

# MEPPERSHALL PARISH COUNCIL

MINUTES OF A STATUTORY MEETING OF THE COUNCIL  
HELD IN THE VILLAGE HALL, MEPPERSHALL ON MONDAY 10<sup>TH</sup> MAY 2021

**PRESENT:**      **Councillors:** Chapman (Outgoing Chair), Thompson (Incoming Chair),  
Morgan, Parsons and Standbridge

**The Clerk:** A Marabese

**Others:** Ward Councillor Liddiard, and 1 members of the public

The Chairman declared the virtual meeting open at 7:45pm.

## 629. ELECTION OF CHAIRMAN

### a. Election of the Chairman for the year 2021-2022

Cllr Chapman thanked all Councillors, Ward Councillors and the Clerk for supporting him during his time in office as Chairman of the Council.

*Proposed Cllr Chapman/Seconded Cllr Morgan. Resolved that Cllr Thompson be elected Chairman of Meppershall Parish Council. Carried*

### b. Receipt of Chairman Declaration of Acceptance of Office

Cllr Thompson signed the Chairman Declaration of Acceptance of Office before the Proper Officer and Clerk of the Council, and then extended an enormous sense of gratitude to the outgoing Chairman Cllr Chapman for his leadership and direction in making MPC a success. All those present at the meeting showed their appreciation for Cllr Chapman by giving him a big round of applause.

## 630. ELECTION OF VICE - CHAIRMAN

### a. Election of the Vice - Chairman for the year 2021-2022

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that Cllr Parsons be elected Vice - Chairman of Meppershall Parish Council. Carried*

### b. Receipt of Vice - Chairman Declaration of Acceptance of Office

Cllr Parsons signed the Vice - Chairman Declaration of Acceptance of Office before the Proper Officer and Clerk of the Council. The Chairman extended his thanks to Cllr Parsons for agreeing to be the Vice – Chairman for the coming year.

## 631. APOLOGIES FOR ABSENCE

### a. Councillors Austin, Merryweather, Thomason and Seaman, and Ward Councillor Brown all provided apologies that were accepted.

## 632. CHAIRMANS ANNOUNCEMENTS

### a. The Chairman requested that agenda item 644.c be moved to the first item for discussion and approval and asked that the Clerk remind all those present at the meeting of the COVID-safe meeting guidelines. The Clerk then advised meeting attendees of the need to adhere to social distancing, not to share meeting documents, to make use of the hand sanitiser available, to keep masks on at all times, follow signage instructions and to remember to wipe down their table and chair with antibacterial wipes provided prior to leaving.

## 644. c. Return to face-to-face meetings – To receive and approve MPC COVID-Safe Meeting Risk Assessment.

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved to approve MPC COVID-Safe Meeting Risk Assessment. Carried*

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## 632. CHAIRMANS ANNOUNCEMENTS

- b. The Chairman advised that both Chicksands & Campton and Gravenhurst have put forward their Neighbourhood Plans for Regulation 16 consultations and therefore this puts pressure on Meppershall to do the same.

## 633. MEMBERS INTERESTS

- a. To receive declarations of interest from councillors on items on the agenda and requests for dispensation.  
None received or requested.

## 634. PUBLIC SESSION

At this point (7:57pm) the Chairman suspended Standing Orders to receive reports from Ward Councillors, village organisations 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 Liddiard advised the meeting that:

- A walk of the village highways was conducted last Friday. Also present were the CBC Principal Highways Officer Lisa Wright and Cllr Morgan. A report on issues found during the visit has been received and circulated to MPC.
  - Subsequent to receipt of the report Cllr Liddiard has sent emails to 19 CBC Officers in the hope that they can work together on a 'joined up' approach regarding Meppershall highways issues.
  - Ms Wright will be drawing up a specific 'master plan' for Shefford Road to ensure that potential traffic calming measures are installed in the correct locations (the use of traffic islands is being considered).
  - Issues raised concerning traffic outside the Post Office / Village Stores will be harder to tackle. Bollards outside the Village Stores are probably not viable however a double raised kerb may be.
  - No recommendations were made for outside the School.
  - It was suggested that speeding issues on Fildyke Road are monitored but there is little support for increasing parking restrictions.
  - Funding opportunities:
    - Ms Wright will look into CBC funding options
    - Shillington Road VAS to be replaced via developer Section 278 agreement
    - Shefford Road x 2 raised tables to be installed via section 278 agreement
    - Cllr Seaman has submitted an OPCC Grant Application
- CBC has advertised a raft of business support grants that are also now available to public houses.
- A meeting was held with Cllr Morgan regarding the rat issue on Fildyke Road and the CBC Private Sector Housing team are dealing with the householders at the source of the problem.
- The 40 Shefford Road appeal was dismissed by the Planning Inspector on the grounds of harm to the landscape. The landowner could seek a judicial review only if the Planning Inspector has not followed planning guidelines.

