

# MEPPERSHALL PARISH COUNCIL

## MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 11<sup>TH</sup> SEPTEMBER 2017

**PRESENT:**      **Councillors:** Chapman (in the Chair), Foskett, Merryweather, Smith P, Smith R, and Thompson  
                  **The Clerk:**      A Marabese  
                  **Others:**          Ward Councillors Liddiard. 20 members of the public.

The Meeting commenced at 7.45pm

### 50. APOLOGIES FOR ABSENCE

The reasons for Councillors Bulley, Parsons, Read, Thomason absences were accepted, together with apologies from Ward Councillor Brown.

### 51. CHAIRMANS ANNOUNCEMENTS

- a. Civic Service Invitation – No-one able to attend so Clerk to send apologies.
- b. The Chairman wished to address the issue as why the meeting was not being held in the interim village hall and requested that Cllr Foskett update Council with the current situation. Cllr Foskett reported that the installation / build of the interim village hall was completed on time. On their first visit to site CBC Building Control identified issues with the access ramp and main entrance door / fire door. Croudace completed the works requested. On their second visit to site CBC Building Control identified issues with the toilet soil pipes and signage regarding building capacity. Croudace have also completed these works and are now waiting for CBC Building Control re-inspection and appropriate certification so that the interim village hall can open to the public. A further note was made regarding the installation of the electricity meter to the building which is still pending. Until it is installed the interim village hall will be powered by a generator and the path used to bring cables to the building will not be tarmacked after installation.

### 52. MEMBERS INTERESTS

- a. There were none notified
- b. There were none notified

### 53. MINUTES

- a. Moved Cllr Merryweather/Seconded Cllr Thompson. Resolved that the minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 24<sup>th</sup> July 2017 are an accurate record of the proceeding and that they be signed by the Chairman.  
*Carried unanimously*

**At this point (8.00pm) 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 Mark Liddiard advised the meeting that:

- Consultation on the draft Local Plan had now closed with 15000 responses and 1000 in last 2 hours. Responses will now be taken into consideration and a second consultation will happen in early 2018. Responses from the second consultation will then be submitted with the plan to the Planning Inspector. The Clerk was requested to send a copy of the Parish Councils response to our Ward Councillors.
- A new way of reporting Highways issues will be released shortly

# MEPPERSHALL PARISH COUNCIL

## MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 11<sup>TH</sup> SEPTEMBER 2017

- School place choices to be returned by 31<sup>st</sup> October 2017.
- Samuel Whitbread achieved 3<sup>rd</sup> best results in county for GCSE results and was 1<sup>st</sup> for A level results.
- Compensation claim made by Hawthorne Leisure for reduction in value of the Sugar Loaf ph still pending.

Parishioners made the following comments and asked the following questions:

- Can Cllr Liddiard lobby CBC Highways to address safety issues on the A507 Shefford by-pass between the Airman and Esso roundabouts (in particular the approach to the Esso roundabout from both directions on the A507), especially in the light of the recent fatality?
- Can Cllr Liddiard lobby CBC Highways regarding pedestrian / cycle safety concerns when crossing the A507 by-pass between Shefford and Meppershall?
- Can the Parish Council ensure that the nesting hedge at the rear of 1A Shefford Road is not removed or cut down?
- What is happening regarding speeding issues on Shefford Road?
- Issue raised regarding number of homes CBC quoted as required in Draft Local Plan. A potential 55000 new homes would saturate the county and we do not have the infrastructure to cope with them. The county is being asked to absorb 30% more housing per 1000 population compared to Bedford Borough.
- Is there a health and safety issues with the pre-school currently using the old village hall and construction traffic passing by?
- Should the village hall development site have a banksman assisting vehicles entering site at all times?
- Contractor demolishing the Methodist church and factory seems to have flouted health and safety requirements (debris on footpath and road, lighting bonfires, noise etc). What can be done to resolve?

