

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 March 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

035/18 TO RECORD APOLOGIES FOR ABSENCE

Parish Councillor Brian Rollason, District Councillor Anna Bailey and District Councillor Mike Bradley

036/18 MEMBERS' DECLARATIONS OF INTEREST

Parish Councillor declared an interest in 049/18.

037/18 MEMBERS' REQUESTS FOR DISPENSATIONS

It was agreed that no dispensations were required.

038/18 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

- a) Full Parish Council Meeting 12th February 2018
Minutes were approved and signed by Chairman Elizabeth Stazicker.

039/18 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS

County Councillor Lorna Dupre's monthly report was distributed prior to the meeting. Lorna's report is available upon request and on her blog.

The Chairman read District Councillor Mike Bailey's report. Mike gave an update on the flooding implications affecting the Downham Village Ward. Mike's report is available upon request.

040/18 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.

041/18 PLANNING

TO BE CONSIDERED: None

PLANNING UPDATES:

LOCAL PLAN - The Council has submitted its Local Plan to the Planning Inspectorate for examination. The Local Plan includes the MEP.H1 development near Brick Lane.

17/01638/OUT - Demolish part of existing complex & convert or erect buildings to form hospitality leisure annexe, 17 Bridge Road. **Withdrawn.**

18/00075/OUT - Outline application for 4 no. dwelling and garages (site adj recently approved app 17/00839/OUT), Lane North East of 11 Bridge Road, Mepal. **Withdrawn.**

18/00001/VAR – Variation of condition 1 (Approved plans) of 15/01505/FUL for Change of use of former agricultural Barn, extension, car port and improved access, Site East of Grove House, Bridge Road, Mepal.
Approved with conditions.

13/00799/FUL – Development at Manor Farm. Confirmation of street numbering – 5,7,9,11,13,15&17 School Lane from 5/3/18.

042/18 RECREATION FIELD

Parish Councillor Diana Bray gave an update on the recreation field drainage issues. Diana explained that she had been in contact with Swavesey Parish Council since the last meeting and that she had received a quote from one contractor since the previous meeting and was still waiting for another quote. It was agreed that the Diana chase for the third quote so that a fair comparison can be made.

A member of the public explained that he was concerned that what the Parish Council was chasing quotes for was in fact work that had been previously done and that he didn't want the Parish Council wasting money. Diana explained that the plan was to concentrate on a smaller area of the field with 3 drainage lines receiving top dressing and 3 drainage lines getting dug out and re-filled and top dressed and that would then enable the Parish Council to compare the results of the work and decide on the best solution for the whole field. Another member of the public asked how long it would be until the comparison of the two could be made and Diana was unable to provide an answer without expert guidance.

It was requested that the Clerk contact the Football Foundation to inform them what the current situation is with the recreation field.

043/18 CORRESPONDENCE FROM MEPAL SPORTS JUNIOR FOOTBALL CLUB

A letter was distributed prior to the meeting from Mepal Sports Junior Football Club explaining that they have decided to move the football club permanently to Wilburton and change its name to Wilburton FC. The Parish Council agreed that it was sad to lose the club from the village but thanked them for writing to inform them of their decision.

044/18 COMMUNITY LED-PLAN

Parish Councillor Steve Green spoke as the representative of the Community Led Plan steering group. Steve explained that the Traffic Survey Questionnaire has now been distributed and further meetings are planned to get the wider community plan started.

045/18 HIGHWAYS

- **SPEED ACTIVATED SIGNS**

The Clerk explained that the signs have now been delivered to the depot and that she is co-ordinating a date and time for them to be installed into the village.

- **ONE-WAY SYSTEM MOVE**

The Chairman explained the history of the one-way system move which goes back nearly 4 years. The Parish Council have received a quote for the work. There is an issue with the electrical supply which is on Highway's land but has been encroached by a resident's driveway on the High Street. The resident spoke at the meeting and it was agreed that the Clerk contact the highways for clarification on whether they intend to situate the post on the land in question or just use the electrical supply. A contact email of the resident was obtained for the Clerk to keep in contact.

046/18 LILIBET WOOD

Parish Councillor Steve Green gave an update on Lilibet Wood. Steve explained that he had been in contact with the Woodland Trust for advice. Steve proposed that himself and Parish Councillor Diana Bray meet with contractors to discuss the work needed and timescales. The Parish Council agreed to Steve's proposal. Steve also mentioned that the Forestry Commission could be approached for any grants available as they have a woodland improvement grant.

