

MEPPERSHALL PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL
HELD IN THE VILLAGE HALL ON MONDAY 12TH JUNE 2017

PRESENT: **Councillors:** Chapman (in the Chair), Bulley, Foskett, Merryweather, Parsons, Smith P, Smith R and Thomason

The Clerk: A Marabese

Others: Ward Councillors Brown and Liddiard. 15 members of the public
The Meeting commenced at 7.45pm

26. APOLOGIES FOR ABSENCE

The reasons for Councillor Thompsons' and Councillor Reads' absences were accepted.

27. CHAIRMANS ANNOUNCEMENTS

- a. The Chairman reminded councillors to take care when communicating on issues to other parties or individuals and to ensure that if acting as a councillor consideration is always given to the Councils' agreed policy on the matter. Councillors should also ensure that their own personal representations and opinions are not made in the name of the Council or as a Councillor as doing so may comprise the Council. Any queries should be raised with the Chairman or the Clerk.
- b. BATPC Annual General Meeting 19th October 2017 in Henlow Park Pavilion.
The Clerk and Cllr Parsons to attend.
- c. Seafarers UK – Please fly the Red Ensign for Merchant Navy Day.
The Council does not have a flagpole but possibility of installing flagpole at nee Village Hall should be considered in the future.

28. MEMBERS INTERESTS

- a. There were none notified

29. MINUTES

- a. Moved Cllr Bully/Seconded Cllr Merryweather. Resolved that the minutes of the Annual Statutory Meeting of Meppershall Parish Council held on Monday, 8th May 2017 are an accurate record of the proceeding and that they be signed by the Chairman
Carried unanimously

At this point the Chairman suspended Standing Orders to receive reports from our Ward Councillors and 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.

Ward Councillor Tony Brown advised the meeting that:

- Details of the draft Local Plan were now available online to view. Subject to approval of members at the Executive meeting of CBC on 20th June, the draft plan will be launched for public consultation on 4th July (lasting 8 weeks). A town and parish councillors' drop-in session will be held at Priory House on 18th July.
- Currently CBC is 88% classed as countryside, after proposed changes it will be 84%.
- Confirmed figures for homes built in 2016/17 = 1,773 (20% above target). Affordable homes = 412 (above target of 364).
- Superfast broadband now available within CBC and coverage in excess of 91% of households.

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Parishioners asked the following questions:

- What can be done about speeding in the village (Shefford Road)?
- What could be done concerning issues of noise, dust etc. in the demolition of 4 High Street (old Methodist church site)?
- What progress has been made on the Croudace construction site?
- Were the Council aware that the proposed Shefford Road closure will divert traffic via Chapel Road and Fildyke?

30. REPORTS FROM WORKING GROUPS

a. PLANNING AND HOUSING

i. Planning Applications pending

1. CB/17/01041/OUT – Stocken House, 59 Shefford Road – demolition of dwelling and erection of 150 dwellings. All matters reserved except for means of access.
Currently with planning officers - This case has not yet been decided

ii. Approvals/Refusals/Withdrawals received

1. CB/17/01147/FULL – Sandy View Lane – construction of hard standing with gate and fence.
Full application refused
2. CB/17/01410/FULL – 79A Shefford Road - Conversion and extension to detached double garage at the rear of the house for purposes of an annexe.
Full application granted

iii. Appeals

1. CB/16/05715/FULL – Woodview Nurseries – Change of use from vacant plant nursery to residential with detached dwelling.
Currently with planning officers - No appeal decision has been made
2. CB/16/02868/FULL (APP/P0240/W/17/3167837). The Sugar Loaf ph - Change of use of public house (Use Class A4) to convenience store (Use Class A1).
Planning inspectorate decision - Appeal is dismissed

iv. Applications since last Council meeting for consideration

1. CB/17/00738/OUT – 100 High Street – Up to 38 dwellings.
Revised noise assessment and supporting statement received
Moved Cllr Smith P/Seconded Cllr Chapman. Resolved that the Councils' fundamental objections to the application remain.
Carried unanimously
2. CB/17/02143/FULL – Land adjacent to 23 Shefford Road – Six semi-detached chalet style bungalows and associated access, parking and landscaping.
Moved Cllr Smith P/Seconded Cllr Foskett. Resolved that the Council object to the application on the following grounds: unacceptable refuse collection, discrepancy in number of bedrooms and parking spaces and number of parking spaces not equal to number of bedrooms.
Carried unanimously

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3. CB/17/02186/LDCE - Arran Park Fishery, Meppershall - Lawful Development Certificate Existing for Use of land as recreational fishery and siting of 2 No. associated caravans
Moved Cllr Smith P/Seconded Cllr Chapman. Resolved that the Council has no objections but requests that no vehicular access is given via the Hoo Road bridleway.

