

MEPAL PARISH COUNCIL

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

NOTICE OF MEETING: Full Parish Council Meeting
TIME: 19.30
DATE: Monday 11th September, 2017
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.

MINUTES

134/17 TO RECORD APOLOGIES FOR ABSENCE

Parish Councillor Jan Fishenden, County Councillor Lorna Dupre and District Councillor Mike Bradley

135/17 MEMBERS' DECLARATIONS OF INTEREST

Parish Councillor Alan Catley declared an interest in 154/17

136/17 MEMBERS' REQUESTS FOR DISPENSATIONS

None

137/17 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

a) Full Parish Council Meeting 10th July 2017

b) Extraordinary Planning Meeting 17th August 2017

The minutes were agreed and signed by Mrs E Stazicker, Chairman

138/17 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS

County Councillor Lorna Dupre was unable to attend the meeting so the Chairman read Lorna's report. Lorna gave an update on the Children's Centre closures, the County Council's proposals to reduce library services, the A142 Road Safety Study, the Mepal Quarry planning application and the recent news of the suspension of IVF services in the area. Lorna will be holding 'Meet you Councillor' sessions on October 2nd 7-8pm at the Book Café in Little Downham and 10th October 6.30-7.30pm at the Community Room at Sutton School. Lorna's full report is available upon request.

District Councillor Anna Bailey gave an update on behalf of Mike Bradley. Mike has recently held a speedwatch event in Witcham and a couple of people have come forward from Mepal but they need more volunteers to move it forward.

District Councillor Anna Bailey gave an update on the Princess of Wales Hospital, the new leisure centre in Ely, the Ely bypass project, the Governance Review to try to change the boundary of the parish of Mepal to include the potential development site in the Local Plan, the future Governance of the Fire Authority and the recent bidding opportunities for the Parish; The Local Highways Improvement Scheme and The Innovate and Cultivate fund. Anna's full report is available upon request.

139/17 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 member of the public asked how any money would be allocated and spent from future housing developments in the Parish. The Chairman responded by explaining that some ideas were explored when the initial Local Plan consultation started and would be available upon request. The Chairman explained that some funding received back into the Parish may be required to go towards the cost of a roundabout at the beginning of the village. The Chairman mentioned that it would be interesting to know how much scope there was to change what was in the initial plan.

140/17 PLANNING

TO BE CONSIDERED:

17/01490/FUL – Site West of Broadmead, Witcham Road, Mepal

Construction of 2no. dwellings – resubmission of 17/00184/FUL – Phased development

The planning application is a resubmission of previously approved application 17/00184/FUL. The resubmission was discussed and it was agreed that the Parish Council have no comment. It was agreed that the Clerk will respond before the deadline of the 12th September with no comment.

PLANNING UPDATES: None

141/17 RECREATION FIELD

A quote from Institute for Groundman (IOG) for undertaking an assessment of the recreation ground was distributed prior to the meeting. The quote was discussed with input from the public and it was agreed that the main concern was that this assessment would not bring any further forward in having more of an idea of the work involved in improving the situation. It was agreed that the Clerk contact IOG and provide them with copies of the Cambridgeshire Football Association Pitch Improvement report from January 2017 and the Site Investigation from Agrostis in April 2017 and make sure they are fully aware of the situation. The Parish Council do not want waste public money on an assessment of the pitch rather than the drainage issue and they explained that they are keen to get a clear and unbiased recommendation on what should be done next. The Parish Council agreed that once clarified and if the assessment it what is required to move it forward then they are happy to pay up to £2,000 for this assessment.

142/17 CAMBRIDGESHIRE CHILDREN'S CENTRES CONSULTATION

It was explained that Cambridgeshire County Council (CCC) has launched a consultation on Children's Centre Services and they have asked Cambridgeshire ACRE to send details to all Town and Parish Councils in order to respond. Anna Bailey kindly gave an update and more information on the proposed plans and it was agreed that the Parish Council welcome cost savings to improve services and would very much welcome future outreach visits to the village. It was agreed that the Clerk would respond to the consultation before the deadline of the 22nd September 2017.

