

MEPPERSHALL PARISH COUNCIL



MINUTES OF AN ORDINARY MEETING OF THE COUNCIL
HELD IN THE VILLAGE HALL, MEPPERSHALL ON MONDAY 10TH OCTOBER 2022

PRESENT: **Councillors:** Parsons (Chair), Chapman, Crossley, Merryweather and Morgan
 The Clerk: A Marabese.
 Others: 2 members of the public.

The Chairman declared the meeting open at 7:05pm.

818. MINUTES SILENCE

All those present were asked to observe a minutes silence in honour of HM Queen Elizabeth.

819. APOLOGIES FOR ABSENCE

a. Councillors Addy, Thompson, Standbridge and Wright provided apologies for absence that were accepted by Council.

820. CHAIRMANS ANNOUNCEMENTS

- a. The Chairman read the Parish Council notice and announcement in relation to meetings in connection to openness and transparency.
- b. To resolve to extend the meeting finish time beyond 2 hours.
Proposed Cllr Parsons/Seconded Cllr Merryweather. Resolved to extend the meeting finish time beyond 2 hours, if required. Carried.
- c. Other information
 - Cllr Thompson attended the Annual PCC Parish Council meeting on Tuesday 4th October 2022, at The Rufus Centre, at which Festus gave an update on the current state of policing he is holding the Chief Constable of Bedfordshire Police to, on behalf of the residents of Bedfordshire. He will give an update to Council in our November meeting.

821. MEMBERS INTERESTS

- a. To receive declarations of interest from Councillors on items on the agenda and requests
No dispensations requested or given.

822. PUBLIC SESSION

At this point (7:05pm) 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.

As Ward Councillors were not present at the meeting no update was provided.

The following questions were raised or comments made by members of the public:

- There seems to be an increase in the village of dog fouling which seems to have come about with the growing population and with the amount of people moving into the village this problem is only going to get worse. What can MPC do about this? Could you put an article from MPC in the Messenger about dog fouling and the need to clear it up? *Councillors agreed that an article would be submitted to the Messenger and posted on Facebook regarding the increase in dog fouling in the village. It was also noted that there are provisions within local byelaws that allow for fines to be issued to offenders and the Clerk was asked to contact the local Dog Warden and CBC Community Support Officers requesting*

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more regular patrols of hot spot areas. Parish Council staff are also spraying dog fouling on MPC lands with yellow paint to highlight the issue.

- Blakeney Estates are going to remove 50 metres approximately of established hedgerow and enlarge the stream in width and depth according to their site manager Jeff Winsor. The land involved is not on their property please see attached plans which clearly show their boundaries. Apart from the damage to the wildlife and local environment removing the hedgerow and widening and deepening the stream would pose a safety issue to local resident and pets. I believe CBC have a duty of care to the local community and conservation areas enlarging the stream to a depth of over two metres and three metres wide poses a serious threat to children and dogs etc. When my wife purchased a cottage in Hoo Road back in August we were told the hedgerow would not be touched as it screens the cottages. *The Clerk was asked to refer the matter to CBC as planning permission granted does not allow for the removal of hedging.*
- From a resident in Hoo Road. I am increasingly concerned regarding the builders plans for the stream, hedgerow and trees at the Mow. We have been informed this is all 'coming out' due to drainage and the need to widen and deepen the stream. I'm sure you can appreciate the vast amount of wildlife this sustains and so close to the nature area, it would take years if ever to recover from that kind of destruction, while we see they may wish to trim/tidy the hedge it appears developers are constantly destroying the surrounding areas in which they are building with little or no regard for existing/future residents either human or nature. We would appreciate your support in protecting our beautiful village before it's too late. *The Clerk was asked to refer the matter to CBC as planning permission granted does not allow for the removal of hedging although some works to the ditch were included.*
- Request received from resident concerned that Bovis Homes are not adhering to landscaping plans at 32 Shefford Road. Specifically answers required are:
 - Who is going to be responsible for managing & maintaining 2 specific separate strips of buffer land between 41-49 Orchard Close?
 - Has Bovis acted against the Planning Conditions in selling the strip behind 41-49 Orchard Close, or a big part of it, to private owners?
 - And if they have sold off the land to private owners, can CBC enforce Conditions to be put in place so that future private residents of Emery Croft do not think they can just cut down the shrubs and trees, convert the land to hardstanding (= parking and more pollution & noise behind our gardens) or build on land, that was intended to be and designated at landscape buffers.

