

Cheveley Annual Parish Meeting

Tuesday 13th June 2023, 7pm
Cheveley Parish Hall, 102 High Street, Cheveley.

Minutes

Present:

Six Parish Councillors

11 members of the public

1. 7pm – Welcome, Explanations and Introductions
The meeting was opened by Cllr Treanor, Vice Chairman of the Parish Council. He explained the purpose of the meeting and welcomed residents.
2. Minutes of the Parish Meeting held on 3rd May 2022.
The minutes of the 2022 meeting were signed as a true record by Cllr Treanor.
3. Presentation of the McCalmont Cup
The council had received several strong nominations for the McCalmont Cup this year. The cup is awarded to a resident who has made a significant or long-term contribution to the community. This year's winner is Tracy Grimster who runs the Little Angels group for parents and young children in the community. The cup was presented to Tracy by Cllr Treanor.
4. Presentation of the Young Volunteer of the Year Award.
Again, the council received nominations of worthy recipients for the Young Volunteer award. The award this year goes to Sophie and Lena, who carry out litter picking in Oak Lane. They were presented with their awards by Cllr Treanor.

Reports from groups in the community including:

Cheveley Parish Council	Cllr Thomas, former Chair	See appendix 1
District & County Council reports	Cllr Alan Sharp	See appendix 2
Cheveley School		See appendix 3
PCC	Celia Bruce	See appendix 4

Evergreens

The Evergreens meet alternate Wednesdays from 2.15-4pm. They have regular speakers and organise events for their members including afternoon teas, bingo, meals out and trips.

5. Audited accounts for the year 2021/2022.
The audited accounts are published on the council's website and were signed off in September 2022.
6. Unaudited accounts for the year 2022/2023.
The unaudited accounts are published on the council's website and currently with the external auditor PKF Littlejohn.
7. Charity Annual Reports 2022/2023. – see appendix 5
8. Cheveley Parish Hall update – Cllr Thomas delivered a verbal update on the parish hall. There is also a written update. See appendix 6

9. Pavilion Improvements update – Cllr Treanor delivered a verbal update on the pavilion. There is also a written update. See appendix 5
10. Neighbourhood Plan update. – Allie Day delivered a verbal update on the Neighbourhood Plan. There is also a written update. See appendix 7
11. Other Business, summing up and close of the meeting.
 Feedback was received on the perceived lack of information around the publicity for the meeting. A request was made that publicity, including a brief explanation of the meeting’s purpose, is carried out before the 2024. Residents discussed the poor acoustics in the Garden Room and how it impacted their ability to engage in the meeting and at other events.
 A comment was received on the layout and content of the council’s website with a request to add more information on the village hall and improve navigation.
 Finally, it was noted that Fatima and Matilda are doing a great job on the planters in the village.

Meeting ended at 7.33pm

Report	Prepared By	Appendices
Cheveley Parish Council – Chairman’s Report	Cllr Thomas	1
ECDC and Cambridgeshire County Council	Cllr Sharp	2
Cheveley Primary School	Rob Warden – Head of Governors	3
Cheveley PCC	Celia Bruce – Churchwarden	4
Cheveley Recreation Ground and Pavilion Charity	Sally Hughes	5
Cheveley Parish Hall	Cllr Thomas	6
Neighbourhood Plan	Allie Day	7

Appendix 1

Cheveley Parish Council Chairman's Report

It has been a year of some changes for Cheveley Parish Council. Our Clerk for the past six years, Mrs Marilyn Strand, left us to take up a position with Soham Town Council where she replaced a former Cheveley Clerk, Diane Marshall. We were very concerned that it would leave us with a very big hole to fill but luck was on our side and our new Parish Clerk, Mrs Sally Hughes, has proved to be a great asset who is excellent in the position.

Also since the last Annual Parish meeting we have lost Councillor Alison Day who represented the North Ward. Allie was a valued member of the Council and amongst many other things was part of the team with James Hadlow and, for a while, former Councillor Richard Fullerton, responsible for producing the long awaited Parish Plan. We are delighted that Sue Willows has rejoined us, representing the North Ward, after a break. Phil Nutt briefly became a Councillor but left to concentrate on some events being held at the Parish Hall.

