

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 Parish Council Meeting on
**Tuesday 10th December 2024 at 7.45pm immediately following the Cheveley Pavilion and Recreation
Ground Charity meeting**
held at Cheveley Parish Hall, 102 High Street.

Present:

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

District Councillor:

County & District Councillor: Alan Sharp

There were three members of the public present for part of the meeting

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

- 077/24/25 Apologies and approvals of absence. Councillor vacancies and co-option (LGA 1972, s.85)**
Cllr James Lay
- 078/24/25 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
- 079/24/25 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.
Members of the public spoke about their concerns with speeding and a recent accident which happened near the school. Cllr Hadlow explained that the parish council has limited access to funding for road safety improvements and that the responsibility for road safety and traffic lies with Cambridgeshire County Council's Highways Department. Cllr Sharp offered to meet with members of the public outside of the meeting so that he can feed back concerns directly to the county council. This item was also discussed under 085/24/25 b.
The members of the public left after this discussion.
- 080/24/25 Approval of the Minutes for the meeting held on 12 November 2024** – signed as a true record by the Chairman.
- 081/24/25 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.
It was agreed that the Clerk would include a summary of correspondence on the Clerk's Report.
- 082/24/25 Reports from District and County Councillors (verbal)**
Cllr Sharp reported that he and a colleague from West Suffolk County Council are meeting to discuss the adverse impact on villages when traffic is diverted due to issues on the A14.
He will push for the white lining at Duchess Drive and Park Road to be carried out promptly due to the dangerous nature of the junction and lack of road markings.
The new bus routes promised by the CAPCA are not yet in service.

Cllr Sharp also mentioned about the proposed Kingsway Solar Farm which will take up a significant area of prime agricultural land.

Cllr Lay – report by email. He is progressing his work to identify unoccupied properties in the district and work to get them back into use. He is also planning to set up defibrillator training in all his wards.

083/24/25 a) Planning Matters

1. 24/01157/FUL – land SE of 120 Centre Drive – the council were unable to form an opinion on this matter as more information is needed. It was noted that more development on Centre Drive is undesirable due to traffic issues.
2. 24/01190/TRE – 165 High Street – tree works- the council object to the felling of T1 Corsican Pine due to the impact this will have on the conservation area. The tree plays a significant role in the landscape and is in a prominent position along the high street. It is at least 100 years old and at maturity. It was suggested that removal of x2 large lower limbs would be a sufficient compromise to enable the tree to remain for the next 100 years.
The council does not object to the removal of x4 lower limbs of T2.
3. Wider Wicken Fen Vision – to review email – noted
4. Wicken modified Neighbourhood Plan - noted
5. 24/01256/FUL 14 Meadow Lane – removal of structure to be replaced with rear extension – no comments.
6. 24/01167/TRE – Kidbrooke, 177 High St – tree works – concerns were raised about the removal of the hedge and its impact on the conservation area due to its location to the front of the property and visibility from the High Street. The council will seek assurance that existing trees will not be removed as part of this application.

b) Planning Outcomes

1. TPO/E/09/24 Ash Tree at 177 High Street
2. 24/01192/TRE Kidbrooke Lodge – TPO assigned
3. 24/00892/FUL – Clovelly - approved
4. 24/01078/TPO – Meadow Lane – tree works - approved

084/24/25 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 10th December 2024.
Mick Pooley £60.00
- (d) Bank reconciliation – to confirm bank reconciliation has been verified – confirmed. Thank you to Cllr Marvin for verifying the bank reconciliation each month.
- (e) Draft budget – to review and approve the draft budget – the draft budget was approved. Thanks were offered to Cllrs Noble and Jackson for their work on this matter.
- (f) Precept – to set the precept for the coming financial year – councillors reviewed the report provided by the Clerk and determined that the precept will remain unchanged for 2025/26.
- (g) Net Zero funding scheme – to consider options – no submissions were put forward.
- (h) To review quotation for various small jobs at the hall and pavilion – it was agreed to go ahead with the defibrillator cabinet and pavilion drawer repairs. It was also agreed to investigate the source of damp in the Jubilee Room. The council will look to re-oil the oak framed noticeboard next year.

