



Parish Clerk – Miss A Marabese
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Councillors:

J Parsons (Chairman), W Addy, R Avrili, T Choksi, J Marsh, P Merryweather, P Russell, J Thompson, L Wright and R Zavacky

You are hereby summoned to attend an Ordinary Meeting of the Parish Council of Meppershall on 24th November 2025 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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| 1217. APOLOGIES FOR ABSENCE | 7:00pm |
| 1218. 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. | |
| 1219. MEMBERS INTERESTS* | 7:07pm |
| <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. | |
| 1220. PUBLIC SESSION | 7:10pm |
| <p>The Chairman will suspend Standing Orders for a period of up to 30 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. | |

1221. MINUTES

7:25pm

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 13th October 2025.

1222. PROCEDURES, CONSULTATIONS & LEGAL

a. Procedures

7:28pm

- i. To approve data audit and next steps as part of digital and data compliance actions.
- ii. To consider signing Councillor Statement of Assurance.
- iii. To approve Allotment Track License Agreement, accompanying letter and cost to licensees.
- iv. To agree date for MPC Strategy, follow up.

b. Health & Safety and Risk Management

7:44pm

- i. To review Annual Play Inspection reports and agree on actions to be taken.

c. Consultations and meetings

7:50pm

- i. To consider response to CBC Community Governance Review – Stage 2
- ii. To confirm attendance at re-scheduled meeting with MP on 5th December.
- iii. To confirm attendance at Beds Police Priority Setting meetings on 21st January, 1st April, 8th July and 14th October 2026.

d. Stocken House

8:00pm

- i. Update on identified issues, risks, meetings and actions required regarding land transfer to include revised play area layout and standpipe alternative.

e. IT and Communications

8:05pm

- i. Update from the Clerk

1223. FINANCE

a. Purchase Orders / Contracts

8:08pm

- i. Purchase Arnold Baker 14th Edition for £144.
- ii. Sandblasting and re-painting of PC storage container (quote is £2,650 and budget given was £2,000).
- iii. To consider repair of outdoor gym item at cost of £325 or carry out complete service on all equipment at cost of £917 that includes all parts required.
- iv. To approve all other purchase order requests.

b. Document approval

8:20pm

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

c. Orders for the payment of money

8:25pm

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

1224. PLANNING AND HOUSING

a. Applications since last Council meeting for consideration.

8:30pm

- i. CB/25/03527/FULL - 118A Shefford Road, SG17 5LL - Single storey front and rear extensions. *Comments by 16th December.*

b. Other planning issues

8:33pm

- i. To consider actions regarding Gladman proposed residential development at Land off Coneygate by Gladman and offer to discuss the proposals in a private meeting.

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.

1225. NEIGHBOURHOOD PLAN

- a. Update from Clerk and Mr Pain. 8:40pm

1226. HIGHWAYS AND TRANSPORT

- a. To consider request to remove light bollards on MPC Crackle Hill roadway and permissive path. 8:45pm

1227. ENVIRONMENT AND LEISURE

- a. To confirm response to CBC Leisure Strategy Parish Schedules update. 8:50pm
- b. Update on allotments. 8:55pm
- c. Update on Christmas Tree Light Switch on event. 8:58pm
- d. Update on all other environment and leisure issues. 9:03pm

1228. CLOSE OF THE MEETING

9:08pm

*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 12th January and 9th February 2026. The cut-off time for the receipt of papers for the January meeting agenda is 5 p.m. on 31st December 2025.