

MEPPERSHALL PARISH COUNCIL
MINUTES OF THE ANNUAL STATUTORY MEETING OF THE COUNCIL HELD AT
THE VILLAGE HALL, MEPPERSHALL ON 10 MAY 2010

PRESENT – Councillors Chapman (in the chair), Bryant, Castle, Collins, Crossley, Foscett, Merryweather, Parsons and Waite

APOLOGIES FOR ABSENCE – Councillor Sykes

1. **ELECTION OF CHAIRMAN FOR THE YEAR 2010/2011**
Councillor Chapman confirmed his willingness to serve for a further term and he was elected unanimously

2. **RECEIPT OF CHAIRMAN'S DECLARATION OF OFFICE**
The Chairman signed the Declaration of Office witnessed by the Clerk

Councillors confirmed their willingness to continue in the roles they have been fulfilling for the previous year. Agenda items 3 – 7 were therefore taken en bloc

3. **ELECTION OF VICE CHAIRMAN** – Councillor Foscett

4. **APPOINTMENT OF GOVERNOR TO MEPPERSHALL LOWER SCHOOL** - Councillor Bryant

5. **APPOINTMENT OF REPRESENTATIVE TO VILLAGE HALL MANAGEMENT COMMITTEE** Councillor Collins

6. **APPOINTMENT OF SPOKESMEN**

- a) Environment & Leisure Working Group - Councillor Merryweather
- b) Planning and Housing Working Group - Councillor Chapman
- c) Highways and Lighting Working Group - Councillor Bryant
- d) Finance Working Group - Councillor Foscett
- e) Health & Safety and Risk Management Group- Councillor Castle

7. **APPOINTMENTS TO WORKING GROUPS.**

- a) Environment & Leisure Working Group – Councillors Collins, Sykes & Waite
- b) Planning and Housing Working Group – Councillors Crossley & Castle
- c) Highways and Lighting Working Group
- f) Finance Working Group – Councillor Collins
- g) Health & Safety and Risk Management Group – Councillor Waite

RESOLVED that representation to outside organisations and positions on Working Groups should continue as for the past twelve months

8. MEMBERS' INTERESTS

To receive from members, declarations and the nature thereof in relation to any item on this agenda.

- (a) **Personal interest**, where a decision on the matter in hand would affect the member, their partner, relatives or close friends, a body employing those persons, any firm in which they are a partner and any company of which they are directors. Any corporate body in which those persons have a beneficial interest in a class of securities exceeding the nominal value of £5,000 or any body in which such persons hold a position of general management or control.
- (b) **Prejudicial interest**, where a member of the public (who has knowledge of the circumstances) would view the member's personal interest as being so significant that it is likely to prejudice the member's judgement of the public interest

No interests were declared

9. MINUTES

The minutes of the Parish Council meeting held on Wednesday 1 April 2009 at the Lower School, High Street, Meppershall are attached to these minutes but not re-circulated
RESOLVED that the minutes be adopted and they were signed by the Chairman

At this point the Chairman will suspend proceedings allow a period of up to 15 minutes to receive reports from our County and District Councillors and to enable members of the public to question Councillors or make observations

Neither of the Unitary Councillors was present so no report was available. No matters were raised from the public sector. The Clerk referred to the Special issue of the Messenger and it was **RESOLVED** that a letter of appreciation should be sent to the editor

10. MATTERS ARISING FROM THE MINUTES

11. REPORTS FROM WORKING GROUPS (To avoid confusion these items should be considered as 11 and not 5)

5A PLANNING AND HOUSING

5A(a) Planning applications pending

- i. 05/01366/SE73 - Land between 92 & 112 Fildyke Road Removal of footpath Provision. This application remains 'undetermined' and following the resolution at the last minute, the Clerk has sent a letter of dissatisfaction to both the Chief Executive of Central Bedfordshire Council and to the Leader of the Council. A copy of that letter has been circulated by email. An acknowledgement has been received from a PA to the Chief Executive advising that the matter is being investigated and a full reply will follow

RESOLVED - noted

5A(b) Approvals/Refusals/Withdrawals Received

- i **Approval** - CB/09/06681/FULL - Meppershall Lower School - replacement of climbing frame (retrospective)
- ii **Notice of Grant of Listed Buildings Consent** - CB/10/00802/LB - The Manor House, Church Road - Removal of stables building and replacement with garden storage building

RESOLVED - that both the above items be noted

5A(c) Appeals Pending

- i CB/09/00545 - Woodview Nurseries - a variety of delaying action tactics have moved the final date forward to 3 May. Clerk reported that the final deadline having passed without the occupants moving out, enforcement will follow and the *modus operandii* is being considered

