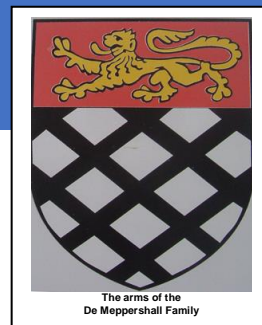


MEPPERSHALL PARISH COUNCIL

Parish Clerk - Miss A Marabese
c/o 30 Cherry Trees, Lower Stondon, Bedfordshire, SG16 6DT
T: 07930 813808
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Councillors:

J Thompson (Chairman), P Chapman, P Crossley, P Merryweather, M Morgan, J Parsons and L Standbridge.

You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on Monday 13th September 2021 commencing at 7:00pm in the Village Hall, Walnut Tree Way, Meppershall, SG17 5AB.

Members of the press and public are invited to attend.

Ms. A Marabese
Clerk to Meppershall Parish Council

MEETING AGENDA

- | | |
|--|--------|
| 674. APOLOGIES FOR ABSENCE | 7:00pm |
| 675. CHAIRMANS ANNOUNCEMENTS | 7:03pm |
| 676. MEMBERS INTERESTS* | 7:06pm |
| <ul style="list-style-type: none">a. To receive declarations of interest from councillors on items on the agenda. If, at any time during the meeting, a Councillor feels they have an interest in an item being discussed they should declare it at that point.b. To receive written requests for dispensations for disclosable pecuniary interests (if any)c. To grant any requests for dispensation as appropriate | |
| 677. PUBLIC SESSION | 7:09pm |
| The Chairman will suspend Standing Orders for a period of up to 15 minutes to receive community reports from: | |
| <ul style="list-style-type: none">a. Ward Councillors;b. Village organisations;c. to receive questions from the public sent to the Clerk; andd. 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. | |
| 678. MINUTES | 7:24pm |
| <ul style="list-style-type: none">a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 12th July 2021. | |

679. PROCEDURES, CONSULTATIONS & LEGAL

- a. Co-Option** 7:27pm
i. To consider any councillor co-option requests received.
- b. Councillor delegation** 7:30pm
i. To consider any changes required to councillor working group and committee delegation.
- c. Councillor numbers** 7:33pm
i. To consider number of MPC councillors required.
- d. Procedures** 7:36pm
i. To re-adopt MPC Data Protection Policy v2.2.
ii. To re-adopt MPC Privacy Policy v1.2.
iii. To adopt MPC Asset Register Policy v1.0.
iv. To adopt MPC Freedom of Information Policy v1.0.
v. To adopt MPC Dealing with Complaints Policy v1.0.
vi. To adopt MPC Dealing with Habitual or Vexatious Complainants Policy v1.0.
vii. To adopt MPC Equality and Diversity Policy v1.0.
viii. To consider whether MPC requires a Sustainability policy.
- e. IT – Website and Email** 7:46pm
i. Cllr Standbridge to provide an update on the new website.
ii. To approve website hosting provider and costs for coming year.
iii. To consider use and management of Meppershall.org email addresses.
- f. Centenary Field Parish Facilities** 7:55pm
i. Update from Clerk and Centenary Field Working Group on handover of Centenary Field to the Parish Council based upon negotiated terms and performance of solicitors representing MPC.
- g. Stocken House Green Space** 8:05pm
i. Update from Clerk and Cllr Thompson and review of decision to adopt Stocken House Green Space.
ii. To approve name of green space.

680. FINANCE

- a. Grants** 8:10pm
i. To consider donation to MAGPAS.
ii. To consider donation to Wanderbus.
- b. 2020/2021 Audit** 8:16pm
i. To receive external auditor report and certificate of completion.
- c. Purchase Orders** 8:19pm
i. Finance Training - To consider any finance training requests
ii. Neighbourhood Plan - To approve purchase of banners, cost to print Regulation 14 leaflets and associated documentation, cost to hire MVH for drop in sessions.
iii. Blinds – To approve purchase of Blinds for sports area in Village Hall.
- d. Insurance** 8:30pm
i. To consider MPC Insurance renewal with Zurich due 1st October 2021.
- e. Document approval** 8:35pm
i. To approve journal entries, bank reconciliations and bank statements.
- f. Orders for the payment of money** 8:38pm
i. A schedule of payments will be distributed at the meeting for approval and authorisation.

681. PLANNING AND HOUSING**a. Applications since last Council meeting for consideration**

8:43pm

- i. CB/21/02518/FULL - 41 Walnut Tree Way, SG17 5AB - Change of Use: From agricultural land to domestic garden rear boundary. *Comments due 21st September.*

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. Sugar Loaf PH

- i. To consider re-nomination for Asset of Community Value

8:48pm

682. NEIGHBOURHOOD PLAN**a. Report from Mr Pain – Steering Group Chairman**

8:51pm

683. HIGHWAYS AND TRANSPORT**a. Update from Clerk**

8:56pm

684. ENVIRONMENT AND LEISURE**a. Old Road Meadow**

- i. To consider plans and quotations to re-develop ORM play area.

9:00pm

b. HM The Queen's Platinum Jubilee

- i. To consider participation in HM The Queen's Platinum Jubilee events.

9:10pm

685. HEALTH & SAFETY and RISK MANAGEMENT**a. Old Road Meadow**

- i. To receive and approve risk assessment.

9:15pm

b. Community Emergency Response Team (CERT)

- i. To consider formation of a CERT as requested by CBC

9:18pm

686. PERSONNEL**a. Staffing**

- i. Update on staff resignation, redundancies and job advertisement for Community and Environment Officer.

9:23pm

- ii. To agree on interview panel for Community and Environment Officer.

9:26pm

687. CLOSE OF THE MEETING

9:30pm

*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 a Ordinary meetings on 11th October and 8th November 2021. The cut-off time for the receipt of papers for the September meeting agenda is 5 p.m. on Wednesday 29th September 2021.