143/17 COMMUNITY LED-PLAN

Geogina King explained that she had recently put up posters throughout the village to gather interest in a community-led plan. Georgina explained that she has a list of residents interested to get involved and that she felt that a launch event would be the next step. The Parish Council were happy to hear that residents had shown interest and agreed to support the community-led plan. It was agreed that two Parish Councillors; Diana Bray and Steve Green would form part of the steering group and that a launch event would be arranged. It was agreed by the Clerk that she would be happy to Clerk for the steering group and do meeting logistics. It was also agreed that the Clerk contact all the local groups to invite them to attend the launch event and that the Parish Council would pay for the hall and small expenses for the launch event in October.

144/17 PROPOSAL FOR BUSINESS PLAN DEVELOPMENT

Chairman, Mrs Elizabeth Stazicker declared an interest in this agenda item. Mrs Stazicker is a Trustee of Cambridgeshire ACRE. The proposal from Cambridgeshire ACRE to support the business planning process was distributed prior to the meeting. It was agreed that a business plan would help improve and fill in gaps of knowledge within the Parish Council and form a great base of information for the future success of the Parish Council. It was agreed that the Clerk contact Cambridgeshire ACRE to accept the proposal.

145/17 INSURANCE RENEWAL

It was noted that the 2nd year renewal of a 3-year contract with the current insurance company from the 1st October 2017 was due. It was agreed that the Parish Council pay the invoice.

146/17 A142 IRAP ROAD SAFETY ASSESSMENT AND REPORT

The Parish Council received a copy of the Road Safety Report from the Highways Team at Cambridgeshire County Council the day before the meeting so it was agreed that the discussion of the report findings could be moved to the next meeting in October. It was suggested and agreed that the Clerk publish the executive summary and conclusions of the report on the Parish Council website and noticeboard and request any feedback from residents prior to the next council meeting.

147/17 CHANGES TO LOCAL HIGHWAY IMPROVEMENT (LHI) FUNDING APPLICATION

The Chairman gave an update from her meeting with Adam Cobb (Cambridgeshire County Council Highways) & Lorna Dupre, County Councillor on 16th August 2017 about the proposed changes in LHI funding applications. It has been proposed by the Highways team that every application would incur a charge of £500. It was agreed that the Parish Council object to these changes and suggest that it would better to propose a charge proportion to parish size.

148/17 LOCAL HIGHWAY IMPROVEMENT (LHI) FUNDING 2018/19

The deadline for LHI applications is 15th October 2017 for presentation to the LHI Member Advisory Panel in February 2018. It was discussed and agreed that Mepal have no current highways projects to be funded.

149/17 LILIBET WOOD

Parish Councillors Diana Bray & Steve Green explained their recent finding at the wood behind Meadow Way. It was suggested that a plan to be written for immediate work and future work at Lilibet Wood going forward for the next few years. It was agreed that this plan could not be started until it was clear which of the area the Parish Council are responsible for. It was requested that the Clerk find the conveyance paperwork for the wood. Parish Councillors Diana Bray & Steve Green agreed to continue to work with the Clerk in getting a plan organised and meet with contractors to discuss options.

150/17 BOUNDARY CHANGE AND CIL

District Councillor Anna Bailey had already given an update on the Governance Review to try to change the boundary of the parish of Mepal to include the potential development site in the Local Plan. A meeting is to be arranged with Mepal Parish Council and Sutton Parish Council to discuss the issue.

151/17 STATUS OF BRICK LANE

The Chairman gave an update on the status of Brick Lane. Since the meeting with the Brick Lane residents the Parish Council had received confirmation that the straight road of Brick Lane is an adopted road and the Highways team are responsible for the maintenance. It was explained that the Parish Council are still waiting for confirmation on the cul-de-sac. It is hoped that this information will be retrieved from the archive office soon.

152/17 FUTURE OF THE PAVILION

The future plans for the pavilion was discussed and it was agreed that it would form part of the Parish Council Business Plan that they had agreed earlier in the meeting to go ahead with.

It was suggested and agreed that the pavilion does need to be re-decorated inside and curtains cleaned. It was agreed that this work would be done and Parish Councillor Alan Catley and the Clerk would work together on this alongside the Health & Safety review at the pavilion.

