

# 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 11<sup>th</sup> February 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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## MINUTES

### 237/18 TO RECORD APOLOGIES FOR ABSENCE

Parish Councillors Steve Green, Brian Rollason and Mark Brill were unable to attend.

### 238/18 MEMBERS' DECLARATIONS OF INTEREST

None

### 239/18 MEMBERS' REQUESTS FOR DISPENSATIONS

None

### 240/18 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

- a) Full Parish Council Meeting 14<sup>th</sup> January 2019.  
Approved and Signed by Chairman Mrs Elizabeth Stazicker.

The Chairman made a brief statement, first to appeal to residents to consider applying to stand for election at the triennial Parish Council elections in May, and secondly to respond to points made at the previous meeting:

- At their meeting to discuss the Council's business plan, work had been put in had to bring forward changes to our Standing Orders to increase transparency and meetings' efficiency
- The complaint made at the last meeting was following due process
- The Pre-school, through its financial advisor, had thanked the Council for the generous grant offered. The fund-raising effort was meeting continued success, not least as the result of an effort made by an individual councillor. Meetings between Pre-School and School were continuing
- The traveller encampment at Mepal Outdoor Centre had been moved on by East Cambridgeshire District Council who still control the site; the County Council was now dealing with the new location on Highways land (the old Sutton Road)
- Information about carer training opportunities would be placed on the Council's website
- The Community Planning team had recently announced the date of their village event, at which the Parish Council would be represented

### 241/18 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS

District Councillor Anna Bailey distributed her report prior to the meeting. Highlights were that the East Cambridgeshire District Council are freezing their element of the Council Tax for 2019/20 and Anna is working hard on pushing the case for the A142/A10 roundabouts concerns. Anna's full report is available upon request. Anna was asked by a Parish Councillor about the future of the Mepal Outdoor Centre and confirmed that negotiations with their selected 3<sup>rd</sup> party provider are ongoing.

County Councillor Lorna Dupre distributed her report prior to the meeting. Lorna's full report is available upon request. Lorna was asked by a Parish Councillor about the Co-op at the Sutton roundabout and Lorna explained that permissions were sought prior to Christmas for access onto the required areas and more updates should be available very soon. Lorna also explained that a new cycle route from Sutton village to the new Co-op store and cycle parking at the store will be included in the plans and the cycle/pedestrian path from Witcham to Sutton will be improved.

#### **242/18 OPEN FORUM FOR PUBLIC PARTICIPATION**

A member of the public mentioned that the mobile speed camera in the village has not been working for a couple of weeks. The Clerk explained that the key to access the box had been mislaid and a new key had now been received so it should be up and running this week.

It was also requested that data from the camera be available for general public viewing. Parish Councillor Alan Catley explained that the information downloaded from the machine is very hard to understand and some work would be required to get it into a format that would be useful and he agreed to look into it.

#### **243/18 PLANNING**

##### **TO BE CONSIDERED:**

Decisions taken after due consideration:

**19/00045/OUT - 2 no. Proposed dwellings (phased development) at Land adjacent to 16 Bridge Road, Mepal.**  
No Comment for the deadline of 12<sup>th</sup> February 2019.

**19/00048/OUT - 2 no. Proposed dwellings (phased development) at Land North of 12B Bridge Road, Mepal.**  
No Comment for the deadline of 13<sup>th</sup> February 2019.

**19/00109/FUL - 2 detached two storey dwellings at Site West of Springleys Paddock, Witcham Road, Mepal**  
No Comment for the deadline of 22<sup>nd</sup> February 2019.

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

18/01604/FUL - Demolition of existing shed and construction of 2.no detached dwellings, Manor Farm, Mepal.  
Approved subject to conditions. Noted.

18/01659/FUL - Construction of 2 detached bungalows on former allotments, Site south of 20 Brangehill Lane, Mepal. Approved subject to conditions. Noted.

18/01434/RMA - Reserved matters for erection of three bungalows, garages and accesses (appearance, landscaping and scale), Land opposite 11 Bridge Road, Mepal. Approved subject to conditions. Noted.

#### **244/18 PARISH COUNCIL ELECTIONS MAY 2019**

It was explained that District and Parish Elections are taking place on 2 May 2019. There will be no cost to the Parish. The Clerk has provided information to all current Parish Councillors about standing for election and will advertise on all village notice boards this week. Information is on the website and it has been shared on Facebook.

