

Markyate Parish Council

MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 4th APRIL 2017 AT 7.30PM IN THE Y2K HALL, MARKYATE, HERTS, AL3 8PS.

Present: Cllr. P. Bunyan, Chairman, Cllr. R. Langley, B/Cllr. H. Chapman, Cllr. R. Peterson, Cllr. D. Kao,
Cllr S. Pilkinton, Cllr P. Sherriff
Mrs D Sells, Clerk/RFO

In attendance: 3 members of the public

290/17 APOLOGIES FOR ABSENCE

No apologies received.

291/17 DECLARATIONS OF INTEREST

No declarations of interest at this meeting.

292/17 MINUTES OF THE LAST MEETING

It was **RESOLVED** that the minutes of the Meeting of Markyate Parish Council held on 7th March 2017, were a correct record and were signed by the Chairman. This was proposed by Cllr. R. Peterson and seconded by Cllr. P. Sherriff.

293/17 MINUTES OF THE HALLS COMMITTEE

It was **RESOLVED** that the minutes of the Halls Committee meeting held on the 24th January 2017 be received and adopted.

294/17 TO RECEIVE NOTES FROM MARKYATE CEMETERY ADVISORY COMMITTEE

It was reported that this meeting went very well with all issues being covered. The transfer of land is presently being dealt with by the Parish Council's solicitor.

Action: HC/ Clerk

295/17 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 1 (c to j)

Standing Orders were suspended.

A member of the public, living adjacent to the new cemetery, wished to confirm that the cemetery land will be maintained and not look like a "cabbage patch" as it has done to date. The Parish Council confirmed that once they take over control, they will do their utmost to maintain this land. Some planting is being carried out shortly; once this has been completed, an assessment of works will be carried out and put into place. Contracts will be exchanged in due course.

Two other members of the public, (**one of whom introduced himself as the Chairman of Flamstead P.C.**) enquired about a bus service to Harpenden. They suggested making enquiries to local bus companies as a route which could possibly be taken on, which would run from either St. Albans or Dunstable, through Flamstead, Markyate and Redbourn. It was mentioned that this had been previously attempted, but due to lack of interest by the public, not successful. Enquiries with local parishioners will be made, gaining some facts and figures and gauging potential interest.

The issue of fly-tipping was also mentioned.

Standing Orders were reinstated.

296/17 PLANNING DECISIONS FROM DACORUM BOROUGH COUNCIL

1	4/03300/16/MFA	Construction of 12 new dwellings comprising 5-one bedroom, 3-two bedroom and 4-three bedroom dwellings. Associated bin and bicycle storage. Parking and access road.	Land to corner of Friendless Lane and Pickford Road	Withdrawn
2	4/00034/17/TPO	Works to Sycamore and Ash trees	Land R/O Bartholomew Green	Grant
3	4/03423/16/FUL	Replacement dwelling with associated landscaping and demolition of existing outbuildings	Beechurst, Caddington Common	Grant
4	4/03320/16/FHA	Side gable and dormer	13, Dammersey Close	Grant
5	4/00143/17/FHA	Single storey first floor rear extension	The Old Brewers Yard	Grant
6	4/00219/17/LBC	Single storey first floor rear extension	The Old Brewers Yard	Grant
7	4/00274/17/FUL	New dwelling and garage	64, High Street	Grant

297/17 PLANNING APPLICATIONS

To consider planning applications listed below and those received between 29th March 2017 and 4th April 2017

1	4/00384/17/FHA	Two Storey Side Extension	78A Buckwood Road	No Objections
2	4/00416/17/FHA	Single storey rear extension. Extended flat roof dormer. Pitched roof dormers to front. Single storey extension to side with rooms in roof space.	10, Dammersey Close	Object. Possible over-development of site and no parking available
3	4/00459/17/FHA	Dormers and conversion of existing garage roof space to residential accommodation	Land at Lower Farm End, Luton Road	No Objections
4	4/00537/17/HPA	Single storey rear extension measuring 4m deep with a maximum height of 3.35m and a maximum eaves height of 2.70m	1 Farrer Top	No Objections
5	4/00639/17/FHA	Single storey front extension	9, Corner Wood	No Objections
6	4/00271/17/RET	Retention of driveway and crossover	22, Parkfield	No Objections

Action: Clerk

298/17 RECEIVE REPORT ON PLANNING APPLICATION 4/00274/17/GUL, 64, HIGH STREET, MARKYATE

Following correspondence from Dacorum Borough Council, the above application was reconsidered and the consensus by all present was no objection.

