

MEPPERSHALL PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL
HELD IN THE VILLAGE HALL ON MONDAY 8TH JANUARY 2018

PRESENT: **Councillors:** Chapman (in the Chair), Bulley, Foskett, Merryweather, Read, Smith P, Smith R, Thomason and Thompson
 The Clerk: A Marabese
 Others: Ward Councillors Brown and Liddiard. 17 members of the public.

The Meeting commenced at 7.55pm

103. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Parson.

104. CHAIRMANS ANNOUNCEMENTS

a. The Clerk to complete BATPC nomination form putting forward Cllr Chapman to attend a Buckingham Palace Garden Party in summer 2018.

105. MEMBERS INTERESTS

a. None declared

106. MINUTES

Moved Cllr Bulley/Seconded Cllr Merryweather. Resolved that the minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 11th December 2017 are an accurate record of the proceedings and that they be signed by the Chairman. *Carried unanimously*

At this point (7.50pm) the Chairman suspended Standing Orders to receive reports from our Ward 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.

Ward Councillor Brown advised the meeting that:

- The Local Plan had passed the Scrutiny Committee earlier today and will be put before the Executive tomorrow and the full Council later this week. The public consultation will begin on the 11th January for 6 weeks. All comments made will be sent to the Planning Inspector with the Plan. The Plan has brought forward 1 site in Meppershall (Land at 32 Shefford Road - Blandland Nursery) for circa 55 dwellings. Other sites can still be submitted for development and must be considered.
- Planning Inspectorate reports had confirmed that CBC does have a 5.9 year housing supply in place.
- CBC are working on the 2018/19 budget and a consultation has been launched – there will be an increase this year in council tax. Beds Police will be requesting an increase to help fund circa 100 new police officers. The Fire Brigade are expected to request an increase and there will be a 3% increase for social care and services.

Ward Councillor Liddiard advised the meeting that:

- The current CBC Waste contract that expires in 2019 is under review. It is hoped to align services across CBC and the aim is to recycle more. There will be a public consultation in circa March 2018.

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- The Customer Service Centre will be moving to Shefford Library but will continue to offer all services as previous. This will provide much needed office space at Priory House due to other CBC buildings closing and a drop in over 40% of visitors.

Parishioners made the following comments and asked the following questions:

- Cllr Liddiard was asked to provide an update on his meetings with CBC Highways concerning the A507 and specifically the piece of road from the Esso Garage to The Airman ph which has sadly seen some major collisions and fatalities.
- Could something be done to improve the pedestrian access to the Village Hall which is currently dark and muddy?
- Can average speed cameras be installed in the village, especially along Shefford Road?
- When will gully cleaning be taking place in Meppershall?
- What can the Parish Council do to stop residents parking their vehicles in the 'no waiting area' opposite the post office if the 'no waiting area' is not enforceable? Can the Parish council write to the residents and request that they park somewhere else?
- Is the Neighbourhood Planning team going to be commenting on the Local Plan?
- The Local Plan actually lists 2 sites in Meppershall. In addition to the site mentioned by Cllr Brown the Care Home is listed in the Brownfields Register.
- Can the Parish Council request CBC Highways to grit the roads to Gravenhurst? These are not currently gritted but are used as school bus routes and therefore pose a risk if un-gritted.

Standing orders were reinstated at 8.30pm

REPORTS FROM WORKING GROUPS

107. PLANNING AND HOUSING

a. Planning Applications currently with planning officers, notes as follows:

- 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/17/04800/FULL – 6 Rectory Road – Two storey rear and single-story extension.
- iii. CB/17/05425/FULL – The Pigling, Woodview Nurseries – Replace existing mobile home with a single storey two-bedroom permanent dwelling.
- iv. CB/17/04650/FULL – Land R/o 6 High Street – Erection of 4 new, 3-bedroom dwellings

b. Approvals/Refusals/Withdrawals received

- i. CB/17/05090/FULL – 79 Shefford Road - New build 3 bed detached single storey dwelling. *Granted*
- ii. CB/17/05111/FULL – Standalone Farm House - Alterations to part ground floor elevation of outbuilding to enable conversion into annexe, for use incidental to the occupation of Standalone Farmhouse. *Granted*

c. Appeals

- i. CB/16/01012/OUT – 100 High Street – Demolition of existing dwelling and erection of up to 38 dwellings. The Clerk will attend the Public Inquiry to be held 9th January 2018 at Rufus Centre, Flitwick

