

MEPPERSHALL PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL
HELD IN THE VILLAGE HALL ON MONDAY 12TH MARCH 2018

PRESENT: **Councillors:** Chapman (in the Chair), Bulley, Foskett, Merryweather, Smith P, Smith R and Thomason
 The Clerk: A Marabese
 Others: Ward Councillors Brown and Liddiard. 19 members of the public.

The Chairman declared the meeting open at 7.50pm.

133. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Read and Parsons.
Cllr Thompson was unable to send apologies due to unforeseen work commitments.

134. CHAIRMANS ANNOUNCEMENTS

- a. Importance of responding to the CBC Waste and Recycling Consultation and participation at the Stocken House public inquiry w/c 8th April.
- b. Invitation to attend the CPRE AGM on 17th April 2018 had been received. Should a member of Council wish to attend please forward details to the Clerk.
- c. Reminder to the public that the public session would run for no more than 15 minutes to ensure that Council business could be completed on time.

135. MEMBERS INTERESTS

- a. Cllr Chapman declared an interest in item 137.a.iii

136. MINUTES

Moved Cllr Smith R/Seconded Cllr Foskett. Resolved that the minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 12th February 2018 are an accurate record of the proceedings and that they be signed by the Chairman. Carried 6 in favour, 1 against – Cllr Smith P requested that the reason for his vote against be minuted as follows: with reference to 122.d.i Cllr Smith P maintains that the recorded vote be amended to ‘5 in favour, 1 abstention and 3 not voting’ and not ‘5 in favour, 4 abstentions’.

The Clerk will seek advice on whether a ‘no vote’ is classified as an abstention and report back to Council.

At this point (7.55pm) 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 Liddiard advised the meeting that:

- A letter from Ward Councillors Brown and Liddiard had been sent to the Beds Police Chief Constable requesting support for changes to the A507 road layout. The letter was accompanied by 3 letters from local parish councils including that of Meppershall. It was also noted that on Saturday 11th March another serious accident had occurred on this stretch of road.
- Secondary school admissions details had been released with 95% of applicants receiving their first preference and 93% of applicants applying online. Lower school admission details will be issued in April.

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- The CBC Customer Service Centre is now open at Shefford Library with the number of visits increasing over time.
- The East London Foundation Trust in conjunction with Cambridge University Health Trust have been awarded a five year contract to deliver community health services.
- An Adult Social Care telephone survey of 1000 people is in progress.

Ward Councillor Brown advised the meeting that:

- The Waste and Recycling Consultation had received circa 7500 responses in its first week.
- The Local Plan is due to go to the Planning Inspector on 29th March 2018. A response will not be expected much before October 2018.

Parishioners made the following comments and asked the following questions:

- Can the Council do anything regarding the state of roads leading to Meppershall? In particular the road from Campton shows signs of subsidence which could be a danger to drivers travelling along the road at night.
- When will the street lighting on Walnut Way be installed?
- Can the Council provide an update on gully cleaning in the village?
- Will a burial ground still be provided to the Parish as part of the Croudace development?
- Shrubs and greenery on the corner of the High Street and Rectory Road continue to be a problem. Can the Council assist in resolving?

Standing orders were reinstated at 8.10pm

REPORTS FROM WORKING GROUPS

137. PLANNING AND HOUSING

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

- i. CB/17/05345/FULL – Land adjacent to Sandy View, Shefford Road – Erection of detached house.
- ii. CB/18/00087/FULL – Wind Rush, 4 Shillington Road – Proposed single storey side / rear extension and conversion of garage.
- iii. CB/18/00229/FULL – 10 Brookside – Rear and side single storey extension and alterations to existing garage.
- 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.

b. Approvals/Refusals/Withdrawals received

- 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. *Granted*
- ii. CB/17/05869/ADV – Polehanger Farm – Directional sign for development on Polehanger Farm by Croudace Homes. *Application withdrawn*

c. Appeals

- i. CB/16/01012/OUT – 100 High Street – Demolition of existing dwelling and erection of up to 38 dwellings. *Public Inquiry held w/c 9th January 2018. Decision pending. **