Another change during the year was brought about by our caretaker/cleaner Vendula Egerova leaving due to increased hours in her main position. Again we were fortunate in Rowena Berridge replacing her.

Our Parish Hall was officially opened last year to coincide with Her Majesty Queen Elizabeth's Jubilee celebrations and was carried out by Her Majesty's Lord Lieutenant of Cambridgeshire when the room at the front of the building was named the Jubilee Room and a framed photograph of the Queen positioned on one of the walls.

The Hall continues to provide a welcome venue for parishioners to enjoy classes and other events. This year the Council hope to be able to repay much of the sizeable loan taken out to build the Hall so that future generations can benefit from the facilities there without having to be concerned about making large annual payments.

At the end of the present term I decided to stand down after my second stint as Chairman of the Council although I remain a Councillor. Happily James Hadlow has taken over the role with Rob Treanor as Vice Chair.

We look forward receiving applications for residents to fill the current vacancies to stand as Councillors. Full details can be obtained from the Clerk.

Thank you to everyone for your support.

Cheveley Parish Council County & District Councillor Report – 2022/2023

East Cambs District Council

The District Council continues to be run in a financially sound way and have frozen their portion of the Council Tax for the tenth year running for 2023/24, which we believe is a record unbeaten anywhere in the country for a District Council.

There is a balanced budget for at least the next two years, and we will continue to maximise the income to the Council, whilst ensuring that costs are kept tightly controlled.

With the need for newer vehicles in the waste fleet, as the current vehicles are past their economic life, the Council is exploring investing in vehicles powered by recycled cooking oil.

We are awaiting the outcome of the Government's review of waste disposal, and this may bring changes, such as a black bin for black sack waste and a separate food container, as Government are trying to standardise waste collection across the country.

There continue to be more appeals by developers against refusal decisions by planning officers, but the District Council continue to win most of those appeals showing that the process undertaken by the planning team is robust.

The year has finished on a high with the Conservative Group retaining control of the Council, so that we can continue the work that we done over the last few years.

Alan Sharp

Amy Starkey

County Councillor Report

The past year has been a challenging one, where we have continued to urge the ruling Liberal Democrat/Labour ruling administration to put more money into road maintenance, as well as improving the quality of those repairs. The drop in standard of repairs is very noticeable across the County, which we fill leads to more dangerous road situations, as well as more cost to the county.

Our alternative budget proposals included placing over £4m extra from reserves into road maintenance. This was rejected, so we are left with the current situation, where there has been an effective cut in road maintenance budget of £710k, due to the budget not being increased by inflation.

I am bringing a motion before full council on 16th May asking that the Chief Executive is tasked with formulating a plan to allocate extra money from reserves to fix the current problems, including ensuring that the standard of repairs is drastically improved.

The debate around the Cambridge Congestion Charge proposed by the Greater Cambridge Partnership (GCP) continues to rumble on and continues to be a major issue for many residents, as the whole proposal is ill thought out.

I had spoken at the congestion charge rally in February and will continue to challenge the GCP proposals and await the result of the consultation, with any proposals going before the County Council.

The Highways & Transport Committee in March decided to restrict traffic over the Mill Road bridge, allowing only buses, taxis and blue badge holders/carers across the bridge and the Committee refused to consider the effect closure would have on Cherry Hinton Road, Coldham's Lane, Newmarket Road and the side streets, such as Coleridge Road and Tennyson Road.

The County Council introduced a new scheme for 20mph limits under a separate bidding scheme. However, I have concerns about the level of budget allocated to this initiative.

