



Parish Clerk - Miss A Marabese
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Dear Sir/Madam,

Notice is given that an ordinary meeting of Meppershall Parish Council will be held on Monday 9th October 2017 commencing at 7.45 pm in the Interim Village Hall, Walnut Tree Way, Meppershall, SG17 5AB. Members of the public and the press are welcome.

Yours sincerely,

Ms. A Marabese
Clerk to Meppershall Parish Council

Distribution: All Councillors
Ward Councillors
Village Notice Board

AGENDA

61. APOLOGIES FOR ABSENCE

62. CHAIRMANS ANNOUNCEMENTS

63. MEMBERS INTERESTS

- a. To receive declarations of interest from Councillors regarding items on the agenda
- b. To receive and provide outcome of requests for granting dispensations of disclosable pecuniary interests

64. MINUTES

- a. To approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 11th September 2017

The Chairman will suspend Standing Orders for a period of up to 15 minutes to receive reports from our Unitary Councillors and to allow members of the public to address the Council in relation to items on the agenda or request matters to be discussed at a subsequent meeting.

65. REPORTS FROM WORKING GROUPS

a. PLANNING AND HOUSING

i. Planning Applications currently with planning officers

1. CB/17/00738/OUT – 100 High Street – Up to 38 dwellings.
Revised noise assessment and supporting statement received
2. CB/17/02186/LDCE - Arran Park Fishery, Meppershall - Lawful Development Certificate Existing for Use of land as recreational fishery and siting of 2 No. associated caravans

3. CB/17/02528/FULL - 52 Fildyke Road - Erection of two detached dwellings
4. CB/17/03454/FULL– Standalone Farm House – Alterations to ground floor elevations and roof of ancillary residential building to enable conversion into two annexes for use incidental to the occupation of Standalone Farmhouse.
5. CB/17/03977/FULL– 79 Shefford Road – New build 3 bed detached single storey dwelling with integral garage and detached garage.
6. CB/17/03887/OUT– Stocken House, 59 Shefford Road – Demolition of 59 Shefford Road, and associated buildings and the erection of up to 145 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicle access point from Shefford Road. All matters reserved except for means of access.
7. CB/17/02409/FULL - New Close Nurseries, Fildyke Road - Demolition of existing glasshouses and redevelopment with 13 residential dwellings and all ancillary works

ii. Approvals/Refusals/Withdrawals received

1. None

iii. Appeals

1. CB/16/01012/OUT – 100 High Street – Demolition of existing dwelling and erection of up to 38 dwellings.

Appeal with Planning Inspectorate – Public Enquiry to be held 9th January 2018 for 4 days at The Rufus Centre, Steppingley Road, Flitwick, MK45 1AH

iv. Applications since last Council meeting for consideration

1. None

v. Enforcement / Other Planning Matters

1. CB/EN/17/0277 - The Red House, 86 High Street, Meppershall - Alleged unauthorised development - erection of a climbing frame
Climbing frame reconfigured therefore now permitted development.
2. CB/EN/17/0326 – Land adjacent to 23 Shefford Road - Alleged breach of pre-commencement conditions attached to planning permission
Investigation underway

vi. Meppershall Action Group (MAG)

1. Cllr Thomason to provide report
2. Letter to Nadine Dorries MP

b. FINANCE

- i. **Document approval** - journal entries, bank reconciliation and bank statements.
- ii. **Village Hall Hire outstanding payments** – Clerk to provide update
- iii. **Village Hall Storage Building Licence** – Cllr Foskett to report

c. HIGHWAYS AND TRANSPORT

- i. **Cllr Smith R to report**
- ii. **Hoo Road road safety** – Clerk to provide update from CBC
- iii. **Shared ownership of speed cameras** – Cllr Thomason and Cllr Smith P to present proposal.

iv. **Fildyke Road overgrown vegetation at entrance issues** - Clerk to update

d. ENVIRONMENT AND LEISURE

i. **Cllr Merryweather to report**

ii. **CBC Leisure Strategy and Parish Schedule Update** – Discussion re: updates required

iii. **Goal posts for Old Road Meadow** – Clerk to update

e. HEALTH & SAFETY and RISK MANAGEMENT

i. **Cllr Chapman to report** - Result of Financial Risk Assessment and full report to be formally adopted by full Council.

f. COMMUNITY ASSETS

i. **Cllr Smith P to report**

g. NEIGHBOURHOOD PLAN

i. **Cllr Thomason to report**

h. PROCEDURES

i. **Reform of Data Protection Legislation** – In progress

ii. **Village Emergency Plan** – In progress

iii. **Freedom of Information** – In progress

iv. **Press and Media Relations** – In progress

v. **Records Management** – In progress

vi. **Data protection policy** – in progress

vii. **Employment Handbook and Policies** - In progress

viii. **Standing Orders** – Draft of amended version circulated to councillors

ix. **Financial Regulations** – Draft of amended version circulated to councillors

66. OTHER MEETINGS

a. **Annual Parish Council Forum** – Held at Priory House on 20th September 2017 at 6pm.
Cllrs Smith R and Thompson to report.

67. ALLOTMENTS

a. **Meeting date** for Clerk, Mr Paul Carne, Cllr Thomason and Cllr Merryweather – mid October.

b. **Allotment track combination lock code** – New code has been entered.

68. HOO ROAD RESURFACING

a. **Clerk to report on outstanding contributions and complaint**

69. COMMUNICATION

a. **Facebook** - Cllr Bulley proposes that the Council has its own Facebook page so that the council can reply to or counter questions or assertions that are made on the Meppershall Notice Board. Discussion and resolution required.

70. CLERKS REPORT & MATTER ARISING

- a. **Understanding Planning Course 1** – Date changed to 219th January 2018. Location TBC. Attendee details to be forwarded to Clerk.
- b. **Council Insurance** – Insurance provided by Zurich
- c. **Council Assets** – Clerk to report on changes made and required.
- d. **Notice board relocation** – temporary notices in Village Stores as CBC investigating issues regarding erection of notice board on High Street. Notice board not yet purchased.
- e. **Old Road Meadow / Hoo Road play equipment update** – Snagging list works complete and post installation inspection complete. Invoice received.
- f. **Grass cutting update** - Clerk to provide update on issues regarding invoicing and grass cutting.
- g. **Complaint regarding RMF parking restrictions** – Discussion required on response to parishioner.
- h. **Nunswood** – Clerk to provide update on works.

71. ORDERS FOR THE PAYMENT OF MONEY

- a. A schedule of standing order payment will be distributed at the meeting for approval and authorisation.
- b. A schedule of payments will be distributed at the meeting for approval and authorisation.

72. CLOSE OF THE MEETING

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be an Ordinary Meetings on 13th November 2017 and an Ordinary Meeting on 11th December 2017. The cut-off time for the receipt of papers for the November meeting agenda is 5 p.m. on Wednesday 1st November 2017.