153/17 VILLAGE CHRISTMAS TREE

The Clerk explained that the electric for the Christmas Tree has now been installed. It was suggested that a village event to be organised for a light switching and Christmas themed fun. Two members of the public and the Clerk have agreed to organise this event. The date of 3rd December at 4pm was agreed for this event.

154/17 FINANCE

a) FINANCIAL YEAR 2017/18 UPDATE

- The Clerk explained the changes in current account charges from 5th September 2017 from Unity Bank. It was agreed that the Clerk find out options of moving some money on deposit to another provider.

b) PAYMENTS made since last meeting

- Emma Harris - Expenses June/July 2017 £30.99 BACS
- Emma Harris - July Wages £646.83 BACS
- Simon Batchelor - July Wages £126.28 BACS
- HMRC - July PAYE £31.80 BACS

• Emma Harris – Expenses July 2017	£135.61	BACS	
• Alan Catley – Expenses July 2017	£11.76	BACS	
• David J Richards Ltd – Mepal People Aug/Sep 17	£93.47	BACS	
• Glasdon UK Ltd – Waste bin for play area	£292.92	BACS	
• P A Smith – Internal audit fee for year end March 2017	£150.00	BACS	
• Truelink – Grass cutting July 2017	£637.08	BACS	
• HMRC – Aug PAYE	£31.60	BACS	
• Simon Batchelor – Aug Wages	£126.48	BACS	
• Emma Harris – Aug Wages	£646.83	BACS	
• Emma Harris – Expenses Aug (office exp, website renewal & repairs)	£83.65	BACS	
• Simon Batchelor – Expenses Aug (concrete, tools and mileage)	£49.26	BACS	
c) DIRECT DEBITS paid:			
• Opus Energy – Gas supply at Pavilion 18/6-18/7	-£14.21	CREDIT	
• E.on – Street lighting 1/6/17-30/6/17	£24.14	DD	11/7/17
• SSE – Electricity at Pavilion 24/3/17-21/6/17	£61.28	DD	9/7/17
• Tesco Mobile – Clerk Telephone	£7.50	DD	15/8/17
• E.on – Street Lighting 1/7/17-31/7/17	£24.95	DD	11/8/17
• Opus Energy – Gas supply at Pavilion 18/7-20/8	-£1.22	CREDIT	
d) PAYMENTS to be made:			
• Came & Company – Insurance policy Oct 2017-Sep 2018	£1,203.98		
• Anglian Water – Water supply at Pavilion 27/4-14/8	£58.93	DD	15/9/17
• Anglian Water – Water supply at Rec Ground 15/5-14/8	£16.14	DD	15/9/17
e) INCOME received:			
• HMRC – VAT refund 1 st Oct 2016 – 31 st Mar 2017	£954.96	BACS	
• HMRC – VAT refund 1 st Apr 2017 – 30 th Jun 2017	£446.30	BACS	

d) QUOTES

- Play Area equipment

A member of the public complained about the state of the play area. Photos were provided of graffiti, rusty play equipment and potentially dangerous play equipment. It was explained that an inspection in April had not condemned any equipment but the Parish Council took the suggestions on board and it was agreed that the Clerk look into quotes to replace some equipment. It was suggested that a budget be set up every financial year for updates to the Play Area.

The Clerk had received quotes to replace the baby swings which the Parish Council agreed was to be done urgently and that up to £500 could be spent to replace two swings.

- Streetlight – The Clerk explained that she is still waiting for a quote to move the current parish owned streetlight off an old post and have it put onto the newer post already in place. It was agreed that the Clerk could accept the quote once received if it is less than £2,000.

155/17 COUNCILLOR TRAINING

Cambridgeshire & Peterborough Association of Local Councils (CAPALC) have arranged Chairman and Councillor training in September and some of the Parish Councillors have been booked on these.

156/17 ACTIONS completed and outstanding (report for information)

- a) Power socket for Christmas Tree (035/17) – installed
- b) Pavilion Health & Safety review- ongoing.

157/17 DIARY DATES

- To note that the next Full Council Meeting will be held on Monday 9th October at 19:30 at the Village Hall

Meeting closed at 21:27

..... 9th October 2017

Emma Harris, Clerk & Responsible Finance Officer

..... 9th October 2017

Elizabeth Stazicker, Chairman