



Parish Clerk – Miss A Marabese  
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## 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 14<sup>th</sup> November 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

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## MEETING AGENDA

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| <b>831. MINUTES SILENCE</b>  | 7:00pm |
| <b>832. APOLOGIES FOR ABSENCE</b>  | 7:01pm |
| <b>833. CHAIRMANS ANNOUNCEMENTS</b>  | 7:03pm |
| a. Notice regarding openness and transparency of meeting.  |        |
| b. To resolve to extend the meeting finish time beyond 2 hours.  |        |
| c. Other information.  |        |
| <b>834. MEMBERS INTERESTS*</b>   | 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.  |        |
| <b>835. PUBLIC SESSION</b>   | 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.

- 836. MINUTES** 7:25pm
- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 10<sup>th</sup> October 2022.
- 837. PROCEDURES, CONSULTATIONS & LEGAL**
- a. **Councillor Co-option** 7:28pm
- i. To consider councillor co-option request received and new councillor delegation.
- b. **Procedures - Review and adoption of:** 7:33pm
- i. Investment Policy v2.0 (no change)
- ii. Reserves Policy v1.0 (no change)
- iii. Press and Media Relations Policy v1.0 (no change)
- iv. Freedom of Information Policy v
- c. **Consultations** 7:40pm
- i. To consider response to CBC Consultation – Draft Parking Standards for New Developments Supplementary Planning Document.
- d. **Invitations** 7:43pm
- i. To provide update on Army Event attended – Cllr Wright.
- ii. To provide update on PCC Annual Parish Council Conference – Cllr Thompson.
- iii. To consider MPC representation at St. Mary's Church for Carols by Candlelight on Sunday 18<sup>th</sup> December at 6:30pm and read one of the readings.
- e. **IT and Communications** 7:50pm
- i. Update from Cllr Standbridge.
- f. **Stocken House Green Space** 7:53pm
- i. Update from Clerk and Cllr Thompson on Agreement including formal request made to CBC regarding adoption.
- g. **Wry Close Allotment Track** 7:56pm
- i. To receive update on Sugar Loaf PH use of allotment track for anchoring gazebo (stretch tent).
- 838. FINANCE**
- a. **Purchase Orders** 8:00pm
- i. To approve clearance of copse in cemetery area of Centenary Field at cost of £850+VAT.
- ii. To approve other purchase order requests.
- b. **Document approval** 8:03pm
- i. To approve journal entries, bank reconciliations and bank statements.
- ii. To approve Clerk salary and pension payments subsequent to National Salary Award.
- iii. To approve revised standing orders and direct debit payments list.
- c. **Orders for the payment of money** 8:10pm
- i. A schedule of payments will be distributed at the meeting for approval and authorisation.
- ii. To delegate invoices requiring payment prior to next meeting to Clerk, Chair and Vice-Chair.
- d. **2022-2023 Budget v Actuals review** 8:15pm
- i. Clerk to provide an update on 2022 -2023 Budget v Actual financial information

e. **Draft 2023-2024 budget**

- i. To review draft 2023-2024 budget.

**839. PLANNING AND HOUSING**

a. **Applications since last Council meeting for consideration**

8:25pm

- i. CB/22/02723/FULL - Land at and to the rear of 7 Shefford Road, SG17 5LJ - Demolition of no.7 Shefford Road and associated outbuildings. Erection of 39 dwellings (including 30% affordable housing) with access, parking, open space, landscaping, drainage and associated infrastructure and 5.no serviced self-build plots. *Comments by 16<sup>th</sup> November.*

- ii. CB/22/04138/FULL - Woodview Nurseries, Shefford Road, SG17 5LL -Conversion from plant nursery land to create one dwelling with parking and ancillary works. *Comments by 30<sup>th</sup> November.*

b. **Update on street naming complaint raised by MPC**

8:35pm

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.

**840. NEIGHBOURHOOD PLAN**

a. **Report from Clerk and Mr Pain, Steering Group Chairman.**

8:38pm

**841. HIGHWAYS AND TRANSPORT**

a. **OPCC and RMF grant funding update including response to complaint made by MPC on lack of communication.**

8:41pm

**842. ENVIRONMENT AND LEISURE**

a. **Centenary Field**

8:44pm

- i. Update on drainage and landscaping works and any actions required.  
ii. Update in gym installation and any actions required.

b. **To receive and review play area inspection reports for both Centenary Field and Old Road Meadow.**

8:48pm

c. **Update on Dog Fouling campaign**

8:55pm

d. **To consider participation in Great British Spring Clean 2023 between 17<sup>th</sup> March and 2<sup>nd</sup> April.**

9:00pm

**843. CLOSE OF THE MEETING**

9:05pm

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\*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 9<sup>th</sup> January 2023 and 13<sup>th</sup> February 2023. The cut-off time for the receipt of papers for the January meeting agenda is 5 p.m. on Wednesday 28<sup>th</sup> December 2022.