

## **MARKYATE PARISH COUNCIL**

### **MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 4<sup>TH</sup> JUNE 2019 AT 7.30PM IN THE Y2K HALL, MARKYATE, HERTS, AL3 8PS.**

**Present:** Cllr. P. Bunyan, Cllr. R. Peterson, Cllr. S. Pilkinton, Cllr. J. Taunton,  
Cllr. P. Styles, Cllr. D. Kao  
Mrs D. Sells, Clerk/RFO

**In attendance:** 5 members of the public  
C/Cllr. J. Timmis  
C/Cllr. T. Douris

#### **52/19 APOLOGIES FOR ABSENCE**

B/Cllr. H. Chapman.

#### **53/19 DECLARATIONS OF INTEREST**

Cllr. Bunyan declared a personal interest on item 63/1.

Cllr. Peterson declared a personal interest on Planning Application 4/01198/19/FHA, due to knowing the applicant.

#### **54/19 MINUTES OF THE LAST MEETING**

It was **RESOLVED** that the minutes of the Markyate Parish Council Meeting held on the 14<sup>th</sup> May 2019, as circulated, be received as a true record and were signed by the Chairman. This was proposed by Cllr. P. Styles and seconded by Cllr. Pilkinton.

#### **55/19 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 1 (c to j)**

A member of the public spoke about the new cemetery. It has been cleared by Inland, however all the weeds have grown back. The weed killer will need to be re-applied. At present, this land has not yet been signed over. The Parish Council will ensure that clearance of the land is undertaken before completion of paperwork and all ongoing issues henceforth will be addressed by the Parish Council.

B/Cllr. J. Timmis went on to request if it is possible to have smaller swings erected in Peggy's Field. This is at the request of some mother's during her Surgery session.

C/Cllr. Douris spoke about the problems regarding parking around Hicks Road. B/Cllr. Timmis reported that she has referred this back to Dacorum who are looking into it.

C/Cllr. Douris referred to last month's minutes regarding the Grit Bins. He will advise the Clerk as to their locations in the village. He is also challenging gritting along Cavendish Road; it should be gritted due to being on a hill and the location of the school.

Update on the bridge – Herts County Council construction team have advised that the bridge can be repaired, taking it back to its original condition. The vast majority of people wanted the bridge to stay - (3-2).

#### **56/19 PLANNING DECISIONS FROM DACORUM BOROUGH COUNCIL**

No planning decisions received.

#### **57/19 TO CONSIDER PLANNING APPLICATION RECEIVED FROM DACORUM BOROUGH COUNCIL AS LISTED AND THOSE RECEIVED BETWEEN 29<sup>TH</sup> MAY 2019 and 4<sup>TH</sup> JUNE 2019.**

1	4/01159/19/TCA	Fell Trees	58 High Street
2	4/01174/19/TCA	Fell Trees	9 Cheverells House, Cheverells Green
3	4/01198/19/FHA	Single storey rear extension for Granny Annex	10 Cowper Road
4	4/01283/19/FUL	Construction of new dwelling with landscaping	Land rear of Gooseacre, Buckwood Road

#### **58/19 ACCOUNTS FOR PAYMENT**

To approve the signing of cheques for payment and the signing of the Accounts Schedule for May 2019, as circulated. It was proposed by Cllr. P. Styles and seconded by Cllr. R. Peterson 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 Council's accounts as follows:

As at 31<sup>st</sup> May 2019

MPC Current Account	£591.44
HSBC [Precept Account]	£108,956.44
MPC Investment [NS&I]	£21,112.27
Petty Cash	£33.78
<b>TOTAL</b>	<b>£130,693.93</b>

**59/19 INTERNAL AUDIT REPORT FOR YEAR ENDED 31<sup>ST</sup> MARCH 2019**

To receive and accept the Internal Audit Report from Etaerio Ltd.

The Parish Council **RESOLVED** to accept the internal report and noted the recommendations which were being actioned.  
Clerk/FO/HA

**60/19 ANNUAL AUDITED ACCOUNTS FOR 2018/19**

- a) It was proposed by Cllr. Pilkinton and seconded by Cllr. Peterson and **RESOLVED** that the Council approved the audited accounts for the Parish for 2018/19.
- b) It was confirmed the Notice of Appointment of Date for the Exercise of Electors Rights for Accounts for the year ended 31<sup>st</sup> March 2019, will be placed on notice boards and website, from 11<sup>th</sup> June to 20<sup>th</sup> July, thereby the Parish Council fulfilling the legal requirements. The records are to be made available during this period.

