

# MEPAL PARISH COUNCIL

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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:** Tuesday 24<sup>th</sup> April 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.

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## MINUTES

### 053/18 TO RECORD APOLOGIES FOR ABSENCE

Parish Councillor Mal Peters  
County Councillor Lorna Dupre  
Parish Councillor Diana Bray joined the meeting at 17:38.

### 054/18 MEMBERS' DECLARATIONS OF INTEREST

None

### 055/18 MEMBERS' REQUESTS FOR DISPENSATIONS

None

### 056/18 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

- Full Parish Council Meeting 12<sup>th</sup> March 2018  
Approved and signed by Mrs Elizabeth Stazicker
- To note the meeting arranged for the 9<sup>th</sup> April 2018 was cancelled due to no quorum.  
Noted

### 057/18 TO RECEIVE DISTRICT AND/OR COUNTY COUNCILLORS' REPORTS

District Councillor Anna Bailey gave an update on the new waste contract which includes the street cleansing service. East Cambs Street Scene Ltd are now collecting and it was promised that the collections will be more regular and reliable from now. Anna also mentioned the recent initiative to tidy up the fly tipping from all the villages and the amount collected will be publicised and the new enforcement team will get involved. Anna asked that any particular incidents of fly tipping are reported directly to Jo Brooks at ECDC. Anna also talked about the ECDC Budget for 2018/19. Anna spoke highly of the Community Land Trust schemes and gave some information about working examples of how they benefit a community. Anna touched on an update on the Mepal Outdoor Centre and said that more information on the new occupants will be available soon. The new Hive Leisure Centre will open on the 11<sup>th</sup> May. Anna explained that she is working hard to push Anglian Water for a solution to the problems of waste water in Mepal village and Emma Grima at ECDC has been tasked with taking this forward.

District Councillor Mike Bailey's report was distributed prior to the meeting. Mike's report explained that he has been appointed the ECDC lead champion for the Ouse washes and flooding and will be giving a presentation on it at the Mepal Annual Assembly. Mike reports a disappointing uptake on Mepal forming a speed watch group.

County Councillor Lorna Dupre's monthly report was distributed prior to the meeting. Lorna's report gave an update on the Shire Hall move, Flood risks, Council funding, This Land Ltd, Highways ownership, Stagecoach,

Adult social care charges, Air Quality conference and the Governments Opportunity Area Programme for East Cambridgeshire and Fenland.

All reports are available from the Clerk upon request.

#### **058/18 OPEN FORUM FOR PUBLIC PARTICIPATION**

A member of public asked how the Parish Council feel about recent repair work on the bridge on the A142. It was agreed to pass on feedback from the member of public to Lorna Dupre who is in contact with the Highways team about it.

A member of the public asked when the traffic survey is due to come out as she had not received anything. Parish Councillor Steve Green agreed to contact the Community Plan Steering Group to let them know that a resident had been missed from the distribution of the survey. Contact details were taken.

A member of the public told the Parish Council of the recent works on the grass outside of The Three Pickerels public house and explained that she was concerned of the noise from a marquee for private functions. It was requested that the Clerk contact The Three Pickerels to explain concerns.

A member of the public asked if the Parish Council were aware of any planning permissions for a building on Bridge Road. It was requested that the Clerk contact the planning enforcement officer about the concerns.

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.

#### **059/18 PLANNING**

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

18/00128/FUL- Proposed Milling plant at Arthur Rickwood Farm, Chatteris Road, Mepal. Application to be presented at ECDC planning committee in May. Formal comments deadline 19/4/18. Comments received from Mepal Parish Council to be updated to members of the planning committee on the day of the meeting. The planning application was discussed and concerns were raised on the potential noise affecting nearby buildings and across the fen and in the future increasing background noise, increase in traffic, lack of adequate signage resulting in lorries from Ely backing onto the A142, possibility of generating excess of dust and how the air quality would be affected, hours of operation and the request for hours that are beyond the current hours of the buildings in the Block Fen area. It was agreed that all comments will be forward to the planning committee in time for the meeting in May.

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

18/00017/FUL - First floor extension at 22 Laurel Close, Mepal. Approved with conditions.

18/00134/VAR - Land adj Hiams Farm, Chatteris Road. Vary condition 1. Approved with conditions.