Questions / comments from the public:

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- Thanks were offered to members of MPC, Ward Councillors, CPRE and Meppershall residents who has all contributed to the 40 Shefford Road appeal hearing.

Standing orders were reinstated at 8.15pm

## 635. MINUTES

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 12<sup>th</sup> April 2021.  
*Proposed Cllr Chapman/Seconded Cllr Morgan. Resolved that the minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday 12<sup>th</sup> April 2021 are an accurate record of the proceedings and that they be signed by the Chairman. Carried*

## 636. DELEGATION ARRANGEMENTS

- a. To appoint Personnel Committee and members  
*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that Cllrs Thompson, Parsons and Merryweather be appointed to the Personnel Committee. Carried*
- b. To appoint members to the Neighbourhood Planning Steering Group  
*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that Cllrs Parsons and Standbridge be appointed to the Neighbourhood Planning Steering Group with Cllrs Chapman, Morgan and Thompson to provide support when necessary. Carried*
- c. To appoint Spokesmen and members to all other Working Groups:  
*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that councillors be appointed to Working Groups as follows. Carried*
- Environment and Leisure – Cllrs Morgan (Spokesman) and Merryweather*
  - Planning and Housing – Cllrs Thompson (Spokesman) and Chapman*
  - Highways and Transport – Cllrs Seaman (Spokesman) and Morgan*
  - Finance Working Group – Cllrs Thompson (Spokesman), Parsons and Morgan*
  - Health & Safety and Risk Management – Cllrs Chapman (Spokesman) and Seaman*
  - Procedures and Legal – Cllrs Thompson (Spokesman) and Parsons*
  - IT - Cllr Standbridge*
  - Community Safety (to be merged with H&S and Risk Management above) – Cllrs Seaman (Spokesman) and Chapman*

## 637. CLERKS REPORT AND MATTERS ARISING

- a. To request clarification on matters arising and items within the Clerks report.
- The Clerk provided a brief update on issues and work undertaken since the last meeting including:
    - 32 Shefford Road – Site levels discharge of conditions. MPC not advised of consultation as Clerk was previously informed that no input from MPC or residents would be required. Now pending decision by CBC planning Officer.
    - Village Hall changing rooms - MVHT asked to meet with the Clerk, Cllrs Thompson and Morgan to discuss the potential use of the village hall changing rooms. At present MVH has not earned income from the changing rooms (no pitch hire) and is considering options to increase usage to the changing room areas. Discussions focussed on what the potential hire requirement from use of the football pitches in the future might be. MPC advised that at present we are unsure about what age

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range may hire the pitch and their requirements for hiring. Many youth clubs have advised that no changing room facilities are required but bathroom facilities are.

**b. Update on Annual Parish Meeting held on 26th April 2021**

The Clerk advised that the meetings was attended by representatives of the Parish Council, St. Mary's Church and The Meppershall Messenger. Draft minutes have been published on MPC's website.

## 638. PROCEDURES

**a. Consultation** - To consider response to CBC Schools for the Future public consultation on proposed changes to special schools and additional resource provisions within mainstream schools. *Response by 8<sup>th</sup> July.*

Cllr Liddiard was asked to provide an overview of the consultation and advised that SEND provision is not currently evenly weighted across the county. The consultation proposes to open new sponsored academies in our local area to provide local provision.

