

Parish Clerk - Miss A Marabese
c/o 30 Cherry Trees, Lower Stondon, Bedfordshire, SG16 6DT
T: 07930 813808
E: clerk@meppershall.org
W: www.meppershall.org

Dear Sir/Madam,

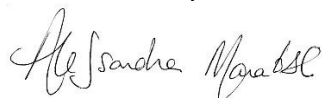
You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on Monday 14th September 2020 commencing at 7:45pm via remote video link*.

*Meeting will be held via Zoom - Meeting ID: 873 0502 0887 | Password: mpc2020

<https://us02web.zoom.us/j/87305020887?pwd=aVNHUUZRSRSHdocWlhbWx2VkRuaE1lQT09>

Those not able to dial in via Zoom should contact the Clerk prior to the meeting to discuss alternative arrangements.

Yours sincerely,



Ms. A Marabese
Clerk to Meppershall Parish Council

Distribution: All Councillors, Ward Councillors, Parish Council website

AGENDA

527. APOLOGIES FOR ABSENCE

528. CHAIRMANS ANNOUNCEMENTS

- a. How the 'remote' meeting will be run

529. COUNCILLOR CO-OPTION

- a. To consider councillor co-option requests
- b. To receive verbally the Declaration of Acceptance of Office and undertaking to observe the Code of Conduct from new councillor in lieu of receiving the signed declaration.
- c. To review the delegation arrangements to external organisations, committees and working groups in the light of councillor resignation and co-option.

530. MEMBERS INTERESTS

- a. To receive declarations of interest from councillors on items on the agenda
- b. To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c. To grant any requests for dispensation as appropriate

531. PUBLIC SESSION

The Chairman will suspend Standing Orders for a period of up to 15 minutes to receive community reports from:

- a. Ward Councillors;
- b. Village organisations;
- c. to receive questions from the public sent to the Clerk; and
- d. 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 with any individual

contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting and should indicate a request to speak by raising their hand.

BUSINESS TO BE TRANSACTED

532. MINUTES

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 10th August 2020.

533. CLERKS REPORT & MATTER ARISING

- a. To request clarification on matters arising and items within the Clerks report.

534. FINANCE

- a. **Update of Parish Facilities purchases** - To review and approve income, expenditure and purchase orders for parish facilities.
- b. **Clerk training** – To approve Clerk's attendance at the Virtual National Conference organised by SLCC to celebrate all things clerking with this week-long training event, 12th - 16th October 2020. Cost is £25+VAT
- c. **Rialtas set up on new computer** – To consider cost of £25 to move Rialtas and data from old to new computer.
- d. **Insurance** – To consider insurance renewal options.
- e. **Clerks Salary** – To approve amendments to Clerks salary following 2020-21 National Salary Award to be implemented from 1 April 2020.
- f. **Standing order approval** – To approved revised standing order payments list.
- g. **Document approval** – To approve journal entries, bank reconciliations and bank statements.
- h. **Orders for the payment of money** - A schedule of payments will be distributed at the meeting for approval and authorisation.

535. PLANNING AND HOUSING

a. Applications since last Council meeting for consideration

- i. CB/19/03877/RM – Stocken House, SG17 5LL - Approval of reserved matters (external appearance, landscaping, layout and scale) for the demolition of 59 Shefford Road and associated buildings and the erection of 145 dwellings pursuant to outline planning permission CB/17/03887/OUT. Amendments received. *Comments due 18th September.*
- ii. CB/20/02860/OUT – The Mow, SG17 5LP - Resubmission Outline Application: Demolition of one dwelling & erection of 13 dwellings and ancillary works. *Comments due 16th September.*
- iii. CB/20/02985/FULL - 7 Orchard Close, SG17 5LW - Side garage extension (retrospective). *Comments due 30th September.*

Note: For planning applications that are submitted between meetings and for which an extension to the comment's deadline date is not given, powers have been delegated to the Clerk (with a proposed response circulated to the Council) to submit comments to CBC Planning.

b. Other Planning Matters for consideration

- i. To approve letter sent to the CBC Planning Officer concerning application 20/02860 The Mow (Blakeney Estates Ltd) to advise that MPC are owners of land that is contained within this application.

536. NEIGHBOURHOOD PLAN

- a. Report from Cllr Thomason.

537. HIGHWAYS AND TRANSPORT

- a. Discussion on any highways issues if required.

538. ENVIRONMENT AND LEISURE

- a. **Centenary Field Parish Facilities** – Update from Clerk and to consider actions specific to Snagging list resolution, handover and the appointment of an ‘Expert’ as per the contract terms.
- b. **PC Stores** – To consider painting of PC stores.
- c. **Centenary Field Security** – To consider installation of landscape bund to prevent unauthorised incursions onto Centenary Field.
- d. **Planting of Woodland Tree Pack** – To consider plans for planting of 420 Saplings due to arrive between 2nd and 20th November.
- e. **Grass Cutting** - Update from Clerk
- f. **Allotments** – Update from Clerk including inspections.
- g. **Play Inspections** – To consider offer to join ParksEast six county tender for annual play inspections.

539. HEALTH & SAFETY and RISK MANAGEMENT

- a. **Community Safety** – To receive report from Cllr Seaman
- b. **Risks assessments** – To approve Litter Pick Risk Assessment.
- c. **Allotment Track** - To approve appointment of Mayo Wynne Baxter as solicitors to assist in resolving allotment track issues.
- d. **Brookmead Fence** – To consider action required after communication from Blakeney Estates dated 7th September 2020.

540. CLOSE OF THE MEETING

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be an Ordinary Meeting on 12th October and an Ordinary Meeting on 16th November. The cut-off time for the receipt of papers for the October meeting agenda is 5 p.m. on Wednesday 30th September 2020.