047/18 EXPRESSIONS OF INTEREST FOR PROJECTS FOR INCLUSION ON THE COUNCIL'S CIL REGULATION 123 LIST.

The CIL Regulation 123 List was discussed and no suitable project was suggested. It was recommended that any ideas could be brought forward for a decision at the next meeting so that the deadline of Friday 13th April would be met.

048/18 PARISH ASSEMBLY

The Parish Assembly is booked for Saturday 28th April 2018 where all residents are invited to attend to find out what the Parish Council have been up to and what is planned for the year ahead. It was mentioned that the Community Led Plan Steering Group could get involved and Parish Councillor Steve Green said he would suggest it at their next meeting.

049/18 MEETING WITH SUTTON PARISH COUNCIL REGARDING BOUNDARY CHANGE AND CIL

The Chairman and Clerk are due to meet Sutton Parish Council on the 19th March to discuss the Mepal/Sutton administrative boundary. A formal boundary review is due to take place and it was agreed that the two areas that need reviewing are Brick Lane so that the Mepal boundary also includes the proposed development land and the houses on Witcham Road which are currently within the Sutton boundary. It was agreed that both these points be taken to the meeting to be discussed. It was agreed that the Clerk write to the residents along Witcham Road who are currently with the Sutton Boundary.

050/18 FINANCE

a) PAYMENTS made since last meeting:

• Mr L Shepherd NHW Expenses April 17 - Feb 18	£99.20	BACS
• Emma Harris - Office Expenses Jan 18	£7.85	BACS
• Emma Harris - Office Expenses Feb 18	£5.47	BACS
• Emma Harris - Community Led Plan Expenses - Stationery	£43.20	BACS
• David J Richards - Feb/Mar Mepal People	£113.33	BACS
• Truelink - Play Area tidy up Jan 18	£456.00	BACS
• HMRC - February 2018 liabilities	£44.37	BACS
• Simon Batchelor - January Expenses	£47.40	BACS
• Simon Batchelor - February Wages	£126.48	BACS
• Emma Harris - February Wages (incl Jan overtime)	£723.58	BACS

b) DIRECT DEBITS paid:

• Opus Energy - Gas supply at Pavilion 19/1-15/2/18	£4.12	DD (3/3/18)
• Wave (Anglian Water) - Pavilion 15/11/17-9/2/18 (estimated)	£45.58	DD (15/3/18)
• Wave (Anglian Water) - Rec Field 15/11/17-9/2/18 (estimated)	£11.44	DD (15/3/18)
• Tesco Mobile - Feb 2018	£7.50	DD (15/3/18)

c) PAYMENTS to be made:

• Mr A Catley - Expenses	£13.87
• Emma Harris - Expenses (notice board)	£80.28
• Glasdon UK Limited - Dog bin	£299.29
• Ely Print Centre - Printing of Traffic Questionnaires	£49.17
• ECDC - Non-Domestic Business Rate for Pavilion (2017/18)	£770.14

It was agreed that the Clerk find out if Business Rates still have to be paid when the building is unoccupied before the payment is approved

d) INCOME received:

• VAT repayment 01/07/17-30/09/17 Q2	£519.72	BACS
• VAT repayment 01/10/17-31/12/17 Q3	£364.56	BACS

e) QUOTES to discuss NONE

f) MEPAL PEOPLE ADVERTS

- The proposal from the Clerk to increase yearly cost from £35 to £40 (6 issues) and single issue from £7.50 to £10 was discussed and agreed.

051/18 ACTIONS completed and outstanding (report for information)

- a) Business Plan -Workshop arranged for 24th March 9.30-3pm at the Village Hall.
- b) Pavilion Health & Safety review and re-decoration - Cleaning & Decorating form part of the 18/19 budget and quotes will be sourced very soon for approval. The Clerk updated the Parish Council on

the recent flooding at the pavilion from a burst pipe in the freezing weather. The insurance company are now dealing with the claim.

- c) Status of Brick Lane – The Chairman explained that she has one more map to look at from the archived paperwork.

052/18 DIARY DATES

- To note that the next Full Council Meeting will be Monday 9th April 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

Meeting closed at 20.23.

..... 24th April 2018
Emma Harris, Clerk & Responsible Finance Officer

..... 24th April 2018
Elizabeth Stazicker, Chairman