

# MEPAL PARISH COUNCIL

Clerk: Sally Shipley, 50 Chestnut Way, Mepal, Ely, CB6 2YR  
Email: [mepalparishcouncil@msn.com](mailto:mepalparishcouncil@msn.com)

Chairman: Mr Michael Stacey

---

## MINUTES OF FULL COUNCIL MEETING

DATE: Monday 14<sup>th</sup> June 2010  
TIME: 19.30  
VENUE: Mepal Village Hall, School Lane, Mepal  
PRESENT: Chairman Mr Stacey, Mrs Stazicker, Mr Slough, Mr Drew, Mr Newstead,  
Clerk Mrs Shipley

---

IN ATTENDANCE: County Councillor Read, District Councillor Bailey, District Councillor Goodge and 4 members of the public were in attendance.

### 089/10 TO RECORD APOLOGIES FOR ABSENCE

Apologies were received and approved from Mr Sallis and Mr Pleasance.

### 090/10 MEMBERS' DECLARATIONS OF INTEREST

None.

### 091/10 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

The minutes of the Annual Meeting of 10<sup>th</sup> May 2010 were approved and signed as a correct record of the meeting.

### 092/10 OPEN FORUM FOR PUBLIC PARTICIPATION

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

### 093/10 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS REPORT

Oral reports received from County Councillor Read, District Councillor Bailey and District Councillor Goodge.

### 094/10 PLANNING.

#### New Applications

a) 10/000290/FUL Conversion of existing garage roof space to form an office/play room at 7 Bridge Road, Mepal.  
Applicant: Mrs Elizabeth Allan.

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

### 095/10 PARISH MAINTENANCE

a) To receive update of the meeting with the Woodland Trust on Monday 14<sup>th</sup> June 2010.

Oral report received from Mr Stacey.

b) To consider recommendation that Mepal Parish Council should continue to the next stage of the Woodland Creation Project and to proceed with the conveyance of the land.

It was unanimously resolved that this recommendation be approved. Mr Newstead will contact Construct Reason Ltd to discuss the arrangements for the conveyance. **Action: Mr Newstead.**

c) To consider request for installation of satellite dish at Mepal Community Pavilion.

It was unanimously resolved to approve this request on the condition that the correct licensing arrangements are obtained.

### 096/10 UPDATE FROM HEALTH, SAFETY & RISK MANAGEMENT WORKING PARTY

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

Report received and Risk Management Policy for 2010 unanimously approved.

#### 097/10 UPDATE FROM BUS SHELTERS WORKING PARTY

- a) To appoint members to Bus Shelters Working Party.

It was unanimously resolved that Mr Sallis, Mr Pleasance, Mr Rowland Kemp and Mrs Lorna Delanoy continue as members of this Working Party. Mrs Stazicker resigned from the Working Party. Mr Pleasance or Mr Sallis will be requested to lead the Working Party. **Action: Clerk.**

- b) To receive oral update.

Oral report received from Mrs Stazicker.

#### 098/10 UPDATE FROM RENEWABLE ENERGY WORKING PARTY

- a) To receive oral update.

Oral report received from Mr Stazicker on behalf of the Working Party.

Meeting suspended at 20:13 to allow for questions from the floor.

Meeting reconvened at 20:17.

- b) To consider recommendation to proceed with a Development Study Report to be conducted by Clean Energy Consultancy Limited.

It was unanimously resolved to approve the recommendation for expenditure of a total of £4.4k. 75% will be covered by the already approved grant and £1.1k by the Parish Council. This is subject to the taking and consideration of 3 quotations based on quality of service and availability to meet the grant deadline. **Action: Renewable Energy Working Party.**

#### 099/10 HIGHWAYS

- a) To consider application to the Jointly Funded Minor Highways Improvements Scheme 2011/2012.

It was unanimously resolved that no application be submitted to this scheme for 2011/12.

#### 100/10 BYWAYS & DROVES

- a) To receive oral report of Byway & Drove Management Meeting on Saturday 22<sup>nd</sup> May 2010.