Carried unanimously

4. CB/17/02528/FULL - 52 Fildyke Road - Erection of two detached dwellings
Moved Cllr Smith P/Seconded Cllr Chapman. Resolved that the Council has no objections to this application.

Carried unanimously

v. Enforcement / Other Planning Matters

1. CB/EN/17/0221 - The Village Hall, High Street, Meppershall - Alleged breach of condition attached to planning permission CB/16/01769/Full - traffic management.
Investigation underway – no update available

vi. Planning Application decisions

Moved Cllr Chapman/Seconded Cllr Smith P. Resolved that the Council provide the Clerk, until the Planning Working Group terms of reference can be updated, with the authority to respond to planning applications, after consulting with members of the Planning Working Group, when the deadline date for comments provided by CBC Planning cannot be extended so that resolution can be made in the next available Council meeting.

Carried unanimously

vii. Meppershall Action Group (MAG)

1. Cllr Thomason reported that focus on 100 High Street application which now has 154 objections. Next meeting at Village Hall on 26th June at 19.45. Still trying to arrange meeting with MP Nadine Dorries. Requested that Cllr Brown investigate how planning application statutory consultees are selected and report at next meeting.

viii. Understanding Planning Courses

Moved Cllr Smith P/Seconded Cllr Thomason. Resolved that the Clerk investigate further the Understanding Planning Courses 1 & 2 as provided by the Local Council Public Advisory Service, with a view to running the course one evening in conjunction with other local parish councils for both councillors and members of the public.

Carried unanimously

ix. Street Naming and Numbering

Moved Cllr Parsons/Seconded Cllr Chapman. Resolved that street name suggestions requested by CBC for 78 properties to be built on the Village Hall site to be as follows: Walnut Tree Close, Punch Rise, Town Field, Lords Field, Harriots Field, Drowshill Field, Home Close, Banland Close, Blundell Road

Carried unanimously

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b. FINANCE

- i. Clerk advised that the Annual Audit documentation had been sent to external auditors and that the exercise of public rights to view 2016/17 accounts documents commenced on 5th June, ending 14th July 2017.
- ii. Clerk advised of a journal entry that was then signed by Cllr Foskett and that Unity Trust bank is charging £18 per quarter for bank services.
- iii. **Grant requests**
 1. Grant request received from MAGPAS Air Ambulance was refused as it had not been budgeted for.
- iv. **Additional play equipment for Hoo Road / Old Road Meadow**

Moved Cllr Foskett/Seconded Cllr Thomason. Resolved to progress with the SMP estimate. Payment to be made using all S106 money available and by reducing Social Club Grant reserves.
Carried (7 in favour, 1 against)
- v. Costs incurred in relocation of defibrillator during Village Hall development will be £140.

c. HIGHWAYS AND TRANSPORT

- i. Cllr Smith R reported on: Shefford Road closure from 1st to 7th August for 24hrs/day, signage and subsequent reporting issues on Chapel Road, date for Rural Match Funding works to start still not available and 2018 Rail timetable consultation due for relaunch soon.

d. ENVIRONMENT AND LEISURE

- i. Cllr Merryweather reported on need for goal and fencing at Old Road Meadow. Moved Cllr Smith P/Seconded Cllr Chapman. Resolved that a budget of £2,700 S106 money be set aside to purchase goal and fencing for installation at Old Road Meadow.
Carried unanimously

e. HEALTH & SAFETY and RISK MANAGEMENT

- i. Cllr Chapman advised that full reports to be provided at next meeting.

f. COMMUNITY ASSETS

- i. Cllr Smith P reported on Hawthorn Leisure's' continued refusal to sell The SugarLoaf Pub and that they may now seek to appeal the pubs' status of an asset of community value.

g. NEIGHBOURHOOD PLAN

- i. Cllr Bulley reported on Neighbourhood Planning Training held at Clophill on 11th June attended by Cllr Bulley, Albane Lester and Graeme Foster. Purpose of session was to explain the process of creating a NP and what the CBC planning Group could do to help.

