

MEPPERSHALL PARISH COUNCIL

Parish Clerk - Miss A Marabese
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Dear Sir/Madam,

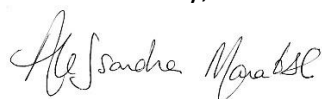
You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on Monday 14th December 2020 commencing at 7:45pm via remote video link*.

*Meeting will be held via Zoom - Meeting ID: 856 5937 4536 | Password: mpc2020

<https://us02web.zoom.us/j/85659374536?pwd=Q1dUMDdaL1lvTIRjMnJEcno4S2lFdz09>

Those not able to dial in via Zoom should contact the Clerk prior to the meeting to discuss alternative arrangements.

Yours sincerely,



Ms. A Marabese
Clerk to Meppershall Parish Council

Distribution: All Councillors, Ward Councillors, Parish Council website

AGENDA

555. APOLOGIES FOR ABSENCE

556. CHAIRMANS ANNOUNCEMENTS

- a. How the 'remote' meeting will be run

557. 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

558. 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. to receive questions from the public sent to the Clerk; and
- d. 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 and should indicate a request to speak by raising their hand.

BUSINESS TO BE TRANSACTED

559. MINUTES

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 16th November 2020.

560. CLERKS REPORT & MATTER ARISING

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

561. PROCEDURES

- a. To approve 2021-22 MPC meeting dates.

562. FINANCE

- a. **Update of Parish Facilities purchases** - To review and approve income, expenditure and purchase orders for parish facilities.
- b. **Draft 2021/2022 budget** – To review and provide input into draft 2021/2022 budget in preparation for precept request in January 2021.
- c. **Document approval** – To approve 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.

563. PLANNING AND HOUSING

a. Applications since last Council meeting for consideration

- i. CB/20/04458/FULL - 8 Banland Croft - SG17 5AW - Single storey rear extension with roof light. *Comments due 4th January.*

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 Gravenhurst Neighbourhood Plan consultation. *Response due by 16th December.*
- ii. Update on RAF Henlow consultation by Cllr Thompson (if any).

564. NEIGHBOURHOOD PLAN

- a. **Report from Cllr Thomason.**

565. HIGHWAYS AND TRANSPORT

- a. **Update and discussion on highways issues** – Cllr Seaman to lead.

566. ENVIRONMENT AND LEISURE

- a. **Centenary Field Parish Facilities** – Update from Clerk and to consider / approve actions specific to Snagging list resolution and handover, specifically:
 - i. To review snagging list
 - ii. To approve if available proposal from Croudace Homes Ltd on the handover of Centenary Field to the Parish Council.
- b. **Allotments** – Update from Clerk.
- c. **Woodland Tree Pack Planting** – Update from Clerk.

567. HEALTH & SAFETY and RISK MANAGEMENT

- a. **Community Safety** – To receive report from Cllr Seaman

568. PERSONNEL COMMITTEE UPDATE

- a. **A motion to exclude the Press and/or the public from the meeting** in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, as amended that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 568.b Namely approval of actions resulting from last Personnel Committee Meeting it is advisable in the public interest that the Press and/or the Public be temporarily excluded from this meeting and they are herewith instructed to withdraw. Mr Carne will be invited to remain.
- b. **Personnel Committee Meeting** – Update from last meeting and approval of actions required.

569. CLOSE OF THE MEETING

*Notes on declarations of interest. Any Member arriving after the start of the meeting is asked to declare pecuniary interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered. National rules about pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in secondary legislation made under the Act, in particular The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be an Ordinary Meeting on 11th January 2021 and 8th February 2020. The cut-off time for the receipt of papers for the January meeting agenda is 5 p.m. on Wednesday 30th December 2020.