

MEPPERSHALL PARISH COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL HELD VIA VIDEOLINK ON MONDAY 12TH OCTOBER 2020

PRESENT: **Councillors:** Chapman (in the Chair), Karslake, Merryweather, Morgan, Seaman, Standbridge, Thomason and Thompson
 The Clerk: A Marabese
 Others: Ward Councillor Brown, and 4 members of the public

The Chairman declared the virtual meeting open at 7:55pm.

541. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Cllrs Austin and Parsons, and Ward Cllr Liddiard.

542. CHAIRMANS ANNOUNCEMENTS

- a. The Chairman thanked all participants of the meeting which was being held via video link. The Chairman then explained that during the 15-minute public session interventions would be limited to 3 minutes per person. All participants to the meeting were asked to 'mute' themselves and to raise a hand when wishing to speak. Councillor voting would be conducted by a show of hands. The Clerk is acting as the meeting 'moderator'.
- b. The Chairman and councillors agreed to add to the agenda urgent items concerning a virtual meeting subscription (547.h) and communication concerning the redevelopment of RAF Henlow.

543. MEMBERS INTERESTS

- a. To receive declarations of interest from councillors on items on the agenda and requests for dispensation.
None

544. PUBLIC SESSION

At this point (7:56pm) the Chairman suspended Standing Orders to receive reports from Ward Councillors, village organisations 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:

- CBC CEO – A new CEO, Marcel Coiffait, has been appointed. This is an internal appointment that will start in December 2020.
- Local Plan – Luton have signed to accept the number of house CBC will provide them with however, the recent government white paper on planning reform suggests that Central Bedfordshire will have many more new homes imposed on it. The white paper has been heavily criticised.
- Green waste bins – Delivery of new bins has started and residents are urged to sign up for a new bin online.
- Remembrance Day Services – These can take place but they must comply with current legislation.
- CCTV Query - A communication was received via the Clerk regarding CCTV in the village. Susan Childerhouse at CBC is responsible for public protection and may be able to advise the resident in this matter. *It was agreed that a reply be sent to the resident confirming that the issue is not a matter for MPC and the parishioner directed to alternative options for resolution.*

MEPPERSHALL PARISH COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL HELD VIA VIDEOLINK ON MONDAY 12TH OCTOBER 2020

- Highways Request – A communication was received via the Clerk regarding the possibility of a 20mph limit in Coneygate. Perhaps the best solution is to discuss the request with the Neighbourhood Planning team and request that they include in their plans the desire to extend the 20mph limit from outside the school to Fildyke Road which would therefore include all road off shoots.

Members of the public asked the following questions:

- What is the CBC uplift in housing on the white paper? *174% for CBC.*
- There is still no wheel washing facilities at the 32 Shefford Road site. *Cllr Brown to follow up.*

Standing orders were reinstated at 8.03pm

545. MINUTES

- a. *Proposed Cllr Thompson/Seconded Cllr Karlake. Resolved that the minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday 14th September 2020 are an accurate record of the proceedings and that they be signed by the Chairman of this meeting (at the first opportunity). Carried*

546. CLERKS REPORT AND MATTERS ARISING

- a. To request clarification on matters arising and items within the Clerks report. There were no questions arising.

547. FINANCE

- a. **Update of Parish Facilities purchases** - To review and approve income, expenditure and purchase orders for parish facilities.
The content of the report was noted.
- b. **Water Supplier** – To consider changing water supplier
Councillors considered the cost saving v the performance of the current supplier.
Proposed Cllr Thomason/Seconded Cllr Chapman. Resolved to change water supplier once allotment water has been turned off this year in October / November. Carried.
- c. **2019/2020 Audit** – To receive external auditor report and certificate of completion.
The report from the external auditor and certificate of completion were noted. The Clerk advised that the MPC website has been updated.
- d. **2020/2021 Budget v Actual** – Clerk to provide an update on budget v actual for 2020/2021.
The Clerk talked through actual spend v budget reports for the year to date. Councillors raised no questions or queries. The Clerk advised that she would be preparing a first draft of the 2021/2022 budget for the November meeting.
- e. **Banking mandate** – To approve updating the banking mandate.
Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved to approve the removal of Mrs Read from the banking mandate and the addition of Cllr Thompson and a signatory with online approval rights. Carried.
- f. **Document approval** – To approve journal entries, bank reconciliations and bank statements.
Proposed Cllr Chapman/Seconded Cllr Morgan. Resolved to approve Bank Statements and Reconciliations numbered 011 savings account, and that they be signed electronically by Cllrs Morgan and Standbridge. Carried.

MEPPERSHALL PARISH COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL HELD VIA VIDEOLINK ON MONDAY 12TH OCTOBER 2020

g. Orders for the payment of money

Proposed Cllr Chapman/Seconded Cllr Thompson. Resolved that the schedule of payments as presented be approved and authorised for payment. Carried.