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Cllr Thomason reported that an initial NP meeting took place on 25th May to define structure of team and focus on what needs to be done. Next steps are: agree NP spokesman, review and agree terms of reference, agree boundaries and chairman to sign formal application.

ii. Appointment of Neighbourhood Plan Review Working Group Spokesman

Moved Cllr Parsons/Seconded Cllr Chapman. Resolved that Cllr Thomason be elected as spokesman for Neighbourhood Planning.

- iii. Moved Cllr Chapman/Seconded Cllr Merryweather. Resolved that the Council accept the Terms of Reference of the Meppershall Neighbourhood Planning Steering Group and that the Chairman sign the Application for Designation of a Neighbourhood Area.
Carried (7 in favour, 1 abstention)

h. PROCEDURES

i. Cllr Thompson to report - Powers and Functions of the Parish Council

Deferred to next meeting

31. OTHER MEETINGS

- a. Clerk reported on Community Policing Team North – rural Priority Setting Meeting held on 15th May at Police HQ Bedford. Priorities for next quarter are: speeding, visible policing and fly tipping. With regards to speeding there is a commitment to spend 14 hours per week on speeding duties. Mention also given to Community Volunteer Groups and Beds Alert. It was requested that Clerk request presence of PC Juliet Wright at next meeting.
- b. **Nunswood** - Cllr Thompson to provide update on progress made
Deferred to next meeting

32. ALLOTMENTS

- a. Agreed that Environment and Leisure Working Group work with the Clerk and Mr Carne to make a proposal on allotment rents and general management if possible for next meeting.
- b. Clerk and Mr Carne are currently reviewing tenant details.

33. HOO ROAD RESURFACING

- a. Clerk reported that there are 3 outstanding contributions and the surface water drainage complaint is being dealt with by both the clerk and Chris Nicols of CBC.

34. WEBSITE ALTERATIONS

- a. Agreed that amendments to the content of the Parish Council pages of the Meppershall.org website, to include documents required for transparency, councillor photographs etc. be made but that communication should continue via the Clerk.

35. CLERKS REPORT & MATTER ARISING

- a. Document sorting and retention now complete. Clerk to source document shredders.
- b. Council Insurance requires renewal. Clerk will request quotations.
- c. Banking signatories and online access should now be complete. If Councillors have not received letter from Unity Bank they should contact the Clerk

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- d. Complaints received regarding waste removal. Dog bins now emptied by CBC and Village Caretaker requested to empty Old Road Meadow bin.
- e. Complaint received re: Croudace site – noise, dust and delivery signs. Delivery signs now dealt with and noise and dust dealt with by complainer.
- f. Notice board relocation will require purchase of new boards. Clerk to obtain estimates. Allotment tract sign also requires alteration to information.
- g. Parishioner request to increase precept for 2018/19 received.

36. ORDERS FOR THE PAYMENT OF MONEY

Moved Cllr Smith P/Seconded Cllr Merryweather. Resolved that payments requested be approved and authorised.

Carried unanimously

Payment No:	Payee	Purpose	Amount
BACS06	K Crofts	Basic net monthly wage - June (to be paid 15/06/17)	£180.00
BACS07	K Crofts	Basic net monthly wage - July (to be paid 15/07/17)	£180.00
BACS08	A Marabese	Basic net monthly wage - April	£772.69
BACS09	A Marabese	Basic net monthly wage - May	£772.69
BACS10	A Marabese	Basic net monthly wage - June (to be paid 15/06/17)	£772.69
BACS11	A Marabese	Basic net monthly wage - July (to be paid 15/07/17)	£772.69
300539	John Conner Ground Maintenance	Grass Cutting for 13/04/17 - 27/04/17	£1,416.97
BACS12	Rialtas Business Solutions Ltd	Alpha Software Maintenance - single user annual contract	£139.20
BACS13	A Marabese	Clerk Expenses (see expense sheet attached)	£248.68
300540	P Carne	Allotment maintenance	£67.50
BACS14	A Marabese	Overtime pay added to June Salary	£85.87
BACS15	A Marabese	Overtime pay added to July Salary	£85.87
		TOTAL	£5,494.85

37. CLOSE OF MEETING

The Chairman declared the meeting closed at 9.45pm

Where no signature exists in this electronic version, a hard copy version is available for inspection from the Clerk.
