



Parish Clerk – Miss A Marabese
c/o 30 Cherry Trees, Lower Stondon, Bedfordshire, SG16 6DT
T: 07480 251746
E: clerk@meppershall-pc.gov.uk
W: www.meppershall-pc.gov.uk

Councillors:

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

You are hereby summoned to attend a Statutory Meeting of the Parish Council of Meppershall on Monday 25th July 2022 starting 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

- | | |
|--|--------|
| 806. APOLOGIES FOR ABSENCE | 7:00pm |
| 807. CHAIRMANS ANNOUNCEMENTS | 7:03pm |
| a. To resolve to extend the meeting finish time beyond 2 hours. | |
| b. Other information. | |
| 808. MEMBERS INTERESTS* | 7:07pm |
| 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. | |
| 809. PUBLIC SESSION | 7:10pm |
| 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. | |
| 810. MINUTES | 7:25pm |

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 13th June 2022.

811. PROCEDURES, CONSULTATIONS & LEGAL

- a. **Councillor Co-option** 7:28pm
 - i. To consider councillor co-option requests received.
- b. **Procedures - Review and adoption of:** 7:33pm
 - i. Code of Conduct v2.0
 - ii. Scheme of Delegation v1.0 (NEW)
- c. **Delegation arrangements** 7:40pm
 - i. To approve delegation arrangements for payments and all other issues until the next MPC meeting on 12th September 2022
- d. **IT and Communications** 7:43pm
 - i. Update from Cllr Standbridge.
- e. **Community Safety** 7:46pm
 - i. To consider invitation to sign up to Community Safety Charter.
- f. **Stocken House Green Space** 7:49pm
 - i. Update from Clerk and Cllr Thompson on Agreement including formal request made to CBC regarding adoption.
- g. **Wry Close Allotment Track** 7:52pm
 - i. To review advice given by NSALG together with feedback on other actions requested at last meeting prior to making decision on Sugar Loaf PH use of allotment track for anchoring gazebo (stretch tent).

812. FINANCE

- a. **Purchase Orders** 8:00pm
 - i. To approve purchase order requests.
- b. **CBC Community Asset Grant Application** 8:05pm
 - i. To approve Submission of CBC Community Asset Grant Request.
- c. **Document approval** 8:10pm
 - i. To approve journal entries, bank reconciliations and bank statements.
- d. **Orders for the payment of money** 8:15pm
 - i. A schedule of payments will be distributed at the meeting for approval and authorisation.

813. PLANNING AND HOUSING

- a. **Applications since last Council meeting for consideration** 8:18pm
 - i. CB/22/02314/FULL - 73 Shefford Road, SG17 5LL - Single storey side and rear extensions. *Comments by 27th July.*
 - ii. CB/22/02025/FULL - Standalone House, Campton Road, SG17 5PB - Two storey side extension. *Comments by 27th July.*
 - iii. CB/22/02424/ADV - ACO Technologies Plc, Hitchin Road, SG17 5TE - Advertisement: Fixed non-illuminated company logo sign to front of new building. *Comments by 27th July.*
 - iv. CB/22/02505/FULL - 22 Brookmead, SG17 5SA - Single storey rear & side extensions. *Comments by 28th July.*
 - v. CB/22/01861/LB - The Hollies, 2 Shillington Road, SG17 5ND - Listed Building: Restoration, repairs and minor modifications to preserve the property's heritage

appearance, including: Roof repairs and replacement of chimney pots and refurbishment of windows and front entrance. *Comments by 17th August.*

- vi. CB/TCA/22/00344 - The Hollies, 2 Shillington Road, SG17 5ND - Works to trees within a Conservation Area: Prune fruit trees (labelled fruit trees), pruning required to bring them back to good health. Reshape Hedgerow (labelled hedgerow). *Comments by 28th August.*
- vii. CB/TCA/22/00347 - Church Of Saint Mary The Virgin -Works to trees within a Conservation Area: T1 Remove basal shoots and epicormic growth to main branch union and remove deadwood. T2 Remove Basal Shoots and epicormic growth to main branch union and remove deadwood. Also raise crown to 2.5m. T3 Remove Basal Shoots and epicormic growth to main branch union and remove deadwood. Also raise crown to 2.5m. *Comments by 2nd August,*

b. **To consider email correspondence received concerning proposed development of 7 Shefford Road.** 8:40pm

c. **To consider action to be taken in the light of CBC not consulting MPC on the new name for the development of 5 homes at 1 Shefford Road.** 8:45pm

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.

814. NEIGHBOURHOOD PLAN

a. **Report from Mr Pain, Steering Group Chairman.** 8:50pm

815. HIGHWAYS AND TRANSPORT

a. **OPCC and RMF grant funding update from Clerk.** 8:53pm

b. **Update on proposed action to deal with vehicles driving along the Hoo Road bridleway.** 8:56pm

c. **Update on joint street and speed watch initiative with Campton and Shefford.** 8:59pm

816. ENVIRONMENT AND LEISURE

a. **Centenary Field** 9:02pm

i. Update on drainage and landscaping works and any actions required.

ii. Update in gym installation and any actions required.

iii. To consider hire of MUGA and / or some of the green space next to it for use as a dedicated play area for home schooling initiative during term time.

b. **Update on Wildflower workshop.** 9:15pm

c. **To consider plans and choice of new play equipment for both Centenary Field and Old Road Meadow.** 9:18pm

d. **Signage update and to consider costings.** 9:21pm

e. **To consider taking part in Love Parks initiative organised by Keep Britain Tidy.** 9:24pm

817. 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 Ordinary meetings on 12th September 2022 and 10th October 2022. The cut-off time for the receipt of papers for the September meeting agenda is 5 p.m. on Wednesday 31st August 2022.