

Cheveley Parish Council

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Chairman: Mrs Sallie Thomas Vice-Chair: Mr James Hadlow Clerk: Mrs Sally Hughes

MINUTES

Cheveley Parish Council Full Council Meeting on

Tuesday 11th April 2023 at 7.30pm

held at Cheveley Parish Hall, 102 High Street.

Present:

Parish Councillors: Jane Gibson, James Hadlow (Vice-Chair), Sheila Marvin, Brent Noble, Sallie Thomas (Chairman), Rob Treanor and Sue Willows

Clerk: Sally Hughes

District and County Councillor: Alan Sharp

There were 3 members of the public present, who left the meeting after item 175/22/23 a) 2.

The meeting was opened at 7:30pm.

169/22/23 Apologies and approvals of absence and councillor vacancy (LGA 1972, s.85)
None

170/22/23 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)).
Cllr Thomas – item 175/22/23 a) 2. – property owner

171/22/23 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.
Members of the public raised their concerns about planning application 175/22/23.a) 2.

172/22/23 Approval of the Minutes for meetings held on 14th March 2023
The minutes of the above meeting were accepted as a true record with one correction. Cllr Treanor was not in attendance.

173/22/23 Matters Arising including reports from the Clerk, Councillors and volunteers (for information only)
To note report from the Clerk of work in progress and actions completed.
It was requested that the clerk ask the school to inform their staff to not park in front of the hall doors as it is a fire exit.
LHI Bid – update from Cllr Sharp. He has not yet made any progress with this matter but will continue to try to engage with CCC Highways.
It was noted that Cllr Marvin had spoken to ECDC regarding the polling station details on their website. The name and location of the hall has now been updated.

174/22/23 Reports from District and County Councillors (verbal)

County

Cllr Sharp reported that there are two major issues at county level; firstly, the Cambourne to Cambridge busway. He reported that the Conservative councillors are in opposition on this issue. Also, the East West bus route. A decision will be being made in May. An amendment to the scheme was put forward

but lost the vote. The high growth of housing in and around Cambridge is the reason why these schemes are being considered.

The request for a referendum on the congestion charge was voted down. The outcome of the consultation will be available in June/July 2023.

Highways are repairing the leaking storm drain at the junction of Park Road and High Street.

Cllr Sharp will raise the issue in Church Lane with Bob Rossiter of Highways.

Oak Lane flooding. This matter will be raised with Bob Rossiter too.

District

Cllr Sharp will be accompanying Prince Edward at a visit to a chocolate factory in Ely and then Viva Arts centre in Soham on 12th April 2023.

175/22/23 a) Planning Matters

1. 22/01505/FUL – Rayes House, 103 High Street – amendments to existing plans.
There are comments on the planning portal from neighbours. The council resolved to respond to ECDC Planning to ask the Planning Officer to take these comments into account when considering the application. Action: the clerk will write to the Planning Officer.
2. 23/00331/FUL – 108 High Street, proposed new garage and rear extension
20.03pm Cllr Thomas left the room for this item.
Cllr Hadlow chaired this item. The council considered the application and comments made by neighbours in relation to the garage only. They resolved to respond to ECDC Planning to ask that these comments including issues with light, height of building and street scene are taken into account when the Planning Officer considers the application.
Cllr Thomas returned to the meeting after this item.
3. Neighbourhood Plan update – to receive written report from A Day.
Cllr Hadlow updated the meeting. He reported that the grant had come to an end and had been used to pay for the remainder of the work.

b) Planning Outcomes 23/00331/FUL

1. 23/00106/FUL – 104A Centre Drive – new cart lodge with gym/studio - APPROVED
2. 22/01506/LBC – Rayes House, 103 High Street - WITHDRAWN

176/22/23 Finance – payments for agreement this month:

(a)	Payee/Item	Method	Total	Exc VAT
1	Twin Dots – website support (Inv 4126)	DD	£50.40	£42.00
2	BT Broadband and Mobile – (Mar 23)	DD	£68.34	
3	ECDC – rates for hall - Apr 23	DD	£146.63	
4	MHH Payroll (April 23)	DD	£30.00	
5	Multipay Card (insurance £48.53 + £3.50 hand gel + £21 TENS)	DD	£73.03	
6	Staff Costs (net) (including pension & quarterly tax/NI) – Mar 23	BACS	£3079.25	
7	Clerk's Expenses	BACS	£51.30	
8	McGregor Services – Mar 23	BACS	£246.00	£205.00
9	Barr Ellison – legal fees	BACS	£799.20	£666.00
10	Glasdons – litter bins	BACS	£507.89	£423.24
11	MAGPAS – grant payment	BACS	£150.00	
12	Cambridgeshire Search and Rescue – grant payment	BACS	£130.00	
13	CAPALC – annual fee	BACS	£614.45	
14	People4Places – Neighbourhood Plan payment	BACS	£11225.04	£9354.20
15	Groundworks – Neighbourhood Plan grant refund	BACS	£562.80	
16	Newmarket Cycling Club – refund of deposit	BACS	£50.00	
17	Unity Bank – bank charge (current account)	BACS	£18.00	
18	Unity Bank – bank charge (hall account)	BACS	£18.00	

Total Payments

£17820.33

(b) To note monies received

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|----|---------------------------------|---------|
| 1. | Parish Hall bookings – Mar 23 | £560.00 |
| 2. | Mildenhall Monumentals | £35.00 |
| 3. | Chippenham PC (SLCC membership) | £78.66 |
| 4. | Bank Interest (Unity) | £142.21 |

(c) Banking & Finance – to receive an update.

To approve transfer of funds to new Redwood bank account. The council reviewed the current bank balances and **resolved** to transfer £78k to Redwood bank. It was noted that withdrawals can only be made back to the council's current account.

177/22/23 Administration and Forward Planning

- (a) Fixed Assets Inspection – to plan annual inspection adjusted and circulate list and detailed list. The council reviewed the list of road names/areas and allocated them to individual councillors. **Action:** the clerk will email the updated list and detailed list to all councillors. The item will be back on the agenda in July to review and confirm any action necessary.

178/22/23 Highways

- (a) Gates at Broomstick Corner – to consider quote for repair and repainting. The council agreed to the quote of £466 to repair the gates at Broomstick Corner. It was also **proposed** and **agreed** that the gates should be freshly painted. **Action:** the clerk will confirm to the contractor and ask him to quote for the extra work to paint the gates.

179/22/23 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 – negotiations are still ongoing, however good progress has been made and a mutually acceptable agreement is very close now. Part of the negotiations will be a 15 years lease and to ensure that the lease is non-transferable. The meeting thanked Cllr Treanor for his work on this matter.
- (c) Food Vendors – to consider additional vendors. The council agreed to start with two vendors a month and delegate the booking of vendors to the clerk.
- (d) Parish Hall – to consider options for bookings, invoicing and maintenance roles for the hall. It was proposed that an existing staff member be approached to see if she would be interested in taking on the additional work. **Action:** clerk to speak to staff member.

Note: Cllr Marvin reported that she had spoken to CambsACRE regarding use of the hall and the council's liability in relation to users' actions.

180/22/23 Cemetery

181/22/23 Community Room – Public Bodies (Admissions to Meetings) Act 1960 S2
Deferred

182/22/23 Date of Next Meeting and Matters for Future Consideration
16th May 2023.