Oral report received from Mr Slough. A letter from Kate Day of Cambridgeshire County Council was also read by the Clerk. The Clerk will request a copy of the draft Management Plan for the Witcham Byways to see if a similar plan would be useful for Mepal. **Action: Clerk.**

#### 101/10 CONSULTATIONS

- a) To consider response to the East Cambridgeshire District Council consultation on new decision making arrangements.

It was unanimously resolved that a response be submitted from Mepal Parish Council. It was proposed Mrs Stazicker, seconded Mr Drew that the Parish Council support the continuance of the committee based system due to concerns about costs, the need to establish an effective scrutiny system and the ability of present members to fill all portfolio positions effectively as required by a leader/cabinet system. Following a vote of 2 in favour, 2 against and one abstention, the motion was rejected by a casting vote from the Chairman.

It was proposed Mr Newstead, seconded Mrs Stazicker that subject to the Council addressing the above matters the move to a leader/cabinet system be supported. Four in favour, one abstention, motion approved. **Action: Clerk to respond to consultation.**

#### 102/10 HOUSING

- a) To consider correspondence relating to the provision of affordable housing in Mepal.

It was proposed that discussions should be undertaken with Cambridgeshire ACRE to establish whether there is need for further affordable housing in Mepal above that being satisfied by the current development. If so, to establish details of the process that needs to be instigated. **Action: Clerk.**

#### 103/10 FINANCE

- a) Proposed Mrs Stazicker; seconded Mr Drew and unanimously resolved that payment of the following outstanding accounts made between meetings be approved:

SLCC - training	£25.00	LGA 1972 s.111
Truelink - grass April s.10	£555.33	Open Space Act 1906
Came & Co - insurance	£1277.63	LGA 1972 s.111
Cambridgeshire County Pension Scheme - contributions April	£134.09	LGA 1972 s.111
Salaries - April	£669.88	LGA 1972 s.111
H M Revenue & Customs - PAYE/NI April	£56.78	LGA 1972 s.111

Cambridge Turf Nurseries – turf for allotments s.10	£105.75	Open Space Act 1906
--	---------	---------------------

b) Proposed Mrs Stazicker; seconded Mr Drew and unanimously resolved that payment of the following outstanding accounts be approved:

Information Commissioners Office – data registration fee	£35.00	LGA 1972 s.111
Target Print – newsletter, Annual Report, Parish Plan Flyer	£652.00	LGA 1972 s.141
Playsafety Limited – annual play equipment safety inspection s.10	£118.68	Open Space Act 1906
S Shipley – expenses April & May	£55.77	LGA 1972 s.111
Sutton Parish Council – photocopying	£14.05	LGA 1972 s.111
Cambridgeshire ACRE – post installation play equipment safety inspection s.10	£70.97	Open Space Act 1906
Cambridgeshire County Pension Scheme – contributions May	£134.09	LGA 1972 s.111
Salaries – May	£477.26	LGA 1972 s.111

**104/10 WEEKLY RECREATION FIELD AND PLAY AREA INSPECTIONS**

a) The Park Ranger checks the play area Fridays – Tuesdays and the main recreation field twice a week. It was resolved that Mr Pleasance will also check the play area on a Thursday and Mr Slough will undertake the weekly equipment inspection once the new checklist has been received from ROSPA. As previously agreed, Cambridgeshire ACRE will be undertaking a quarterly operational inspection starting in July. The annual safety inspection was undertaken by ROSPA in April and the report is being considered. If any remedial action is required, details will be presented to the July Full Council meeting.

**105/10 DATES OF FUTURE MEETINGS.**

- Monday 12<sup>th</sup> July 2010 – Full Council Meeting
- Monday 13<sup>th</sup> September 2010 – Full Council Meeting
- Monday 11<sup>th</sup> October 2010 – Full Council Meeting
- Monday 8<sup>th</sup> November 2010 – Full Council Meeting

Meeting closed at 21:10

..... Chairman to Mepal Parish Council

..... Date