

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 14th January 2025 at 7.45pm immediately following the Cheveley Pavilion and Recreation Ground
Charity meeting**
held at Cheveley Parish Hall, 102 High Street.

Present:

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

District Councillor: James Lay (until 8.08pm)

County & District Councillor:

There were two members of the public present

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

- 90/24/25 Apologies and approvals of absence. Councillor vacancies and co-option (LGA 1972, s.85)**
Cllr Hadlow - working
- 091/24/25 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**
- 092/24/25 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.**
There were no comments from the public.
- 093/24/25 Approval of the Minutes for the meeting held on 11th January 2025 – The minutes were approved and signed by the Chairman as a true record with two additional comments:**
- 079/24/25 to record a request by a councillor for members of the public who attended the previous meeting, to promote and consider joining the Speedwatch initiative.
 - 84/24/25 (h) - the words 'and hall door' were added this item.
- 094/24/25 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. Noted.
- 095/24/25 Reports from District and County Councillors (verbal)**
Cllr James Lay reported about the plans to move from the current two-tier local government (district and county) to a one tier unitary authority. It is likely that this will happen in 2028 for ECDC. During April and May 2025 Cllr Lay is organising some defibrillator training in his local wards and will be encouraging participants to become GoodSam volunteers who act as first responders to bring defibrillators to 999 emergencies where the patient is having a suspected cardiac arrest. Cllr Lay left the meeting at 8.08pm after this item.

096/24/25 a) Planning Matters

1. 24/01253/FUL – 213 High St - 1.5 storey rear extension, additional shop floor space with separate first floor Flat. – this is currently not an active application.
2. 24/01244/FUL - Beech Lodge 117 Duchess Drive, proposed outbuilding – no comments
3. 24/00821/FUL – 177 High Street, Replacement dwelling following demolition of existing dwelling, construction of 2 no ancillary buildings and associated work.

The council is concerned about the size and scale of the building and consider a three-storey structure too tall. They are concerned that it will not be in keeping with the conservation area and that it may dwarf the neighbouring listed building 'Lensfield'.

There are also concerns that the large outbuilding is very close to the boundary. Finally, the council is concerned that over time the proposed trees may outgrow the plot.

4. 24/01307/TPO - Tennis Courts, Duchess Drive – tree works. no comments

b) Planning Outcomes

1. 24/01173/Tre – 108 High St, - tree works – permitted
2. 24/00892/FUL – Clovelly, 116 Ashey Road, replace 2 bed with 3 bed property – permitted
3. 18/00681/FUL – land rear 92 Duchess Drive – withdrawn
4. 24/01190/TRE – 165 High Street, TPO served
5. 24/01167/TRE – Kidbrooke Lodge – 177 High Street – tree works – permitted (laurel and yew only)

097/24/25 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 14th January 2025 – no expenditure for January 25.
- (d) Bank reconciliation – to confirm bank reconciliation has been verified – the bank reconciliation was verified by Cllr Marvin.

098/24/25 Highways

- (a) LHI bid – to receive update from Cllr Treanor – Cllr Treanor met with the Highways Officer to ask for advice on what road safety improvements could be made at Little Green and outside the school. It was determined that the road width at Little Green prevents a straightforward solution that would fit within the LHI budget to enhance pedestrian safety. Therefore, the council has switched to their second priority which is road safety improvements at Park Road. A bid has been submitted for an upgrade of the road markings in the 30mph zone including village gates, and a 40mph buffer zone in Park Road. In addition, the Clerk has submitted work requests to Highways for the yellow zig-zags, white junction road markings and the triangular school signs to be refreshed as they are all very faded. All of these requested have been added to the three-year rolling program. The Clerk has raised the matter with Cllr Sharp as the road markings especially need doing immediately.
- (b) Road Safety – to consider purchase of wheelie bin stickers – the council considered the report with costings which was provided by the Clerk. The council voted to not proceed with this proposal as they do not believe that it is good value for money and will only have a very limited impact on bin day.
- (c) Relocation of dog bin – to receive an update. – no further update
- (d) Streetlight Maintenance Contract – to consider renewal and three-year deal. – the council agreed to renew the contract with K&M for three years at a cost of £249.48 per annum.

099/24/25 Community/Community Groups

Cheveley Parish Hall:

- (a) To note hall accounts, bookings and analysis for December 24. – Noted. Cllr Jackson mentioned that he was concerned about the locks on the windows in the Jubilee Room. The Clerk will ask the handyman to check the locks when he visits on Thursday.

It was also noted that the location details of the hall have been blanked out on the fire notices. The Clerk will arrange for these to be filled in. She will also arrange for What3Words locations to be posted on the noticeboard and defib cabinet.

100/24/25 Date of Next Meeting and Matters for Future Consideration

11th February 2025

Closed at 8.30pm

CHEVELEY PARISH COUNCIL – FINANCIAL TRANSACTION LIST FOR JANUARY 2025

Agenda Item 097/24/25 (a)

Direct Debits for January 2025

Ref	Supplier	Description	Cost	Less VAT	Auth 1	Auth 2
1	Twin Dots	Website Support inv 4637	£50.40	£42.00		
2	BT Broadband	Parish Hall broadband – inv M031 J0	£50.34	£41.95		
3	EE Mobile Phone	Mobile Phone inv dated 26/12	£7.38	£6.15		
4	ECDC	Rates for Parish Hall (annual invoice provided only)	£156.00	0		
5	Npower	Street lighting (Dec 24)	£109.19	£103.99		
6	Greencloud	Hosted emails – inv 28898	£62.24	£51.87		
7	MHH	Payroll	£30.00	£25.00		
8	Multipay (Dec)	Toilet rolls and paper towels + card fee	£72.08	0		
9	Unity Bank	Monthly bank charge – current a/c – Jan 24	£6.00	0		
10	Unity Bank	Monthly bank charge – Parish Hall a/c – Jan 24	£6.00	0		
	Total		£549.63			

BACS Payments

Ref	Supplier	Description	Cost	Less VAT	Auth 1	Auth 2
11	Staff Costs	Salaries and pension – Dec 24	£3113.03			
12	S Hughes	Clerk's Expenses	£48.46			
13	McGregor Services	Grounds Maintenance	£360.00	£300.00		
14	SLCC	Training webinar	£36.00			
15	K&J Lighting	Annual maintenance contract	£249.48			
	Total		£3806.97			

Agenda Item 097/24/25 (b) - Receipts

Ref	Supplier	Description	Amount
1	Parish Hall Bookings	December 24	£435.00
2	Redwood Bank	Interest to 31 st December 2024	£286.83
3	Southgates Newmarket	Burial – CS	£390.00
4	Unity Bank	Interest	76p
	Total		£1187.83