The Clerk was asked to raise this issue with CBC planning and enforcement officers and request investigation and clarification on the matter.

Standing orders were reinstated at 7:20pm.

823. MINUTES

- a. To receive and approve distributed minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday, 25th July 2022.

Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved that the minutes of the Ordinary Meeting of Meppershall Parish Council held on Monday 25th July 2022 are an accurate record of the proceedings and that they be signed by the Chairman. Carried.

824. PROCEDURES, CONSULTATIONS & LEGAL

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a. Councillor Co-option.

- i. To consider councillor co-option requests received.
Interest received but no application submitted.

b. Procedures - Review and adoption of:

- i. Scheme of Delegation v1.0 (New)

Deferred to next meeting.

- ii. Signing up to Civility and Respect Pledge

Councillors discussed civility and respect not only amongst members and staff of the Parish Council but also towards the public and from the public during meetings. It was agreed that the Chairman's announcement at the beginning of the meeting on openness and transparency would be updated to include a paragraph on civility and respect. By signing the Pledge MPS is agreeing that the council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

Proposed Cllr Parsons/Seconded Cllr Morgan. Resolved that MPC signs up to the Civility and Respect Pledge. Carried.

- iii. Dignity at Work Policy v1.0 (New)

Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved that MPC adopts the Dignity at Work Policy v1.0. Carried.

- iv. Document Retention Policy v1.1 (Revised)

Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved that MPC adopts the Document Retention Policy v1.1. Carried

- v. Data Protection Policy v2.2 (No changes)

Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved that MPC re-adopts the Data Protection Policy v2.2. Carried

- vi. Privacy Notice v1.2 (No changes)

Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved that MPC re-adopts Privacy Notice v1.2. Carried

c. Consultations.

- i. To confirm option to opt in to the SAAA central external auditor appointment arrangements.

Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved that MPC will remain opted in to the SAAA central external auditor appointment arrangements. Carried.

d. Invitations.

7:43pm

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- i. To confirm attendance at the BATPC AGM on Thursday 20th October 2022, Henlow Park Pavilion.
Clerk to email all councillors to see if anyone is available to attend.
 - ii. Provide update on PCC Annual Parish Council Conference held on Tuesday 4th October.
Cllr Thompson will provide an update at next meeting.
- e. IT and Communications.**
- i. Cllr Standbridge provided the following update to be included in the minutes.
 - Phones - The Environmental Officer's phone is now set up and in use. The wallpaper of the lock screen has been updated with the MPC logo, and clerk's email address so that if it should get lost and handed in, we can locate it. It also required a google account to be set up for it, so that if it gets lost, we'll be able to see its location (provided it stays charged and connected to data). The plan for this phone has been connected to the council SMARTY account, for 4GB data, unlimited calls and unlimited texts. This is now in a group plan with the Clerk's council SIM so it can be managed together.
 - Emails - If councillors are still experiencing email setup problems, please can they contact Cllr Standbridge on her Meppershall-pc email and we can arrange a date to get those set up as required.
 - Website - Usage for September compared to August has risen 8%, with 443 users on site. The Homepage, then MPC page, followed by the History page have been the most viewed this month. Since launch in July 2021, the new Meppershall Parish Council website has received over 6.1k visitors, with the top pages being the Homepage, Regulation 14, and the Meppershall Messenger. Structural updates to the website / server have been completed.
 - Signage - Additional signage with amends has been made and re-uploaded to Dropbox to ensure the latest versions are there.Councillors wished to thank Cllr Standbridge for her hard work.
- f. Stocken House Green Space.**
- i. Update from Clerk on Agreement including formal request made to CBC regarding adoption
Clerk to chase for meeting date with Davidsons and CBC for an update.
- g. Wry Close Allotment Track.**
- i. To receive update on Sugar Loaf PH use of allotment track for anchoring gazebo (stretch tent).
Meeting held with the Sugar Loaf PH on 8th August with Cllr Thompson and Clerk. Letter confirming action to be taken given by hand after meeting. Mr Rosier has been in contact with the Clerk on a number of occasions regarding works to remove anchorings from MPC land. He confirmed today that contractors will be on site Wednesday 19th October to remove the two remaining posts from MPC land.
Proposed Cllr Parsons/Seconded Cllr Chapman. Resolved that if the Sugarloaf PH does not remove anchorings on the Allotment Track by 19th October 2022 the Clerk is to instigate legal action. Carried.

