

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 12th February 2018
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

018/18 TO RECORD APOLOGIES FOR ABSENCE

Apologies received from District Councillor's Anna Bailey and Mike Bradley

019/18 APPLICATION TO JOIN PARISH COUNCIL

The application from Mr Mal Peters was received and Mr Peters spoke briefly of his experience. Mr Peters was co-opted to the Council and received the relevant papers for signature.

020/18 MEMBERS' DECLARATIONS OF INTEREST

None

021/18 MEMBERS' REQUESTS FOR DISPENSATIONS

None

022/18 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

- a) Full Parish Council Meeting 8th January 2018
Minutes were approved and signed by Mrs Elizabeth Stazicker

023/18 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS

County Councillor Lorna Dupre's monthly report for February was distributed prior to the meeting. Lorna mentioned that she has now set up an online link to her monthly reports so that they are available to everyone. Lorna also mentioned that since her report, the Mepal Bridge Work had been postponed again and it was now scheduled to start on the 9th April 2018.

District Councillor Anna Bailey was unable to attend the meeting. Anna's updates were distributed prior to the meeting.

District Councillor Mike Bradley was unable to attend the meeting. Mike's report was read out by the Chairman. Mike is due to attend the Community Led Plan meeting on the 19th February to discuss Drainage issues in the Mepal area.

024/18 OPEN FORUM FOR PUBLIC PARTICIPATION

A member of public asked the Parish Council for an update on the reinvention of the Youth Club. The Chairman explained that she had spoken to a Mepal resident who was interested before Christmas and was waiting for them to get back to her with more information before starting a working party.

A member of public asked if the Parish Council had any more information on the UK Power Networks work on Bridge Road and future power cuts to enable them to move the power cables. The Parish Council were unable to provide any up to date information.

025/18 PLANNING

TO BE CONSIDERED:

18/00001/VAR- Variation of condition 1 (Approved plans) of previously approved 15/01505/FUL for Change of use of former agricultural Barn, extension, car port & improved access, Site East of Grove House, Bridge Road. Discussed and agreed no comment and Clerk will respond for the extended deadline 13th Feb 2018 (am).

18/00017/FUL- First floor extension over existing single storey side extension, 22 Laurel Close. Discussed and agreed no comment and Clerk will respond for the extended deadline 13th Feb 2018 (am)

18/00075/OUT - Outline application for 4no. dwelling and garages (site adj recently approved app 17/00839/OUT), Land at Bridge Lane, Mepal. Discussed and agreed that the Parish Council will object to the application because it is outside the village envelope and that the Clerk will respond for the deadline 13th February 2018.

PLANNING UPDATES:

17/01036/DISA - To discharge Condition 3 (land contamination), 5 (surface water), 6 (materials), 7 (tree protection), 8 (soft landscaping) and 11 (biodiversity) of decision dated 5 October 2017 for Proposed four bed dwelling, Land Adj Hiams Farm Chatteris Road. Noted.

026/18 RECREATION FIELD

Parish Councillor Diana Bray gave an update on the on-going issues with the recreation field. Diana explained that she felt there was no clear single path and that since the meeting she had spoken to a local drainage expert who advised to dig along drainage lines, top up the gravel and top up the soil. Diana mentioned that she had also spoken with Truelink who described the option of top dressing and compacting, confirming the approach suggested by a nearby Football Pitch groundman, reported at a previous meeting. Diana explained that she felt the best way forward would be to select an area of the field for top dressing and select another area (potentially the children's football pitch) for the digging out of drainage lines and topping up gravel and soil. This would enable a comparison of which process is more successful. Diana reminded the Parish Council that it would then be a regular process to maintain the field and it would be better to have an experienced groundsman do this work and the Parish Council agreed that a maintenance clause for 3/5 years should form part of any tender. A member of the football team told the Parish Council that he had heard that another village in Cambridgeshire had just recently re-done their pitch drainage and Diana agreed that she would get in contact with that village to find out more information.

The Parish Council discussed the letter received and circulated prior to meeting from Mepal Sports Senior Football Team 3/2/18 requesting an update on the on-going drainage issue on the village recreation field. A representative from the club was at the meeting and she was made fully aware of the current situation.

027/18 COMMUNITY LED-PLAN

Parish Councillor Steve Green gave an update as a member of the steering group. Steve explained that the group have now had a second meeting and that they are concentrating on the traffic survey initially which will be distributed by the end of February. Steve explained that the group will then be moving onto the wider community plan and aim to have that ready in 3 months.

028/18 HIGHWAYS

- **LOCAL HIGHWAY IMPROVEMENT INITIATIVE 2017/18**

The Clerk gave an update on the Mobile Vehicle Activated Signs. The sign has now been delivered to the depot and she is waiting to arrange a date for bringing it to the village to be shown how to use it and move it. Parish Councillors Diana Bray and Brian Rollason agreed to volunteer their time with the Clerk to learn about the signs.

- **ONE-WAY SYSTEM**

The Clerk gave an update on the one-way system move. UK Power networks are to go back out to site after issues with an electric connection. Once the Highways team have received the final

confirmation of the work, some costings will be forwarded from the contractor for the Parish Council to approve.