Action: Clerk

299/17 ACCOUNTS FOR PAYMENT

To approve the schedule for payment as attached. It was proposed by Cllr P. Sherriff and seconded by Cllr R. Langley and **agreed** unanimously to approve the schedule for payment. **RESOLVED:** that the schedule of payment be signed as circulated. The schedule of accounts listed the balances of the Parish Councils accounts as at today's date as follows:

MPC Current Account	£7,262.54
HSBC [Precept Account]	£34,343.05
MPC Investment [NS&I]	£20,861.95
Petty Cash	£68.36
TOTAL	£62,535.90

300/17 FINAL QUARTER SPEND

It was noted that the final quarter spend is £115,342.00 against a budget of £98,890.00. The overspend was noted with disappointment but was unavoidable due to various matters including extra security required on the recreation ground at the village halls, energy costs, staffing costs, new cemetery and a donation made to the Youth Football. There is outstanding £2000 from rental income, which will make up part of the shortfall.

This was proposed by Cllr R. Peterson and seconded by Cllr R. Langley.

301/17 TO RECEIVE AND NOTE 2017/18 PARISH FUNDING FROM D.B.C.

The Parish Funding, although chased, has not yet been received. This has been deferred, however we will continue to chase.

Action: Clerk

302/17 TO REVIEW AND UPDATE MPC BANK MANDATE

Although previously, a further update is necessary due to councillor resignations and new staff.

It was **RESOLVED** that the following would be bank signatories for the HSBC Bank Accounts:

Councillors: P. Bunyan, R. Peterson, S. Pilkinton, R. Langley, D. Kao, J. Bissmire, Clerk/Responsible Financial Officer, D. Sells, Clerk/Responsible Financial Officer, C. Booth, Financial Officer/Halls Administrator.

CATEGORY 'A' – TWO SIGNATURES REQUIRED

P. Bunyan, R. Peterson, S. Pilkinton, R. Langley, D. Kao

CATEGORY 'B' – ONE SIGNATURE REQUIRED

J. Bissmire, Clerk/Responsible Financial Officer, D. Sells, Clerk/Responsible Financial Officer, C. Booth, Financial Officer/Halls Administrator.

Action: Clerk

303/17 REMEMBRANCE SUNDAY

The poppy wreaths have been removed, as per minute 290/16. The Road Closure Order has been applied for and a risk assessment will be carried out by MPC. Representation of other local churches was also discussed.

Action: Poppy Wreath co-ordinator/Clerk

304/17 PARISH PATHS PARTNERSHIP SCHEME (P3) 2017

It was agreed that the following items will be considered and also discussed at the Annual Gathering:

More Christmas Lights

Ramps in the village for disabled people

Repair of kissing gate at Buckwood Road.

Action: Clerk

305/17 TO RECEIVE REPORT OF DRAFT LEASE FOR CRICKET CLUB

All paperwork has now been agreed and is ready for signature, on going..

Action: HC/Clerk

306/17 TO RECEIVE REPORT ON ISSUES REGARDING ACCESS IN THE VILLAGE ON A MOBILITY SCOOTER

A lengthy discussion took place with regards to making the village disability friendly. This is Herts County Council's responsibility but the costs of achieving this would be enormous. After the County Elections in May, this can be addressed to the new County Councillor. It was noted however, the need to bear in mind that this is an old village and access is always going to be a problem. One Councillor used a mobility scooter recently and reported that they didn't experience too many problems. Access areas do need to be prioritised, but we must focus on the most relevant. Ongoing.

Action: PB/Clerk

307/17 ANNUAL GATHERING

In addition to the agenda items that have been displayed on the notice boards, Parish Councillor vacancies have also been displayed. Terry Douris, County Councillor in charge of all roads in Hertfordshire, will be invited to speak at the gathering, however if he is unable to attend, B. Cllr. Chapman will speak on his behalf with regards to the de-trunking of the A5.

