

# MEPAL PARISH COUNCIL

Clerk: Mrs Karen Peck, email: [mepalparishcouncil@msn.com](mailto:mepalparishcouncil@msn.com) tel 07842 499377  
Chairman: Mr Brian Rollason, email: [brianrollason.mpc@outlook.com](mailto:brianrollason.mpc@outlook.com)

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**NOTICE OF MEETING:** FULL COUNCIL MEETING  
**TIME:** 19.30  
**DATE:** Tuesday 18<sup>th</sup> June 2019  
**VENUE:** Mepal Community Pavilion, Witcham Road, 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 5  
VACANCIES 2  
QUORUM 3

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

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## MINUTES

### 025/19 TO RECORD APOLOGIES FOR ABSENCE

Apologies received from Councillors Steve Green and Mark Brill

### 026/19 TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS

Vice Chairman Alan Catley confirmed a non-pecuniary interest in 036/19

### 027/19 TO APPROVE MINUTES OF MEETINGS OF:

- a) Full Parish Council Meeting 13<sup>th</sup> May 2019 – approved and signed by Chairman Brian Rollason.

### 028/19 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS

Reports received from County Councillor Lorna Dupre and District Councillor Mark Inskip

### 029/19 OPEN FORUM FOR PUBLIC PARTICIPATION

Lionel Shepherd, Neighbourhood Watch Representative requested that the Parish Council responded to the email previously sent to the Parish Council by the Neighbourhood Watch Secretary.

### 030/19 PLANNING

#### TO BE CONSIDERED:

19/00627/FUL – Erection of dwelling and garage on land benefiting from extant outline permission (LPA Ref: 18/00909/OUT). Site North East of 15 Bridge Road, Mepal.  
Extension for comments 19<sup>th</sup> June 2019. – NO COMMENT

19/00654/FUL – Demolition of existing static home and construction of new 3 bed dwelling. Whitegate Farm, Witcham Road, Mepal.  
Extension for comments 20<sup>th</sup> June 2019. – NO COMMENT

19/00726/LBC – Proposed side and rear single storey extension, new front porch and detached car port. Pond Farm, 3 High Street, Mepal.  
Deadline for comments 19<sup>th</sup> June 2019. – NO COMMENT

19/00745/OUT - Demolition of existing structures and erection of up to three dwellings with parking and associated works. The Granary, Whitegate Farm, Witcham Road, Mepal.  
Deadline for comments 21<sup>st</sup> June 2019. - **NO COMMENT**

**PLANNING UPDATES:** None

**031/19 RECREATION FIELD**

Councillor Diana Bray advised that remedial work to some of the drain lines is due to commence end of June, beginning July 2019. Awaiting confirmation from contractor – Miles Drainage.

**032/19 PAVILION**

Tiling in the shower rooms is due to be completed end of June/ early July 2019.

**033/19 PLAY AREA**

Pending -awaiting appointment of new Parish Clerk.

**034/19 COMMUNITY LED PLAN**

Pending, awaiting return of Councillor Steve Green.

**035/19 CLERK VACANCY**

Interviews and employment offer imminent.

**036/19 MEPAL PEOPLE EDITOR VACANCY**

A volunteer from the village has filled the position.

**037/19 CORRESPONDANCE FROM CHURCHWARDEN, MEPAL PAROCHIAL CHURCH COUNCIL**

Discussions are pending.

**038/19 FINANCE**

**a) 2018-19 Financial Accounts - APPROVED**

- Consider the Accounting Statements by the members meeting as a whole
- Approve the Accounting Statements by resolution
- Chairman to sign and date the Accounting Statements

**b) PAYMENTS made since last meeting: APPROVED**

- |  |         |      |
|--|---------|------|
| • Staff Expenses – May 19                                  | £101.77 | BACS |
| • Truelink Limited – Grass Cutting April 19                | £599.35 | BACS |
| • East Cambs DC – Election Fee May 19                      | £200.00 | BACS |
| • Staff Wages – May 19                                     | £872.90 | BACS |
| • HMRC _ Tax and NI liabilities May 19                     | £40.60  | BACS |
| • Mrs G King – CLP Expenses                                | £12.00  | BACS |
| • Burwell Print Centre – CLP Packs x 10                    | £19.80  | BACS |
| • Honey Housekeeping – Cleaning at Pavilion May 2019       | £25.00  | BACS |
| • New Flame – Annual Maintenance of fire equip at pavilion | £47.40  | BACS |
| • K Prance PHS Ltd – removal of showers prior to re-tiling | £94.20  | BACS |

**c) DIRECT DEBITS paid: APPROVED**

- |  |         |              |
|--|---------|--------------|
| • Public Works Loan Board – Payment 1 of 2 2019/20     | £448.92 | DD (3/6/19)  |
| • Opus Energy – Gas supply at Pavilion 18/4/19-19/5/19 | £47.84  | DD (3/6/19)  |
| • Wave – Water at Pavilion Feb- May 19                 | £41.31  | DD (17/6/19) |

**d) PAYMENTS to be made: APPROVED**

- ICO - Data Protection Fee £35.00 DD (20/6/19)
- Staff Wages - June 19 £490.24 BACS

e) **INCOME received:** NONE

f) **QUOTES to discuss:** NONE

**039/19 OUTSTANDING ISSUES AND UPDATES**

- a) Highways - A142 sign for Mepal Village - Signs are now in place.
- b) Proposal of fencing and extra seating around play area - pending, awaiting employment of new Parish Clerk.

**040/19 DIARY DATES**

- To note that the next Full Council Meeting will be Monday 8<sup>th</sup> July 2019 at 7.30pm at the Village Hall.

Meeting closed at 8.47pm

..... 8<sup>th</sup> July 2019

**Mrs Karen Peck**  
**Clerk & Responsible Finance Officer**

..... 8<sup>th</sup> July 2019

**Brian Rollason**  
**Chairman**