**Action: Clerk**

**61/19 ANNUAL GOVERNANCE STATEMENT/ACCOUNTING STATEMENTS OF THE ANNUAL RETURN 2018/19**

**a) SECTION 1 ANNUAL GOVERNANCE STATEMENT OF THE ANNUAL RETURN FOR 2018/19**

It was proposed by Cllr. Pilkinton and seconded by Cllr. Styles and **RESOLVED** that the Council approve Section 1 Governance Statement for 2018/19 for Markyate Parish Council, as circulated.

**b) SECTION 2 ACCOUNTING STATEMENTS OF THE ANNUAL RETURN FOR 2018/19**

It was proposed by Cllr. Pilkinton and seconded by Cllr. Styles and **RESOLVED** that the Council approved Section 2 Accounting Statements for 2018/19 for Markyate Parish Council and **agreed** that the Parish Council had acted in accordance with the requirements set out therein.

The unaudited Statement of Accounts and Annual Governance Statement have been posted on the Parish Council website, noting they may be subject to change.

**Action: Clerk**

**62/19 FINANCIAL MANAGEMENT ASSET REGISTER FOR 2018/19**

Total deletions (items) for 2018/19 = 37,116.48. Total Additions (items) for 2018/19 = 101,206.05.

Received and noted by all present. Proposed by S. Pilkinton and seconded by R. Peterson.

**63/19 ACCESS GATEWAYS LEADING TO PEGGY'S FIELD**

Rear access into Peggy's Field from the gardens backing onto it was discussed at some length. Ongoing.

**Action: C/C JT**

**64/19 CRICKET CLUB DRAFT LEASE**

On going.

**Action: HC/Clerk**

**65/19 TRANSFER OF NEW CEMETERY LAND**

A copy of the Notes taken at the Cemetery Advisory Group were circulated at the meeting.

Actions agreed at this meeting:

- |   |   |                                   |
|---|---|-----------------------------------|
| Ensure land is fit for purpose                  | - | Agreed                            |
| Clarification on 2 taps                         | - | Only one tap is required          |
| Agree if shed is required                       | - | Not agreed                        |
| Agree area for Garden of Remembrance/Quiet Area | - | Not agreed until transfer of land |
| Staff training                                  | - | Agreed                            |

**Action: JT**

**66/19 MARKYATE MONTHLY/TWITTER**

To be agreed in due course.

**67/19 CLERKS REPORT**

The Clerk reported a wreath will be laid at the memorial, to mark the D-day 75th Anniversary on 6th June 2019.

**68/19 ROADS TO BE GRITTED IN THE VILLAGE**

Ongoing.

**69/19 DOG WAST BINS IN THE VILLAGE**

It was agreed that the Clerk would liaise with Dacorum asking that the bins in our area be monitored, with a view to increasing the frequency of emptying.

**Action: Clerk/RP**

**70/19 CORRESPONDENCE FOR INFORMATION ONLY**

The Clerk circulated the list of general correspondence which was duly noted.

**71/19 VILLAGE CLOCK**

It was reported that discussions with Smiths of Derby had taken place. The clock is very old, and consideration will have to be taken into the possibility of taking it down. It has been suggested that the clock be either placed at a location in the village, under cover for protection, or maybe designated to a local museum. A manufacturer of fully electric clocks is being investigated, as a possible replacement.

**Action: PS/Clerk**

**72/19 AGREE WORKS PROGRAMME THROUGH PARISH PATHS PARTNERSHIP (P3)**

Two suggestions were made:

- An orientation board by "Liana's Seat"
- A new signpost on the footpath on Dammersey.

Costs will be established.

**Action: Clerk**

**73/19 COUNCILLOR TRAINING**

No dates could be agreed on this occasion, to be looked into at a future date.

**74/19 COUNCILLOR PLANNING TRAINING**

To be agreed.

**75/19 RETENTION OF RECORDS POLICY**

The Council's Retention of Records Policy was reviewed with no amendments.

**76/19 CLEAR DESK POLICY**

The Council's Retention of Records Policy was reviewed with no amendments.

There being no other business the meeting closed at 9.30 pm

**Next meeting: 2<sup>nd</sup> July 2019**

Signed: \_\_\_\_\_

Date: \_\_\_\_\_