

# MEPAL PARISH COUNCIL

Clerk: Mrs Emma Harris, email: [mepalparishcouncil@msn.com](mailto:mepalparishcouncil@msn.com) tel 07842 499377  
Chairman: Mrs Elizabeth Stazicker, email: [eliz.stazicker@gmail.com](mailto:eliz.stazicker@gmail.com) tel 01353 778129

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**NOTICE OF MEETING:** Full Parish Council Meeting  
**TIME:** 19.30  
**DATE:** Monday 14<sup>th</sup> January 2019  
**VENUE:** Mepal Village Hall, School Lane, Mepal

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 6  
VACANCIES 1  
QUORUM 3

Members of the public and press are invited to address the Council at its Open Forum.

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## DRAFT MINUTES

The Chairman announced the death of Mr Ron Slough, a past Parish Councillor, and expressed gratitude for his contribution to the parish.

She then made a statement about the notices recently posted around the village regarding the Parish Council. She expressed herself always reluctant to respond to anonymous comment, but felt that in view of the wide circulation, and of the hurt the allegations caused to hard-working councillors, the matter could not go unnoticed. She reminded everyone that the Parish Councillors and Clerk are readily contactable and willing to answer any queries parishioners may have. She apologised for any lack of communication on the Council's part, and noted her disappointment at the mistrust the posters evidenced between parishioners and the Parish Council.

### 213/18 TO RECORD APOLOGIES FOR ABSENCE

Parish Councillor Diana Bray was expected to attend the meeting but would be late arriving and would have to leave prior to the end of the meeting.

County Councillor Lorna Dupre was unable to attend but had sent her report in prior to the meeting.

Parish Councillor Mal Peters resigned from the post in December and the Chairman thanked Mal for his work as a Parish Councillor.

### 214/18 MEMBERS' DECLARATIONS OF INTEREST

Chairman Elizabeth Stazicker declared a non-pecuniary interest in 221/18 (a)

### 215/18 MEMBERS' REQUESTS FOR DISPENSATIONS

Not applicable

### 216/18 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

a) Full Parish Council Meeting 12<sup>th</sup> November 2018

Approved by all and signed by Chairman Mrs Elizabeth Stazicker

### 217/18 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS

County Councillor Lorna Dupre distributed her December and January reports prior to the meeting. The reports are available upon request.

District Councillor Mike Bradley spoke at the meeting. Mike gave an update on the purchase of the MOD site at Ely by the East Cambs Trading Company (ECTC) and the recent award winners; Ely Markets Team have been crowned '2018 Market Team of the Year', Palace Green Homes won this year's Cambridge News and Media

Property Awards for their project in Soham and 'Michael Recycle' campaign won Education Campaign of the Year.

Parish Councillor Mark Brill joined the meeting **and** declared a non-pecuniary interest in 219/18 (18/01775/FUL)

#### **218/18 OPEN FORUM FOR PUBLIC PARTICIPATION**

It was agreed that comments from the public relating to matters on the agenda should be heard at the commencement of the relevant agenda item.

A representative from the Neighbourhood Watch explained that he had received a quote for CCTV for the village. The item was not on the agenda so it was agreed that Parish Councillor Mark Brill will look at the quote and discuss with other Parish Councillors and it would be added to the agenda for the February meeting.

A member of the public raised a complaint about a Parish Councillor. It was agreed that the individual write to the Clerk formally with appropriate details and that the letter would be dealt with in line with the Mepal Parish Council complaints procedure.

Parish Councillor Diana Bray joined the meeting.

A member of the public spoke of her disappointment at the recent poster in the village, but raised concerns that the Parish Council was not always transparent in that not all the correspondence received by the clerk was noted at meetings, that agenda deadlines were not always kept and that draft minutes were not published prior to the meetings. The Chairman responded that ways would be sought to speed up processes where possible and that careful consideration would be given to the possible need to improve transparency.

#### **219/18 PLANNING**

##### **Decisions taken after due consideration:**

**18/01659/FUL - Construction of 2 detached bungalows on former allotments, Site South of 20 Brangehill Lane.** It was agreed to respond with no comments by the 15<sup>th</sup> January 2019.