825. FINANCE

a. Purchase Orders.

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- i. To approve purchase of pool table and donation to Village Hall.
Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved to purchase pool table and donate to Village Hall (Local Government (Miscellaneous Provisions) Act 1976 s.19). Carried.
 - ii. To approve purchase of Poppy Wreath at cost of £50.
Proposed Cllr Parsons/Seconded Cllr Merryweather. Resolved to purchase Poppy Wreath at a cost of £50 (Local Government Act 1976 s137). Carried.
 - iii. To approve attendance at CPRE Planning Training on Wednesday 30th November – 10:00 to 16:00, Meppershall Village Hall (£30 per delegate).
Clerk to email all councillors to see if anyone would like to attend.
Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved that Cllr Crossley (and any other available) attend CPRE Planning Training. Carried.
 - iv. To approve cost of works required to Centenary Field areas that mitigate issues caused by dry weather conditions.
Subsequent to the inspection carried out on Centenary Field in July 2022, Sheriffs met with the Clerk and Cllr Thompson on 31st August. A detailed quotation has been provided on additional works required and discussed at both meetings. The Clerk together with Mrs Thorne and Councillors Thompson and Morgan were asked to inspect the works as they progressed.
Proposed Cllr Parsons/Seconded Cllr Merryweather. Resolved that the Clerk issue instructions to complete works as per quotations provided by Sheriffs. Carried.
 - v. To approve other purchase order requests.
None required.
- b. Insurance.**
- i. To approve Parish Council Insurance renewal (3rd year of 3 year LTA).
The Clerk and Cllr Wright have reviewed the Asset Register for insurance purposes and also the insurance schedule to ensure MPC is adequately covered. An amended invoice has been issued subsequent to this review.
Proposed Cllr Parsons/Seconded Cllr Chapman. Resolved to approve Parish Council insurance renewal. Carried
- c. Audit 2021-2022.**
- i. To receive External Auditor Report and Certificate.
Councillors noted that the Certificate of Completion of Audit had been received with no issues noted on it and that the Clerk has updated the MPC website with relevant documents.
- d. Document approval.**
- i. To approve journal entries, bank reconciliations and bank statements.
Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved to approve Journals 77 and 78, Bank Statements & Reconciliations Current Account 157, 158, 159, 160, 161 & 162, Bank Statements and Reconciliations Savings Account 030, 031, 032, 033 & 034 and MultiPay Card Statements and Reconciliations May and June 2022. Carried.
- e. Monthly Standing Order, Direct Debit and Finance approved payment list.**
- i. To approve updated list
Proposed Cllr Chapman/Seconded Cllr Parsons. Resolved to approve updated monthly standing order, direct debit and Finance approved payment list. Carried.
- f. Orders for the payment of money.**

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

Payments presented for payment were checked by a mixture of councillors present at the meeting.

Proposed Cllr Chapman/Seconded Cllr Crossley. Resolved that the schedule of payments as presented be approved and authorised for payment by Cllr Parsons excluding BACS659 and BAC677 as these invoices are in query with suppliers. Carried.