*Proposed Cllr Thompson/Seconded Cllr Parsons. Resolved to note the details of the consultation but that no Comment from MPC is required. Carried.*

**b. To consider Councillor Co-option Policy and application form (including process)**

*Proposed Cllr Thompson/Seconded Cllr Morgan. Resolved to approve MPC Co-Option Policy v1.0 and Co-Option Application Form v2.0. Carried.*

**c. Review and adoption of:**

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved to approve policies and procedures as follows: Carried.*

i. Code of Conduct v2.0

ii. Dispensation Guidance and Form v2.0

iii. Engagement with Developers v1.1

iv. Financial Regulations v3.2 – *with the addition of a paragraph under section 4 regarding the approval and payment of expenses.*

v. Standing Orders 4.1

vi. Personnel Committee Terms of Reference v1.1

vii. Neighbourhood Plan Steering Committee v2.1

## 639. FINANCE

**a. Update of Parish Facilities purchases** - To review and approve income, expenditure and purchase orders for parish facilities (blinds and outdoor picnic tables).

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved to purchase and gift to Meppershall Village Hall blinds (Power to acquire, provide and furnish community buildings for public meeting and assemblies - Local Government Act 1972 s.133) for and picnic tables and benches (Power to provide seats – Local Government (Miscellaneous Provisions) Act 1953, s.4&5). Carried.*

**b. Clerk Printer** – To approve purchase of new colour printer.

The Clerk informed councillor that the printer she had inherited from her predecessor was not printing clearly despite having carried out all suggested solutions to fix.

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved to purchase new HP Office Jet Pro 7740 Wide format all-in-one printer with high capacity ink pack at cost of £315.33+VAT (LGA 1972 s111 & 113). Carried*

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**c. Asset Register** – Review of asset register

The Clerk presented the current Asset Register to councillors for review and its' contents were noted.

**d. Reserves** – Review and approval of adjustment to Earmarked Reserves

*Proposed Cllr Thompson/Seconded Cllr Morgan. Resolved to approve Reserves for 2021/2022 as proposed by the Clerk. Carried*

EARMARKED RESERVES MOVEMENTS	2020/2021	2021/2022			Notes
	cf	Recommend ed Start Position	net movement	cf	
Village Hall	£ -	£ -		£ -	Not required
Recreation Ground	£ -	£ 11,700		£ 11,700	From 20/21 unspent funds
Hoo Road improvement	£ 8,500	£ 8,500		£ 8,500	Need £8.5k
Local Election Costs	£ 1,650	£ 1,650		£ 1,650	Need £1.65k to cover budgetted cost of an election
Contingency	£ 5,000	£ 5,000		£ 5,000	10% of £50k precept
Traffic Calming Programme	£ 3,250	£ 3,250		£ 3,250	
Environmental Maintenance capital expenditure	£ 3,500	£ 7,000		£ 7,000	Was for MPC tractor
Social Club Grant	£ -	£ -		£ -	Not required
Neighbourhood Plan Grant	£ 3,465	£ 5,465		£ 5,465	Grant spending
Allotment Deposits	£ 950	£ 950		£ 950	Deposits to be returned
Locum Clerk	£ 3,000	£ 6,000		£ 6,000	Need 6 months salary
<b>Total reserved funds</b>	<b>£ 29,315</b>	<b>£ 49,515</b>	<b>£ -</b>	<b>£ 49,515</b>	
<b>REQUIRED MOVEMENT TO RESERVES</b>		<b>£ 20,200</b>			

**e. Banking Mandate** – To approve banking mandate changes - removing old councillors, adding new and updating permissions accordingly.

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that the Clerk update the banking mandate removing old councillors and adding Cllrs Morgan and Standbridge to online approvals. Carried*

**f. Internal Auditor report** – To receive report and any associated action plan

The Chairman expressed thanks to the Clerk for having received an Internal Auditor Report without issues.

*Proposed Cllr Thompson/Seconded Cllr Parsons. Resolved to receive the Internal Auditor Report on 2020-2021 and not that no issues were identified. Carried*

**g. Annual Governance Statement 2020/2021** – To approve the Governance Statement. For submission to the External Auditor.

*Proposed Cllr Chapman/Seconded Cllr Morgan. Resolved to approve the Governance Statement 2010/2021 as circulated for submission to the External Auditor and that it be signed by the Clerk and Chairman of the meeting. Carried*

**h. Accounting Statements 2020/2021** – To approve the Accounting Statements for submission to the External Auditor.

*Proposed Cllr Morgan/Seconded Cllr Chapman. Resolved to approve the Accounting Statements 2020/2021 as presented to council by the Responsible Financial Officer (& Clerk) for submission to the External Auditor and that it be signed by the Chairman of the meeting. Carried.*

**i. Exercise of Public Rights to Inspect MPC Accounts** – To receive details of the dates set for the exercise of public rights.