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- ii. CB/17/03887/OUT – Stocken House, 59 Shefford Road – Demolition of dwelling and erection of 145 dwellings. *Appeals with Planning Inspectorate – Inquiry to be held w/c 10th April 2018.*

Cllr Smith P reported that he has met with Cllr Thomason and the MAG group to co-ordinate representation for the inquiry and eliminating duplication. Cllr Smith P will attend the appeal on the 9th, 10th and 11th April on the Parish Councils behalf and urges all those available to attend as many days as possible to show strength of opposition.

d. Applications since last Council meeting for consideration

- i. CB/18/00536/LDCE – Land r/o 70 Fildyke Road - Lawful Development Certificate Existing: Permanent residential dwelling house – *Comments by 13th March 2018 Proposed Cllr Smith P/Seconded Cllr Smith R. Resolved that the Council has no comments regarding this application. Carried unanimously.*
- ii. CB/18/00685/FULL – 6 Taylors Close - Two storey side extension and interior alterations – *Comments by 26th March 2018 Proposed Cllr Smith P/Seconded Cllr Chapman. Resolved that the Council has no objection to this application. Carried unanimously.*
- iii. CB/18/00756/VOC – Land adj. to 23 Shefford Road - Removal of conditions 10 & 11 of Planning Permission CB/17/02143/FULL dated 5/7/17 - Six semi-detached chalet style bungalows and associated access, parking & landscaping – *Comments by 26th March 2018 Proposed Cllr Smith P/Seconded Cllr Thomason. Resolved to request that; condition 10 be retained, and that condition 11 be retained as there is no need for a footpath but that the hedge be lowered, pruned back and laid in a traditional manner. Carried 5 in favour, 2 against.*

e. Enforcement / Other Planning Matters

- i. **CB/EN/18/0071 – The Village Hall** - Alleged non-compliance with planning condition 10 attached to planning permission CB/16/01769/FULL - diverted traffic at High Street/Shefford Road, construction vehicles entering Fildyke Road. *In progress*
- ii. **23 Shefford Road** – The Clerk reported water drainage from the building site into highways drains to CBC Planning Enforcement but neither they nor the Environmental Health Team felt that they had any enforcement powers to investigate this complaint. They suggested contacting the Environment Agency whose website gave advice on temporary dewatering from site excavations to surface water.

f. Meppershall Action Group (MAG)

Cllr Thomason reported that the group were working on the Stocken House appeal representation and had agreed on members attending and representing the group on different days. The group is calling on members of the public, especially those with local knowledge, to attend the inquiry.

138. NEIGHBOURHOOD PLAN

Cllr Thomason reported that the team had met last week with Siobhan Vincent of CBC who provided encouragement to the team as well as suggesting the inclusion of a revised Green

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Infrastructure Plan as part of the Neighbourhood Plan. A revised grant application will need to be submitted in the new financial year to be spent over 12 months. The Clerk is now on board with the team and the next two meeting dates have already been planned.

139. HIGHWAYS AND TRANSPORT

a. Cllr Smith R reported on:

- i. Roadworks due to take place in the local area.
- ii. The issue of potholes (reported to Highways) in Chapel Road that had uncovered ironworks and could cause damage to vehicles.
- iii. A consultation on parking restriction in Heronslee, Clifton Road and Hitchin Road, Shefford currently underway. Objections should be made either in writing to CBC Traffic Management or by email to traffic.consultation@centralbedfordshire.gov.uk.
- iv. New rail services via Arlesey to and from Horsham via Gatwick Airport.

b. Cllr Thomason led a discussion on requesting support from local businesses to pay for or contribute to the cost of mobile speed indicators within the village. The Clerk was asked to discuss with CBC Highways their plans for upgrading and introducing new speed indicators within the village, their preferred choice of equipment and options for introducing new speed sign locations within the village.

c. Clerk to provide update on:

- i. CBC update on Hoo Road safety – outstanding
- ii. Fildyke Road overgrown vegetation at entrance issues – outstanding
- iii. Hoo Road resurfacing and outstanding contributions – outstanding

140. ENVIRONMENT AND LEISURE

a. Cllr Merryweather requested that the Clerk organise the replacement of fencing panels at the end of Brookmead as these have become dislodged due to weather conditions and that the area be sprayed to reduce weeds.

b. The Clerk reported that:

- i. Following three 28 Day Notice to Quit letters being posted, 2 tenants had paid for their allotment plots, leaving only 1 tenant not renewing their tenancy for 2017/2018.
- ii. 2018/2019 Allotment fee increases will be published at the beginning of April.
- iii. An annual allotment inspection had taken place and the Clerk was in the process of issuing letters to tenants where action was needed.
- iv. No update on the Seasonal vegetation clearance contributions received from CBC.

c. Cllr Foskett provided the following Village Hall update:

- i. The roofing will be finished next week.
- ii. The first fix is underway with windows predicted to be fully installed this week.
- iii. The target for the Pre-School handover is September 2018 so that the Ofsted inspection can be completed and a move in can commence during the October half term.
- iv. Meetings with main user groups have been held to identify usage requirements.
- v. Bollards on Crackle Hill path have had yellow fluorescent tape added to them, but it is noted that this is not a great improvement.
- vi. Any groups wishing to book the football pitches will need to contact the Clerk.
- vii. A burial site will be provided to the Parish Council as part of the development handover.

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141. HEALTH & SAFETY and RISK MANAGEMENT

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

142. 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** – Good progress made and draft to be issued before next meeting

143. OTHER MEETINGS

- a. **Transport & Broadband Information Evening** – 6th March – Cllr Smith R attended the event where the Programme Director for England's Economic Heartland explained the collaborative work between different organisations needed to realise the economic potential of the Oxford to Cambridge arc which would include a strategic transport strategy (new rail infrastructure and improved integration of major road network) and a high-speed digital network.

144. CLERKS REPORT & MATTER ARISING

- a. **Understanding Planning Course 1** – Re-scheduling of training date to be agreed.
- b. **Notice board relocation** – The Clerk and Cllr Foskett have requested that a new village notice board be erected on Walnut Tree Way and an application to include this will be submitted in due course. Noticeboard not purchased yet.
- c. **GNOMES** request for defibrillator training for residents approved at previous meeting. Training date to be agreed.
- d. **Letter of complaint to Croudace Homes** – Action has been taken by Croudace, but it was agreed that the Council would wait until all actions had been completed before contacting them again.

145. FINANCE

- a. **Document approval** - journal entries, bank reconciliation and bank statements were reviewed and authorised by Cllr Foskett, Finance Spokesman
- b. **Grant requests** - None
- c. **Budget Review**

Clerks Pension

Proposed Cllr Smith P/ Seconded Cllr Thomason. Resolved that the Council honour the commitment made to the Clerks current year pension contributions and the 2018/2019 budget, and amend BACS87 payment accordingly. Carried unanimously

d. Orders for the payment of money

Payment requests received before agenda published			Meeting Date: 12th March 2018	
Payment No:	Payee	Purpose	Amount	Posted
BACS78	D Foskett (Qbic)	Website hosting upgrade	£49.37	
BACS79	Robinson & Hall LLP	Village hall construction monitoring progress site visit	£1,009.39	
BACS80	A Marabese	Expenses (Feb & March excluding March mileage)	£104.95	
BACS81	BATPC	GDPR Briefing 26/03/18	£10.00	

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Payment requests received after agenda published			
BACS82	Rialtas Business Solutions Ltd	Allotments software maintenance	£139.20
BACS83	Wave	Allotments Water Dec - March	£11.70
BACS84	Wave	Allotments Water Dec - March	£33.65
BACS85	K Crofts	Additional salary hours Nov - Feb	
BACS86	A Marabese	2017-2018 holiday pay	
BACS87	Standard Life	Clerk Additional Pension Payment	
BACS88	HMRC	Ni & Tax Q4 2018	£346.59
BACS89	Paul Carne	Allotment Maintenance Feb	£69.75
Note: Approved standing orders / direct debits not included in payments list			TOTAL
Sensitive personal data protected			

Moved Cllr Foskett/Seconded Cllr Chapman. Resolved that the schedule of payments as presented be approved and authorised for payment and that payment ref BACS87 be amended as per resolution 145.c. Carried unanimously.

146. CLOSE OF THE MEETING

The Chairman declared the meeting closed at 9.20pm

*Post meeting note ref: 137.1.i. Appeal dismissed

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