

MEPAL PARISH COUNCIL

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

NOTICE OF MEETING: Mepal Parish Council – Full Council
TIME: 18.30
DATE: 16th October 2025
VENUE: Mepal Community Pavilion

MEMBERS 5
VACANCIES 2
QUORUM 3

MINUTES

Present: Councillor Williams (LW) Chair, Bradney (TB), Hunter (AH), District Councillor Inskip (MI) and four members of the public.

161025/1 CHAIRMANS WELCOME

The Chair welcomed everyone to the meeting and thanked them for attending.

161025/2 TO RECORD APOLOGIES FOR ABSENCE

County Councillor Dupre

161025/3 TO NOTE COUNCILLOR RESIGNATION

It was noted that Councillor Lesley Sculthorpe had resigned from the Parish Council. The members of Council wished to thank Lesley for her time and support.

161025/4 MEMBERS' DECLARATIONS OF INTEREST

None were made.

161025/5 TO RECEIVE DISTRICT AND COUNTY COUNCILLOR REPORTS

County Council and District Reports are available in full on the parish council website. MI gave a overview on the Local Government Reorganisation.

161025/6 TO SIGN AND APPROVE MINUTES OF MEETINGS OF: 16th July 2025

The Parish Council minutes of 16th July 2025 were unanimously approved.

Proposed LW Seconded TB

161025/7 OPEN FORUM FOR PUBLIC PARTICIPATION (15 minutes)

Members of the public may make only one address to the Council of no more than three 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 their 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.

Mepal Events request will be covered under agenda item 161025/8a.

One member of the public raised issues with Footpath 3 relating to fly tipping, vandalism and not keeping to the marked footpath and control of dogs. It was agreed that this would be added to the December meeting and the Parish Council would invite the Police and Highways to the meeting to discuss the issue.

161025/8 COUNCIL BUSINESS

a) Update from Mepal Event

Mepal Events updated Council on their activity over the last 12 months and thanked the Parish Council for their continued support. The group are looking to possibly hold a larger village event in 2027 and wished to use the recreational ground facilities and pavilion but had questions about some of the current requirements. The Council welcomed the idea, and the booking system will aid the booking of such an event. When firmer plans are decided upon, the booking should be made online where all availability is live. Annual maintenance obligation shall have precedence and conflicts, should they arise, be consulted

with all parties. Maintenance is subject to weather conditions. The Council hope all users are able to work together.

- b) To note completion of the Annual Governance and Accountability Review with no matter raised
The Council thanked the Clerk for her time on the matter and noted the completion was no concluded.
- c) To note the NALC Pay Awarded has been implemented by the Parish Council as directed
The council noted the requirements and acknowledged the implementation.
- d) To discuss and outline the Parish Councils preferred option to Local Government Reorganisation
The Parish Council discussed the Options and there were not string feelings on the matter. Option B seemed sensible for Mepal's locality but as the matter will be decided by central government it was concluded not to respond.
- e) To ratify the purchase of two memorial wreaths from Royal British Legion for 2025 memorial service in the parish
It was unanimously **RESOLVED** to approve the purchase of two wreaths for the coming memorial service in the village. **Proposed LW Seconded TB**
- f) Update on Mick George Grant Application/Works for Laurel Close Playpark
The Council were delighted with the completion of the project and thanked the Clerk for managing the project after a resignation. It is hoped the new facilities are used and enjoyed by everyone.
- g) Update TP allegation Subsidence Damage Claim Refund
The Council confirmed that the claim had now been settled, although late.
- h) To discuss the review of the 5 Year Plan
The Council discussed the current plan and noted that various elements had been completed and or no longer relevant. LW took the action to update the plan and bring back to Council for further discussion.
- i) To discuss the review of the Nature Recovery Plan in conjunction with the 5-year plan
It was agreed to invite East Cambs Ecology Lead to Mepal to review the plan and take advise on the amendments needed. LW/AH to contact East Cambs Ecology.
- j) To discuss LHI 26/27 in conjunction with the 5-year plan
The Council noted the need to survey the village to establish their priorities on road safety matters within Mepal. Once the results of the survey are known the Council will act as the Parish wishes. Clerk/LW to produce a simple one-page survey in draft and circulate to all.
- k) To note closing date for S137 Grant Applications is Friday 31st October 2025
The closing date was noted.
- l) To received update from Sutton/ Mepal Football Club and received maintenance review
"M&SFC have had changes in personnel over the summer, which presented a challenge. However, we now have new members of our committee and working closely with the Parish Council and third parties. We believe we are now in a strong position moving forward. We will continue to work closely with the Parish Council on all matters".