RESOLVED - noted

5A(d) Recent Applications

i

5A(e) Other Planning Matters

- i **MB/08/00121 - Land to the rear/side of 2 Crackle Hill Road**
In view of all the conditions attached to the approval of this application, the Clerk needs to be advised as a matter of urgency as soon as there is any activity on site - such as site clearance.
- ii **LDF - Preferred Gypsy and Travellers sites**
Eight sites have been identified as suitable and these are at Pullohill, Greenfield, Arlesey, Upper Caldecote, Potton, Biggleswade, Henlow (land to the east of Hitchin Road) and |Sutton
- iii **LDF - Site Allocations Development - Land to the rear of the Village Hall**
The above site is now subject to a Habitats Regulation Assessment - details to be circulated. Sheer volume prevents the reproduction of all this paper but both that and the Updated Site Allocations Technical Document can be read and seen on the CB Website

RESOLVED - that the above items be noted

5B FINANCE

- i The Accounts for the year 2009/2010 will be produced for the next meeting

5C HIGHWAYS & LIGHTING

- i **Highway Parish Liaison**
Councillor Bryant reported that the former Area Steward, Jill Frost, has been re-appointed which will hopefully mean the re-establishment of the regular liaison meetings. The Partnership Funding Scheme is no longer a source of finance for essential repairwork to footpaths etc.
RESOLVED - noted

- li **Shefford Hill Footpath (Open agenda item)**
No progress to report
RESOLVED - noted

- iv **Additional off road parking in Fillyke Road**
The work has now been completed and the tarmac surface between the two garage blocks has been relaid. Aragon's request for the committed £2000 is awaited.
RESOLVED - noted

- v **Salt and Rubbish Bins**
These are still being pursued and, from the Customer Service Bulletin it appears that a salt bin was removed from Coneygate and taken back to the Depot. This is also being followed up.
RESOLVED - noted

- 5D **ENVIRONMENT & LEISURE**
- 5D(a) **Fosters Field**
 - i **Lighting of the teenage area**
The column has at last been installed and the account received
RESOLVED - noted

- 5D(b) **Play Equipment Inspection & Maintenance**
 - i Digley Associates have produced the first quarterly inspection report which has a number of defects which are all 'low risk'. The Clerk hopes to have the comparison between it and the last annual report ready for the meeting
 - ii Arrangements have been made with SMP for some bolts and tools to be sent in connection with the MUGA. The Area Manager is arranging a site visit and will contact the Clerk again with a report
RESOLVED - noted

- 5D(c) **SMP Outdoor Fitness Equipment**
The Clerk has received details from SMP on their adult outdoor fitness equipment, There are 7 pieces of equipment with a total installed cost in the region of £20,000 - more accurate figures should be t

13, **WRY CLOSE ALLOTMENT FIELD**

- i **Tanks and taps**
Requirements and provision (Mr Carne?) to be reviewed
RESOLVED - noted

- ii **Track Licences**
The Clerk is in the process of establishing which of the properties between 27 and 47 High Street have or need Licences
RESOLVED - noted

- iii **Security**
The high level barrier has been installed, the gate has been adjusted in width and re-sited and the fencing erected.
RESOLVED - noted also signs to be acquired for both gate and barrier

- iv **Land adjacent to the rear of 49 High Street**
The owner has responded and confirmed that the open areas will be fenced off ASAP

RESOLVED - noted

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V **Water and Maintenance**
Confirmation is sought to ensure that all has been done
RESOLVED - noted

Vi **Track entrance to Allotment Field**
The pothole is still on the track. Chairman to liaise with the handyman with a view to it being filled
RESOLVED - noted

14. HEALTH AND SAFETY ISSUES

- i Councillor Castle expressed his concerns regarding the accuracy of the weekly play equipment reports suggesting that if the inspections done were not accurately recorded then the Council could be held to be negligent should a claim be received following an accident. The Chairman pointed out that The Village Caretaker has other duties and other areas of the village to service in the 4 hours he puts in each week and there will be weeks when he cannot do all that is required. A further meeting would nevertheless be arranged (see Item 16 below)
- ii A letter has been received from Central Bedfordshire entitled 'Event Safety Arrangements for Public Events'. A Safety Advisory Group will undertake to consider Public Events and give advice and guidance as required
RESOLVED - noted

15. CLERK'S ANNUAL REVIEW

Chairman to report on progress in establishing 'modus operandii'
As yet this has not been finalised - mark on to next meeting.
RESOLVED - noted

16. VILLAGE CARETAKER

The Chairman to report on his further meeting with Ian Summerfield
The meeting has yet to take place

17. PLANT AID UK LTD

Permission has been sought to place a Planet Aid UK Textile bank with the other banks
RESOLVED that this be passed on to the VHMC since the facility would be on Village Hall land and therefore not a Parish Council matter

18. ORDERS FOR THE PAYMENT OF MONEY FOR AUTHORISATION

Schedule of payments for Authorisation and Approval distributed at the Council
Meeting was approved and the payments authorised

19. NEXT PARISH COUNCIL MEETINGS

The next meetings of the Parish Council will be on Monday 14 June 2010 and Monday 26 July 2010 to be held in the Village Hall.