

Cheveley Parish Council

Cheveley Parish Hall, 102 High Street, Cheveley, CB8 9DG

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

AGENDA ANNUAL PARISH COUNCIL MEETING

Notice of Meeting: Full Council

Time: 7.45pm, immediately following the Cheveley Pavilion and Recreation Ground Charity meeting.

Date: Tuesday 13th May 2025

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 8 Quorum 4.



Sally Hughes – Clerk to Cheveley Parish Council
8th May 2025

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

- 001/25/26 Election of Chairman and signing of Declaration of Acceptance form**
- 002/25/26 Election of Vice Chairman**
- 003/25/26 Apologies and approvals of absence. Councillor vacancies and co-option (LGA 1972, s.85)**
- 004/25/26 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)).
- 005/25/26 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.
- 006/25/26 Approval of the Minutes for the meeting held on 8th April 2025.**
- 007/25/26 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.
- 008/25/26 Reports from District and County Councillors (verbal)**

- 009/25/26** a) Planning Matters
1. 25/00342/FUL – 71 Duchess Drive, proposed remodelling of existing dwelling with associated works
 2. 25/00402/FUL – 45b High Street, conversion of external store to form hair salon – retrospective
 3. 25/00420/HEN – 25 High Street, construction of single storey flat roof rear extension which extends beyond the rear wall by 5.01m, has a maximum height of 2.96m and an eaves height of 2.77m
 4. 25/00419/FUL – 213 High Street, extension to shop
- b) Planning Outcomes
1. 25/00194/FUL – 5 Church Terrace, approved
 2. 25/00283/TPO - land to West Of 104B Meadow Lane, tree works, permitted
 3. 25/00306/TPO & 25/00323/TRE – 165 High Street, tree works, permitted

010/25/26 Finance – payments for agreement this month:

- (a) To agree payments for the month as per the Financial Transaction List
- (b) To note monies received as per the Financial Transaction List
- (c) Charity Expenditure – to ratify expenditure requested at the Cheveley Pavilion and Recreation Ground Charity meeting held 13th May 2025.
- (d) Bank reconciliation – to confirm bank reconciliation has been verified
- (e) To receive and note internal audit report
- (f) To complete and approve the Annual Governance Statement for 2024/25 (AGAR)
- (g) To approve the Accounting Statements for 2024/25 (AGAR)

011/25/26 Highways

- (a) Dog bin – Centre Drive – receive update
- (b) Yellow lines – High Street – to consider applying for extension of yellow lining

**012/25/26 Community/Community Groups
Cheveley Parish Hall:**

- (a) To note hall accounts, bookings and analysis for April 25.
- (b) Damp at hall – to receive an update
- (c) Retaining wall at parish hall – to receive update
- (d) CPR and defibrillator training – to consider request to waive hire fee
- (e) Community Payback – to consider offer of help

013/25/26 McCalmont Cup

To consider nominations and vote for winner of the McCalmont Cup and Young Persons Award

014/25/26 Administration and Forward Planning - (Standing Order 5. J.)

- (a) Annual review and approval of Standing Orders - with updated wording to reflect recent changes to Financial Regulations
- (b) Annual review and approval of Financial Regulations
- (c) Annual review of subscriptions
- (d) Annual review of direct debits
- (e) Setting of meeting dates for the upcoming year
- (f) Noticeboard at village shop

015/25/26 Policy Reviews

- (a) Review and adoption of IT Policy
- (b) Review and confirmation of additional wording for CCTV Policy. Purchase of additional signage.

016/25/26 Date of Next Meeting and Matters for Future Consideration

10th June 2025