Standing orders were reinstated at 8.35pm

### 54. REPORTS FROM WORKING GROUPS

#### a. PLANNING AND HOUSING – Cllr Smith P reported

##### i. Planning Applications pending

1. CB/17/00738/OUT – 100 High Street – Up to 38 dwellings.  
*Currently with planning officers - This case has not yet been decided*
2. CB/17/02186/LDCE - Arran Park Fishery, Meppershall - Use of land as recreational fishery and siting of 2 No. associated caravans  
*Currently with planning officers - This case has not yet been decided*
3. CB/17/02528/FULL - 52 Fildyke Road - Erection of two detached dwellings  
*Currently with planning officers - This case has not yet been decided*

##### ii. Approvals/Refusals/Withdrawals received

None

##### iii. Appeals

1. CB/16/01012/OUT – 100 High Street – Demolition of existing dwelling and erection of up to 38 dwellings.

# MEPPERSHALL PARISH COUNCIL

## MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 11<sup>TH</sup> SEPTEMBER 2017

*Appeal with Planning Inspectorate – public enquiry to be held 9<sup>th</sup> January 2018 for 4 days at The Rufus Centre, Steppingley Road, Flitwick, MK45 1AH*

### **iv. Applications since last Council meeting for consideration**

1. CB/17/03454/FULL– Standalone Farm House – Alterations to ground floor elevations and roof of ancillary residential building to enable conversion into two annexes for use incidental to the occupation of Standalone Farmhouse.  
Moved Cllr Smith P/Seconded Cllr Smith R. Resolved that no objection be made regarding this application.  
*Carried unanimously*
2. CB/17/03977/FULL– 79 Shefford Road – New build 3 bed detached single storey dwelling with integral garage and detached garage.  
Moved Cllr Smith P / Seconded Cllr Chapman. Resolved that objection be made on the grounds of overdevelopment of the site.  
*Carried unanimously*
3. CB/17/03887/OUT– Stocken House, 59 Shefford Road – Demolition of 59 Shefford Road, and associated buildings and the erection of up to 145 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicle access point from Shefford Road. All matters reserved except for means of access.  
Moved Cllr Chapman/Seconded Cllr Smith R. Resolved that the Clerk forward to Councillors the draft letter opposing the development and that any minor changes be advised to the Clerk by the latest Wednesday 20<sup>th</sup> September.  
*Carried unanimously*

### **v. Enforcement / Other Planning Matters**

1. CB/EN/17/0277 - The Red House, 86 High Street, Meppershall - Alleged unauthorised development - erection of a climbing frame  
*Investigation underway*
2. CB/EN/17/0326 – Land adjacent to 23 Shefford Road - Alleged breach of pre-commencement conditions attached to planning permission  
*Investigation underway*

### **vi. Meppershall Action Group (MAG)**

The Clerk reported on behalf of Cllr Thomason that a MAG meeting took place on 4<sup>th</sup> September. Key item for discussion was the new Gladman - Stocken House application (CB/17/03887/OUT) for which a new flyer has been distributed. A follow up meeting will take place shortly.

The Chairman wished to thank the group for tidying up the signs in the village.

### **vii. CBC Settlement audit for hierarchy update**

Cllr Smith P reported that Meppershall had previously been classed as a large village but that as the criteria for measurement / assessment based on facilities within the village had changed Meppershall is now fits the criteria as a small village. There were also a number of errors in the information provided regarding Meppershall.

# MEPPERSHALL PARISH COUNCIL

## MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 11<sup>TH</sup> SEPTEMBER 2017

Moved Cllr Chapman/Seconded Cllr Smith P. Resolved that the Clerk issue all documentation to councillors who can then provide comments for the Clerk to formulate into a response for CBC.

*Carried unanimously.*

### **b. FINANCE**

#### **i. External BDO Audit**

1. Presentation of Annual Return including certificate.

Moved Cllr Chapman/Seconded Cllr Foscett. Resolved that the Annual Return and certificate be approved and accepted by Council.

