

Cheveley Parish Council
Cheveley Parish Hall, 102 High Street, Cheveley, CB8 9DG.
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Chairman: Mrs Sallie Thomas. Vice-Chair: Mr James Hadlow. Clerk: Mrs Marilyn Strand.

MINUTES

Cheveley Parish Council Full Council Meeting on
Tuesday 11th October 2022 at 7.30pm
held at Cheveley Parish Hall, 102 High Street.

Present: Jane Gibson, James Hadlow (Vice-Chair), Sheila Marvin, Brent Noble, Sallie Thomas (Chairman), Robert Treanor and Sue Willows. Interim Clerk: Marilyn Strand.

There were no members of the public present.
The meeting was opened at 7:30pm.

72/22/23 Apologies and approvals of absence & Councillor Vacancy
Cllr Philip Nutt (personal).

73/22/23 Declarations of Pecuniary and Non-Pecuniary Interests
None.

74/22/23 Open Forum for Public Participation (10 mins)
None.

75/22/23 Approval of the Minutes of the meeting held on 27th September.
The minutes of the meeting held on 27th September were approved as a true record and signed by the Chairman.

76/22/23 Matters Arising including reports from the Clerk, Councillors and volunteers (for information only)
(a) To note report from the Clerk (verbal) of work in progress and actions completed.

- Cllr Willows has been added as a signatory to the Unity Trust bank accounts.
- Cllr Treanor has sent a satellite image of where the trees are to be planted on Broad Green to Kevin Drane at ECDC for his comments. The image has also been sent to local studs.
- Cllr Treanor has sent in the PC's feedback on the Local Highways Initiative scheme on Oak Lane. Confirmation of the layout of the scheme is awaited.
- Neighbourhood Plan – Cllr Hadlow and Alison Day had met with the PC's consultants who are going to create a design plan and begin putting together a revised and updated Plan. It is hoped a referendum on the revised Plan can take place next summer.

77/22/23 Reports from District and County Councillors (verbal).
District & County Cllr Alan Sharp reported the following: -

- The Local Highways Initiative will open on 31st October and run until 6th January 2023.
- CCC – a motion to match fund the Combined Authority's £1.7m to procure contractors to run bus services cancelled by Stagecoach had been voted down. News on which services had successfully procured replacement contractors will be announced on 19th October.
- Congestion charging in Cambridge – a consultation has opened and runs until 23rd December.

Cllr Noble said that the pot holes on Church Lane had still not been repaired. Cllr Sharp will follow up on this.

78/22/23 Planning Matters
(a) TPO/E/07/22 – 120 Centre Drive, Newmarket: T1-T6 Limes – NOTED with no comments.
(b) 22/01025/FUL 53 Centre Drive, Newmarket – replacement dwelling and garage following demolition of existing dwelling, garage and outbuildings – NOTED with the following comments: -

- It is of concern to the PC that the proposal includes three parking spaces at the front of the property as well as room at the rear for a garage and extra parking spaces. This seems excessive for a three-bedroom bungalow for two inhabitants, and would suggest there may be a number of additional vehicles exiting onto a narrow and busy road with no pavement.

(c) 22/01083/FUL 33 Centre Drive, Newmarket – demolition of side canopy, construction of lean-to side canopy, fencing and gates, bathroom dormer, ground floor window, replacement windows and replacement guttering and downpipes – NOTED with no comments.

79/22/23 Finance – Payments for agreement this month – AGREED.

(a)	Ref:	Payee/Item	Method	Total	Excl. VAT
	(1)	Twin Dots – website support Oct 22	DD	£50.40	£42.00
	(2)	Staff costs Sep 22		£553.79	
	(3)	Clerk's expenses Sep-Oct 22		£9.45	
	(4)	N Power Jul 22 (street lighting)		£50.46	£48.06
	(5)	McGregor Services – Aug 22		£831.60	£693.00
	(6)	ECDC play area inspection – CREDIT		-£30.00	-£25.00
	(7)	Green Cloud Hosting – Sep 22		£57.46	£47.88
	(8)	MHH – payroll services – Sep 22		£28.80	£24.00
	(9)	BT – cancellation of office phone		£220.95	
	(10)	SSE – electricity PH Jul-Sep 22		£81.48	£77.60
	(11)	CAPALC – Cllr training (New Cllr)		£75.00	
	(12)	Cheveley PTF&A – Jubilee badges		£169.36	
		Total payments for the month		£2,098.75	

It was also AGREED to pay HMRC (PAYE/NIC Q2) £835.06

- (b) To note monies received: -
- ECDC precept 2022-23 2 of 2 - £40,000.00
 - Mildenhall Monumentals (memorial) - £100.00.
 - Parish Hall hire (Sep) - £342.00.
 - Unity Trust Bank (interest) - £45.61.

NOTED.

80/22/23 Administration

(a) Review of Policies – this item was deferred.

81/22/23 Community/Community Groups

(a) Cheveley Parish Hall: -
1. To note Hall accounts, booking spreadsheet and analysis (sent by email) – Cllr Nutt – NOTED.

82/22/23 Staffing Matters

(a) Appointment of Clerk & Responsible Financial Officer (RFO) – update:
Mrs Sally Hughes has accepted the role of Clerk and RFO and will start on 24th October.

83/22/23 Date of Next Meeting & Matters for Future Consideration.

8th November.

Nu-Plan re: cupboards in Garden Room.

The meeting was closed at 8:10pm.