

MEPPERSHALL PARISH COUNCIL

Parish Clerk - Miss A Marabese
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Dear Sir/Madam,

You are hereby summoned to attend an ordinary meeting of the Parish Council of Meppershall on Monday 11th December 2017 commencing at 7.45 pm in the Interim Village Hall, Walnut Tree Way, Meppershall, SG17 5AB.

Yours sincerely,

Ms. A Marabese
Clerk to Meppershall Parish Council

Distribution: All Councillors
Ward Councillors
Village Notice Board

AGENDA

88. APOLOGIES FOR ABSENCE

89. CHAIRMANS ANNOUNCEMENTS

- a. Invitation to attend the next Community Priority Setting Meeting on 7th February 2018, 7pm at Beds Police HQ. Would a Councillor like to attend on behalf of MPC?
- b. The Chairman of the Council, Cllr Fiona Chapman MBE has invited the Parish Chair to a Civic Service on Sunday 21st January at St Mary's Church, Woburn.

90. MEMBERS INTERESTS

- a. To receive declarations of interest from councillors on items on the agenda

91. MINUTES

To approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 13th November 2017

The Chairman will suspend Standing Orders for a period of up to 15 minutes to receive reports from our Unitary 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.

REPORTS FROM WORKING GROUPS

92. PLANNING AND HOUSING

- a. Planning Applications currently with planning officers
 - i. CB/17/02409/FULL - New Close Nurseries, Fildyke Road - Demolition of existing glasshouses and redevelopment with 13 residential dwellings and all ancillary works

- ii. 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.
- iii. CB/17/04800/FULL – 6 Rectory Road – Two storey rear and single-story extension.
- iv. CB/17/04782/FULL – Land adj to 15 Shillington Road – Erection of 8 dwellings, formation of vehicular and pedestrian access with associated landscaping.

b. Approvals/Refusals/Withdrawals received

- i. CB/17/00738/OUT – 100 High Street – Up to 38 dwellings.
Revised noise assessment and supporting statement received
22/11/17 – *Refused*
- ii. CB/17/04537/FULL – Land between 10 & 12 Hoo Road – Erection of 2 three-bedroom detached houses.
29/11/17 - *Granted*

c. Appeals

- i. CB/16/01012/OUT – 100 High Street – Demolition of existing dwelling and erection of up to 38 dwellings.
Appeal with Planning Inspectorate – Public Inquiry to be held 9th January 2018 at Rufus Centre, Flitwick. Parish Council attendance required.
- ii. CB/17/01041/OUT – Stocken House, 59 Shefford Road – Demolition of dwelling and erection of 150 dwellings.
Appeal with Planning Inspectorate – Public Inquiry – Comments to Planning Inspectorate by 14th December 2017.

d. Applications since last Council meeting for consideration

- i. CB/17/05425/FULL – The Pigling, Woodview Nurseries – Replace existing mobile home with a single storey two bedroom permanent dwelling.
Comments due to CBC by 15th December 2017
- 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.
Comments due to CBC by 18th December 2017
- iii. CB/17/04650/FULL – Land R/o 6 High Street – Erection of 4 new, 3 bedroom dwellings
Comments due to CBC by 26th December 2017

e. Enforcement / Other Planning Matters

None

f. New process for circulating comments on planning applications

Cllr Smith P to provide details

g. Meppershall Action Group (MAG)

Cllr Thomason to provide report

h. S106 monies

Clerk to provide update on motion proposed by Cllr Adam Zerny to Central Beds Council for its meeting of 16th November that in future there must be greater local involvement in how S106 money is handed out.

93. NEIGHBOURHOOD PLAN

Cllr Thomason to report

94. COMMUNITY ASSETS

Cllr Smith P to report

95. HIGHWAYS AND TRANSPORT**a. Cllr Smith R to report****b. Clerk to provide update on:**

- i. RMF High Street traffic calming and parking scheme
- ii. CBC update on Hoo Road road safety
- iii. 2018/19 RMF scheme for traffic calming (application, cost of speed cameras etc.)
- iv. Fildyke Road overgrown vegetation at entrance issues
- v. Hoo Road resurfacing and outstanding contributions

96. ENVIRONMENT AND LEISURE**a. Cllr Merryweather to report****b. Clerk to report on:**

- i. 2017/2018 Allotment tenancy renewals

c. Cllr Foskett to provide Village Hall update**97. HEALTH & SAFETY and RISK MANAGEMENT**

Clerk to provide update on action plan

98. PROCEDURES

a. Reform of Data Protection Legislation – Draft of procedure circulated. Implications of GDPR and ICO membership costing £35 per annum proposed.

b. Village Emergency Plan – In progress

c. Freedom of Information – In progress

d. Press and Media Relations – In progress

e. Records Management – In progress

f. Data protection – In progress

g. Employment Handbook and Policies - In progress

h. Standing Orders – Draft of amended version circulated to councillors

i. Financial Regulations – Draft of amended version circulated to councillors

j. Dispensations – Discussion required

99. OTHER MEETINGS

Cllr Parson to provide update on Town and Parish Council Conference held on Tuesday 21st November 2017

100. CLERKS REPORT & MATTER ARISING

- a. **Understanding Planning Course 1** – Attendee details to be forwarded to Clerk
- b. **Notice board relocation** – temporary notices in Village Stores as 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 to be discussed.
- d. **Community Governance Review** – Parish Council response
- e. **Henlow Academy Consultation on Admissions** - Parish council response

101. FINANCE

- a. **Document approval** - journal entries, bank reconciliation and bank statements
- b. **Audit action plan update**
- c. **Precept & budget 2018/2019** – preliminary budget circulation for review
- d. **Grant requests**
 - i. Wanderbus
 - ii. Meppershall Messenger
- e. **Orders for the payment of money** - A schedule of payments will be distributed at the meeting for approval and authorisation

102. CLOSE OF THE MEETING

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be an Ordinary Meetings on 8th January 2018 and an Ordinary Meeting on 12th February 2018. The cut-off time for the receipt of papers for the January meeting agenda is 5 p.m. on Wednesday 27th December 2017.