

MEPAL PARISH COUNCIL

Clerk: Sally Shipley, 50 Chestnut Way, Mepal, Ely, CB6 2YR
Email: mepalparishcouncil@msn.com

Chairman: Mrs Elizabeth Stazicker

MINUTES OF ANNUAL MEETING OF MEPAL PARISH COUNCIL

DATE: Monday 12th May 2008
TIME: 19.30
VENUE: Mepal Village Hall, School Lane, Mepal
PRESENT: Chair Mrs Stazicker, Mr Stacey, Mr Slough, Mr Drew,
Clerk Mrs Shipley

IN ATTENDANCE: District Councillor Goodge was in attendance. No members of the public were present.

094/08 ELECTION OF CHAIRMAN FOR THE YEAR 2008/9.

It was resolved that Mrs Stazicker would continue as Chairman for 2008/9.

095/08 CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE.

Declaration of acceptance of Office as Chairman signed by Mrs Stazicker.

096/08 TO RECORD APOLOGIES FOR ABSENCE.

Apologies were received and approved from Mr Newstead, Mr Smith, and District Councillor Bailey.

097/08 MEMBERS' DECLARATIONS OF INTEREST.

None.

098/08 ALL COUNCILLORS TO REVIEW DECLARATION OF INTERESTS STATEMENTS.

Declaration of Interests Statements reviewed by those Councillors present. The Clerk will provide new forms for Mr Drew and Mrs Stazicker. **Action: Clerk.**

099/08 APPOINTMENT OF VICE-CHAIRMAN FOR THE YEAR 2008/9.

It was resolved that Mr Stacey would continue as Vice-Chairman for 2008/9.

100/08 APPOINTMENT OF HEALTH & SAFETY OFFICER FOR THE YEAR 2008/9.

It was resolved that Mr Stacey would continue as Health & Safety Officer for 2008/9.

101/08 TO APPOINT REPRESENTATIVES TO FOLLOWING BODIES;

- a) East Cambridgeshire Police Liaison Committee.

It is believed that this group has been superseded by the Neighbourhood Panel. Clerk to confirm.

- b) CCC Parish Paths Partnership.

It was resolved that Mr Slough would continue to be the representative.

- c) Mepal Outdoor Centre Committee.

It was resolved that Mrs Woollard would continue to be the representative. Clerk to confirm. If not, it was resolved that Mr Slough would take over.

- d) Elean Power Station Community Liaison Committee.

It was resolved that Mrs Stazicker and Mrs Jenny Sparrow would continue to be the representatives.

- e) HCV Group.

It was resolved that Mrs Stazicker would continue to be the representative.

- f) Cambridgeshire Play Partnership.

It was resolved that Mrs Stazicker would continue to be the representative.

- g) ECDC West Neighbourhood Panel.

It was resolved that Mr Smith would continue to be the representative.

102/08 TO APPOINT MEMBERS ONTO WORKING PARTIES

- a) Health, Safety & Risk Management Working Party.

It was resolved that this Working Party was no longer required and that Mr Stacey and the Clerk would continue to deal with Health & Safety issues that arise.

- b) Town & Country Planning Working Party.

It was resolved that Mr Slough and Mr Drew would continue as members of this Working Party.

- c) Parish Maintenance Working Party (incorporating the previous Recreation Field Working Party).

It was resolved that Mrs Stazicker, Mr Stacey, Mr Drew and the Clerk would continue as members of this Working Party.

- d) Parish Plan Actions Working Party.

It was resolved that Mr Stacey, Mr Drew, Mr Newstead and the Clerk would continue as members of this Working Party.

- e) Support for our Post Office Working Party.

It was resolved that Mrs Stazicker and Mr Newstead would continue as members of this Working Party.

103/08 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

- a) 14th April 2008 (Full Council Meeting).

The minutes of the Full Council Meeting of 14th April 2008 were approved and signed as a correct record of the meeting.

104/08 UPDATE OF ACTIONS FROM PREVIOUS MEETINGS.

For information only.

105/08 OPEN FORUM FOR PUBLIC PARTICIPATION.

No public present.

106/08 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS REPORT.

Oral report received from District Councillor Goodge.

107/08 FINANCE.

- a) To receive quarterly report on budget and expenditure to 31.03.08.

Oral report received from the Clerk.

- b) To receive report on Overall Financial Position at 31.03.08.

Oral report received from the Clerk.

- c) To undertake review of Internal Audit Arrangements for 2007/8.

A review of the Internal Audit arrangements has been undertaken by the Clerk and all aspects are reported to be satisfactory.

- d) To approve & sign accounts for the financial year 2007/8.

It was resolved that the accounts for the financial year 2007/8 be approved.

- e) To complete Annual Governance Statement 2007/8 and to approve the Annual Return for 2007/8.

The Annual Governance Statement for 2006/7 is completed and confirmed as correct by all Councillors present. The Annual Return is approved and signed by Mrs Stazicker and the Clerk.