**18/01743/OUT - Erection of two detached dwellings and two new accesses, Land North West to 7 Bridge Road, Mepal.** It was agreed to respond with no comments by the 15<sup>th</sup> January 2019.

**18/01698/OUT- Erection of two family homes and associated works, The Coach House Mepal Road Witcham.** . (Within Witcham Parish but on edge for Mepal new boundary along Mepal Road). It was agreed to respond with no comments by the 16<sup>th</sup> January 2019.

**18/01775/FUL - The demolition of an existing detached garage and the erection of a three-bedroom dwelling with detached double garage and store room, 4 Bridge Road, Mepal.** It was agreed to respond with no comments by the 22<sup>nd</sup> January 2019.

**F/YR18/1103/VOC - Variation of conditions 2, 4, 6, 10, 14, 16, 25, 26, 30, 32, 33, 40 and 43 of planning permission F/YR14/0163/F (Erection of an anaerobic digester plant with maize clamps involving the construction of a new access, and the formation of a reservoir), Anaerobic Digester Plant Iretons Way Chatteris.** It was agreed to respond with no comments by the 15<sup>th</sup> January 2019.

##### **PLANNING UPDATES:**

**18/01193/FUL - The demolition of an existing detached garage and the erection of a three-bedroom dwelling with detached double garage and store room, Land to the rear of 4 Bridge Road, Mepal - REFUSED.** Noted.

**18/01440/FUL - Revision to 17/00365/FUL to add an additional dormer to the South/West facing elevation and single storey extension to the rear, 26 Laurel Close.** Approved with conditions. Noted

**18/01486/FUL - Single storey rear extension, 24 Laurel Close, Mepal.** Approved with conditions. Noted

### **Street Naming and Numbering**

- New Build, Rickwood Close, Mepal. The Hostel, Arthur Rickwood Farm 1 Rickwood Close, Mepal from 1/12/2018
- New Build, Lindas House (Site South of Hiams Farm), Chatteris Road, Mepal from 15/1/2019 Noted.

### **220/18 COMMUNITY GOVERNANCE REVIEW**

The Chairman announced that the request for the Mepal boundary change has been agreed following representations made to East Cambridgeshire District Council (ECDC) in the recent community governance review. Three areas are to cease to be part of the parish of Sutton and become part of the parish of Mepal; (1) the fields on the right and left as you enter the village from the A142 which includes the site for the proposed development in the Local Plan. (2) The area of land currently called Lilibet Wood behind Meadow Way with the new boundary line being the A142 and (3) Along Mepal Road towards Witcham to include the dwellings on the south side of the road. It was noted that this met the Council's requests, and ensured that any CIL from the new development would accrue to our parish.

### **221/18 2019/2020 COMMUNITY GRANT APPLICATIONS**

#### **a) Mepal and Witcham Pre-School**

The Parish Council agreed that in accordance with its stated wish to see continuation of provision for children who are not yet of school age, and given the difficulties which the present Pre-School reports, the Council welcomes all the efforts at present being made to put provision for young children on as stable and competent a base as possible. Given their understanding of the difficulties there are for all parties, and the Pre-School's need for immediate financial certainty, they agree to provide to the Pre-School committee up to £3,000 in school year 2019-20, to enable the operation of the Pre-School in all of that year, or in the part-year until commencement of a different stable and at least equally acceptable provision, the funding to be provided at the rate of £1,000 per term in each term of the Pre-School's operation, conditional upon the need being demonstrated within the Pre-School's accounts.

#### **b) Mepal Friendship Group**

The Parish Council had received accounts details as requested after the initial discussion in November 2018. It was agreed to provide the £250 requested.

### **222/18 PARISH COUNCIL ELECTIONS MAY 2019**

District and Parish Elections taking place on 2 May 2019. The Clerk is waiting for information and will have an update for the February meeting.

