

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 11th May 2009
TIME: 19.30
VENUE: Mepal Village Hall, School Lane, Mepal
PRESENT: Mrs Stazicker, Mr Stacey, Mr Slough, Mr Drew, Mr Newstead, Mr Sallis,
Clerk Mrs Shipley

IN ATTENDANCE: County Councillor Read, District Councillor Goodge and 1 member of the public were in attendance.

064/09 ELECTION OF CHAIRMAN FOR THE YEAR 2009/10.

The meeting noted Mrs Stazicker's intention to stand down as Chairman. Mr Stacey was nominated by Mr Slough and seconded by Mr Drew. No other nominations were received. It was resolved that Mr Stacey would be Chairman for 2009/10. The Parish Council noted its thanks to Mrs Stazicker.

065/09 CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE.

Declaration of acceptance of office as Chairman signed by Mr Stacey.

066/09 TO RECORD APOLOGIES FOR ABSENCE.

Apologies were received and approved from District Councillor Bailey. Mr Pleasance was not in attendance.

067/09 MEMBERS' DECLARATIONS OF INTEREST.

None.

068/09 ALL COUNCILLORS TO REVIEW DECLARATION OF INTERESTS STATEMENTS.

Declaration of Interests Statements reviewed by those Councillors present. Mrs Stazicker confirmed that changes to her Declaration are necessary and will forward a revised statement to the Clerk. **Action: Mrs Stazicker.**

069/09 APPOINTMENT OF VICE-CHAIRMAN FOR THE YEAR 2009/10.

Mrs Stazicker was nominated by Mr Sallis and seconded by Mr Drew. It was resolved that Mrs Stazicker would be Vice-Chairman for 2009/10.

070/09 APPOINTMENT OF HEALTH & SAFETY OFFICER FOR THE YEAR 2009/10.

It was resolved that Mr Stacey would continue as Health & Safety Officer for 2009/10.

071/09 TO APPOINT REPRESENTATIVES TO THE FOLLOWING BODIES;

- a) Cambridgeshire County Council Parish Paths Partnership.

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

- b) Mepal Outdoor Centre Committee.

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

- c) Elean Power Station Community Liaison Committee.

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

- d) Heavy Commercial Vehicles Group.

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

- e) Cambridgeshire Play Partnership.

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

- f) East Cambridgeshire District Council West Neighbourhood Panel.

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

g) Sutton Parish Council - Youth & Community Development Liaison Committee.

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

h) Mepal Sports Action Group.

It was resolved that Mr Sallis would become the representative.

072/09 TO APPOINT MEMBERS TO THE FOLLOWING WORKING PARTIES;

a) Town & Country Planning Working Party.

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

b) Parish Plan Actions Working Party.

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

c) Community Sustainability Working Party.

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

d) Play Working Party.

It was resolved that Mrs Stazicker, Mrs Jo Johnson and the Clerk would continue as members of this Working Party.

e) Renewable Energy Working Party.

It was resolved that Mr Pleasance, Mr Sallis and Mr David Stazicker would continue as members of this Working Party.

f) Youth & Community Development Working Party.

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

g) Paths Working Party.

It was resolved that Mrs Stazicker, Mr Slough and Mr Tom Sayer would continue as members of this Working Party.

Appointment of members to the Allotments Working Party will be agreed at the next Full Council meeting.

073/09 TO SIGN AND APPROVE MINUTES OF MEETINGS

The minutes of the Full Council Meeting of 6th April 2009 were approved and signed as a correct record of the meeting.

074/09 OPEN FORUM FOR PUBLIC PARTICIPATION.

No members of the public present wished to address the meeting.

075/09 ALLOTMENTS WORKING PARTY.

- a) Oral update received from Mr Harknett. The Association has now appointed a new Secretary, Mrs Ellen Morrison. Some clearance work has now been undertaken by Cambridgeshire Probation Service to the land allocated to allotments on the recreation field. Further work is planned on Saturday 16th May. It is anticipated that some of the waste collected will be burnt. The Association will notify the residents of Laurel Close with a boundary to the area of their attention. **Action: Mepal Allotment & Leisure Garden Association.**

076/09 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS REPORT.

