

MEPPERSHALL PARISH COUNCIL

Parish Clerk - Miss A Marabese
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Dear Sir/Madam,

Notice is given that an ordinary meeting of Meppershall Parish Council will be held on Monday 9th April 2018 commencing at 7.45pm in the Interim Village Hall, Walnut Tree Way, Meppershall, SG17 5AB. Members of the public and the press are welcome.

Yours sincerely,

Ms. A Marabese
Clerk to Meppershall Parish Council

Distribution: All Councillors
Ward Councillors
Village Notice Board

AGENDA

147. APOLOGIES FOR ABSENCE

148. CHAIRMANS ANNOUNCEMENTS

- a. Reminder to Councillors of the need to advise the Clerk regarding the reason for meeting absences and apologies.

149. MEMBERS INTERESTS

- a. To receive declarations of interest from councillors on items on the agenda
- b. To receive and provide outcome of requests for granting dispensations of disclosable pecuniary interests

150. MINUTES

To approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 12th March 2018

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

151. PLANNING AND HOUSING

- a. Planning Applications currently with planning officers
 - i. CB/18/00087/FULL – Wind Rush, 4 Shillington Road – Proposed single storey side / rear extension and conversion of garage.

- ii. 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.
- iii. CB/18/00536/LDCE – Land r/o 70 Fildyke Road - Lawful Development Certificate Existing: Permanent residential dwelling house.
- iv. CB/18/00685/FULL – 6 Taylors Close - Two storey side extension and interior alterations.
- v. 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.

b. Approvals/Refusals/Withdrawals received

- i. CB/17/05345/FULL – Land adjacent to Sandy View, Shefford Road – Erection of detached house. *Granted*
- ii. CB/18/00229/FULL – 10 Brookside – Rear and side single storey extension and alterations to existing garage. *Granted*

c. Appeals

- i. CB/16/01012/OUT – 100 High Street – Demolition of existing dwelling and erection of up to 38 dwellings. *Appeal dismissed.*
- ii. CB/17/03887/OUT – Stocken House, 59 Shefford Road – Demolition of dwelling and erection of 145 dwellings. *Planning Inspectorate Inquiry to be held w/c 10th April 2018.*

d. Applications since last Council meeting for consideration

None

e. Enforcement / Other Planning Matters for consideration

- 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. *Closed - Heavy vehicles are using Fildyke Road because there is a temporary road closure along Shefford Road, and the diversion route is sending the traffic along Fildyke Road.*
- ii. CB/EN/18/0126 – Land adj to 23 Shefford Road – Alleged breach of pre-commencement conditions attached to planning permission CB/18/00756/VOC – works to trees. *Closed - The planning officer is dealing with details for CB/18/00756/VOC relating to access and parking, and although some hedgerow has been removed within the nesting season the hedge was inspected prior to any works being carried out, and there are no objections to this, and there is no breach of planning control.*
- iii. National Planning Policy Framework consultation. *Response due by 10th May 2018*
- iv. Letter dated 16th March 2018 from Planning Potential requesting a meeting with the Parish Council, ahead of full public consultation with local residents, to brief Councillors on their approach and ensure that Council is informed of the strategy for engaging constructively with the community regarding the Bandland Nursery site, approved in the Pre-submission Local Plan.
- v. Clerk to report on meeting with Site Manager at 4 High Street, Meppershall.

- vi. Clerk to report on response to letter sent to BCCG regarding S106 contributions being used to improve the facilities at Lowe Stondon Surgery.

f. Meppershall Action Group (MAG)

Cllr Thomason to report

152. NEIGHBOURHOOD PLAN

Cllr Thomason to report

153. HIGHWAYS AND TRANSPORT

a. Cllr Smith R to report

b. Clerk to provide update on:

- i. CBC update on Hoo Road safety
- ii. Fildyke Road overgrown vegetation at entrance issues
- iii. Hoo Road resurfacing and outstanding contributions
- iv. Response from CBC Highways regarding effectiveness of raised table at Walnut Tree Way entrance.
- v. Request to receive speed and volume of traffic data from pneumatic road tubes installed on the High Street
- vi. CBC Highways plans to upgrade and introduce new speed indicators within the village
- vii. State of Shefford Road – what action should the Clerk take?

154. ENVIRONMENT AND LEISURE

a. Cllr Merryweather to report

b. Clerk to report on:

- i. 2016/17, 2017/18 & 2018/19 Seasonal vegetation clearance contributions from CBC
- ii. Goal post installation at Old Road Meadow
- iii. 2018/19 Grass cutting schedule

c. Cllr Foskett to provide Village Hall update

155. HEALTH & SAFETY and RISK MANAGEMENT

Clerk to provide update on action plan

156. 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 - In progress

f. Local Government Ethical Standard consultation – Response due by 18th May 2018

g. GDPR update – Clerk to report on requirement for DPO and potential approach to ensure compliance.

157. OTHER MEETING REPORTS

158. CLERKS REPORT & MATTER ARISING

- a. **Understanding Planning Course 1** – Training re-scheduled for Wednesday 16th May at Mount Pleasant Golf Club starting at 7:30pm.
- b. **Defibrillator training** – Training scheduled for Thursday 31st May at the Village Hall starting at 11:00am.
- c. **Letter of complaint to Croudace Homes** – update on actions taken.
- d. **Clerks Laptop** – To discuss suggestion made by Gravenhurst Parish Council regarding purchase and use of a laptop for the Clerk.

159. FINANCE

- a. **Section 137 Expenditure: Limit for 2018/19** - £7.86 x 1380 = £10,846.80 allowance for Meppershall.
- b. **Document approval** - journal entries, bank reconciliation and bank statements.
- c. **Annual Governance and Accountability Return and appointment of External Auditor (Mazars) and Internal Auditor (Auditing Solutions Ltd)**
- d. **Grant requests**
- e. **Standing Orders and Direct Debits** – A schedule of payments for 2018/19 will be distributed at the meeting for approval and authorisation.
- f. **Orders for the payment of money** - A schedule of payments will be distributed at the meeting for approval and authorisation.

160. CLOSE OF THE MEETING

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be an Annual Statutory Meeting on 14th May 2018 and an Ordinary Meeting on 11th June 2018. The cut-off time for the receipt of papers for the May meeting agenda is 5 p.m. on Wednesday 2nd May 2018.