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Councillors noted the dates set by the Clerk and Responsible Financial Officer regarding the exercise of public rights to inspect MPC accounts as 18th May 2020 to 16th July 2020 inclusive.

- j. Document approval** – To approve journal entries, bank reconciliations and bank statements.

Bank Statement 141 Current Account and 018 Savings Account had arrived too late to prepare the bank reconciliation reports however the end balances of £80,407.85 and £40,090.36 respectively were noted.

- k. Orders for the payment of money** - A schedule of payments will be distributed at the meeting for approval and authorisation.

Payments presented for payment were checked by Cllrs Chapman and Standbridge.

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that the schedule of payments as presented be approved and authorised for payment by Cllrs Thompson or Parsons. Carried*

Payment No:	Payee	Purpose	Amount
<b>Payments made prior to meeting date including direct debits, standing orders, salaries etc</b>			
S001-2105	Mr K Crofts	May Salary (reduced to £122.40 due to april overpayment)	
S002-2105	Miss A Marabese	May Salary	
<b>Payment requests received before agenda published</b>			
BACS559	A Marabese	Expenses	£435.38
FA01-2105	Mr P Carne	May Salary	

## 640. PLANNING AND HOUSING

### a. Applications since last Council meeting for consideration

- i. CB/21/01409/FULL - Polehanger Farm, SG17 5LH - Alterations to convert two bays of the former calves' shed to a farm office and two bays into a services room. *Comments due 17<sup>th</sup> May.*  
Cllr Thompson reported that he and the Clerk had visited Polehanger Farms to view the plans for repair and conversion of the Grade II listed buildings.  
*Proposed Cllr Thompson/Seconded Cllr Morgan. Resolved that the Council has no objections to planning application 21/01409. Carried.*
- ii. CB/21/01410/LB – Polehanger Farm, SG17 5LH – Alterations to convert two bays of the former calves' shed to a farm office and two bays into a services room. Repairs to defective timber structure; repair and repointing of brick plinth; new partitions; insertion of insulation to office bays; replacement of 20C concrete floor with new concrete floor; new linings to ceiling & walls to office areas; alterations to windows & door openings; part replacement of existing cladding; new services installation.  
*Proposed Cllr Thompson/Seconded Cllr Morgan. Resolved that the Council has no objections to planning application 21/01410. Carried.*
- iii. CB/21/00887/LB – Polehanger Farms, SG17 5LH - Listed Building: Structural repairs to working barns.  
*Proposed Cllr Thompson/Seconded Cllr Morgan. Resolved that the Council has no objections to planning application 21/00887. Carried*
- iv. CB/21/01207/FULL – Meppershall Airfield – SG17 5NN - Two 3 bedroom semi-detached staff dwellings.

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*Proposed Cllr Thompson/Seconded Cllr Parsons. Resolved that the council object to planning application 21/01207 on the grounds that there need to be a justification for the business need of the new dwellings and that they will be built in the open countryside resulting in a loss of best and most versatile agricultural land. Carried.*

- v. CB/21/01531/FULL - 47 Orchard Close, SG17 5LW - Erection of outbuilding to rear of garage and change of use of part of existing garden as residential garden.

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that the Council has no objections to planning application 21/01531. Carried*

- vi. CB/21/00785/FULL - Ansell Village Stores, SG17 5LX - REVISED DESCRIPTION OF DEVELOPMENT: Change of Use of ground floor - from part C3 dwelling/ part A1 shop to all Class A1 (New Use Class E (a) at ground floor and 1 no. Class C3 dwelling at first floor. Two storey side extension to house staircase to first floor. Single storey rear extension comprising storage and ancillary areas for Class A1 (New Use Class E (a) use).

*Proposed Cllr Thompson/Seconded Cllr Parsons. Resolved that the Council objects to revised planning application 21/00785 on the basis that previous objections raised remain. Carried*

- vii. CB/21/01596/FULL - 40 Fildyke Road, SG17 5LT - Front porch, rear loft conversion and rear conservatory conversion. *Comments by 2<sup>nd</sup> June.*

*Proposed Cllr Thompson/Seconded Cllr Parsons. Resolved that the Council has no objections to planning application 21/01596. Carried*

*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.*

- b. Update on Planning Inspectorate virtual hearing of appeal CB/19/02039/OUT** - Land rear of 40 Shefford Road - APP/P0240/W/20/3249265, Tuesday 13<sup>th</sup> April.