#### **060/18 MEPAL YOUTH CLUB**

The Clerk gave an update on the interest received in starting the Mepal Youth Club. The Parish Council agreed that it is keen to support such a venture and three Parish Councillors have arranged to meet with the members of the village keen to get it started on the 26<sup>th</sup> April.

#### **061/18 RECREATION FIELD**

Parish Councillor Diana Bray gave an update on the recreation field. A review group consisting of 3 Parish Councillors recently convened to consider tenders of the work required to improve the recreation field. Names of companies tendering were not divulged at the meeting for reasons of commercial confidentiality.

In accordance with the decision of the Parish Council, Mrs Bray had asked three companies to tender for:

- Rolling, topping up, levelling, rolling and seeding 3 drainage lines
- Digging out, backfilling with aggregate, rolling down, topping and seeding 3 drainage lines
- Rolling, topping up, levelling, rolling and seeding ALL drainage lines
- Digging out, backfilling with aggregate, rolling down, topping and seeding ALL drainage lines

Clear time limits were set and reminders sent to all three companies. In the event, two companies tendered, both stating that they considered the option of digging out and backfilling highly inadvisable, though quoting for it as asked.

It was agreed that topping up treatment may need more than one application, regardless of the option pursued.

The review group considered each tender in detail. Both companies asked that immediately prior to starting work, the drain lines be identified clearly by close-cutting. Both companies also quoted for verti-draining the field. In both cases, the tender price exceeded the price charges by our usual contractor for verti-draining. Further work was therefore put in hand to ensure that the work envisaged was exactly similar in all cases, and to identify the necessary timing of such work.

The review group recommended the Parish Council to:

1. proceed with rolling, topping up, levelling, rolling and seeding ALL drainage lines, rather than undertake the comparative experiment previously agreed.
2. accept the tender of Company B at a cost of £8,397, assuming the need for the greater quantity of material suggested.
3. the close-cutting of the drain lines prior to the work by Company B to be arranged with the usual contractor, at a cost not exceeding £500.

All Parish Councillors agreed unanimously to the 3 points recommended by the review group.

The Chairman thanked Diana Bray for her work in moving this forward.

#### **062/18 COMMUNITY LED-PLAN**

Parish Councillor Steve Green gave an update. There had been no meeting since the last Parish Council meeting but the traffic survey has received a good response. The information received is being analysed and the comments received from the village have been put together and distributed to the steering group and it was requested that the Clerk distribute to the Parish Councillors.

#### **063/18 HIGHWAYS**

- **SPEED ACTIVATED SIGNS.** The Clerk explained that the signs are being fitted on the 4<sup>th</sup> May.
- **ONE-WAY SYSTEM MOVE.** The Chairman explained the history of the moving of the one-way signs which goes back nearly 4 years. The Clerk sent minutes dated July 2014 and September 2014 when the decision was made for the Parish Council to fund the move of the signs. Concerns had previously been raised about the fact that the decision was made some time ago and that the views of the residents may have changed. Comments received from the recent traffic survey confirmed that the current location of the signs continue to be an issue and cars are still being driven the wrong way. The quote for the work was approved by all Parish Councillors and it was requested that the Clerk write to all residents of the High Street who are affected by the move.

#### **064/18 LILIBET WOOD**

Parish Councillor Steve Green explained that he would like to arrange a date when volunteers from the village can help with some work needed at Lilibet Wood. It was requested that the Clerk speak to the Parish Council Handyman to see if he would be available to work that day. It was agreed that the date would be advertised on social media and on village notice boards.

#### **065/18 ROSPA PLAY SAFETY INSPECTION APRIL 2018**

The annual inspection report was distributed prior to meeting. Concerns were discussed and it was requested that the Clerk propose repairs and replacements at the next meeting.

#### **066/18 MEETING WITH SUTTON PARISH COUNCIL REGARDING BOUNDARY CHANGE AND CIL**

The Chairman have an update from meeting with Sutton Parish Council 19<sup>th</sup> March. It was agreed that the boundary changes discussed be put forward for the consultation of the ECDC Community Governance Review.

#### **067/18 MEPAL SUMMER EVENT**

The Parish Council were expecting an update on the Mepal summer event but the member of public did not attend.

#### **068/18 GENERAL DATA PROTECTION REGULATION**

The Clerk updated the Parish Council on the GDPR that will apply from 25<sup>th</sup> May 2018. The Clerk provided information prior to the meeting which included a list of things that the council need to consider. It was requested that the Clerk take this forward for the next meeting.