029/18 LILIBET WOOD

Parish Councillor Steve Green requested that this be moved to the next agenda for the meeting in March 2018. The meeting agreed.

030/18 DOG BIN REQUEST

The Parish Council discussed the request for a new dog bin at Sutton Rd/Witcham Rd junction. The purchase of a new bin was agreed by all and it was requested that the Clerk organise as soon as possible.

031/18 CORRESPONDANCE RECEIVED FROM GROVEMERE PROPERTIES

The Clerk explained that she wrote to Grovemere properties and received a quick response from Nicola Tuck, Director who explained that the letter had been passed to their agents, Plansurv. The Parish Council requested that the Clerk write to Plansurv to make them aware of the concerns of the village and to request that they include the Parish Council in on the plans for the development to ensure a smoother relationship.

032/18 FINANCE

a) Budget for 2018/19

The 2018/19 budget was distributed prior to the meeting and it was approved by all Parish Councillors. The budget will be included in the Annual Parish Assembly and Annual Report.

b) PAYMENTS made since last meeting:

• Mepal Village Hall - Oct-Dec 17	£115.00	CHQ
• Mrs G King - Community Plan Expenses	£46.88	BACS
• HMRC - Tax liabilities for Jan 18	£31.60	BACS
• David J Richards Ltd - Mepal People Dec/Jan	£93.47	BACS
• Briar Security Systems Ltd - Fire Alarm annual service at Pavilion	£168.00	BACS
• Cambridgeshire ACRE - Payroll Charges Oct-Dec 17	£54.00	BACS
• Emma Harris - Wages January 2018	£646.83	BACS
• Simon Batchelor - Wages January 2018	£126.48	BACS
• Local Council Public Advisory Service - Data Prot Course 9/3/18	£40.00	BACS
• Balfour Beatty - PC owned street light x5 service contract (year 3 of 3)	£142.20	BACS
• Balfour Beatty - Streetlight back of River Close	£1,698.20	BACS
• Cambridgeshire ACRE - Business Planning Development 50% fee	£1,680.00	BACS

c) DIRECT DEBITS paid:

• Opus Energy - Gas supply at Pavilion Dec 17	£4.26	DD 3/1/18
• E.on - Street Lighting Dec 17	£24.95	DD 12/1/18
• Tesco Mobile - Clerk Telephone Dec 17	£7.50	DD 15/1/18
• Opus Energy - Gas supply at Pavilion Jan 18	£4.56	DD 3/1/18
• E.on - Street Lighting Jan 18	£24.95	DD 11/2/18

d) PAYMENTS to be made:

• David J Richards Ltd - Feb/Mar Mepal People	£113.33	BACS
• Truelink Ltd - Play Area as per quote	£456.00	BACS
• Emma Harris - Office Expenses Jan 18	£7.85	BACS

e) INCOME received:

• SSE - FIT payment 15 th Sep - 11 th Dec 2017	£198.78	CHQ
• East Cambs District Council - Recycling Credit	£180.00	BACS
• Mepal People Advert Income	£7.50	BACS

f) QUOTES to discuss NONE

g) BANKING

- Parish Councillor Alan Catley gave an update on his mission to find a bank that the Parish Council can use as an additional banking provider. Alan explained that a Nationwide Business Account seemed the most suited account and that it can all be done online. It was agreed that the Clerk arrange for this to be set up with the support of Parish Councillors Alan Catley and Diana Bray as signatories.

h) PRIORS FIELD SURGERY FUNDING REQUEST

- The Clerk explained that she had received advice about the request for funding from the Priors Field Surgery in Sutton. The Clerk clarified that a Parish Council does not have the legal power to grant money to a medical service that is run as a business, therefore is unable to offer financial support for the capital project to extend the surgery building. It was agreed that the Clerk respond to the surgery with this information.

i) INTERNAL AUDITOR

- Mr Peter Smith was approved as the Internal Auditor for the 2017/18 accounts.

033/18 ACTIONS completed and outstanding (report for information)

- a) Business Plan - online survey to be completed by 23rd February by all Councillors. Workshop arranged for 24th March 9.30-3pm at the Village Hall.
- b) Pavilion Health & Safety review and re-decoration - the Clerk and handyman cleared the pavilion with the help of a member of the football team. Cleaning & Decorating form part of the 18/19 budget and quotes will be sourced very soon for approval.
- c) Boundary change and CIL - Sutton Parish Council are discussing at a working party on the 12th February and whatever they decide will go to their full council meeting on the 27th February.
- d) Status of Brick Lane - Chairman explained that she should have all information for the next meeting.
- e) Gas supply contract for Pavilion - renewed for 3-year fixed price until Feb 2021

034/18 DIARY DATES

- To note that the next Full Council Meeting will be Monday 12th March 2018 at 7.30pm at the Village Hall
- To note that the Mepal Parish Assembly will be Saturday 28th April 2018 at 10am-12pm at the Village Hall

..... 12th March 2018
Emma Harris, Clerk & Responsible Finance Officer

..... 12th March 2018
Elizabeth Stazicker, Chairman