Prior to the meeting the Clerk has forwarded via email to all councillors and those who had taken part in the Planning Inspectorate hearing the appeal decision notice. The appeal was dismissed citing reasons of erosion of rural character of the site, urbanisation would be discordant with the existing pattern of the settlement and the identity of its countryside setting, conflicting with the Landscape Strategy of conserving and strengthening the distinctive pattern of hilltop settlements and unsettled hill slopes of the Upper Gravenhurst-Meppershall Clay Hills Landscape Character Area and urbanising impact that would erode the distinctive open rural character of the setting of the village.

- c. To consider updating MPC 'capital projects'**

Deferred to next meeting

## 641. NEIGHBOURHOOD PLAN

### a. Report from the Clerk

The Clerk reported that due to the expected resignation of Cllr Thomason no progress has been made on the neighbourhood plan since the last MPC meeting, however she had asked Cllr Thomason if they could meet to handover grant application details and confirm next steps for progression for the steering group. The Clerk then advised that she would arrange a meeting of the steering group after having spoken to Sally Chapman and Cllr Thomason so that they could progress the Regulation 14 consultation.

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## 642. HIGHWAYS AND TRANSPORT

- a. Stopping up of the Highway** – To reconsider decision to object to request from Department for Transport proposed stopping up of highway at land opposite 34 – 42 Shefford Road, SG17 5LN, in the light of new information on the proposal. *Comments by 20<sup>th</sup> May.*

The Clerk advised that upon investigation MPC had misunderstood this proposed stopping up of the highway. In short 'stopping up of the highway' means a section of highway being removed from Highways control and hence removing public access it. The proposal seems to be a request for the developers of land opposite 34-42 Shefford Road to take control of this section of land abutting the road for inclusion in their development (this is the long section of hedgerow). The request is not to close the road.

*Proposed Cllr Morgan/Seconded Cllr Chapman. Resolved to rescind objection to the stopping up of highway at land opposite 34-42 Shefford Road, SG17 5LN made at the last MPC meeting. Carried.*

## **b. Update and discussion on highways issues and any actions ensuing**

Cllr Seaman and Morgan presented a report with the meeting agenda on highways issues that covered the following:

- Highways area of concern in Meppershall
- Update on highways visit with Cllr Liddiard and CBC Highways Officer Lisa Wright
- Emailed response to the highways visit from Lisa Wright
- Cllr Mark Liddiard's contact with Beds Police regarding speeding in the village
- Cllr Seaman's OPCC Road Fund Grant Application.

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved to approve the grant application made on behalf of MPC to the OPCC Road Fund. Carried.*

## 643. ENVIRONMENT AND LEISURE

### **a. Grass Cutting** – Update

The clerk reported that A&B Gardening has signed a 1 year contract with MPC. Clerk met with them to review areas for cutting and requirement to make appointments with the School and Church. First cut to grass made with another visit to trim the following day. Some teething issues experienced but this is to be expected with any new contract.

### **b. Centenary Field Parish Facilities** – Update from Clerk and Centenary Field Working Group

#### **i. To consider actions specific to:**

1. Handover of Centenary Field to the Parish Council based upon negotiated terms  
As requested at the last meeting the Clerk and Mr G Jones wrote to Croudace expressing dismay at receiving the correspondence dated 23<sup>rd</sup> March. A response letter from Croudace was received on 4th May subsequent to chasing from the Clerk. A meeting of the Centenary Field working group was held on 10th May to discuss and agree on joint and several responses. Mr G Jones has been tasked with drawing up a revised Settlement Agreement that addresses all parties' issues. It is hoped that handover can take place by the end of May.
2. Commencement of remedial work on site.  
No progress due to handover delays
3. Any other issues arising.

None

### **c. Centenary Field Pebbles** – To decide what to do with pebbles removed from path edges.

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*It was agreed that unless the Clerk could find an alternative use that they should be offered to residents for free.*

**d. Identification of important trees in the village for potential protection** – Update from Cllr Parsons.

Cllr Parsons reported that most significant trees are sited in the conservation area of Meppershall and therefore already protected. There is a TPO on the Shillington Road Oak tree. It was suggested that perhaps the Willow tree by Monks Pool, the Scots Pine at 1 Shefford Road, the Willow tree at Sandy View and the trees abutting Walnut Tree Way be reviewed.

