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Councillors:

J Thompson (Chairman), W Addy, R Avrili, 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 24th July 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

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| 927. ELECTION OF CHAIRMAN / VICE-CHAIRMAN | 7:00pm |
| <ul style="list-style-type: none">a. Election of the Chairman for the year 2023-2024b. Receipt of Chairman Declaration of Acceptance of Officec. Election of the Vice-Chairman for the year 2023-2024d. Receipt of Vice-Chairman Declaration of Acceptance of Office | |
| 928. APOLOGIES FOR ABSENCE | 7:05pm |
| 929. CHAIRMANS ANNOUNCEMENTS | 7:08pm |
| <ul style="list-style-type: none">a. Notice regarding openness and transparency of meeting.b. To resolve to extend the meeting finish time beyond 2 hours.c. Other information. | |
| 930. MEMBERS INTERESTS* | 7:12pm |
| <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. | |
| 931. PUBLIC SESSION | 7:15pm |
| <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">a. Ward Councillor;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.

932. MINUTES 7:30pm

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 12th June 2023.

933. PROCEDURES, CONSULTATIONS & LEGAL

- a. **IT and Communications** 7:33pm
 - i. Update from Cllr Standbridge / the Clerk.

934. FINANCE

- a. **Purchase Orders** 7:36pm

- i. To approve purchase order requests.
 - 1. SLCC Clerks Finance Summit - £60
 - 2. Mark out pitches and install goal posts - £500
 - 3. Strim copse - £160

- b. **Grant Requests** 7:40pm

- i. To consider grant request or gifting of items from new Neighbourhood Watch scheme for marketing materials.

- c. **Document approval** 7:45pm

- i. To approve journal entries, bank reconciliations and bank statements.

- d. **Orders for the payment of money** 7:50pm

- i. A schedule of payments will be distributed at the meeting for approval and authorisation.

935. PLANNING AND HOUSING

- a. **Applications since last Council meeting for consideration,** 7:55pm

- i. CB/23/01808/FULL - 23 Hoo Road, SG17 5LP - Two storey side and rear extensions. *Comments by 26th July.*

- ii. CB/23/01724/FULL - The Old Coach House, 10-12 Rectory Road, SG17 5NB - Front extension to garage including insertion of roof lights, alterations to garage door, additional window to first floor and timber cladding. *Comments by 25th July.*

- iii. CB/23/02119/FULL - 113 High Street, SG17 5LZ - Single storey front, side & rear extensions. Part two storey side & rear extension with loft extension & conversion. *Comments by 1st August.*

- b. **Applications responded to under delegated powers – For information only.** 8:10pm

- i. CB/23/01374/VOC - Woodview Nurseries, 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.
- ii. CB/23/01199/FULL - 53 High Street, SG17 5LX - Proposed single storey rear extension.

c. Appeals

8:20pm

- i. Update from Cllr Wright on appeal hearing held on 27th and 28th June 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, and to discuss letter to be sent to CBC concerning issues raised during the appeal.

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.

936. NEIGHBOURHOOD PLAN

- a. Update from Clerk and Mr Pain, Steering Group Chairman and Clerk. 8:30pm

937. HIGHWAYS AND TRANSPORT

- a. Update on meeting with CBC Highways 8:33pm
- b. OPCC and RMF grant funding and works update including dispute raised with CBC regarding invoice received for part of the works. 8:36pm
- c. Review of Survey5 Meppershall Village Plan 2017-2027 and progress made so far. 8:40pm
- d. Update on road safety improvements for new developments – Cllr Seaman. 8:45pm

938. ENVIRONMENT AND LEISURE

- a. To consider potential hire request for Centenary Field for fireworks display. 8:48pm
- b. Update on all environment and leisure issues 8:51pm

939. NOMINATION OF MEPPERSHALL VILLAGE HALL TRUSTEE

- a. To discuss and consider nomination of Meppershall Village Hall Trustee 8:55pm

940. CLOSE OF THE MEETING

9:10pm

*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

TIMINGS – All timings are indicative only

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be Ordinary meetings on 11th September 2023 and 9th October 2023. The cut-off time for the receipt of papers for the September meeting agenda is 5 p.m. on Wednesday 30th August 2023.