

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 Sally Hughes

AGENDA

Notice of Meeting: Full Council

Time: 7:30pm

Date: Tuesday 16th May 2023

Venue: The Garden Room, Cheveley Parish Hall, 102 High Street, Cheveley

All members of the Council are hereby summoned to attend a Meeting of Cheveley Parish Council for the purpose of transacting the business as set out below.

Members 5 Quorum 4.



Mrs Sally Hughes – Clerk to Cheveley Parish Council

11th May 2023

THE MEETING IS OPEN TO THE PUBLIC (INCLUDING THE PRESS)

- 001/23/24 Election of Chairman and signing of Declaration of Acceptance form**
- 002/23/24 Election of Vice Chairman**
- 003/23/24 Apologies and approvals of absence. Councillor vacancies and co-option (LGA 1972, s.85)**
- 004/23/24 Declarations of Pecuniary and Non-Pecuniary Interests** – declarations of pecuniary and non-pecuniary interests pertaining to agenda items for this meeting (Standing Orders section 2 (m)).
- 005/23/24 Open Forum for Public Participation (10 mins)** – at the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.
- 006/23/24 Approval of the Minutes for the meeting held on 11th April 2023.**
Correction 176/22/23 (b) 1. Parish Hall income – figure for March is £758 not £560
- 007/23/24 Matters Arising including reports from the Clerk, Councillors and volunteers** (for information only)
To note report from the Clerk (written) of work in progress and actions completed.
- 008/23/24 Reports from District and County Councillors (verbal)**
- 009/23/24**
 - a) Planning Matters
 - 1. PREAPP 00049/23
 - 2. PREAPP 00041/23
 - 3. Neighbourhood Plan update – to receive update from Cllr Hadlow/A Day
 - b) Planning Outcomes
 - 1. 22/00980/VAR – Glebe Stud - Demolition of stud worker's detached dwelling and construction of new dwelling – APPROVED

2. 23/00408/TRE – Glebe House – T1 Holm Oak (large/mature) – reduce whole crown sympathetically by 1.5 metre and thin by 5% to reduce weight and loading on brace. Replace brace – ALLOWED
3. 23/00403/TRE Glebe House – T1 Cedar – remove. – ALLOWED
4. 22/01505/FUL – Rayes House – new driveway, hardstanding and fence – APPROVED
5. 23/00186/FUL - 53 Centre Drive – replacement dwelling and garage - APPROVED

010/23/24 Finance – payments for agreement this month:

| (a) | Payee/Item | Method | Total | Exc VAT |
|-----|---|--------|-----------------|---------|
| 1 | Twin Dots – website support (Inv 4147) | DD | £50.40 | £42.00 |
| 2 | Green Cloud (Inv 15601) | DD | £57.46 | £47.88 |
| 3 | Green Cloud (Inv 15383) | DD | £57.46 | £47.88 |
| 4 | Npower (Inv 464) | DD | £44.44 | £42.32 |
| 5 | BT Broadband and Mobile – (April 23) | DD | £79.57 | £66.31 |
| 6 | ECDC – rates for hall - Apr 23 | DD | £151.00 | |
| 7 | MHH Payroll (May 23) | DD | £30.00 | £25.00 |
| 8 | Staff Costs (net) (including pension & quarterly tax/NI) – Apr 23 | BACS | £1456.03 | |
| 9 | Clerk’s Expenses | BACS | £24.30 | |
| 10 | McGregor Services – April 23 | BACS | £1143.60 | £953.00 |
| 11 | Multipay (M Strand monthly fee) | DD | £2.02 | |
| 12 | Multipay (S Hughes) card fee, two months | DD | £6.00 | |
| 13 | Multipay April 23 (mops, delivery fee and card fee) | DD | £23.96 | |
| 14 | Playsafety Ltd – Annual Inspection | BACS | £163.80 | £136.50 |
| 15 | TBM – technical support | BACS | £328.32 | £273.60 |
| 16 | dB Security Systems (paid on 13/4/23) | BACS | £1232.00 | |
| 17 | EBAC Plumbers – hall emergency repair | BACS | £176.40 | £147.00 |
| 18 | Cartridge Save | BACS | £147.50 | £122.92 |
| 19 | Rialtas – accounting software support | BACS | £127.57 | £106.31 |
| 20 | WAVE – Anglian Water – cemetery | DD | £11.27 | |
| 21 | Rothwells – carpet cleaning | BACS | £100.00 | |
| 22 | Ben Stoehr – Internal Audit | BACS | £260.06 | £216.72 |
| | Total Payments | | £5673.16 | |

(b) To note monies received

1. Parish Hall bookings – April £492.00
2. Precept £40,000.00
3. HMRC VAT refund £4853.40

(c) Banking & Finance

1. To receive Internal Audit report
2. To approve and sign the Annual Governance Statement for 2022/23
3. To approve and sign the Annual Accounting Statements for 2022/23
4. Review of payments by direct debit (as per Financial Regulation 6.7)

011/23/24 Administration and Forward Planning - (Standing Order 5. J.)

- (a) Annual review and approval of Standing Orders
- (b) Annual review and approval of Financial Regulations
- (c) Annual review of subscriptions
- (d) Setting of meeting dates for the upcoming year

012/23/24 Highways

- (a) LHI – to receive an update from Cllr Treanor

013/23/24 Community/Community Groups

Cheveley Parish Hall:

- (a) To note hall accounts, bookings and analysis
- (b) Car Park Lease – to receive an update from Cllr Treanor
- (c) Defibrillator battery – purchase of new battery
- (d) Water Safety – to receive report
- (e) McCalmont Cup and Young Volunteer of the Year – to receive nominations

014/23/24 Cemetery

015/23/24 Community Room

016/23/24 Date of Next Meeting and Matters for Future Consideration