085/24/25 Highways

- (a) LHI bid – to receive update from Cllr Treanor – Cllr Treanor reported that he has now compiled a five-year plan for future LHI funding bids. This list is based on the five areas of most concern as identified in the recent survey.
Cllr Treanor has met with a Highways Officer to discuss the potential for two schemes in the village and is awaiting feedback from the Officer to determine which scheme would work best and have the most chance of a successful bid.
It was agreed to publish the five-year plan on the website. Cllr Sharp said he would support any bid made by the parish council.

- (b) RTA near school – to consider email from resident – the recent accident in Park Road has highlighted the issue of traffic and speeding issues near the school. As explained in item 079/24/25 above, the parish council has a very limited remit when it comes to highways issues. The Clerk will look into stickers for wheelie bins which was suggested by one resident. She has also investigated traffic buddy signs to go outside the school. This information will be sent to the headteacher. The meeting also discussed the poor road markings at Park Road/Duchess Drive. The Clerk has reported the matter to Highways and Cllr Sharp will also press for the work to be urgently carried out. The school will be encouraged to lobby the county council for road safety improvements. Residents are also encouraged to get involved in the Speedwatch initiative which helps to change poor driving behaviour.
- (c) Relocation of dog bin – to receive an update - ongoing

**086/24/25 Community/Community Groups
Cheveley Parish Hall:**

- (a) To note hall accounts, bookings and analysis for November 24 - noted

087/24/25 Cemetery

088/24/25 Admin & HR – Closed Session

- (a) Clerk's annual review – the clerk's annual review and salary were discussed and an annual pay increase approved.
- (b) Caretaker salary review – the caretaker's annual salary review was completed.

089/24/25 Date of Next Meeting and Matters for Future Consideration

14th Jan 2025

CHEVELEY PARISH COUNCIL – FINANCIAL TRANSACTION LIST FOR NOVEMBER 2024

Agenda Item 083/24/25 (a)

Direct Debits for December 2024

Ref	Supplier	Description	Cost	Less VAT	Auth 1	Auth 2
1	Twin Dots	Website Support inv 4615	£50.40	£42.00		
2	BT Broadband	Parish Hall broadband – inv M030 FE	£50.34	£41.95		
3	EE Mobile Phone	Mobile Phone inv dated 26/11	£7.38	£6.15		
4	ECDC	Rates for Parish Hall (annual invoice provided only)	£156.00	0		
5	Npower	Street lighting (Nov 24)	£103.13	£98.22		
6	Greencloud	Hosted emails – inv 28898	£62.24	£51.87		
7	MHH	Payroll	£30.00	£25.00		
8	Multipay (Nov)	Toner and card fee	£103.34	0		
9	Unity Bank	Monthly bank charge – current a/c – Nov 24	£6.00	0		
10	Unity Bank	Monthly bank charge – Parish Hall a/c – Nov 24	£6.00	0		
	TOTAL		£574.83			

BACS Payments

Ref	Supplier	Description	Cost	Less VAT	Auth 1	Auth 2
11	Staff Costs	Salaries and pension – Nov 24	£1946.52			
12	S Hughes	Clerk's Expenses	£38.70	0		
13	McGregor Services	Grounds Maintenance	£366.00	£305.00		
14	PPL PRS	Music licence	£301.64	£251.37		
15	Community Heartbeat	Defib pads	£155.94	£124.00		
16	MA Pooley	Pavilion Roof repair	£60.00	£50.00		
17	Glasdons	Dog bags – balance	£8.83			
18*	J Allison	Installation of thermostat	£491.76			
	Total		£3369.39			

Agenda Item 083/24/25 (b) – Receipts

Ref	Supplier	Description	Amount
1	Parish Hall Bookings	November 24	£545
2	Redwood Bank	Interest to 16 Oct 24	£276.66
3	Cambs CC	Car Park Rent	£3319.44
4*	ECDC	Pride of Place grant for pavilion car park	£1624.00
	Total		£5765.10

* added after publication of the Financial Transaction List