

MEPPERSHALL PARISH COUNCIL

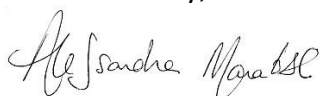
Parish Clerk - Miss A Marabese
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Dear Sir/Madam,

You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on Monday 10th February 2020 commencing at 7:45pm in the 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

447. APOLOGIES FOR ABSENCE

448. CHAIRMANS ANNOUNCEMENTS

- a. Reminder on public session parameters

449. 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

450. PUBLIC SESSION

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

- a. Ward Councillors,
- b. Village organisations,
- c. 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 with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting

BUSINESS TO BE TRANSACTED

451. MINUTES

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 13th January 2020.

452. CLERKS REPORT & MATTER ARISING

- a. To request clarification on matters arising and items within the Clerks report.

453. FINANCE**a. Update of Parish Facilities purchases**

- i. To review and approve income, expenditure and purchase orders for parish facilities.

b. Internal auditor – To re-appoint Internal Auditing Solution Ltd**c. Document approval** - journal entries, bank reconciliations and bank statements.**d. Orders for the payment of money** - A schedule of payments will be distributed at the meeting for approval and authorisation.**454. PLANNING AND HOUSING****a. Applications since last Council meeting for consideration**

- i. CB/19/04272/FULL & CB/19/04273/LB – Fowlers Farm, 28 High Street, SG17 5NJ – Listed Building: New double garage. *Comments due by 13th February.*
- ii. CB/19/04274/FULL – L/adj to Fowlers Farm, 28 High Street, SG17 5NJ – Demolition of agricultural barn and erection of new dwelling and garage. *Comments due by 13th February.*
- iii. CB/20/00089/FULL - 34 Shefford Road, SG17 5LN - Proposed wooded garden room – *Comments due by 13th February.*
- iv. CB/20/00128/FULL - Goose Grange, 26A Shefford Road, SG17 5LN - Single storey side & front extension. *Comments due by 13th February.*

b. Other Planning Matters for consideration

- i. Confirmation of response to CB/SN/19/0263 – Street naming for 32 Shefford Road, Meppershall, Shefford, SG17 5LN and CB/SN/19/0337 – Street naming for land at Stocken House, 59 Shefford Road, Meppershall, Shefford, SG17 5LL

455. NEIGHBOURHOOD PLAN**a. Report from Cllr Thomason.****456. HIGHWAYS AND TRANSPORT****a. Buxton Road** - To agree action to be taken regarding parked vehicles opposite entrance to Buxton Road.**457. ENVIRONMENT AND LEISURE****a. Croudace Parish Facilities – Update from Clerk and to consider actions specific to:**

- i. Snagging list

- ii. Handover

b. Litter pick 4th April – To consider purchase of additional equipment and refreshments.**c. Signage** – To consider purchase of signage and surveillance equipment for PC stores.**458. HEALTH & SAFETY and RISK MANAGEMENT****a. Risks assessments** – To provide update on risk assessments for Village Caretaker and Green Space Officer.**459. PROCEDURES & TRAINING****a. Locum Clerk** – To approve appointment of Locum Clerk by Chair and Clerk to cover Clerk's absence.**b. Green space officer** – To approve contract of employment**c. Training** – To consider councillor training requirements**d. Procedure** – To approve Data Protection Policy v2.1 and Privacy Notice v1.1.

460. OTHER ISSUES, MEETINGS & MATTER ARISING

- a. **Police Community safety meeting** – To discuss outcome of meeting and approve suggested actions.

461. CLOSE OF THE MEETING

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be Ordinary Meetings on 9th March 2020 and 6th April 2020. The cut-off time for the receipt of papers for the March meeting agenda is 5 p.m. on Wednesday 26th February 2020.