

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

MINUTES

Cheveley Annual Parish Council Meeting on

Tuesday 11th June 2024 at 7.45pm

held at Cheveley Parish Hall, 102 High Street.

Present:

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

District Councillor:

County & District Councillor:

There were no members of the public were present

The meeting was opened at 7.50pm by Cllr Hadlow.

Minutes

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

- 016/24/25 Apologies and approvals of absence. Councillor vacancies and co-option (LGA 1972, s.85) - None**
- 017/24/25 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)) - None**
- 018/24/25 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. – No members of the public were in attendance.**
- 019/24/25 Approval of the Minutes for the meeting held on 14th May 2024. – the minutes of the meeting were approved as a true record and signed by the Chairman.**
- 020/24/25 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.
- 021/24/25 Reports from District and County Councillors (verbal) – no reports**
- 022/24/25**
- a) Planning Matters
 - 1. Neighbourhood Plan update – the final version of the report is being prepared before it is submitted for referendum.
 - 2. 24/00145/FUL – Glebe Stud, amendments and additions – no comments
 - 3. 24/00459/FUL – 45b High Street, pergola and shed – no comments
 - b) Planning Outcomes
 - 1. 23/01194/FUL – 108 Centre Drive - approved
 - 2. 24/00290/FUL – 120 Centre Drive – refused
 - 3. 24/00296/FUL – 28a Ashley Road – approved
 - 4. 24/00391/TRE – Kidbrooke 177 High Street - permitted

23/24/25 Finance – payments for agreement this month:

- (a) To agree payments for the month as per the Financial Transaction List – Agreed.
- (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 11th June 2024. – No expenditure.
- (d) To complete and approve the Annual Governance Statement for 2023/24 (AGAR) – Completed and approved and signed by the Chairman
- (e) To approve Accounting Statements for 2023/24 (AGAR) – Approved and signed by the Chairman.

024/24/25 Highways

- (a) Replacement dog bin at Duchess Drive – to approve expenditure - it was approved to supply a replacement dog bin for Duchess Drive at a cost of £225 exc VAT.
- (b) LHI bid – to consider methods to consult with residents on road safety improvements – Cllr Treanor outlined a survey to canvass opinions from all residents. The content of the survey will be finalised for the July meeting. The survey will run during August. Paper copies will be available for residents who do not have online access. The council approved the expenditure to print and distribute notices about the survey.
- (c) Dog mess in Meadow Lane – further information from resident – it was agreed that Cllrs Gibson and Willows would offer to meet with the resident to pinpoint the best locations for additional signage.

025/24/25 Community/Community Groups

Cheveley Parish Hall:

- (a) To note hall accounts, bookings and analysis – noted.
- (b) To consider window cleaning service on a quarterly basis – the Clerk has received two quotes so far. It was suggested that Cllr Willows ask her son as he has cleaned the windows before. It was also agreed that both the inside and outside windows need to be cleaned. The council also agreed to purchase a telescopic duster to remove cobwebs from the rafters. It was also mentioned that the ants around the hall need treating. The Clerk will contact the pest controller.

026/24/25 Cemetery/War Memorial

To consider cost to spray weeds around the war memorial – it was agreed to add this the annual program of work.

027/24/25 Date of Next Meeting and Matters for Future Consideration

The next meeting will be held on 9th July.

Circulation of the Asset Register to councillors for the annual check.

Painting of metal gates.

Cleaning and re-oiling of bench.

The meeting was closed by the Chairman at 8.34pm.

CHEVELEY PARISH COUNCIL – FINANCIAL TRANSACTION LIST FOR JUNE 2024

Agenda Item 023/24/25 (a)

Payments – Direct Debits and Standing Orders

Ref	Supplier	Description	Cost	Less VAT	Auth 1	Auth 2
1	Twin Dots	Website Support	£50.40	£42.00		
2	BT Broadband	Parish Hall broadband	£39.67	£33.05		
3	EE Mobile Phone	Mobile Phone	£7.38	£6.15		
4	ECDC	Rates for Parish Hall	£155.25	0		
5	Npower	Street lighting	£81.89	£		
6	Greencloud	Hosted emails	£62.24	£51.87		
7	MHH	Payroll (inv 40557)	£30.00	£25.00		
8	Multipay	Farmers Market Licence, card fee	£83.00			
	TOTAL		£1277.01			

BACS Payments

Ref	Supplier	Description	Cost	Less VAT	Auth 1	Auth 2
9	Staff Costs	Salaries & pension (May 24)	£1726.71			
10	S Hughes	Clerk's Expenses	£53.00			
11	McGregor Services	Grounds Maintenance	£1428.00			
12	Elan City	MVAS batteries x 2	£191.90	£159.92		

Agenda Item 023/24/25 (b) - Receipts

Ref	Supplier	Description	Amount
1	Parish Hall Bookings	May 24	£531.70
2	HSBC	Interest May 2024	£36.23
3	Redwood Bank	Interest May 2024	£175.11
4	SSE	Credit (against future invoice)	£30.00
5	Cambs County Council	Grass cutting grant	£473.83
6	HMRC	VAT refund	£7936.48
	TOTAL		