### **223/18 RECREATION FIELD**

Parish Councillor Diana Bray explained that the work previously arranged to start last autumn but delayed by adverse weather conditions had now been scheduled with the contractor for April 2019, once the temperature is at a steady 11/12 degrees. Representatives from the Senior Football Team reported that having considered the request from the last meeting for pitch-size information, they wished to inform the Council that difficulties with pitch layout and costs in relation to movement of goal post sockets made the decision made at the last meeting, to establish two senior pitches and roll one as an experiment, unhelpful. The Council therefore rescinded the decision to roll part of the pitch, and agreed to treat all pitches on the field in their current layout. It was noted that, as previously reported, the contractors could not, given local ground conditions and the difficulties of ascertaining the best mode of treatment, guarantee that the work would resolve entirely the problems, and that continued line filling was likely to be necessary. Mr Barry Silvain, on behalf of the Football Club, provided the Clerk with pitch size information as requested. It was agreed that the Clerk provide updates to Mr Silvain and the Secretary of the Seniors.

### **224/18 PAVILION**

The Clerk reported that the decoration of the communal areas at the pavilion had been done, work on the changing room areas had been started and the new boiler was due to be fitted on the 21<sup>st</sup> January 2019. The pavilion will therefore be available for hire in the next month or two, and the agreed advertisement programme implemented.

### **225/18 PLAY AREA**

Painting of metal frames to commence in the spring and it is hoped springers will be replaced soon.

**226/18 ANGLIAN WATER**

The Parish Council confirmed that they are not aware of any flooding issues since the work by Anglian Water earlier in the year, in spite of rain storms thereafter. A careful watch would be kept by the households worst affected.

**227/18 COMMUNITY LED-PLAN**

The Steering group gave an update. Their Chairman is drafting the report to be distributed with the results which will be posted to all residents.

The Parish Council agreed that the full report should be published on the Mepal Parish website.

The Parish Council agreed that once the full report and results are available to everyone then they will start to create an action plan.

Parish Councillor Diana Bray left at 20:44

**228/18 FUNDING REQUEST FOR BIKEABILITY CYCLE TRAINING IN SCHOOLS**

The Parish Council had received a letter from Cambridgeshire County Council regarding the diminution of funding for Bikeability cycle training in primary schools after April 2019. The Parish Council noted the importance of the training for children, and agreed a willingness to supplement funding if necessary, but wished to be reassured that such county-wide funding as was available was offered equally among parishes, before local supplementation was agreed. The Clerk was requested to respond to that effect.

**229/18 CORRESPONDANCE FROM MEPAL VILLAGE HALL**

- a) It was agreed that the Parish Council will have a table at the event on Monday 21<sup>st</sup> January 2019 to celebrate Village Halls Week.
- b) It was agreed that the Parish Council will support the Village Hall Committee in an Awards for All grant application for assistance with funding for the renewal of fire doors by writing a letter of support.

**230/18 BUSINESS PLAN**

It was agreed that the Clerk provide paper copies to all Parish Councillors of the draft business plan and actions and include it in the next agenda for discussion.

**231/18 PUBLICATION OF SUTTON NEIGHBOURHOOD PLAN**

It was noted that as a named consultee in Sutton Parish Council's Consultation Statement, Mepal Parish Council have been notified that it has now been submitted and available to view: <https://www.eastcambs.gov.uk/local-development-framework/sutton-neighbourhood-plan>

**232/18 EAST CAMBRIDGESHIRE TOURISM STRATEGY**

The Chairman gave an update from the meeting attended at the end of last year, which had been poorly attended. It had been unclear exactly what East Cambridgeshire District Council are hoped to achieve, given their transfer earlier in the year to the City of Ely of their tourism staff. At the Chairman's invitation, District Councillor Mike Bradley explained added that work wanted to be done to increase the tourism beyond the centre of Ely. It was agreed that carefully-constructed tourism could be of benefit to the parish, and that the Parish Council would be interested in further involvement with any work carried out.

**233/18 HIGHWAYS**

1. **A142 Mepal Junction A142** - work completed. The Clerk agreed to remind the Highways department that one of the two 'Mepal Village only' signs (that directed to traffic from Ely direction) was still awaited. It was noted that the signs warning of the pedestrian/cycle crossing further up the hill in Sutton are being replaced and on order.
2. **LHI 2018/19 Application** - Waiting to here from Highways on whether successful.

