

**24/00002/FUL Mepal Union Chapel, School Lane, Mepal**

Change of use from Chapel to dwelling - ARRPOVED

**24/00069/FUL Land Northwest of 7 Bridge Road, Mepal**

Construction of one detached dwelling and new access

**24/00107/FUL 4 Sutton Road, Mepal**

Extension above existing bungalow to form chalet bungalow, single storey front extension and garage extension.

110324/9

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

Parishioner - Off Road Bikes

Parishioner - Pride of Place Grant

Parishioner - boundary

110324/10

**FINANCE**

a) To approve payments and Bank Reconciliation up to 29<sup>th</sup> February 2024

b) Payments

i. Online Payments:

SE Clarke - Cleaning	£120.00 BACS
HMRC, Wages and Expenses	£3964.54 BACS
N Power - Street Light Energy	£69.18 DD
CPD Electrical - Emergency Lighting Test and repair, Fire Alarm annual test and remote alarm subscription.	£342.00 BACS
Red Shoes Accounting - payroll	£122.40 BACS
East Cambs Trading - Interim Tree works and Brangehill Ditch Clearance	£3625.61 BACS
Wave - water	£52.90 BACS
K&M Lighting - Street Light Maintenance	£52.80 BACS
British Gas -Gas Pavilion	£117.80 DD
SSE - Pavilion electric	£287.36 DD
EE - Phone and Broadband	£52.99 DD
Ernest Doe - Annual Service and Repairs	£1145.66 BACS
Go Cardless - Wi-Fi pavilion	£42.00 DD

a) Income

Pavilion Hire	£60.00 BACS
East Cambs DC- Pride of Place Grant	£856.58 BACS

It was unanimously REOLVED to approve all bank reconciliation, payments, and income.

110324/11

**CO-OPTION OF PARISH COUNCILLORS**

The Clerk had not heard from the applicant and will therefore remove the item from the next agenda.

110324/11

**DIARY DATES** -The Council meeting schedule will change to the following with immediate effect:

4<sup>th</sup> Thursday of the month at Mepal Community Pavilion at 6.30pm unless otherwise stated \*

25<sup>th</sup> April

23<sup>rd</sup> May

27<sup>th</sup> June

25<sup>th</sup> July

26<sup>th</sup> September

24<sup>th</sup> October

28<sup>th</sup> November

12<sup>th</sup> December

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*K Peck*

**Karen Peck**

**Clerk & Responsible Finance Officer**

**Mepal Parish Council**

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*L Williams*

**Lorna Williams**

**Chairman**