161025/9

**PLANNING
TO DISCUSS**

None

UPDATES AND DECISIONS

25/00931/FUL Whitegate Farm, Witcham Road, Mepal

Proposed rear extension – pending consideration

25/00864/FUL 1 Brangehill Lane, Mepal - Withdrawn

Demolish existing derelict commercial building and construction of new replacement 1 and ½ storey commercial unit - withdrawn

25/00421/OUT Horticultural Site between 8 and 14 Bridge Road, Mepal

Subdivision of an existing horticultural site to create a single self-build residential plot while retaining the remainder of the land for horticultural use – Pending consideration

25/00659/PIP Land North of the OLD Barn, 13 Bridge Road, Mepal

One and half storey domestic dwelling with associated garage - Approved

25/00625/FUL 10 Witcham Road, Mepal

Two storey side extension, single storey rear extension - Approved

161025/10

FINANCE

a) To approve payments and Bank Reconciliation up to 30.09.2025

b) Online and Income:

July

Pestforce – vermin control

£78.00

CAPALC - Membership Fees

£483.43

Glasdon 0 benches

£1859.47

HMRC, Wages, Expenses	£3709.50
CPD Electrics – Fire Alarm Service	£95.00
National Broadband Network	£42.00
Lloyds Card – Supplies	£316.35
British Gas	£2.95
EE – Phone and internet	£60.82
Wave – waster pavilion	£84.65
August	
HMRC Wages and Expenses	£3606.33
Redshoes Accounting – Payroll	£68.40
EE – internet and phone	£60.82
National broadband – Pavilion	£42.00
Lloyds – card (material, stationary, supplies and servicing)	£274.76
ICO – Data Protection Fee	£47.00
SSE – Pavilion Electric	£193.32
British Gas – Gas Pavilion	£55.64
Unity Bank – service charge	£6.00
Income	
Unity Bank - Interest	£140.50
Pavilion Hire	£36.00
HMRC VAT Reclaim	£1009.68
September	
National Broadband Network	£42.00
N Power Street Light Energy	£228.98
Lloyds Card – Supplies and pavilion supplies	£486.63
British Gas – Gas pavilion	£45.94
SSE – Pavilion energy	£120.13
EE – Phone and internet	£60.82
Wave – waster pavilion	£16.02
HMRC Wages and Expenses	£3718.13
Redshoes accounting – Payroll	£68.40
Unity Bank – service charge	£6.00
Redact – website	£240.00
Parish Online – Mapping	£86.40
Online Playgrounds – cable way repair	£528.00
Unity Bank Service Charge	£6.00
Income	
Unity Bank - Interest	£140.50
Pavilion Hire	£36.00
HMRC VAT Reclaim	£1009.68
Grant Scape	£7544.00
EDCD- Precept 2 nd Instalment	£31280.00

The income, payments and bank reconciliation presented were unanimously

APPROVED. Motion carried.

Proposed LW Seconded TB

161025/11

CO-OPTION OF PARISH COUNCILLOR

The Parish Council had received an application for co-option from Mr Jason Cox. Jason gave a summary to the Council. The Council unanimously **APPROVED** the application and Mr Jason Cox was appointed as Parish Council for Mepal.

Proposed LW Seconded TB

161025/12

DIARY DATES –11th December 2025 6.30pm

Meeting closed at 19.26

K Peck

L B Williams

.....

.....

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

**L Williams
Chair
Mepal Parish Council**

Signed at the meeting of the Parish Council held on 11 December 2025