#### **069/18 PARISH COUNCIL NOTICE BOARD**

The Parish Council notice board has had to be temporarily moved from Pond Farm due to the imminent demolition of the barns. The Chairman asked that the Clerk write to the developers to thank them for the prior notice of the works and to discuss when the notice board can be returned.

## 070/18 FINANCE

### a) 2017/18 Year End Financial Results

- The year end financial reports for 2017/18 were distributed prior to the meeting and approved
- The bank reconciliation for 31<sup>st</sup> March 2018 was distributed prior to the meeting and approved
- It was requested that the Clerk forward the year end accounts to the appointed internal auditor

### b) PAYMENTS made since last meeting:

• Neighbourhood Watch – 17/18 Grant	£52.58
• N&C Glass – repairs to bus shelter on Bridge Road	£367.20
• Councillor Expenses – Parish Maintenance	£13.87
• Staff Expenses – Notice Board & Training expenses	£127.52
• Staff Expenses – Village Maintenance	£22.25
• Glasdon UK Limited – Dog bin	£299.29
• Ely Print Centre – Printing of Traffic Questionnaires	£59.00
• David Frear Plumbing & Heating Ltd – Emergency call out and repairs	£114.00
• Staff Expenses – Mileage	£18.90
• Staff Expenses – Workwear	£114.64
• Staff Expenses – Domain name annual fee	£11.99
• Staff Wages – March 2018	£878.53
• HMRC – March 2018	£52.72
• ECDC – National Non-Domestic Rate for pavilion 2017/18	£770.14
• Unity Trust Bank – Service Charge	£24.75
• Cambridge ACRE – Payroll charges Jan-Mar 18	£54.00
• Playsafety Limited – Play Area Annual Inspection	£109.20
• Mepal Sports FC Seniors – Grant 2018/19	£150.00
• Mepal & Witcham Pre-School – Grant 2018/19	£140.00
• David J Richards Ltd – Mepal People April/May 18	£113.33
• Ely Tool Hire – hire of equipment for pavilion 8/3/18	£55.20
• ECDC – National Non-Domestic Rate for pavilion April 2018	£240.05
• Staff Expenses – Office expenses	£81.79

### c) DIRECT DEBITS paid:

• E.on – Street lighting March 2018	£24.95	DD(12/4/18)
• Opus – Gas at pavilion 16/2-18/3/18	£30.78	DD (3/4/18)
• Tesco Mobile – Clerk phone	£7.50	DD (16/4/18)
• Opus – Gas at pavilion 19/3-17/4/18	£36.79	DD (3/5/18)

### d) PAYMENTS to be made:

• Mepal Village Hall – hire of hall Jan – Mar 2018 (Chq signed at meeting)	£158.00
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### e) INCOME received:

• Unity Trust Bank – Interest	£46.52
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### f) QUOTES to discuss

- No entry sign relocation - quote discussed at agenda item 063/18 and approved.
- Grass Cutting and Ground Maintenance agreement for 2018/19 discussed and approved.

### g) SALARY INCREMENTS

- Proposed salary increments from April 2018 were discussed for both members of staff and approved.

## 071/18 SECURITY AT PAVILION

Concerns were raised on the possible vandalism of the pavilion and groups of young people hanging around it early in the summer evenings. Various suggestions were discussed and it was agreed that the Clerk contact the local PCSO to ask that they visit the site when in the village.

**072/18 ACTIONS completed and outstanding (report for information)**

- a) Business Plan -Workshop to be re-arranged for two evenings.
- 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. Flood repair ongoing.
- c) Status of Brick Lane - awaiting definite answer from archived information

**073/18 DIARY DATES**

- To note that the Mepal Parish Assembly will be Saturday 28<sup>th</sup> April 2018 at 10am-12pm at the Village Hall.
- To note that the next Full Council Meeting and Annual Meeting of the Parish Council will be Monday 14<sup>th</sup> May 2018 at 7.30pm at the Village Hall

Meeting closed at 21:15

..... 14<sup>th</sup> May 2018  
**Emma Harris, Clerk & Responsible Finance Officer**

..... 14<sup>th</sup> May 2018  
**Elizabeth Stazicker, Chairman**