*Carried unanimously*

2. Presentation of Issues Arising Report.

Moved Cllr Thompson/Seconded Cllr Smith P. Resolved that action plan developed to address issues raised by the Internal Audit be used as a response to the External Auditors issues and that progress on the plan be reported to Council on a monthly basis by the Clerk.

*Carried unanimously*

3. Publication of Annual Return including certification.

Moved Cllr Thompson/Seconded Cllr Smith P. Resolved that the Annual Return and certificate be published for at least 14 days from 14<sup>th</sup> September and made available for public access for a period of not less than 5 years.

*Carried unanimously*

#### **ii. Document approval** - journal entries, bank reconciliation and bank statements.

Moved Cllr Smith P/Seconded Cllr Chapman that Cllr Foscett sign the bank reconciliations provided that the Clerk resolve the issue of outstanding payments to Meppershall Village Hall.

*Carried unanimously*

#### **iii. Grant requests**

1. St Mary's Church – requesting funds to assist with critical and urgent repairs to the roofs of the two transepts and tower, and to masonry and render.

Moved Cllr Smith P/Seconded Cllr Foscett. Resolved that the Clerk advise St Mary's Church that the Council does not have the power to assist with repairs to the church.

*Carried unanimously*

### **c. HIGHWAYS AND TRANSPORT**

#### **i. Cllr Smith R reported the following:**

- Shefford Road closures between 18-22 September. Diversions via Esso roundabout → Stondon → Shillington → Rectory Road → High Street.
- RMF scheme yellow lines painted but not as per diagram that was issued with public consultation. CBC are in dialogue with contractor to rectify.
- Fildyke Close plant growth causing visibility / safety issues at its junction with Fildyke Road. Possibly signage required but the /close is un-adopted.

Moved Cllr Chapman/Seconded Cllr Smith R. Resolved that the Clerk request clarification from CBC Highways regarding overgrown vegetation in Fildyke Road on either side of the Fildyke Close junction, and that consideration be given to

# MEPPERSHALL PARISH COUNCIL

## MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 11<sup>TH</sup> SEPTEMBER 2017

appropriate signage in Fildyke Road on the approaches to that and the Lyspitt Close junctions (staggered junction/slow sign).

*Carried unanimously*

- CBC have started Gully cleaning but not yet arrived in Meppershall. Requested that the Clerk ask for notification of when the vehicles/machinery will be in Meppershall and that this information be circulated to parishioners.
- Information provided on new road and rail schemes.
- Sign near St Marys Church/Rectory Road is the wrong way around. Requested that the Clerk ask CBC Highways to fix.

- ii. **Request for information on which roads are prioritised during extreme weather** – Moved Cllr Smith R/Seconded Cllr Chapman. Resolved that response is as per the 2016/17 gritting programme.

*Carried unanimously*

- iii. **Hoo Road road safety** – Bridleway is a Public Highway maintained at public expense. CBC is in discussion with Anglian Water regarding their claimed access right and are investigating the speed limit and signage possibilities. Clerk to provide update at next meeting

- iv. **Shared ownership of speed cameras** – Deferred to next meeting.

- v. **Presence of PCSO's at parish meetings** – Councillors expressed disappointment at the recent communications from our PCSO's and their non-availability to attend council meetings and assist with speeding enforcement at the school following the new speed restrictions.

Moved Cllr Thompson/ Seconded Cllr Smith P. Resolved that the Clerk write to Inspector Nicholas Masters (nicholas.masters@befordshire.pnn.police.uk), who is the Neighbourhood Policing lead for Shefford, Stotfold and Arlesey, regarding the speeding and parking issues in the village and request PCSO support in the community.