- f) It was resolved that payment of the following accounts continue to be made by direct debit:

British Telecom – Telephone

Eon – Electricity for street lamps

NPower – Gas for pavilion

- a) It was resolved that payment of the following outstanding accounts be made;

S Shipley – Expenses April 2008 Chq 000607 £64.72 LGA 1972 s.111

Eon – Electricity for pavilion Chq 000608 £529.40 Local Government (Miscellaneous Provisions)

Act 1976 s.19

108/08 PLANNING.

To Consider New Applications

- a) 08/00439/FUL Residential development of 6 affordable houses and associated external works on the land adjacent to and rear of 8 Bridge Road, Mepal.

It was resolved that no comment be made on this application.

Updates

b) 08/00187/FUL Full planning permission refused for two-storey extension to the rear of 55 Laurel Close, Mepal.

Other Planning Issues

c) To consider and prepare response to the Public Consultation on the Ely Masterplan.

It was resolved that power be delegated to Mrs Stazicker and Mr Newstead to respond.

d) To consider attendance at the East Cambridgeshire District Council's LDF Consultation on the Core Strategy Submission Document on Wednesday 4th June 2008.

It was resolved that Mrs Stazicker would attend.

109/08 UPDATE FROM HEALTH, SAFETY & RISK MANAGEMENT WORKING PARTY

a) To receive report on the review of the Risk Management Policy.

Oral report received by the Clerk. No areas of risk need to be highlighted and no further actions are required.

b) To receive report on the review of insurance provisions.

Oral report received from the Clerk.

c) To consider quotations for renewal of insurance policy and to decide upon supplier.

It was resolved that renewal of the insurance policy should remain with Allianz Cornhill based on the revised figures. It was resolved that there was no need to add the grit bins and benches to the "all risks" element of the policy.

110/08 APPLICATIONS FOR GRANTS FROM LOCAL ORGANISATIONS.

a) To adopt revised Grants Policy.

Revised policy adopted and signed by the Chairman.

b) To reconsider application from Dial-a-Ride.

It was resolved that the Clerk should forward an application form to Dial-a-Ride for completion and request a set of their latest accounts and any other useful information. **Action: Clerk.**

c) To reconsider application from Ely & District Citizens Advice Bureau.

d) It was resolved that the Clerk should forward an application form to CAB for completion and request a set of their latest accounts and any other useful information. **Action: Clerk.**

111/08 LAUREL CLOSE MEMORIAL GARDEN AND TREES

a) To receive oral report of further discussions with 75th New Zealand Squadron Memorial Trust.

Oral report was received from Mr Stacey.

b) To approve a redrafted letter formally confirming the Trust's rights and responsibilities in relation to the Memorial Garden.

It was resolved that the letter be approved and sent to the Trust as soon as possible. **Action: Clerk.**

112/08 MEPAL PARISH COUNCIL ANNUAL REPORT 2008

a) To consider the production of an Annual Report for 2008.

It was resolved that an Annual Report be produced. **Action: Mrs Stazicker/Clerk to draft. .**

b) To consider quotations for printing and to decide upon contractor.

It was resolved that the quotation from Target Print be accepted for printing of the Annual Report.

113/08 CAMBRIDGESHIRE AND PETERBOROUGH ASSOCIATION OF LOCAL COUNCILS.

a) To consider attendance at Chairman's Professional Development training.

It was resolved that a place be booked for Mrs Stazicker. **Action: Clerk**

b) To consider response to proposed constitutional changes and attendance at Extraordinary General Meeting on Saturday 31st May 2008.

It was resolved that Mrs Stazicker would attend.

114/08 WEEKLY PLAY EQUIPMENT INSPECTIONS.

- a) To review and agree schedule of future inspections.

It was resolved that the current schedule continue. Mr Smith will check the play area every Tuesday and Mrs Stazicker at the weekend. Mr Slough will carry out the inspection of the play equipment once a week.

115/08 CORRESPONDENCE RECEIVED (For Information Only).

- a) CPALC – Board Report to the Members.
- b) Green Vision News – March 2008.
- c) ECDC – Highlights of the Week 11.04.08
- d) ECDC – Highlights of the Week 18.04.08
- e) ECDC – East Cambridgeshire’s Community Safety Plan 2008-2011
- f) ECDC – East Cambridgeshire’s Sustainable Community Strategy 2008-2011
- g) ADeC Guide – May 2008
- h) ECDC – Highlights of the Week 25.04.08
- i) COPE Newsletter – May 2008
- j) ECDC – Highlights of the Week 01.05.08

116/08 DATES OF FUTURE MEETINGS.

Wednesday 21st May 2008 – Annual Parish Assembly
Monday 9th June 2008 – Full Council Meeting
Monday 14th July 2008 – Full Council Meeting

Meeting closed at 21:10.

..... Chairman to Mepal Parish Council

..... Date