Alan Sharp

Appendix 3
Cheveley C of E Primary School

Cheveley Primary is the catchment primary school for children from the villages of Cheveley, Ashley, Kirtling, Woodditton, Saxon Street and Upend from the age of 4 (Reception year) to the age of 11 (year 6). We currently have 142 children on roll across five classes. In the last twelve months there have been a number of highlights for the school community, including:

- Phonics and Maths events for parents
- Balanceability and Bikeability cycling events for children
- A McMillan Coffee Morning
- A visit from Archdeacon Alex Hughes
- A Harvest Assembly in Church
- School Nativity Plays
- PT&FA Discos for Children
- A Remembrance event and Oak Class leading a Remembrance Service
- A visit from M&M Theatre who put on Snow White for the children
- A Children in Need event
- NSPCC non-uniform day to coincide with an NSPCC assemblies
- A PT&FA Movie Night for Children
- Mother's Day Lunches

We are a very busy and happy school community with a growing number of children on roll and with continued growth predicted in future years. We were recently visited for our OFSTED inspection, the result of which is due to be published imminently so please do keep an eye on the school website for the report. If anyone would like further information about school please do contact the school office office@cheveley.cambs.sch.uk

With all best regards

Rob Walden
Chair of Governors

Stacey Kendall
Head Teacher

Cheveley C of E (C) Primary School

Appendix 4

Report of the Fabric Goods and Ornaments of St Mary's Church Cheveley for 2022. (to be presented at Cheveley Parish Meeting on 13th June 2023)

Overview: The overall stewardship of the 'Fabric, Goods and Ornaments' is an ongoing task undertaken by the Churchwardens year by year. An annual report is submitted to the Parochial Church Council (PCC) for review and finally approved by the Annual Parochial Church Meeting (APCM).

The report is separated into sections: The Church is maintained regularly and kept fit for purpose requiring regular review of the building and its structure together with the heating and lighting, replacing and/or repairing any problems plus issues that may arise from time to time. These activities are identified either from the weekly use of the facilities, during normal worship services and by being vigilant to issues as they arise.

However, the Diocese mandates that a more structured review is undertaken every 5 years when an independent professional Architect is appointed to undertake a specific "Quinquennial Inspection" and their subsequent report, which identifies any urgent or planned remedial work needed to the Church (or other surrounding plant) is planned and enacted as part of the ongoing building maintenance assurance process. The last inspection was undertaken in October 2022 which found the church in overall good order for its age, but with a small number of minor remedial tasks which will now be prioritised and planned to be undertaken within the following 5 years. During the year some minor work was required to the mid altar with better, heavy duty wheels fitted to make movement easier.

A new smart electric meter and digital display was installed so we can more easily monitor electricity consumption. Internal lighting and heating units have required some attention, also some heating elements need to be replaced. Due to their age, it has not been possible to find a local supplier. The church sound system and projection unit have also had some ongoing maintenance. A larger projector was donated and installed in July 2022. Most work in the church is supported directly through our volunteers enabling us to continue the loving care of our church & buildings. Huge continuing thanks go to all our on-rotas cleaning team who diligently keep the church neat and tidy from week to week.

The Communion and fabric items utensils in good order.

Most of the pews are structurally sound with one or two beginning to rot due to historic woodworm. These will be monitored and action taken where necessary.

The parquet flooring requires some attention, but is not a safety hazard.

The churchyard is the responsibility of E.C.D.C. who regularly cut the grass. The outer churchyard walls require attention and the district council have been made aware of the work required. The current churchyard is closed, but still plenty of space for interment of Ashes for some years to come.

As well as the kitchen walls (South Transept), which is in need of some upgrading to meet current use and to slow their deterioration, we have embarked on installing permanent heating in both the North and South Transepts as soon as funding allows.

To enable the church to be fully flexible, our long term plan is to remove all fixed pews from the Nave. There will be the opportunity to repair and redecorate the walls plus restore the parquet floor and the Victorian tiles.

As many pews as possible will be kept and located around the walls. New stackable chairs will be purchased enabling the whole area to be used for both formal and social events.

The children's groups, which continue to grow, can then be relocated to a new area away from the North Transept which has become too small.

Our social committee continue to offer a varied programme throughout the year. This provides much needed funds which supports the general maintenance of this historic building. As ever, our annual fete attracts visitors from around the villages. This event provides us with approximately half of our annual income. Set against our liabilities, we have broken even for the last few years.

We are very grateful to the volunteers, coffee makers, flower arrangers and many others for all their help during the year in order that we may continue to open every day to visitors.