**234/18 COLLABRATIVE LITTER PICK ALONG MEPAL ROAD WITH WITCHAM PARISH COUNCIL**

Witcham Parish Council had contacted Mepal about organising a date to litter pick along Mepal Road. It was agreed that it would be a good thing to do together and that a Saturday morning was a good time. It was noted that warning signs and hi-vis jackets would have to be organised. The Clerk will contact Witcham to arrange.

**235/18 FINANCE**

- a) **Budget v's Actual Q3 2018/19**

- 2018/19 Q3 Budget v's Actual report was presented by the Clerk and approved.
- Bank reconciliation up to end December 2018 was approved.

**b) PARISH PRECEPT – Year ending 31<sup>st</sup> March 2020**

- The precept for the 2019/20 financial year was discussed and it was agreed that there is no need for an increase and therefore would request £32,425.00.

**c) PAYMENTS made since last meeting:**

• Staff Expenses – November 2018	£98.47	BACS
• ECDC – NNDR December 2018	£239.00	BACS
• HMRC – Tax and NI Liabilities November 2018	£35.20	BACS
• Truelink Ltd – Grass cutting October 2018	£528.24	BACS
• Staff Wages – November 2018	£820.46	BACS
• Cambridgeshire ACRE – Annual Membership	£55.50	BACS
• Staff Expenses – Nov-Dec 2018	£261.83	BACS
• Briar Security Systems Ltd – Annual Maintenance of Fire Alarm	£168.00	BACS
• Mepal Youth Club – Grant 2018/19	£885.00	BACS
• Playmaintain Ltd – Repair work at Play Area	£1,331.45	BACS
• Cambridgeshire ACRE – Payroll charges Oct and Nov 18	£38.40	BACS
• ECDC – NNDR January 2018	£239.00	BACS
• Truelink Ltd – Grass cutting November 2018	£279.42	BACS
• David J Richards – Mepal People Dec/Jan 19	£116.40	BACS
• HMRC – Tax and NI Liabilities December 2018	£35.20	BACS
• Staff Wages – December 2018	£820.46	BACS
• Cambridgeshire ACRE – Business planning development – final 50%	£1,680.00	BACS
• Unity Bank – Interest	£54.91	BACS

**d) DIRECT DEBITS paid:**

• E.on – Street Lighting October 2018	£28.35	DD (12.11.18)
• SSE – Electricity at Pavilion 1/7/18-30/9/18	£47.42	DD (23.11.18)
• Opus – Gas at pavilion 19/10/18-18/11/18	£5.23	DD (3.12.18)
• Tesco Mobile – Clerk Phone	£7.50	DD (17.12.18)
• E.on – Street Lighting November 2018	£27.44	DD (11.12.18)
• Wave (Anglian Water) – Pavilion 7/8/18-6/11/18	£51.32	DD (17.12.18)
• Wave (Anglian Water) – Recreation field (Allotments) 7/8/18-6/11/18	£39.11	DD (17.12.18)
• E.on – Street Lighting December 2018	£28.35	DD (11.1.19)
• Opus – Gas at pavilion 19/11/18-18/12/18	£4.41	DD (3.1.19)
• Tesco Mobile – Clerk Phone	£7.50	DD (15.1.19)

**e) PAYMENTS to be made:**

• Mepal Village Hall – October- December 2018 (PC, CLP & Youth Club)	£120.00
**CHQ SIGNED AT MEETING**	

**f) INCOME received:**

• Mepal People Adverts – various	£80.00
• East Cambs District Council - Recycling Credits 18/19 1st and 2nd Quarters	£180.00

**g) QUOTES to discuss:**

- Insulation works at pavilion. Quote was discussed and as work provided by a subcontractor it was agreed that the Parish Council will go out to quote for the work and contact 3 companies.

**236/18 DIARY DATES**

- To note that the next Full Council Meeting of the Parish Council will be Monday 11<sup>th</sup> February at 7.30pm at the Village Hall

..... 8<sup>th</sup> January 2019  
Emma Harris, Clerk & Responsible Finance Officer

DRAFT