Oral report received from County Councillor Read and District Councillor Goodge.

077/09 PLANNING.

New Applications/Updates

a) None received.

Other Planning Matters

b) Cambridgeshire and Peterborough Minerals and Waste Development Plan - to consider consultation on further additional mineral and waste development proposals.

It was resolved that no comment be made as the proposals will not immediately affect the parish.

078/09 FINANCE.

a) To receive quarterly report on budget and expenditure to 31.03.09.

Oral report received from the Clerk.

b) To receive report on Overall Financial Position at 31.03.09.

Oral report received from the Clerk.

c) To approve & sign accounts for the financial year 2008/9.

It was resolved that the accounts for the financial year 2008/9 be approved.

d) To complete Annual Governance Statement 2008/9 and to approve the Annual Return for 2008/9.

The Annual Governance Statement for 2008/9 was completed and confirmed as correct by all Councillors present. The Annual Return was approved and signed by Mr Stacey and the Clerk.

e) To undertake review of Internal Audit Arrangements for 2008/9.

It was resolved to defer this item to a future meeting once further information becomes available.

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

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

Mepal Good Companions - grant for 2009/10	Chq 000688	£75.00	LGA 1972 s.137
MAGPAS - grant for 2009/10	Chq 000689	£100.00	LGA 1972 s.137
Mepal Village Hall - grant for Archive Group for 2009/10	Chq 000690	£75.00	LGA 1972 s.137
Ely & District Citizens Advice Bureau - grant for 2009/10 s.142(2A)	Chq 000691	£100.00	LGA 1972
Truelink Ltd - grass cutting April 1906 s.10	Chq 000692	£786.69	Open Space Act
CPALC – subscription	Chq 000693	£285.76	LGA 1972 s.111
Mepal Digital Camera Club – projector	Chq 000694	£30.00	LGA 1972 s.142
Truelink Ltd – grass cutting March 1906 s.10	Chq 000695	£404.82	Open Space Act
Mepal Stores Ltd – newsletter	Chq 000696	£120.00	LGA 1972 s.142
S Shipley – salary adjustment April	Chq 000697	£12.00	LGA 1972 s.111

079/09 UPDATE FROM HEALTH, SAFETY & RISK MANAGEMENT WORKING PARTY

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

A review of the Risk Management Policy has been undertaken by the Clerk. No amendments are required at this time.

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

A review of the insurance provision has been carried out by Mr Stacey. The current level of insurance is adequate other than the addition of an extra dog waste bin and the removal of the junior swings. No other changes are required.

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

Quotations have been received from three suppliers for the renewal of the insurance from 1st June 2009. This includes the renewal from our current insurers. All quotations offer similar levels of cover that are designed specifically for Parish Councils. One company is offering additional discounts for a three-year deal. It was resolved that contact be made with Allianz, our current insurers, to see if they are able to match the deal offered by Norwich Union. If not, it was resolved that the Parish Council should enter into a three-year deal with Norwich Union via their broker's Came & Company. **Action: Mr Stacey/Clerk.**

080/09 NEIGHBOURHOOD PANELS

a) Oral report received from Mrs Stazicker.

081/09 ANNUAL PARISH ASSEMBLY FOR 2009

a) Arrangements were discussed and the list of presentations agreed. It was noted that the revised date of 26th May fell within the half-term holidays and therefore meant that several potential presenters were unable to attend. A note of this was made for future years.

082/09 WEEKLY RECREATION FIELD AND PLAY AREA INSPECTIONS

a) It was resolved that Mr Pleasance will check the play area on a Monday and Mr Slough will undertake the weekly equipment inspection.

083/09 CORRESPONDENCE RECEIVED (For Information Only).

a) Cambridgeshire ACRE – The Playing Field Newsletter Spring 2009.

b) East Cambridgeshire District Council – Standards Committee Update.

c) COPE – Newsletter May 2009.

084/09 DATES OF FUTURE MEETINGS.

- Tuesday 26th May – Annual Parish Assembly
- Monday 8th June 2009 – Full Council Meeting
- Monday 13th July 2009 – Full Council Meeting

Meeting closed at 20:45.

..... Chairman to Mepal Parish Council

..... Date