#### **245/18 RECREATION FIELD**

Parish Councillor Diana Bray explained that she had received updated costs from the contractor and information about grass seeding. It was agreed that upon recommendations the contractor does the grass seeding and that Sports and Turf British Sugar is used. Paperwork is now to be signed and the work is due to start once the weather is appropriate and estimated to be April 2019.

#### **246/18 PAVILION**

The Clerk updated that the main rooms; kitchen, common room, hall and toilets are decorated and just need a full clean to be ready for use. The changing room end of the building is in progress. The new boiler has been fitted but a problem with the gas pipe supplying the building has been raised and a quotation obtained (see minute 249/18 below). The Pavilion will shortly be advertised for hire, and Parish Council will use it for informal meetings at least once a month

## 247/18 BUSINESS PLAN

The Parish Council meet on the 7<sup>th</sup> February to discuss the Business Plan. Amendments have been drafted and a final version will be ready for approval at the next Full Council meeting. It was agreed that the Business Plan will be published at the Annual Assembly and an action plan will be set up. The Business Plan will be reviewed every 3 months and publicly updated annually.

## 248/18 CCTV

In the absence of Parish Councillor Mark Brill, who had taken the lead on establishing information about policing the system, the Parish Council was unable to discuss the proposal from Mepal Neighbourhood Watch Group. It was agreed to move it to the following meeting.

## 249/18 FINANCE

### a) PAYMENTS made since last meeting:

• Mepal Village Hall – Hall hire Oct-Dec 18 (PC, CLP and Youth)	£120.00 CHQ
• Red Shoes Accounting Services – Payroll service for Dec 18	£19.20 BACS
• Staff Expenses – January 2019	£69.95 BACS
• Staff Expenses – December 2018	£20.96 BACS
• K.Prance Plumbing and Heating Services – New boiler at Pavilion	£2,827.98 BACS
• Staff Wages – January 2019	£820.26 BACS
• HMRC – Tax and NI liabilities Jan 19	£35.40 BACS

### b) DIRECT DEBITS paid:

- None

### c) PAYMENTS to be made:

• SSE – Electric at pavilion 1 <sup>st</sup> Oct – 31 Dec 2018	£74.60 DD (15.2.19)
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### d) INCOME received:

• SSE – FIT Payment for 21 <sup>st</sup> Sep to 11 <sup>th</sup> Dec 2018	£257.21 CHQ
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### e) QUOTES to discuss:

- Gas main renewal at Recreation Field  
Parish Councillor Alan Catley explained that in fitting the new boiler, it had been discovered that the gas pipe providing the supply from the road to the pavilion had been underspecified when the building was built. 8 companies had been asked to tender, 2 quotes had been received. In the circumstances the Clerk advised that the Council might properly proceed with 2 quotes only. Alan recommended acceptance of the lower quotation, given that the quotations received were like-for-like. The lower quotation, from Alan Gray Heating and Plumbing Ltd, was accepted, and the Clerk was asked to progress the work.
- Cylinder work  
Two leaks at the cylinders have been found in the loft of the building and a quote received from the current contractor to repair. The Clerk advised that since Parish Councillor Alan Catley advised that the work was closely related to that at present in progress, a single quotation from the contractor on site was acceptable. The Council accepted the quotation and requested the Clerk to progress the work.

## 250/18 OUTSTANDING ISSUES

- Highways – A142 sign for Mepal Village. The Clerk explained that the 2 x 'No Access to A142 via Mepal' signs are on order and will be displayed at the junction as replacement to the temporary signs advising changed layout, which have to be in place for 3 months from completion of the work. The proposed lighting had recently been installed, and the signs should be up in May 2019.
- Highways – LHI 2018/19 Application. The Clerk updated that she had received an email to say that it is to be discussed at meeting on 12<sup>th</sup> March and then we will receive confirmation of whether bid successful or not.
- Collaborative litter pick with Witcham Parish Council. At the last meeting the Parish Council agreed that the Clerk should take the suggestion forward with Witcham PC. Unfortunately, it had emerged from discussion with East Cambridgeshire District Council that such activity is not permitted on roads with a 60mph speed limit without expensive safety arrangements and additional insurance. The Council therefore agreed that the project be dropped, but noted that village litter picks can operate in the 40mph stretch of the road.

**251/18 DIARY DATES**

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

Meeting closed at 20:04

..... 11<sup>th</sup> March 2019  
**Emma Harris, Clerk & Responsible Finance Officer**

..... 11<sup>th</sup> March 2019  
**Elizabeth Stazicker, Chairman**