

MEPAL PARISH COUNCIL

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

NOTICE OF MEETING: Annual Meeting of Mepal Parish Council
TIME: 19.00
DATE: 6th May 2026
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	5
VACANCIES	2
QUORUM	3

AGENDA

- 060526/1 TO ELECT CHAIR OF THE COUNCIL AND RECEIVE THE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE
- 060526/2 TO ELECT A VICE CHAIR AND TO RECEIVE THE VICE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE
- 060526/3 TO RECORD APOLOGIES FOR ABSENCE
- 060526/4 MEMBERS' DECLARATIONS OF INTEREST
- 060526/5 TO RECEIVE DISTRICT AND COUNTY COUNCILLOR REPORTS
- 060526/6 TO SIGN AND APPROVE MINUTES OF MEETINGS OF: 18th March 2026
- 060526/7 **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.
- 060526/8 TO APPROVE AND ADOPT THE COUNCILS STANDING ORDERS
- 060526/9 TO APPROVE AND ADOPT THE COUNCILS' FINANCIAL REGULATIONS AND INTERNAL FINANCIAL CONTROLS
- 060526/10 TO REVIEW AND APPROVE THE COUNCIL'S POLICIES AND PROCEDURES
- 060526/11 TO APPROVE THE STANDARDS AND CODE OF CONDUCT FOR MEMBERS
- 060526/12 TO APPROVE WORKING GROUPS AND COMMUNITY GROUP REPRESENTATIVE AND APPROVE TERMS OF REFERENCE
- HR (ToR applies)
 - Speed Concern LHI Working Group (ToR applies)
 - Community Group Representative
- 060526/12 INTERNAL AUDIT REPORT 2025/26 TO BE ACCEPTED AND APPROVED
- 060526/13 INTERNAL AUDIT REVIEW 2025/26

- 060526/14 **AGAR 25/26: ANNUAL GOVERNANCE STATEMENT TO BE APPROVED**
- 060526/15 **AGAR 25/26: ANNUAL ACCOUNTING STATEMENT TO BE APPROVED**
- 060526/16 **APPOINTMENT OF INTERNAL AUDITOR 2026/27**
- 060526/17 **COUNCIL BUSINESS**
- a) To note recent closure of Laurel Close Play Area and ratify the cost of the commercial clean
 - b) To discuss and approve works from Annual Play Area Inspection Report
 - c) Update on Mepal Speed Survey
 - d) To ratify Football Lease Terms for 2026-27 and general hire
 - e) To discuss and approve a forward plan for the New Community Infrastructure Levy (CIL) Grant schemes
- 060526/18 **PLANNING**
26/00191/VAR3M Lake View Bereavement Centre and Crematorium
 Further amendment involving – changes to drainage scheme, removal of a window and curtain wall, changes to hard landscaping, reduction in lighting, reduction in number of EV chargers, changes to landscaping and correction to the island position at entrance. These changes require condition 15, 16, 19 and 31 to the proposal description
- 060526/19 **FINANCE**
1. To approve payments up until 28th April 2026
 - a) Online Payments:

March	
Red Shoes Accounting – payroll	£68.40
SSE – Electric Pavilion	£250.42
N Power – street light energy	£61.39
British Gas – Gas	£179.42
Unity Trust Bank – service charge	£7.00
NSALG – Membership	£84.00
National Broadband	£42.00
HMRC, Wages, Expenses	£3793.69
K Prance – Boiler Service	£100.00
JRH Contracts – Lilibet Flailing	£300.00
Redact – website assistance	£36.00
K&M Lighting – Street Light Annual Main	£52.80
April	
HMRC, Wages and Expenses	£3829.03
S & J Accounting – Internal Audit	£140.00
East Cambs DC – Business Rates	£0.00
CAPALC – Affiliation Renewal	£504.61
Cambs County Council - Archive	£100.00
National Broadband – Wi-Fi	£42.00
Lloyds Charge Card – various	£251.93
N Power – street light energy	£60.07
British Gas – Gas Pavilion	£162.21
Income	
East Cambs DC – Precept	£33589.94
 - b) To approve Bank Reconciliation up until 30th April 2026
- 060526/20 **DIARY DATES – 29th July 2026 at 6.30pm Mepal Pavilion**

Karen Peck
Clerk & Responsible Finance Officer
Mepal Parish Council
Dated: 29.04.2026