



Parish Clerk – Miss A Marabese  
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## Councillors:

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

You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on 12<sup>th</sup> June 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

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## MEETING AGENDA

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| <b>915. APOLOGIES FOR ABSENCE</b>  | 7:00pm |
| <b>916. 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>917. MEMBERS INTERESTS*</b>   | 7:08pm |
| <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>918. 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 Councillor;</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> |        |

- 919. MINUTES** 7:25pm
- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 15<sup>th</sup> May 2023.
- 920. PROCEDURES, CONSULTATIONS & LEGAL**
- a. **Procedures - Review and adoption of:** 7:28pm
- i. Social Media Policy v1.1
- b. **Village Fayre** 7:31pm
- i. To approve Village Fayre Risk Assessment and Event Policy Statement to meet MPC insurance policy requirements.
- c. **IT and Communications** 7:36pm
- i. Update from Cllr Standbridge / the Clerk.
- d. **MPC Crackle Hill Track / Driveway** 7:39pm
- i. To receive update on works carried out by Anglian Water to remove non-authorised utilities from MPC land and agree on any actions required.
- 921. FINANCE**
- a. **Purchase Orders** 7:42pm
- i. To approve purchase order requests.
- b. **Grant Requests** 7:45pm
- i. To consider grant request from new Neighbourhood Watch scheme for marketing materials.
- c. **Banking Mandate** 7:48pm
- i. To complete and sign banking mandate changes - removing old councillors, adding new and updating permissions accordingly.
- d. **Document approval** 7:53pm
- i. To approve journal entries, bank reconciliations and bank statements.
- e. **Orders for the payment of money** 7:56pm
- i. A schedule of payments will be distributed at the meeting for approval and authorisation.
- 922. PLANNING AND HOUSING**
- a. **Applications since last Council meeting for consideration** 8:00pm
- i. CB/23/01172/FULL - Jigglers Cross, 57 High Street, SG17 5LX - Construction of a front porch with single storey rear extension and detached wooden garage. *Comments by 22<sup>nd</sup> June.*
- ii. CB/TRE/23/00184 - 84 Shefford Road, SG17 5LL - Works to a tree protected by a Tree Preservation Order: (MB/TPO/99/00008-T1) - Reduce the crown of English Oak (Quercus Robur) by 2m and removal of all deadwood within canopy (T1). Tree is located outside of No.84 & 86 Shefford Road. *Comments by 14<sup>th</sup> June.*
- iii. CB/23/01268/FULL - 52 Emery Croft, SG17 5ST - Proposed garage conversion to habitable space with new side windows and rear bi fold door. *Comments by 14<sup>th</sup> June.*
- iv. CB/23/01374/VOC - Woodview Nurseries, Shefford Road, SG17 5LL - Variation of condition number 12 of planning permission CB/22/02944/FULL Construction of two dwellings and ancillary works. Variation is to change the approved drawings to enable revisions comprising of improved layout, provision of accommodation within the roof void and detaching previous semi-detached garages, replacement drawings 2022-1025-02D - Site Location & Block Plan, 2022-1025-03A - Plot 1 Floor Plans & Elevations, 2022-

1025-04A - Plot 2 Floor Plans & Elevations, 2022-1025-05A - Garages Plots 1 & 2 Plans & Elevations. *Comments by 14<sup>th</sup> June.*

- v. CB/23/01427/FULL - ACO Technologies Plc, SG17 5TE- Temporary external open storage area with provision of external lighting. *Comments by 19<sup>th</sup> June.*
- vi. CB/22/04621/FULL - Land at Hoo Farm - Change of use from a caravan storage area to an area for general B8 storage. *Comments by 14<sup>th</sup> June – midday*
- vii. CB/23/01732/FULL - 73 High Street, SG17 5LY - Single storey rear extension. *Comments by 3<sup>rd</sup> July.*

**b. Appeals**

8:21pm

- i. To confirm attendance at appeal Hearing on 27<sup>th</sup> and 28<sup>th</sup> June starting at 10.00am, the event will be at Central Bedfordshire Council, Room FC, Priory House, Monks Walk, Chicksands, SG17 5TQ for APP/P0240/W/23/3317603 - CB/22/01261/OUT - 100 High Street, Meppershall, Shefford, SG17 5LZ - Outline Application: Development of 23 dwellings and associated works following the demolition of 100 High Street with all matters reserved except access.

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.

**923. NEIGHBOURHOOD PLAN**

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

8:24pm

**924. HIGHWAYS AND TRANSPORT**

8:27pm

- a. **OPCC and RMF grant funding and works update including dispute raised with CBC regarding invoice received for part of the works.**
- b. **Update on road safety improvements for new developments – Cllr Seaman.** 8:37pm
- c. **To consider action after removal of newly installed VAS on Shillington Road.** 8:40pm

**925. ENVIRONMENT AND LEISURE**

- a. **Update on all environment and leisure issues**

8:45pm

**926. CLOSE OF THE MEETING**

8:55pm

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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 24<sup>th</sup> July 2023 and 11<sup>th</sup> September 2023. The cut-off time for the receipt of papers for the July meeting agenda is 5 p.m. on Wednesday 12<sup>th</sup> July 2023.