*Carried unanimously*

### d. ENVIRONMENT AND LEISURE

- i. Cllr Merryweather reported the following:

- New cantilever swing has been installed at Old Road Meadow but requires a post installation inspection report and the Clerk is dealing with the issue of rust on the frame. The Clerk will also be required to arrange a quarterly inspection.
- Goal posts for Old Road Meadow are in progress
- There seems to be issues with the performance and quality of the grass cutting. Requested that the Clerk discuss issues with the contractor.

- ii. **CBC Leisure Strategy and Parish Schedule Update** – Decided that the Environment and Leisure Working Group meet to draw up a proposal to present to council.

### e. HEALTH & SAFETY and RISK MANAGEMENT

- i. Cllr Chapman has completed the assessment and will provide a full report at the next meeting. Result of Financial Risk Assessment to be formally adopted by full Council to be deferred to next meeting.

### f. COMMUNITY ASSETS

# MEPPERSHALL PARISH COUNCIL

## MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 11<sup>TH</sup> SEPTEMBER 2017

- i. Cllr Smith P reported that the refurbishment of the Sugar Loaf ph has been delayed to October. Hawthorne Leisure have also made a claim against CBC regarding the reduction in value of the property due to its' status as an asset of community value. The claim has been rejected by CBC.

### **g. NEIGHBOURHOOD PLAN**

- i. The Clerk reported on behalf of Cllr Thomason that no meetings have taken place in the last month but that progress has been made in assembling the reference material. Pace is expected to pick up over the coming months.

### **h. PROCEDURES**

- i. **Reform of Data Protection Legislation May 2018** – Council requested that the Clerk, Cllr Thompson and Cllr Thomason investigate and make recommendations to Council. Deferred to next meeting.
- ii. **Village Emergency Plan** – Discussion and decision required on whether a Meppershall Village Emergency Plan is required deferred to next meeting. Decided that Cllr Thompson and the Clerk meet to draw up a proposal to present to council.

### **55. OTHER MEETINGS**

- a. **Community Priority Setting Meeting** – Cllr Chapman was unable to attend
- b. **Annual Parish Council Forum** – Held at Priory House on 20<sup>th</sup> September 2017 at 6pm. Cllrs Smith R and Thompson have asked to attend.

### **56. ALLOTMENTS**

- a. **Decision required on meeting date for Clerk, Mr Paul Carne, Cllr Thomason and Cllr Merryweather.** Decided that the Clerk to organise.
- b. **Allotment track maintenance** – Complaint received regarding material used to fill track holes containing metal. Suggested that the Clerk and Mr Carne change the combination lock code for the overhead gate at the allotments to avoid any possible future incidents.

### **57. HOO ROAD RESURFACING**

- a. Clerk reported that there are 2 outstanding contributions and the surface water drainage complaint is being monitored by both the Clerk and Chris Nicols of CBC as previously.

### **58. CLERKS REPORT & MATTER ARISING**

- a. **Understanding Planning Course 1** - Booked for 23<sup>rd</sup> October 2017 at 7.30pm. Location Interim Village Hall. Attendee details to be forwarded to Clerk.
- b. **Local Plan** – All representations made online and via email
- c. **1A Shefford Road** – Correspondence re: request to remove MPC nesting hedge
- d. **Council Insurance** – Quotations provided ranging from £1200 to £1500 per year for renewal on 1<sup>st</sup> October 2017.  
Moved Cllr Smith P/Seconded Cllr Chapman. Resolved that the Clerk and Cllr Foskett liaise and approve adequate insurance.
- e. **Notice board relocation** – temporary notices in Village Stores as CBC investigating issues regarding erection of notice board on High Street. Notice board not yet purchased.

## MINUTES OF THE ORDINARY MEETING OF THE COUNCIL HELD IN THE VILLAGE HALL ON MONDAY 11<sup>TH</sup> SEPTEMBER 2017

- ## 59. ORDERS FOR THE PAYMENT OF MONEY

*Carried unanimously*

## 60. CLOSE OF MEETING

\*\*\*\*\*