Payment No:	Pagee	Purpose	Amount	Posted
Payments made prior to meeting date including direct debits, standing orders, salaries etc				
FA01-2208	Mrs V Thorne	Salary (Paid 11/08/22)		
FA02-2208	NEST	EE Pension contribution (Direct Debit)		
FA03-2208	NEST	ER Pension contribution (Direct Debit)	£79.83	
SO01-2208	Miss A Marabese	Salary (Paid 15/08/22)		
DD02-2208	Everflow	Allotment Water (payable 16/08/22)	£890.98	
BACS654	A&B Gardening Ltd	May Grass Cuts	£2,113.62	
FA01-2209	Mrs V Thorne	Salary (Paid 09/09/22)		
FA02-2209	NEST	EE Pension contribution (Direct Debit)		
FA03-2209	NEST	ER Pension contribution (Direct Debit)	£53.32	
DD01-2208	Standard Life	Clerk Pension Payment	£122.85	
BACS662	Meppershall Village Hall	Room Hire June Meeting	£32.00	
BACS663	Meppershall Village Hall	Room Hire July Meeting	£32.00	
BACS664	A&B Gardening Ltd	July Grass Cutting	£1,087.62	
BACS665	Soanes Electrical Limited	Defib installation	£50.00	
BACS666	Net World Sports Ltd	Tennis Net and Line Marking Kit	£1,484.71	
BACS667	The Community Heartbeat Trust (Solution)	2 x replacement defib pads	£122.40	
BACS668	Vision (Bourne End) Ltd	Parish Facilities Blinds Changing Rooms	£708.15	
BACS669	AS Pro Sports	Parish Facilities Pool Table	£1,955.00	
BACS671	Office Furniture Requirements Ltd	Parish Facilities Filing	£1,066.80	
SO01-2209	A Marabese	Salary (Payable 15/09/22)		
BACS673	Reliable Worldwide Partnership Ltd t/a The	Catering for Play Inspection Training	£112.00	
DD02-2209	Everflow	Allotment water (payable 16/09/22)	£170.35	
DD01-2209	Standard Life	Clerk Pension Payment	£122.85	
Payment requests received before agenda published				
BACS659	A.A. Sheriff & Son	Amenity Grass Works	£18,877.68	
BACS670	Maxars LLP	External Auditor Fees	£480.00	
BACS672	HMRC	Q2 PAY, EE NI & ER NI	£398.46	
BACS674	A&B Gardening Ltd	August Grass Cuts	£324.00	
BACS675	Adrian Goulding t/a Projects in Wood	Festival of Britain sign repairs	£345.00	
BACS676	The Play Inspection Company Ltd	Play Inspection Training	£2,200.00	
BACS677	Pirin Projects Limited	Works to Changing Rooms	£7,159.36	
BACS678	A&B Gardening Ltd	September Grass Cuts	£985.62	
Payment requests received after agenda published				
FA01-2210	Mrs V Thorne	Salary (Paid 11/09/22)		
FA02-2210	NEST	EE Pension contribution (Direct Debit)		
FA03-2210	NEST	ER Pension contribution (Direct Debit)	£50.28	
SO01-2210	A Marabese	Salary (Payable 14/10/22)		
BACS679	Meppershall Village Hall	Room Hire 6/9/22 Training	£36.00	
BACS680	Zurich Municipal	2022-2023 Insurance (3yr LTA)	£1,374.44	
BACS681	Zurich Municipal	2022-2023 Insurance (Additional)	£101.82	

g. 2022-2023 Budget v Actuals review.

- i. Clerk to provide an update on 2022 -2023 Budget v Actual financial information.
Deferred to next meeting.

826. PLANNING AND HOUSING

a. Applications since last Council meeting for consideration.

- i. CB/22/03714/FULL - 24 Brookmead, SG17 5SA - Second storey side extension above existing garage.

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Proposed Cllr Chapman/Seconded Cllr Merryweather. Resolved that the Council has no objection to planning application 22/03714. Carried.

- ii. CB/TCA/22/00531 - Church Of Saint Mary The Virgin, SG17 5NA - Works to trees within a Conservation Area: Fell Lime Tree T1 with decay at the base, tree at south east corner of the church yard.

Proposed Cllr Merryweather/Seconded Cllr Parsons. Resolved that the Council has no objection to planning application TCA/22/00531. Carried.

b. Update on applications responded to by the Clerk using delegated powers.

The Clerk provided the following update on planning applications responded to using delegated powers:

- i. CB/22/02871/VOC - ACO Technologies Plc, Hitchin Road, Meppershall, Shefford, SG17 5TE - Variation of condition number 14 of planning permission CB/19/02011/OUT (Outline planning permission for erection of up to 11,649sqm of B1, B2 and/or B8 employment floor space and associated ancillary works) to reflect updated site-wide landscaping proposals. *No objection.*
- ii. CB/22/02944/FULL - Woodview Nurseries, Shefford Road, SG17 5LL - Construction of two dwellings and ancillary works. *Objection.*
- iii. CB/22/03074/FULL - Monks Pool, Rectory Road, SG17 5NB - Erection of outbuilding for ancillary use. *Comments.*
- iv. CB/22/03075/LB - Monks Pool, Rectory Road, SG17 5NB - Listed Building: Erection of outbuilding for ancillary use. *Comments.*
- v. CB/22/03148/FULL - Agricultural Buildings located to the south of Spinney Wood, Lower Stondon, SG17 5NE - Erection of 2no Rainwater Harvesting Tanks. *No objection.*
- vi. CB/TCA/22/00435 - The Manor House, Church Road, SG17 5NA - Works to trees within a Conservation Area. *No objection.*
- vii. CB/HDG/22/00468 - Section of land running between Flitton and Meppershall - Hedgerow: removal of 21 sections of 5m of hedgerows to facilitate access and installation of drinking water pipeline by Anglian Water. All hedgerows will be replanted like-for-like or improved. *Comments*

c. Update on street naming complaint raised by MPC.

