



Parish Clerk - Miss A Marabese
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Dear Sir/Madam,

You are hereby summoned to attend an ordinary meeting of the Parish Council of Meppershall on Monday 12th February 2018 commencing at 7.45 pm in the Interim Village Hall, Walnut Tree Way, Meppershall, SG17 5AB.

Yours sincerely,

Ms. A Marabese
Clerk to Meppershall Parish Council

Distribution: All Councillors
Ward Councillors
Village Notice Board

AGENDA

118. APOLOGIES FOR ABSENCE

119. CHAIRMANS ANNOUNCEMENTS

120. MEMBERS INTERESTS

- a. To receive declarations of interest from councillors on items on the agenda

121. MINUTES

To approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 8th January 2018

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.

REPORTS FROM WORKING GROUPS

122. PLANNING AND HOUSING

a. Planning Applications currently with planning officers

- i. CB/17/04571/VOC – 79A Shefford Road – Removal of condition 3 of planning permission CB/17/01410/FULL – conversion and extension to detached double garage at the rear of the house for purposes of an annexe.
- ii. CB/17/05345/FULL – Land adjacent to Sandy View, Shefford Road – Erection of detached house.

b. Approvals/Refusals/Withdrawals received

- i. CB/17/02409/FULL - New Close Nurseries, Fildyke Road - Demolition of existing glasshouses and redevelopment with 10 residential dwellings and all ancillary works.
Granted
- ii. CB/17/04650/FULL – Land R/o 6 High Street – Erection of 4 new, 3-bedroom dwellings.
Granted
- iii. CB/17/04800/FULL – 6 Rectory Road – Two storey rear and single-story extension.
Granted
- iv. CB/17/05425/FULL – The Pigling, Woodview Nurseries – Replace existing mobile home with a single storey two-bedroom permanent dwelling. *Granted*

c. Appeals

- i. CB/16/01012/OUT – 100 High Street – Demolition of existing dwelling and erection of up to 38 dwellings. *Public Inquiry to be held w/c 9th January 2018. Decision pending.*
- ii. CB/17/01041/OUT & CB/17/03887/OUT – Stocken House, 59 Shefford Road – Demolition of dwelling and erection of 150 dwellings. *Appeals with Planning Inspectorate – Inquiry to be held w/c 10th April 2018.*

d. Applications since last Council meeting for consideration

- i. CB/17/05869/ADV – Polehanger Farm – Directional sign for development on Polehanger Farm by Croudace Homes. *Comments by 2nd February 2018*
- ii. CB/18/00087/FULL – Wind Rush, 4 Shillington Road – Proposed single storey side / rear extension and conversion of garage. *Comments by 22nd February 2018*
- iii. CB/18/00229/FULL – 10 Brookside – Rear and side single storey extension and alterations to existing garage. *Comments by 22nd February 2018*
- iv. CB/18/00232/FULL – Tower View Nurseries, 81 Fildyke Road – Demolition of existing bungalow and greenhouses and redevelopment with 10 residential dwellings and all ancillary works. *Comments by 26th February 2018*

e. Enforcement / Other Planning Matters

- i. **51 Orchard Close** - parking issues and CBC response.
- ii. **23 Shefford Road** - Water drainage from building site into Orchard Close
- iii. **Letter from Lower Stondon Surgery** – Request to support the practice in making a case for section 106 monies to be used to enhance the practice facilities to the benefit of local residents rather than diverting monies to a central health hub east of Arlesey.
- iv. **Local Plan Consultation** – Meppershall PC comments – Cllr Smith to report.

f. Meppershall Action Group (MAG)

Cllr Thomason to report

123. NEIGHBOURHOOD PLAN

Cllr Thomason to report and provide details of funding application progress

124. COMMUNITY ASSETS

Cllr Smith P to report

125. HIGHWAYS AND TRANSPORT**a. Cllr Smith R to report****b. Clerk to provide update on:**

- i. CBC update on Hoo Road road safety
- ii. 2018/19 RMF scheme for traffic calming
- iii. Fildyke Road overgrown vegetation at entrance issues
- iv. Hoo Road resurfacing and outstanding contributions

c. A507 concerns - Letter to Chief Constable of Bedfordshire Police requesting change to A507 layout between Esso garage and the Airman ph.**126. ENVIRONMENT AND LEISURE****a. Cllr Merryweather to report****b. Clerk to report on:**

- i. 2017/2018 Allotment tenancy renewals update
- ii. CBC Grass cutting agreement and seasonal vegetation clearance contributions meeting with CBC Waste team

c. Cllr Foskett to provide Village Hall update**127. HEALTH & SAFETY and RISK MANAGEMENT**

Clerk to provide update on action plan

128. PROCEDURES**a. Village Emergency Plan** – In progress**b. Freedom of Information** – In progress**c. Press and Media Relations** – In progress**d. Records Management** – In progress**e. Employment Handbook and Policies** - In progress**f. Standing Orders** – Draft of amended version circulated to councillors**g. Financial Regulations** – Draft of amended version circulated to councillors**h. Dispensations** – Part of Standing Orders**129. OTHER MEETINGS****a. Community Priority Setting Meeting** - 7th February – Clerk to report**b. Project Griffin** - Monday 12 February – Cllr Smith R to report**130. CLERKS REPORT & MATTER ARISING****a. Understanding Planning Course 1** – Re-scheduling of training date**b. 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**c. GNOMES** request for defibrillator training for residents.**d. Great British Spring Clean** - 2nd to 4th March – Meppershall participation decision**e. Letter of complaint to Croudace Homes** – update on actions taken**131. FINANCE****a. Website bandwidth increase** – Request to increase website bandwidth from 50 GB to 100 GB with a cost increase from £4.99+VAT to £9.99+VAT per month.**b. Document approval** - journal entries, bank reconciliation and bank statements

- c. **Audit action plan update**
- d. **Grant requests**
- e. **Orders for the payment of money** - A schedule of payments will be distributed at the meeting for approval and authorisation

132. CLOSE OF THE MEETING

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be an Ordinary Meetings on 12th March 2018 and an Ordinary Meeting on 9th April 2018. The cut-off time for the receipt of papers for the March meeting agenda is 5 p.m. on Wednesday 27th February 2018.