

MEPPERSHALL PARISH COUNCIL

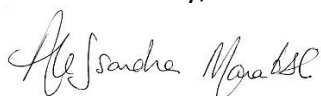
Parish Clerk - Miss A Marabese
c/o 30 Cherry Trees, Lower Stondon, Bedfordshire, SG16 6DT
T: 07930 813808
E: clerk@meppershall.org
W: www.meppershall.org



Dear Sir/Madam,

You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on Monday 10th December 2018 commencing at 7:45pm 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

249. APOLOGIES FOR ABSENCE

250. CHAIRMANS ANNOUNCEMENTS

- a. Structure of meeting and observance of Standing Orders

251. MEMBERS INTERESTS

- a. To receive declarations of interest from councillors on items on the agenda
- b. To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c. To grant any requests for dispensation as appropriate

252. MINUTES

- a. To approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 8th October 2018

The Chairman will suspend Standing Orders for a period of up to 15 minutes to receive available reports from;

- Bedfordshire Police,
- 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.

BUSINESS TO BE TRANSACTED

253. PLANNING AND HOUSING

a. Applications since last Council meeting for consideration

- i. CB/18/03671/FULL – Land south of Sandy View, Shefford Road, SG17 5LL – Erection of 2 detached bungalows – amendments received. *Comments due 20th December.*

- ii. CB/18/04382/OUT – 1 Shefford Road, SG17 5LJ - Demolition of garage and erection of five detached dwellings including associated garages, hardstanding and new access to 1 Shefford Road. *Comments due by 31st December.*

b. Other Planning Matters for consideration

- i. Review of Clerks report.
- c. Cllr Thomason to provide update from Meppershall Action Group (MAG).

254. NEIGHBOURHOOD PLAN

- a. Report from Cllr Thomason.

255. HIGHWAYS AND TRANSPORT

- a. Report from Cllr Smith R.
- b. Review of Clerks report.
- c. To consider the submission of an RMF 2019/2020 application.

256. ENVIRONMENT AND LEISURE

- a. Report from Cllr Merryweather.
- b. Review of Clerks report
- c. Review of Leisure Time Survey responses and leisure strategy priorities.
- d. Cllr Foscett to provide Village Hall update.

257. HEALTH & SAFETY and RISK MANAGEMENT

- a. Review of Clerks report.
- b. To consider location of current defibrillators (School and village stores).

258. PROCEDURES

- a. Review of Clerks report.
- b. To approve Data Protection Policy v2.0 and Privacy Notice v1.0 as circulated
- c. To consider future website, email and IT requirements.
- d. To consider scanning and storage of old financial documents to disc then disposal of originals to reduce paper archives held by the Clerk.

259. OTHER ISSUES, MEETINGS & MATTER ARISING

- a. Review of Clerks report.
- b. To receive report from Cllr Chapman following attendance at Community Priority Meeting on Tuesday 20th November.
- c. To consider request to join local Parish Council Forum.
- d. To consider location of 2019/2020 Parish Council meetings.

260. FINANCE

- a. Review of Clerks report.
- b. Grants
 - i. To consider Meppershall Messenger 2019-2020 grant application
- c. **Update of Parish Facilities purchases** – To review income and expenditure for parish facilities and donation of delivered purchases.
- d. **2019/2020 Budget** – To review draft budget for omissions, errors and changes.
- e. **Internet Banking authorisation** – To consider increasing the number of councillors who can approve online payments.

- f. Direct debit and standing orders** – To approve revised instructions.
- g. Document approval** - journal entries, bank reconciliation and bank statements.
- h. Orders for the payment of money** - A schedule of payments will be distributed at the meeting for approval and authorisation.

261. CLOSE OF THE MEETING

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be Ordinary Meetings on 14th January 2019 and 11th February 2019. The cut-off time for the receipt of papers for the January meeting agenda is 5 p.m. on Wednesday 3rd January 2019.