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- ii. CB/17/01041/OUT – Stocken House, 59 Shefford Road – Demolition of dwelling and erection of 150 dwellings. *Appeal with Planning Inspectorate – Public Inquiry into appeal on 10 April 2018 for 4 days at Priory House.*
- iii. CB/17/03887/OUT – Stocken House, 59 Shefford Road – Demolition of dwelling and erection of 145 dwellings. *Appeal with Planning Inspectorate – Comments due by 18th January 2018 – Inquiry to be held with CB/17/01041/OUT*
Moved Cllr Smith P / Seconded Cllr Chapman. Resolved that the Clerk submit the letter as circulated by Cllr Smith P to the Planning Inspectorate confirming our objection to the planning application.

d. Applications since last Council meeting for consideration

- i. CB/17/02409/FULL - New Close Nurseries, Fildyke Road - Demolition of existing glasshouses and redevelopment with 10 residential dwellings and all ancillary works. Amendment to site layout plan to respond to highways matters.
Moved Cllr Smith P / Seconded Cllr Chapman. Resolved that the Council has no comments regarding this application. *Carried unanimously*
- ii. CB/17/05345/FULL – Land adjacent to Sandy View, Shefford Road – Erection of detached house.
Moved Cllr Smith P / Seconded Cllr Smith R. Resolved that the Council object to this development as it would be out of keeping and out of scale with other adjacent and nearby properties and would therefore ‘stand out’ and be obtrusive. It would have a visual impact on the village and would become the first thing one can see on the hilltop when coming into Meppershall from the A507 along Shefford Road. *Carried unanimously*

e. Enforcement / Other Planning Matters

Cllr Smith P provided the following observations from the Local Plan:

- 39,350 houses to be built in CBC until 2035
- There are two sites listed for Meppershall (Bandlands Nurseries – 55 dwellings and Nursing Home – 35 dwellings). The Nursing Home is listed under the Brownfields Register and is therefore allocated as a possible development site. As it is the largest employer in Meppershall the council should carefully consider its comments on the Local Plan at the next meeting in February.

f. Meppershall Action Group (MAG)

Cllr Thomason reported that the MAG group will be meeting next month and that members are looking forward to the planning training on the 29th January.

108. NEIGHBOURHOOD PLAN

Cllr Thomason reported that an official grant submission has been made for £3,000 and that this is pending approval. Without the grant the plan cannot go ahead.

109. COMMUNITY ASSETS

Cllr Smith P reported that refurbishment to the SugarLoaf ph had now been completed.

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110. HIGHWAYS AND TRANSPORT

- a. Cllr Smith R reported that:
 - i. The road table outside the village hall entrance road will not be installed until w/c 12th February. The surface of the road leading to the village hall will be completed this week.
 - ii. Parking in Fildyke Road is getting worse with vans parking on the road corner.
- b. The Clerk reported that:
 - i. CBC are yet to provide an update on Hoo Road road safety.
 - ii. Following discussions with CBC Highways regarding the submission of a 2018/19 application for RMF to cover traffic calming measures on Shefford Road, a draft application was submitted to them and is pending approval.
 - iii. No progress had been made on Fildyke Road overgrown vegetation at entrance issues.
 - iv. The Clerk will be chasing outstanding contributions for Hoo Road resurfacing.

Cllr Read left the meeting

111. ENVIRONMENT AND LEISURE

- a. Cllr Merryweather had no items to report on.
- b. The Clerk reported that:
 - i. 2017/2018 Allotment tenancy renewals continued. £1096.20 has been received so far in tenancy renewal fees with £457.80 remaining outstanding. The Clerk will send out reminders to those who have not yet paid.
 - ii. The Clerk has arranged a meeting on 18th January with the Waste team at CBC to discuss the CBC Grass cutting agreement and seasonal vegetation clearance contributions. Cllr Foskett will also attend.
- c. Cllr Foskett reported that the surface of the road leading to the village hall is to be completed this week. However, the state of Crackle Hill footpath is unacceptable (inadequate lighting, uneven surfaces, unfinished path from gate to road) and despite requests from both the MVH Trustees and Cllr Foskett action to improve the situation has not taken place.
Moved Cllr Foskett / Seconded Cllr Chapman. Resolved that the Clerk write to Mr Richard Holmans – Managing Director (North Thames) to demand that urgent action be taken to address the Crackle Hill footpath issues. *Carried unanimously*

112. HEALTH & SAFETY and RISK MANAGEMENT

The Clerk advised that the land search / registry is still outstanding.