We would like to thank all the members of the parish who give up their time and talents in all sorts of practical ways to help with this process.

Very many thanks

James Hadlow & Celia Bruce Churchwardens

31/5/2023

Appendix 5

Annual Report for Cheveley Pavilion and Recreation Ground Trust

Opening Balance at 1 st April 2022	£3928.41
Closing Balance at 31 st March 2023	£4252.10

Cheveley Sports Club are the main users of the pavilion building and run weekly clubs for children and adults during the summer months.

The pavilion has also been booked out for a few private events.

A pipe burst in the storage cupboard during the very cold snap in December last year. Fortunately, this was spotted quite soon after the event and work carried out to repair the leak. Some sports equipment had some water damage but most were still usable after drying out.

The annual fire and safety inspections were carried out earlier in the year.

Two new bins were installed at the grounds.

A new Tulip tree was planted to replace the one that had been vandalised.

Works were carried out to repair the zip wire ramp, one piece of climbing equipment, a bench and a manhole cover

Expenditure

The council has continued to support the pavilion and recreation ground by funding the upkeep of both. The bins are emptied weekly all year round and the grass is cut on a regular basis during the growing season.

Notable expenditure during the year:

Additional CCTV cameras at the pavilion building	£1591
Wall maintenance	£6500
Retaining wall work	£12271.20
Bulkhead Light	£123.60

Future Plans

The council is currently looking at work to improve the pavilion. It is also considering work to prolong the life of the wooden play equipment.

Appendix 6

Annual Report for Cheveley Parish Hall

The hall was officially opened on 3rd June 2022 by Lord Lieutenant of Cambridgeshire, Mrs Julie Spence
The hall is being used by a number of groups including the Evergreens and Music builds Communities. The Farmers Markets that have been run each quarter have proved a great success. The hall is also used for yoga classes and private bookings for parties and other social events.

The council has purchased a licence to allow food vendors to trade from the car park to provide residents with the opportunity to buy quality takeaway food within the village. Pimp my Fish and Steak and Honour have proved very popular. Pizza Passione are also in the process of signing up to visit.

The council has arranged for new cupboards to be built in the hall. A new projector screen, kindly donated by the church, has been mounted on the wall.

Work has completed to fix the disabled access doors.

The council has been busy negotiating the lease for the car park and this matter is almost complete.

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Appendix 7

Cheveley Parish Neighbourhood Plan.

Update June 2023

The Parish Council started working on a Neighbourhood Plan for Cheveley Parish, following requests from residents in 2018.

Early 2019 saw a number of consultations held across the Parish, inviting residents to give their views and complete questionnaires to formulate the strategies for the Plan.

A small group of residents worked with the Parish Council to highlight the common themes and issues raised based on the data collected from the questionnaires.

April

The Parish Council obtained the services of Places4People Planning Consultants to help with the delivery of the plan.

August

The PC secured funding for the project from Locality.

Applied for additional support documentation created by AECOM, to help make the NP more robust. Design Code Guidelines and Housing Needs Assessment.

September October

Design Guide support request approved

Housing Needs Assessment support approved **December**

First draft of design guide.

February May

Housing Needs assessment draft

Draft Neighbourhood Plan provided from Places4people for review before PC approval.

We hope to be holding a Pre submission consultation in Autumn 2023, with an aim of having a Referendum in the Spring of 2024.

Possible timeline.

June -2023 – _Review amend draft Neighbourhood Plan

July - 2023 – PC approve First draft for consultation

Aug -2023 - Finalise and promote Pre-submission Consultation

Sept/Oct-2023 - Regulation 14 Pre-submission Consultation (at least 6 weeks) Nov -2023 -

Review responses and document evidence. Finalise plan.

Dec -2023 - Submission of Neighbourhood Plan to Local Planning Authority.

Jan/Feb -2024 - Publicity (6 week period)

Mar-2024 - Publicity and Independent Examination, review/amend

May-2024 - Referendum (4 week process)

We are looking for volunteers to join the working group, to help deliver this project.

Please contact Alison Day neighbourhoodplan@cheveley-pc.gov.uk or clerk@cheveley-pc.gov.uk if you would like more information.