

Cheveley Parish Council

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Chairman: Mr James Hadlow Vice-Chair: Mr Rob Treanor Clerk: Mrs Sally Hughes

MINUTES

Cheveley Parish Council Meeting on
Tuesday 12th March 2024 at 7.45pm
held at Cheveley Parish Hall, 102 High Street.

Present:

Parish Councillors: James Hadlow, Jane Gibson, Sheila Marvin, Rob Treanor, Sue Willows, Richard Jackson, Brent Noble and Sallie Thomas

County Councillor: Alan Sharpe

There was one member of the public present

Apologies:

District Councillor: James Lay

Clerk: Sally Hughes

The meeting was opened at 19:43 by Cllr Hadlow.

122/23/24 Apologies and approvals of absence. Councillor vacancies and co-option (LGA 1972, s.85)
District Councillor James Lay & Clerk Sally Hughes.

123/23/24 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)).
Cllr Hadlow declared a non-pecuniary interest (neighbour) in matter 133/23/24 regarding the Cemetery
Cllr Noble declared a non-pecuniary interest (neighbour) in matter 133/23/24 regarding the Cemetery.
Cllr Thomas declared a non-pecuniary interest (neighbour) in matter 23/01312/VAR regarding planning.

124/23/24 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.

A resident addressed the meeting commenting on planning matter 24/00201/FUL – Glebe Stud – dog park. The resident confirmed the proposal was for a maximum 3 dogs at one time and an average of 6 customers per day was expected with a weighting towards heavier footfall at weekends. The proposal allowed for parking on private land via access from Park Road and access would be controlled via an app based system.

125/23/24 Approval of the Minutes for the meeting held on 13th February 2024
The minutes of the council meeting held on 13th February 2024 were signed as a true record.

126/23/24 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.
Cllr Marvin commented on the electricity supply to the old phone box at Broomstick corner. Cllr Jackson reported that BT will cover the costs of the electricity to the unit as part of a nationwide scheme to disused phone boxes.

Cllr Willows stated there were now two defibrillators located in North Ward due in large part to the fundraising activities of a resident.

In response to an enquiry by a national agency, Cllr Marvin discussed the adoption of the lamp posts at Little Green. It was reported that CCC has now adopted the streetlamps but that progress to do so had been very slow.

Cllr Jackson commented on the naming of the development by Denbury Homes. Cllr Jackson was asked to circulate his email correspondence from Denbury Homes to all Cllrs.

127/23/24 Reports from District and County Councillors (verbal)

Cllr J Lay – East Cambs District Council

CAB,

Newmarket CAB Office supports our area and in the last ten months Woodditton Ward has had 98 families seeking help. In the greater Newmarket area from Fordham, Redlodge, Bottisham, Woodditton Ward, including Newmarket, 977 families have asked for help just in the last 10 months.

I am in the process of finding staff who will need training to extend the opening of the Newmarket Office.

Home Heating

ECDC have given 250 electric blankets to people in need.

Anglia Revenue Partnership

ARP collect the Council Tax on behalf of five Local Authorities including ECDC.

They have reported that ECDC payments are on target.

Newmarket Cinema

A new cinema in Newmarket is due to open at the end of the month.

Cllr Sharp – Cambridgeshire County Council

County Council Budget

The council has made a 4.99% increase for their portion of the 2024/2025 Council Tax.

Highways & Transport Committee

The Highways & Transport Committee met on the 5th March, to receive a report about the capital maintenance programme for 2024/2025. There are still huge gaps where no proposal has been made on which roads are going to be repaired, despite the new financial year starting on 1st April. We await further details from the administration.

Buses

The Combined Authority is increasing the precept from £12 to £36 and using the extra funds for funding new bus routes and cheaper fares for under 25s. However, there is already pressure on the current bus services that needs addressing and that will eat into the extra funds raised under this 200% increase, so reducing the opportunity for the development of extra services.

Swaffham Heath Crossroads

The work on the staggered crossroads was due to start on Monday March 4th. On Friday March 1st, CCC officers advised that due to continuing legal issues, the start date would be delayed.

Broomstick Corner

I have continued to chase the road lining works at the junction. The Highways team had pushed this work back into next financial year, but I have told them that the work is a huge safety issue.

A14 Junction 37 to Junction 38

There is an issue with the water table, which is causing water to continue to deposit itself on the carriageway. 12 million litres of water have been pumped away in the last week, in an effort to make the road safe. This work is ongoing.

Duchess Drive

A resident had contacted me about speeding along Duchess Drive. I advised that the 30mph and 40mph limits were in place and some traffic calming was possible, but would have to go through the PC as part of any LHI bid. Enforcement seemed another option, but that would not be a solution all of the time.

East Cambridgeshire District Council

Budget

ECDC passed a nil percentage increase in the Council Tax for 24/25 and it is worth remembering that the East Cambs Trading Company (ECTC) has generated over £6m of income and savings to the Council since 2016.