Still waiting for a response.

d. Update on CB/21/00459/OUT – 100 High Street planning appeal and actions required

The Clerk was asked to prepare a letter in response to the planning appeal for 21/00459. It was also noted that the land owner / developer has recently removed all hedging at the front of the house and cleared a large section of land behind the house. Removal of the hedging at the front of the property is permitted as it is not protected however any removal of hedging boundaries with the open countryside to the rear of the house are protected. The Clerk has obtained photos for MPC records.

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.

827. NEIGHBOURHOOD PLAN

a. Report from the Chair of the Neighbourhood Plan Steering Group – Mr Pain.

The draft NP Plan has been updated and requires a clarification on a number of points before we can proceed to the next stage.

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828. HIGHWAYS AND TRANSPORT

a. Confirmation of response to CBC consultation A00330 – 40mph limit on Shefford Road.

Proposed Cllr Chapman/Seconded Cllr Crossley. Resolved to endorse and confirm acceptance of the response to CBC Consultation A00330. Carried.

b. To consider and approve response to CBC Consultation regarding Resilient Highways Network.

This request was noted.

c. OPCC and RMF grant funding update including response to complaint made by MPC on lack of communication.

A letter of complaint regarding the lack of communication on PCC Grant Funding and RMF applications was sent to CBC on 3rd August 2022. Cllr Thompson was not happy with the initial response received. On 5th October the Clerk received an email from the Highways team after chasing for update on works. In summary an apology was given to the Clerk as after having checked records the individual identified that Meppershall Parish Council were not copied into a correspondence that was sent in July, when CBC confirmed with Cllr Liddiard that the statutory consultation for the speed reduction proposal was about to commence and would be presented at the September Traffic Management Meeting. A chain of emails that have been sent over the past few months relating to the Meppershall Parish Council RMF bid and the PCC funding was provided. They confirmed that the only email that the Clerk was copied into was sent on 12 May 2022.

The correspondence has confirmed that the Bend Warning Vehicle Activated Sign (VAS) and improvements to the Gateway on Shefford Road are expected to be delivered in December 2022. CBC are waiting for final confirmation of the Road Space Booking before confirming the exact dates for construction. At the same time, the 40mph buffer zone will also be implemented, as advertised, after approval at the Traffic Management Meeting in September 2022. In relation to costs for all the interventions to be provided, CBC will pull together all the elements and work out which funding streams are most appropriate, considering the £20k PCC funding that has been offered. CBC are aware that we will need the final invoice prior to our deadline to secure the PCC funding. These final costs should be known by November and we will ensure the invoice is prepared and ready to be sent as soon as the construction takes place so Meppershall PC can be awarded the PCC funding.

Upon receipt of this email Cllr Thompson has again written to the CEO of CBC and has been promised a response to our concerns by Friday 14th October at the latest.

829. ENVIRONMENT AND LEISURE

a. Centenary Field

i. Update on drainage and landscaping works and any actions required.

The Clerk and Cllr Thompson met with Sherriffs on 31st August and plan to conduct an inspection on 15th October of Centenary Field. Works to have been carried out include:

