

MEPPERSHALL PARISH COUNCIL



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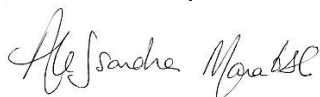
Dear Sir/Madam,

You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on Monday 16th November 2020 commencing at 7:45pm via remote video link*.

*Meeting will be held via Zoom - Meeting ID: 869 5473 7893 | Password: mpc2020
<https://us02web.zoom.us/j/86954737893?pwd=UHJqYmMwd1IDQmtHOFdlakRYV2IyQT09>

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

541. APOLOGIES FOR ABSENCE

542. CHAIRMANS ANNOUNCEMENTS

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

543. 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

544. 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

545. MINUTES

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 12th October 2020.

546. CLERKS REPORT & MATTER ARISING

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

547. PROCEDURES

- a. To consider response to Standards Matter 2: Public Consultation and Public Sector Survey
- b. To consider purchase of Charles Arnold-Baker 12th Edition due for publication in December 2020 at £119.99 (20% discount & FOC carriage if ordered before 4th December).
- c. To re-approve MPC Investment Policy v1.0.
- d. To re-approve MPC Application for Financial Assistance v2.0.
- e. To approve MPC GDPR Awareness Checklist v2.0.
- f. To Approve MPC Reserves Policy v1.0.
- g. To consider scheduling an MPC meeting on 14th December 2020.

548. FINANCE

- a. **Update of Parish Facilities purchases** - To review and approve income, expenditure and purchase orders for parish facilities.
- b. **Remembrance Sunday Wreath Reimbursement** – To approve reimbursement of Remembrance Sunday Wreath purchased on behalf of the Parish Council.
- c. **Grants** – To review request for grant to assist with New Year’s Eve’s fireworks display in Meppershall.
- d. **Draft 2021/2022 budget** – To review and provide input into draft 2021/2022 budget in preparation for precept request in January 2021.
- e. **Document approval** – To approve journal entries, bank reconciliations and bank statements.
- f. **Orders for the payment of money** - A schedule of payments will be distributed at the meeting for approval and authorisation.

549. PLANNING AND HOUSING

a. Applications since last Council meeting for consideration

- i. CB/20/03716/VOC – 59 Fildyke Road, SG17 5LU - First floor extension above existing garage. Garage conversion and proposed external garage. *Comments due 19th November.*
- ii. CB/20/03826/FULL - The Carriage House Hotel, SG17 5JF - Erection of new conservatory on existing seating area. *Comments due 23rd November.*
- iii. CB/20/03827/FULL - 24 Hoo Road, SG17 5LP - Rear/side single story extension. *Comments due 23rd November.*

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 consider response to Gravenhurst Neighbourhood Plan consultation. *Response due by 16th December.*
- ii. Update on RAF Henlow consultation by Cllr Thompson.

550. NEIGHBOURHOOD PLAN

- a. **Report from Cllr Thomason.**

551. HIGHWAYS AND TRANSPORT

- a. **Update and discussion on highways issues** – Cllr Seaman to lead.
- b. **London Luton Airport Consultation** - To consider response to London Luton Airport, Arrival flightpaths, Airspace change consultation.

552. ENVIRONMENT AND LEISURE

- a. **Centenary Field Parish Facilities** – Update from Clerk and to consider / approve actions specific to Snagging list resolution and handover, specifically:
 - i. To review snagging list
 - ii. To approve working group proposals regarding land drainage, landscaping and pitch quality resolution.
- b. **Centenary Field** – To approve granting of access to Centenary Field for the purposes of a firework display on New Year’s Eve.
- c. **Allotments** – Update from Clerk.
- d. **Woodland Tree Pack Planting** – Update from Clerk on planting proposals and approval of any actions required.

553. HEALTH & SAFETY and RISK MANAGEMENT

- a. **Community Safety** – To receive report from Cllr Seaman
- b. **Brookmead Fence** – To decide upon and approve actions to be taken subsequent to correspondence received from Land Registry and MPC Solicitors.

554. CLOSE OF THE MEETING

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be an Ordinary Meeting on (14th December 2020) 11th January 2021 and 8th February 2020. The cut-off time for the receipt of papers for the December meeting agenda is 5 p.m. on Wednesday 2nd December 2020. The cut-off time for the receipt of papers for the January meeting agenda is 5 p.m. on Wednesday 30th December 2020.