



Parish Clerk – Miss A Marabese
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Councillors:

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

You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on 9th October 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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| 955. APOLOGIES FOR ABSENCE | 7:00pm |
| 956. CHAIRMANS ANNOUNCEMENTS | 7:03pm |
| <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. | |
| 957. MEMBERS INTERESTS* | 7:08pm |
| <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. | |
| 958. PUBLIC SESSION | 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">a. Ward Councillor;b. Village organisations;c. to receive questions from the public sent to the Clerk; andd. 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. | |

- 959. MINUTES** 7:25pm
- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 11th September 2023.
- 960. PROCEDURES, CONSULTATIONS & LEGAL**
- a. **Co-option** 7:28pm
- i. To consider any co-option applications received.
- b. **Invitations** 7:31pm
- i. To provide update on Area 5 Police Priority setting meeting – councillor Parsons.
- c. **Procedures** 7:35pm
- i. To consider how MPC can comply with its' biodiversity duty.
- ii. To re-approve policies (no changes proposed):
1. MPC Meeting Recording and Filming
 2. MPC Document Retention
 3. MPC Dignity at Work
- d. **PC Stores** 7:45pm
- i. To review and approve proposed PC Stores license agreement with MVH.
- e. **IT and Communications** 7:50pm
- i. Update from Cllr Standbridge / the Clerk.
- 961. FINANCE**
- a. **Purchase Orders** 7:53pm
- i. To approve purchase order requests.
1. All other purchase orders.
- b. **Audit 2022-2023** 7:58pm
- i. To receive External Auditor Report and Certificate regarding 2022-2023 accounts and to review minor scope for improvement in 2023-2024.
- c. **2023-2024 Budget v Actual**
- i. To review actual v budgeted reports for 2023-2024
- d. **Document approval** 8:02pm
- i. To approve journal entries, bank reconciliations and bank statements.
- e. **Orders for the payment of money** 8:05pm
- i. A schedule of payments will be distributed at the meeting for approval and authorisation.
- 962. PLANNING AND HOUSING**
- a. **Applications since last Council meeting for consideration,** 8:10pm
- i. CB/23/03002/VOC - The Pigling, Shefford Road, SG17 5LL - Variation of condition number 2 of planning permission CB/22/00799/FULL. Appeal reference APP/P0240//W/22/3307451 (Erection of two detached dwellings with associated garages and store) amendment sought to submit revised drawings for fenestration and roof space accommodation. *Comments by 23rd October.*
- 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.

963. NEIGHBOURHOOD PLAN

- a. Update from Clerk and Mr Pain, Steering Group Chairman and Clerk. 8:15pm

964. HIGHWAYS AND TRANSPORT

- a. Update on road safety improvements for new developments – Cllr Seaman. 8:20pm
b. To discuss and collate Meppershall highways issues and how to press for action with CBC.

965. ENVIRONMENT AND LEISURE

- a. Update on dog fouling campaign and issues arising. 8:30pm
b. To consider request by resident to ban dogs from Centenary Field and deal with issues of littering and broken glass.
c. To consider update of CBC Schedules for a) Leisure (Open space and Outdoor sport) b) Community / Village Hall Facilities. *Response required by 27th October.*
d. Update on all environment and leisure issues. 8:45pm

966. NOMINATION OF MEPPERSHALL VILLAGE HALL TRUSTEE

- a. To discuss and consider nomination of Meppershall Village Hall Trustee 8:50pm

967. PERSONNEL

- a. Community and Environment Officer update. 8:55pm

968. 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

TIMINGS – All timings are indicative only

NEXT PARISH COUNCIL MEETINGS - The next two Parish Council meetings will be Ordinary meetings on 20th November 2023 and 8th January 2023. The cut-off time for the receipt of papers for the November meeting agenda is 5 p.m. on Wednesday 1st November 2023.