- Pitch fertilised, cut and weed sprayed

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- Amenity area behind Village Hall weed sprayed, reseeded before rolling and fertilising
 - Track around pitch spot weed sprayed and hollows / cracks filled before redressing.
 - Main field grass cut next week then weed sprayed. Drainage lines back filled and reseed all field.
 - Cemetery area weed sprayed
 - Amenity area at front of village hall and near pc stores bunds removed and reseeded. MVHT and MPC have confirmed that they do not want any bunds as part of Sherriffs works. A post and rail fence and bollard will be installed at CF entrance by PC Stores and the grass overflow parking area will just be grassed.
- ii. Update on gym installation and any actions required.
Grass mats were installed on 12th September. A repair team visited site on 14th September to repair the double cross trainer, waist trainer, remove graffiti and all peeling labels. The fitting of metal labels to replace plastic labels is expected w/c 10th October.
- iii. To consider hire of MUGA and / or some of the green space next to it for use as a dedicated play area for home schooling initiative during term time.
Proposed Cllr Parsons/Seconded Cllr Morgan. Resolved to authorise and provide the Clerk with delegated power to make hire arrangements on behalf of MPC for all council owned open spaces as per MPC policies currently in place. Carried.
- b. To receive update on outcome of CBC Community Asset Grant Application and approve Clerk to issue plan and purchase orders**
The Clerk was delighted to announce that the CBC Community Assets Grant Application submitted on behalf of MPC has been successful with MPC awarded £25,000 towards redevelopment of the play area and associated works at Old Road Meadow. Councillors were unanimous in proposing a vote of thanks to the Clerk and Cllr Thompson who worked on the application.
Proposed Cllr Merryweather/Seconded Cllr Morgan. Resolved to authorise the Clerk to raise purchase orders as required for the Old Road Meadow project. Carried.
- c. To consider plans and choice of play equipment for both Centenary Field and Old Road Meadow.**
Proposed Cllr Merryweather/Seconded Cllr Morgan. Resolved to authorise the Clerk to raise purchase orders as required for new play equipment at Centenary Field. Carried.
- d. Allotments**
- i. To receive allotment inspection update and allotment plot occupancy details.
The Clerk and Mrs Thorne have completed an allotment inspection and appropriate letter will be issued shortly with rent request letters. There are a small number of plots vacant and both the Clerk and Mrs Thorne are expecting to start a waiting list in the Spring of 2023.
- ii. To consider policy on priority of allocation of allotment plots to prospective tenants.
With the prospect of starting a waiting list for allotment plots the Clerk and Mrs Thorne have requested direction from MPC on priority of allocation of allotment plots.
Proposed Cllr Merryweather/Seconded Cllr Morgan. Resolved that the allocation of allotment plot be prioritised as follows:
Priority A = Meppershall residents

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Priority B = Residents from neighbouring parishes

Priority C = Existing plot holders who are Meppershall residents

Priority D = Existing plot holders do not live in Meppershall.

And that the Clerk add into or highlight the expectations of allotment tenants performance in the allotment tenancy terms and conditions. Carried.

- iii. To consider change to allotment costs from October 2023.

The Clerk provided details of a change to allotment charges from October 2023 as recommended by the Environment and Leisure Working Group as follows:

Plot Size	Meppershall Residents and pre-October 2018 tenants irrespective of residency	Non Meppershall Residents
Category A < 120m ²	£14.85	£16.50
Category B 121-160m ²	£19.80	£22.00
Category C 161-200m ²	£24.75	£27.50
Category D 201-240m ²	£29.70	£33.00
Category E 241-280m ²	£34.65	£38.50
Category F 281-320m ²	£39.60	£44.00
Plot Deposit	£55.00	£55.00

Proposed Cllr Merryweather/Seconded Cllr Chapman. Resolved to change allotment charges from October 2023 as proposed and that they be included in the next copy of the Messenger. Carried.

- iv. To approve allotment bonfire event on 5th November.

Proposed Cllr Merryweather/Seconded Cllr Chapman. Resolved that the Clerk, Mrs Thorne and Cllr Thompson organise an allotment bonfire event on 5th November with appropriate risk assessment and safety measures. Carried.

e. Signage update and to consider costings.

Deferred to next meeting.

f. Update on play area inspection training.

The Clerk, Mrs Thorne and Cllr Morgan attended the Play Inspection Training Course organised by MPC on 6th September with all attendees undertaking the examination. The training was eye opening and there are a number of actions that the Clerk and Mrs Thorne will follow up on.

830. CLOSE OF THE MEETING

The Chairman closed the meeting at 9:15pm and reminded everyone that the next meeting would be the 14th November 2022 in the Village Hall.

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

Glossary

- CBC = Central Bedfordshire Council
- DMC = Development Management Committee
- GPC = Gravenhurst Parish Council
- MPC = Meppershall Parish Council

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- MVH = Meppershall Village Hall & MVHT = Meppershall Village Hall Trustees
- NP = Neighbourhood Plan
- ORM = Old Read Meadow Nature Reserve
- VAS = Vehicle Activated Sign