**e. To review MPC 'leisure strategy'.**

Deferred to next meeting

**644. HEALTH & SAFETY AND RISK MANAGEMENT**

**a. Community Safety** – To receive report from Cllr Seaman and the Clerk

The Clerk reported:

- The Clerk, Cllr Seaman, Mr Walker (MVHT) and Mr Cordes (MVHT) met with PCSO's Stephanie Lee and Hannah Beddall, and Suzanne Beard (CBC) on 21st April.
- The group discussed issues of ASB in Meppershall (vandalism, potential drug dealing / taking etc.) and in particular near the village hall area and green spaces. Measures such as anti-climb paint to stop youths accessing the roofs of storage containers and the village hall roof, spikes to do the same etc. were discussed. The Police are aware of the youths / gang in Shefford and that they may potentially be coming into Meppershall. Both the Police and CBC Community Safety Officers are and will patrol the areas around the village hall and ORM (also ROW footpath to Polehanger). In summary it was agreed that MPC need to appeal to residents for their help (it is no good reporting issues on Facebook), they must be reported to the Police on 101, 999 or Crime Stoppers if wanting to remain anonymous. Incidents also need to be reported to the CBC Community Safety Team. Incident of more than groups of 6 youths causing issues (or the potential to cause issues) should be reported via the Multi Agency Forms. CBC Community Safety team will speak to Youth Services and the Community Engagement Team to see if they can provide any assistance.
- Concerns about excessive speeding on Shefford Road were discussed. It was suggested that PCSO Lee and a Special Constable carry out speed enforcement work on Shefford Road.
- Dog Fouling was also raised as a concern and the Clerk will be providing CBC with a list of hotspot areas so that they can be added to the dog patrol list.

**b. Old Road Meadow** – To receive and approve risk assessment

- i. The Clerk visited a resident who backs onto ORM on 21st April and had a productive meeting. The resident confirmed that the ditch is the discharge of surface water from 35 Fildyke Road and 17 Lyspitt Common which was permitted / installed some 30 years ago. The drainage ditch is in MPC land and a pipe was installed from the ditch around the edge of ORM to the ditch on Hoo Road. Understanding that the open ditch poses a health and safety issue the resident is happy for MPC to restrict access to it (Clerk is obtaining quotations), however they would like to continue to be able to clean it out when required. The resident would be happy to enter into an agreement with MPC regarding this and including gate access.

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*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that the Clerk and the Legal Working Group prepare and discuss a suitable agreement with the resident of 17 Lyspitt Common and look to make safe the ditch. Carried.*

- ii. Gates into ORM include those from 17 Lyspitt Common (there since house built), 14 Lyspitt Common (installed 18 months ago) and 39 High Street (there more than 12 years).

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that the Clerk and the Legal Working Group make contact with homeowners of 14 Lyspitt Common and propose what either they agree to a peppercorn agreement for the gate into ORM to remain or that the gate is closed. Carried.*

- iii. Trees abutting the end of 39 High Street have been removed and cut back without MPC permission.

*Proposed Cllr Thompson/Seconded Cllr Chapman. Resolved that the Clerk send a letter to all properties abutting ORM stating that the removal of trees is not permitted. Carried.*

*Clerk to prepare risk assessment for review at next meeting.*

- c. **Return to face to face meetings** – To receive and approve MPC COVID Safe Meeting risk assessment.

*See page 10 for minutes on this item.*

## 645. CLOSE OF THE PUBLIC MEETING

The Chairman reminded everyone to clean their table and chair with the antibacterial wipes provided and that the next meeting would be the 14<sup>th</sup> June in the Village Hall and declared the meeting closed at 22:20pm

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

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### Glossary

- CBC = Central Bedfordshire Council
- CPRE = Campaign for the Protection of Rural England
- MPC = Meppershall Parish Council
- MVH = Meppershall Village Hall & MVHT = Meppershall Village Hall Trustees
- ROW = Right of Way
- SEND = Special educational needs and disability
- ORM = Old Read Meadow Nature Reserve
- VAS = Vehicle activated sign