



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

## Councillors:

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

You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on 13<sup>th</sup> March 2023 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

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| <b>875. APOLOGIES FOR ABSENCE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 7:00pm |
| <b>876. CHAIRMANS ANNOUNCEMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 7:03pm |
| <ul style="list-style-type: none"><li>a. Notice regarding openness and transparency of meeting.</li><li>b. To resolve to extend the meeting finish time beyond 2 hours.</li><li>c. Other information.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |        |
| <b>877. MEMBERS INTERESTS*</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 7:07pm |
| <ul style="list-style-type: none"><li>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.</li><li>b. To receive written requests for dispensations for disclosable pecuniary interests (if any).</li><li>c. To grant any requests for dispensation as appropriate.</li></ul>                                                                                                                                                                                                                                          |        |
| <b>878. PUBLIC SESSION</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 7:10pm |
| <p>The Chairman will suspend Standing Orders for a period of up to 15 minutes to receive community reports from:</p> <ul style="list-style-type: none"><li>a. Ward Councillors;</li><li>b. Village organisations;</li><li>c. to receive questions from the public sent to the Clerk; and</li><li>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.</li></ul> |        |

- 879. MINUTES** 7:25pm
- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 13<sup>th</sup> February 2023.
- 880. PROCEDURES, CONSULTATIONS & LEGAL**
- a. **Procedures** 7:28pm
- i. To approve MPC Schedule of Delegation.
- b. **Health & Safety and Risk Management** 7:31pm
- i. To receive MPC Risk Review Assessment report for 2022-2023 (actions to March 2024).
- ii. To approve MPC Litter Pick Risk Assessment.
- c. **Annual Parish Meeting** 7:40pm
- i. To confirm arrangements for Annual Parish Meeting on Monday 24<sup>th</sup> April, 7:00pm.
- d. **Beds Police** 7:43pm
- i. To provide update on priorities for Beds Police as discussed with Area 5 parishes.
- e. **IT and Communications** 7:46pm
- i. Update from Cllr Standbridge.
- 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. **MPC Crackle Hill Track / Driveway** 7:51pm
- i. To consider action required subsequent to Anglian Water installing water meters and attempting to pass utilities across MPC land without permission.
- 881. FINANCE**
- a. **Purchase Orders** 7:55pm
- i. To approve cost of litter pick equipment and refreshments for litter pick volunteers.
- ii. To approve purchase and donation of tables for Meppershall Village Hall.
- iii. To consider BATPC Breakthrough Communications training offer.
- iv. To approve other purchase order requests.
- b. **Document approval** 8:05pm
- i. To approve journal entries, bank reconciliations and bank statements.
- c. **Orders for the payment of money** 8:08pm
- i. A schedule of payments will be distributed at the meeting for approval and authorisation.
- ii. To delegate authority to the Clerk to arrange for the payment of any products or services prior to 31<sup>st</sup> March 2023.
- 882. PLANNING AND HOUSING**
- a. **Applications since last Council meeting for consideration** 8:15pm
- i. CB/23/00556/LB & CB/23/00555/FULL - The Hollies, 2 Shillington Road, SG17 5ND - Listed Building: Erection of part single and part two-storey rear extension and internal alterations. *Comments due by 28<sup>th</sup> March.*
- ii. CB/23/00469/FULL - 48 Orchard Close, SG17 5LW - Single storey front extension and infill of existing open porch. *Comments due by 20<sup>th</sup> March.*
- iii. CB/TCA/23/00071 - The Old Coach House, 10-12 Rectory Road, SG17 5NB - Works to trees within a Conservation Area: remove Silver Birch Tree. *Comments due by 15<sup>th</sup> March.*

- b. **Appeals** 8:30pm
- i. APP/P0240/W/22/3307451 - CB/22/00799/FULL - The Pigling, SG17 5LL - Erection of two detached dwellings with associated garages and carport. – Amendments.

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.

### 883. NEIGHBOURHOOD PLAN

- a. Report from Clerk and Mr Pain, Steering Group Chairman and Clerk. 8:35pm
- b. To approve amended draft Neighbourhood Plan for submission to CBC for External Review and Regulation 16 referendum.

### 884. HIGHWAYS AND TRANSPORT

8:40pm

- a. OPCC and RMF grant funding and works update.
- b. Update on road safety improvements for new developments – Cllr Seaman.
- c. To consider actions due Hoo Road closure by Anglian Water in May – CBC 100730.

### 885. ENVIRONMENT AND LEISURE

- a. Update on Allotments. 8:50pm
- b. Update on Dog Fouling campaign and consideration of any actions required. 8:53pm
- c. To approve A & B Gardening as 2023-2024 grass contractors. 8:56pm

### 886. CLOSE OF THE MEETING

9:00pm

\*\*\*\*\*

\*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 17<sup>th</sup> April 2023 and a Statutory meeting on 15<sup>th</sup> May 2023. The cut-off time for the receipt of papers for the April meeting agenda is 5 p.m. on Wednesday 5<sup>th</sup> April 2023.