113. 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. **Data protection** – In progress
- f. **Employment Handbook and Policies** - In progress
- g. **Standing Orders** – In progress
- h. **Financial Regulations** – In progress

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i. **Dispensations** – Discussion required

114. OTHER MEETINGS

None

115. CLERKS REPORT & MATTER ARISING

- a. **Understanding Planning Course 1 29th January 2018** – The Clerk to email attendance details to all attendees.
- b. **Notice board relocation** – temporary notices in Village Stores. CBC investigating issues regarding erection of notice board on High Street. Notice board not yet purchased.
- c. **GNOMES request for defibrillator training for residents** - Cost of training is £175+VAT. Clerk to contact GNOMES and ask how many people they will to put forward for training. Pending
- d. **Beds Police Neighbourhood Priority Setting** – Community response to be marked as visible policing, speeding and geographical ASB as previous.

116. FINANCE

- a. **Document approval** - journal entries, bank reconciliation and bank statements were reviewed and authorised by Cllr Foskett, Finance WG Spokesman.
- b. **Audit action plan update** – pending changes to Standing Orders and Financial Regs.
- c. **Precept & budget 2018/19** – The Clerk responded to questions raised on the previously distributed draft budget and amendments were requested as follows:
 - i. Nom Code 4005 Clerks Gratuity – 3/80^{ths} of Clerk Salary be moved to reserves for 2017/18 and 3/80^{ths} be budgeted for 2018/19
 - ii. Nom code 4265 Highways maintenance - £2500 be removed from 2018/19 budget for RMF scheme
 - iii. Nom code 4285 MAG – Move to 4190 S137 grants.
Proposed Cllr Smith P / Seconded Cllr Fostkett. Resolved that the 2018/19 budget as presented to Council with the above amendments and a precept of £42,300 be approved by Council. *Carried unanimously*
- d. **Grant requests**
 - i. CPRE Bedfordshire 30th Anniversary Fundraising Appeal
As no formal grant request had been received and MPC already contribute to CPRE via membership, Council choose not to respond to the fundraising appeal.
- e. **Orders for the payment of money**

ESCROW Payment made before meeting - auth D Foskett			Meeting Date: 8th January 2018	
Payment No:	Payee	Purpose	Amount	Posted
BACS63	Robinson & Hall LLP	Professional Services - Monitor progress of construction work on site at Village Hall	£1,615.92	
		Payment made 21/12/17		
Note: Approved standing orders / direct debits not included in payments list			TOTAL	£1,615.92
Invoices checked and confirmed 8th January 2018.				

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Payment requests received before agenda published			Meeting Date: 8th January 2018	
Payment No:	Payee	Purpose	Amount	Posted
BACS64	John O'Connor Grounds Maintenance	August 2017 Grass Cutting	£667.44	
BACS65	John O'Connor Grounds Maintenance	September 2017 Grass Cutting	£1,106.22	
BACS66	John O'Connor Grounds Maintenance	October 2017 Grass Cutting	£333.72	
BACS67	HMRC	Qtr 3 NI contributions	£81.51	
BACS68	Graphix Ltd	Banners	£270.00	
300546*	NSALG	Association membership	£67.00	
BACS69	Meppershall Village Hall	14/10/2017 Neighbourhood Planning Meeting	£30.00	
BACS70	Meppershall Village Hall	Oct - Dec MPC Meetings	£90.00	
BACS71	Meppershall Village Hall	16/10/2017 Neighbourhood Planning Meeting	£30.00	
BACS72	A Marabese	Postage Expenses	£74.38	
* Previously approved as 300544 but VAT missed off payment. Original cheque not sent.				
Note: Approved standing orders / direct debits not included in payments list			TOTAL	£2,750.27
Invoices checked and confirmed 8th January 2018.				

Moved Cllr Foskett/Seconded Cllr Chapman. Resolved that the schedule of payments as presented be approved and authorised for payment. *Carried unanimously.*

117. CLOSE OF THE MEETING

The Chairman declared the meeting closed at 9.40pm

Where no signature exists in this electronic version, a hard copy version is available for inspection from the Clerk.
