



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 12th January 2026 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

1229. APOLOGIES FOR ABSENCE	7:00pm
1230. CHAIRMANS ANNOUNCEMENTS	7:03pm
a. Notice regarding openness and transparency of meeting.	
b. To resolve to extend the meeting finish time beyond 2 hours.	
c. Other information.	
1231. MEMBERS INTERESTS*	7:07pm
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.	
1232. PUBLIC SESSION	7:10pm
The Chairman will suspend Standing Orders for a period of up to 30 minutes to receive community reports from:	
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.	

1233. MINUTES

7:40pm

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 24th November 2025.

1234. PLANNING AND HOUSING

- a. **Applications since last Council meeting for consideration.**

7:43pm

- i. CB/25/03804/OUT - Land East of Coneygate - Outline Application: Erection of up to 150 dwellings including affordable housing, with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access. All matters reserved except for means of access. *Comments by 31st January.*
 - ii. Questions raised by residents on application 25/03804:
 - 1. What advice does MPC have on the most important issues of this planning application?
 - 2. What is the plan of action to coordinate and encourage community responses to the CBC consultation?

- b. **Appeals for consideration including assistance of consultant in creating response.**

7:55pm

- i. Appeal 6002693 - CB/25/02814/PIP - Grass Land to the West of Shillington Road, Meppershall - Permission in Principle: Development of up to 9 single storey bungalows. *Comments by 26th January.*

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.

1235. PROCEDURES, CONSULTATIONS & LEGAL

- a. **Procedures**

8:05pm

- i. Digital and data compliance actions update.
 - ii. To re-approve:
 - 1. Dignity at Work v1.0 (no changes).
 - 2. Application for Financial Assistance v4.0 (minor changes).
 - 3. Freedom of Information v1.1 (no changes).
 - 4. Dealing with Complaints v1.0 (no changes).
 - 5. Dealing with Habitual and Vexatious Complaints v1.0 (no changes).
 - 6. Equality and Diversity v1.0 (no changes).
 - 7. Sustainability v1.0 (no changes).

- b. **Stocken House**

8:10pm

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

- c. **IT and Communications**

8:13pm

- i. Update from the Clerk

1236. FINANCE

- a. **Purchase Orders / Contracts**

8:16pm

- i. Subscription to Parish Online at cost of £180 per year from March 2026
 - ii. Meppershall Enclosure Maps 1853.
 - iii. Storage boxes for PC container.
 - iv. Printing of leaflet advising residents of planning application 25/03804.
 - v. Installation of bench (table and benches) at ORM £500.

- vi. Installation of new benches at ORM (benches already approved for purchase) £150.
- vii. Purchase of large mobility kissing gate for ORM entrance £600.
- viii. Installation of large mobility gate, additional fencing and moving entry gate at ORM £350.
- ix. Additional 50mtrs of drainage at ORM £1250.
- x. Clerk new computer / laptop.
- xi. To approve all other purchase order requests.
- b. **Grants** 8:23pm
 - i. To consider grant application from Meppershall Messenger for £750.
- c. **2026-2027 Budget** 8:26pm
 - i. To receive actual and forecast v budget reports for 2025/2026.
 - ii. To review and approve 2026-2027 budget.
- d. **2026-2027 Precept** 8:50pm
 - i. Review and approve 2026-2027 precept request.
- e. **Document approval** 9:00pm
 - i. To approve journal entries, bank reconciliations and bank statements.
- f. **Orders for the payment of money** 9:05pm
 - i. A schedule of payments will be distributed at the meeting for approval and authorisation.
 - ii. To approve payments between meetings.

1237. NEIGHBOURHOOD PLAN

- a. **Update from Clerk and Mr Pain.** 9:10pm

1238. HIGHWAYS AND TRANSPORT

- a. **Update on Highways issues.** 9:13pm

1239. ENVIRONMENT AND LEISURE

- a. **Update on allotment via track and residents parking agreements and schedule for distribution.** 9:16pm
- b. **Update on allotments.** 9:19pm
- c. **Village Summer Fayre kick off meeting update and actions for MPC as organiser.** 9:22pm
- d. **Update on all other environment and leisure issues.** 9:30pm

1240. STAFF MATTERS

- a. **Allotment Co-ordinator update.** 9:35pm

1241. CLOSE OF THE MEETING

9:40pm

*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 9th February 2026 and 9th March 2026. The cut-off time for the receipt of papers for the February meeting agenda is 5 p.m. on 28th January 2026.