

# 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

**Notice of Meeting:** Full Council

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

**Date:** Tuesday 11<sup>th</sup> February 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  
5<sup>th</sup> February 2025

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

- 101/24/25** Apologies and approvals of absence. Councillor vacancies and co-option (LGA 1972, s.85)
- 102/24/25** **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)).
- 103/24/25** **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.
- 104/24/25** **Approval of the Minutes for the meeting held on 10<sup>th</sup> December 2024.**
- 105/24/25** **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.
- 106/24/25** **Reports from District and County Councillors (verbal)**
- 107/24/25**
- a) Planning Matters
    - 1. 24/00842/FUL & APP/V0510/D/24/3358094 - 108 Centre Drive – appeal
    - 2. 25/00079/TRE – 77 High Street, tree works
    - 3. 25/00090/FUL – land north of 154 High Street, 4 x glamping pods
    - 4. 24/01253/FUL – 213 High Street, 1.5 storey rear extension, additional shop floor space with separate first floor Flat
  - b) Planning Outcomes
    - 1. 24/01256/FUL – 14 Meadow Lane – single storey extension – approved
    - 2. TPO/E/09/24 – 177 High Street, TPO confirmed
- 108/24/25** **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 on 11<sup>th</sup> February 2025.
- (d) Bank reconciliation – to confirm bank reconciliation has been verified
- (e) Internal Audit – to appoint an internal auditor for 2024-25

**109/24/25 Highways**

- (a) Relocation of dog bin – to receive an update

**110/24/25 Community/Community Groups**

**Cheveley Parish Hall:**

- (a) To note hall accounts, bookings and analysis for January 25.
- (b) To consider Hallmaster software – see report
- (c) To consider replacing existing window stays and locks in Jubilee room @ approximately £15 per window plus labour.
- (d) Damp at hall – to consider next steps to resolve issue

**111/24/25 Cemetery**

- (a) To review and approve updated risk assessment
- (b) Conduct memorial safety assessment

**112/24/25 Administration**

- (a) To approve purchase of locks for filing cabinets @ £6.99 each
- (b) Website – to consider changes to the layout and content of the website

**113/24/25 Date of Next Meeting and Matters for Future Consideration**

11<sup>th</sup> March 2025