128/23/24 a) Planning Matters

1. Neighbourhood Plan update
The plan is under review by ECDC. Cllr Hadlow asked Cllr Sharp to prompt Richard Kay at ECDC for an update because it would be preferable to have a referendum at the same time as other elections in May to save costs.
2. 23/01312/VAR – 106 High Street, to vary plans
No comments.
3. 23/00877/FUL - Clovelly, 116 Ashley Road, Demolition of 1no. semi-detached bungalow and erection of replacement 1 1/2 storey dwelling – amendment/additional information
Cllrs objected that the proposed property on the grounds it was too large and out of character with the other surrounding dwellings. Objection was also given to the layout density and visual appearance.
4. 24/00145/FUL – Glebe Stud - Replacement stables and provision of all-weather turning-out area
No comments.
5. 24/00201/FUL – Glebe Stud – dog park
Whilst the parish council do not object to the proposal, they have concerns about the increase in vehicle movements and parking on verges. They have asked ECDC Planning to ensure that reasonable business hours and the number of animals on site are conditioned as well as other mitigating measures.
6. 23/01194/FUL – 108 Centre Drive – amendment
No comments.

b) Planning Outcomes

None

129/23/24 Finance – payments for agreement this month:

- (a) To agree payments for the month as per the Financial Transaction List
Approved.
- (b) To note monies received as per the Financial Transaction List
Noted.
- (c) Charity Expenditure – to ratify expenditure requested at the Cheveley Pavilion and Recreation Ground Charity meeting held on 12th March 2024.
Approved.
- (d) Loan – repayment of loan
A partial repayment of the loan (£40k) had been repaid. The Council had benefitted from a favourable variance in the gilt market. Cllrs discussed revisiting a further overpayment later in the year.

130/23/24 Highways

- (a) Broomstick Corner – to receive update from Cllr Sharp/Highways.
Cllr Sharpe reported there had been no progress and that this was not the only Highways issue which was taking longer to resolve than expected.

131/23/24 Community/Community Groups

Cheveley Parish Hall:

- (a) To note hall accounts, bookings and analysis

Cllr Marvin commented that the Council was outstanding a letter of thanks for money raised during a bingo event which took place on the 2nd March. For transparency, Cllr Jackson was asked to follow up including adding more detail to the bookings list.

- (b) Unpaid debt – to receive update
The debtor had paid the March instalment, a further two payments remained.
- (c) Defibrillator – to receive update
Cllr Jackson commented that, an application had been made to the British Heart Foundation to supply a new defibrillator and have it installed at the old phone box at Broomstick Corner.
- (d) Heating controller – to consider replacing the existing control panel.
The item had been deferred awaiting a second quote.
- (e) Booking Form and Terms and Conditions – to review final draft
Cllrs thanked Cllr Marvin and Cllr Jackson for the work to produce the new form. Cllrs discussed the clause for a deposit required to reserve the hall when booking and agreed that this should remain on the form and needs to be collected separately. Cllrs agreed to remove the Commercial rate and have a single rate which would be the same for the parish hall and pavilion. Cllrs agreed the contract would come into force from the beginning of the 2024/25 financial year from 6th April 2024. All repeat hirers would be asked to sign the updated document.
- (f) Phone Box – to consider request from Brownies to tidy community libraries.
Cllrs agreed unanimously.
- (g) Disabled Access button – to consider using concrete to secure disabled access button mounting post - Deferred awaiting quotation.

132/23/24 HR/Administration

- (a) Newsletter – to consider final draft of council newsletter
Cllrs thanked Cllr Jackson for his work, some final suggestions were made ahead of a version for publishing.

133/23/24 Cemetery

To consider rodent control.
Cllrs approved expenditure of up to £300.

134/23/24 Date of Next Meeting and Matters for Future Consideration

Cllr Marvin expressed an interest in attending a CAPALC course costing £25 which Councillors voiced support for.

The meeting was closed by the Chairman at 21:11

CHEVELEY PARISH COUNCIL – FINANCIAL TRANSACTION LIST FOR MARCH 2024

Agenda Item 116/23/24 (a)

Payments – Direct Debits and Standing Orders

Ref	Supplier	Description	Cost	Less VAT	Auth 1	Auth 2
1	Twin Dots	Website Support (inv 4414)	£50.40	£42.00		
2	BT Broadband	Parish Hall broadband (Dec 23)	£50.38	£41.99		
3	EE Mobile Phone	Mobile Phone	£6.84	£5.70		
4	ECDC	Rates for Parish Hall	£151.00	0		
5	MHH Partnership	Payroll	£30.00	£25.00		
6	Npower	Street lighting	£95.96	£91.39		
7	SSE	Electric – parish hall	£306.98	£292.36		
8	Greencloud	Hosted emails (inv 27356)	£62.24	£51.87		
	TOTAL		£753.80	£550.31		

BACS Payments

Ref	Supplier	Description	Cost	Less VAT	Auth 1	Auth 2
9	Staff Costs	Salaries, pension (Feb 23)	£1545.25			
10	S Hughes	Clerk's Expenses	£82.10			
11	McGregor Services	Grounds Maintenance	£576.00	£480.00		
12	Cartridge Save	Ink - PAID	£87.49	£72.91		
13	Chippenham PC	Share of SLCC membership	£154.00			
14	HSBC	Bank fee	£30.00			
15	Unity Bank	Bank fee	£18.00			
16	Unity Bank	Bank fee	£18.00			
17	TBM	Clerk's laptop – replace fan	£70.80	£59.00		
18	TBM	IT support	£374.40	£312.00		
19	RH Landscapes	Recreation ground – tree works	£900.00	£750.00		
20	Moy Home Maint	Deposit – materials and 10% labour - PAID	£276.00			
	TOTAL		£4132.04	£1673.91		

Agenda Item 116/23/24 (b)

Receipts

Ref	Supplier	Description	Amount
1	Parish Hall Bookings	Feb 24	£556.66
2	HSBC	Interest Feb 2024	£49.86
3	Redwood Bank	Interest Jan 2024	£173.27
4	Redwood Bank	Interest Feb 2024	£162.53
5	HJ Paintin	Interment fee	£230.00
	TOTAL		£1172.32

Internal Transfer

Ref	Supplier	Description	Amount
1	HSBC to Unity	Ready for PWLB payment	£40,000.00