Payment No:	Payee	Purpose	Amount
Payments made prior to meeting date			
BACS348	Mayo Wynne Baxter	Brookmead fence - Land Registry Surveyor Fee	£30.00
Payment requests received before agenda published			
BACS341	Village Garden Services Ltd	September Grass Cuts	£1,048.80
BACS342	Village Garden Services Ltd	August Grass Cuts	£728.40
BACS343	Mr Paul Carne	Allotment spray	£25.00
BACS344	RBS Ltd	Alpha Software annual support and maintenance	£148.80
BACS345	Play Inspection Company	ORM & Centenary Field Inspections	£240.00
BACS346	Robinson & Hall	Professional Services - Centenary Field	£1,944.72
BACS347	Rialtas	Rialtas set up on new computer and transfer all files	£30.00

h. Zoom subscription

The Clerk reported that the previous free access to a professional zoom application was no longer available to MPC and that Gravenhurst Parish Council were in a similar situation. A shared subscription at circa £5.50 per month each was suggested.

Proposed Cllr Chapman/Seconded Cllr Morgan. Resolved to share the cost of a Zoom subscription with Gravenhurst Parish Council. Carried.

548. PLANNING AND HOUSING

a. Applications since last Council meeting for consideration

- i. CB/20/03505/VOC – 84 Fildyke Road, SG17 5LU - Variation of Condition 19 of planning permission CB/18/03306/FULL (Demolition of 1.5 storey cottage and erection of 5 No 2 storey dwellings with a new access road and car parking). Elevations changes to Plots 3, 4 and 5 and additional ground floor space to Plot 5.

Proposed Cllr Thompson/Seconded Cllr Merryweather. Resolved that the Council has no comments on 20/03505/VOC. Carried.

Councillors referred to the recent complaints and issues arising from this site and requested the following:

- The Clerk contact the Site Manager and open up lines of communication.
- Clerk sends a letter to CBC complaining about the traffic management enforcement issues and ask how CBC propose to deal with these issues in the future.

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 Campton and Chicksands Formal Regulation 14 Consultation. Comments due 18th November 2020.

Proposed Cllr Karlake/Seconded Cllr Chapman. Resolved to provide a positive 'Good Effort' response. Carried.

- ii. To discuss communication regarding redevelopment of RAF Henlow and representation at meetings.

MEPPERSHALL PARISH COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL HELD VIA VIDEOLINK ON MONDAY 12TH OCTOBER 2020

Councillors asked the Clerk and Cllr Thompson to attend meeting with Homes England and other local parishes concerning the re-development of RAF Henlow.

549. NEIGHBOURHOOD PLAN

a. Report from Cllr Thomason

Cllr Thompson reported that the team had completed the review of the draft plan and only minor amendments remained. Mr Pain is adding pictures to the draft plan and liaising with the school on children's drawings to be included. The next step will be to send the draft plan to our consultant for review before launching the Regulation 14 consultation in early 2021.

550. HIGHWAYS AND TRANSPORT

a. Discussion on any highways issues if required

Cllr Seaman reported the following:

- The 20mph signage for Walnut Tree Way is to be erected in the next couple of weeks.
- An article will be included in the November edition of the Messenger on speeding in the village.
- The Speed Watch team will re-commence activities once the COVID-19 situation permits as speeding does reduce when they are active.
- A 20mph speed limit for the High Street and Shefford Road is an aspiration. Cllrs agreed that Cllr Seaman should approach CBC regarding this.

Cllr Thompson reported on a petition in the village concerning speed reduction and suggested Cllr Seaman contact the organiser.

551. 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.

The Clerk provided councillors with an update on actions taken after the meeting held between Croudace Homes Ltd and Parish Council representatives on 10th September. Croudace has undertaken and are in the process of carrying out remedial work as agreed on centenary field. The Clerk, Cllr Thompson and Cllr Morgan have all been in contact with contractors who can quote for pitch improvements, land drainage and landscaping works. Quotations and more site visits are planned before making a decision on which solutions to support and put forward to Croudace. There has not been any communication regarding the cemetery and the Clerk will chase Croudace for information on this.

b. PC Stores – To consider painting of PC stores.

Ignore as decision made last month

c. Planting of Woodland Tree Pack – To consider plans for planting of 420 Saplings due to arrive between 2nd and 20th November.

Ignore as decision made last month.

d. Grass Cutting - Update from Clerk

The Clerk had received a request to cut the grass on Stondon Road as it was becoming cumbersome for walkers where there is no footpath.

MEPPERSHALL PARISH COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE COUNCIL
HELD VIA VIDEOLINK ON MONDAY 12TH OCTOBER 2020

e. Allotments – Update from Clerk including inspections.

Plot inspection letters, plot renewal letter and all associated documents are to be sent to plot holders in the coming days.

f. Bench Installation – To consider request from BRCC to install a bench in memory of a Meppershall resident in one of the locations identified in the GI Plan.

Proposed Cllr Chapman/Secoded Cllr Thompson. Resolved that MPC approve request from BRCC to install a bench in the memory of a Meppershall resident in one of the locations identified in the local plan. Carried.

The Clerk was asked to contact Mr Brinkley to obtain permission to install in one of the sites.

552. HEALTH & SAFETY AND RISK MANAGEMENT

a. Community Safety – To receive report from Cllr Seaman

Cllr Seaman reported:

- There was an article on burglary in the last Messenger and there will be an article on scams in this Messenger.
- A request for Dragons teeth and further 30 mph road surface signage on Meppershall Road at entrance to village. Please note: Shefford road has already been repainted.
- We have received support from CBC Highways Officers for the 40mph limit from the village entrance to the A507 roundabout.
- Shillington Road speed reduction is in progress.

553. CLOSE OF THE MEETING

The Chairman reminded everyone that the next meeting would be the 16th November and declared the meeting closed at 21:25pm

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