308/17 VILLAGE WARDEN EQUIPMENT

An Ivor Williams trailer has been stored in the Warden's garage for at least 4-5 years, unused. It no longer has a use, therefore it was **agreed** by all present that this should be sold. A for sale notice will be displayed on the notice boards. In order that this is carried out in the fairest way possible, it was decided that the trailer will be offered under 'closed bids', offers should be made in excess of £250.00. Sealed bids to be left at the Parish Office before the 31st May. The highest bidder will be notified after this date.

Action: Clerk

309/17 TO RECEIVE REPORT ON ISSUES REGARDING SCHOOL BUSES PARKING ON PAVEMENT

It has been reported that school buses are parking on the pavement and grass verge on London Road.

Action: Clerk

310/17 TO RECEIVE CLERKS REPORT

A meeting regarding discussions about the new surgery will be taking place on the 20th April.

311/17 CORRESPONDENCE FOR INFORMATION ONLY

The Clerk circulated the list of correspondence for information only which was duly noted.

312/17 TO DISCUSS AND AGREE IDEAS AND REPRESENTATION TO THE NEIGHBOURHOOD ACTION GROUP

A meeting is due to be held on the 10th April with representation of 3 Councillors from Markyate Parish Council. Venue to be agreed.

Action: SP

313/17 TO RECEIVE REPORT ON MAYOR'S VISIT TO MARKYATE

The Mayor's visit is being re-arranged for some time in May. He will be taking the same route as last year. All Parish Councillors are welcome to attend the luncheon.

Action: Clerk

314/17 TO RECEIVE REPORT ON BRITISH HEART FOUNDATION BOOK BANK

The Parish Council was approached by The British Heart Foundation offering to site a 'book bank' free of charge, at the Village Hall. It was unanimously **agreed** by all Councillors that we should accept.

Action: Clerk

315/17 TO AGREE AREAS OF RESPONSIBILITY, COMMITTEE MEMBERS AND PREPARATION OF ITEMS FOR MARKYATE MONTHLY

All present agreed to give the vacant roles some consideration into possibly filling the vacant positions, however, an offer was made to write the item for Markyate Monthly.

Action: RP/All

316/17 TO RECEIVE REPORT ON MAY FAYRE 2017

All arrangements for the May Fayre are underway and going well. Enactments and exhibitors have been organised. May stalls will be occupied. Cllr Pilkinton was thanked for her efforts in advertising this event. Programmes will be available shortly. Supervised parking is also in place. Councillors are involved in this event in their own individual right.

Action: RL

317/17 TO DISCUSS AND AGREE ANY ACTIONS REGARDING CHAIRMAN'S BADGE OF OFFICE

Due to the unforeseen overspend of the budget, it was proposed that the badge should not be purchased at this time. All present **agreed** unanimously.

No Action

318/17 MARKYATE MONTHLY INCLUSION

Planning, Footpaths, Cricket Club Lease, Village Warden Equipment, Buses Parking on Pavement, Mayor's Visit, Book Bank, Chairman's Badge of office, Markyate Cell Boundary Wall.

Action: RP

319/17 MARKYATE CELL BOUNDARY WALL

This is something that has been on and off the agenda over the years as ownership of the Cell has changed hands several times. A councillor spoke to the workmen doing the repair work and was told that as well as doing repairs to the wall along the A5 they will also be doing repairs on Luton Road.

320/17 PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

It was resolved that under S 4 (A) of the Public Bodies (Admissions to Meetings) Act 1960 the Press and Public be excluded during the items in Part II of the agenda for this meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business or for other special reasons stated in the resolution, arising from the nature of the business or proceedings.

The Department of Work and Pensions are contacting all employers with details of when they are required to conform to the auto enrolment arrangement, new pension regulations.

- a. Following the LGPS triannual valuation, rates for 2018, 2019 and 2020 have been set as 23.8% for employer contributions and employees as per earning related contributions. All employees have been informed.
- b. The Department of Work and Pensions are contacting all employers with details of when they are required to conform to the auto enrolment arrangements. The staging date for Markyate Parish Council was the 1st February 2017 and the compliance date is the 30th June 2017.
- c. To comply with government legislation all members of staff are enrolled in the LGPS scheme.
- d. A member of staff wishes to leave the pension scheme. Enquiries have been made with LGPS and written authorisation from Markyate Parish Council, as the employer, is required.

There being no further the meeting closed at 9.35 pm

Next meeting: 2nd May 2017

Signed: _____

Date: _____