

## **MARKYATE PARISH COUNCIL**

### **MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD VIRTUALLY ON TUESDAY 6 OCTOBER 2020 AT 7.30PM.**

**Present:** Cllr P Bunyan, Cllr S Pilkinton, Cllr R Peterson, Cllr C Ononye.  
Jennifer Bissmire, Clerk/RFO

**In attendance:** C/Cllr. Terry Douris, 3 members of the public

The Chairman apologised to those present for the difficulty in joining the meeting which resulted in the meeting commencing at 8.00pm.

#### **110/20 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr. D. Kao due to business commitments and Cllr P Styles due to personal commitments.

#### **111/20 DECLARATIONS OF INTEREST**

No declarations of interest at this meeting.

#### **112/20 MINUTES OF THE LAST MEETING**

It was **RESOLVED** that the minutes of the Markyate Parish Council Meeting held on the 1 September 2020 as circulated, be received as a true record with one amendment to minute 109/20.2 as the price listed in the draft copy was incorrect and had been corrected for signature by the Chairman. This was proposed by Cllr R Peterson and seconded by Cllr S Pilkinton.

#### **113/20 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 1 (c to j) Standing Orders were suspended**

A member of public joined the meeting wishing to speak on her own behalf and also her neighbour regarding the proposed planning application for the land adjacent to 1 Cheverells Close, change of use of land to residential and construction of a new two bedroom dwelling, stating this should be rejected, a dwelling cannot be built on Common Land and this is also the gateway to an area of Natural Beauty.

Another member of public spoke on her own behalf and also that of her neighbours regarding the same planning application and raising concerns. The question was asked if this application is thrown out will it be reinstated as Common Land? "At the moment it is ugly, there used to be such lovely trees here it was such a nice area and will be even uglier with a house almost on the pavement."

A further objection was received by email and circulated prior to the meeting.

B/Cllr Timmis also objected to the same application, stating – "as this is undeveloped land and Common Land and should be kept that way where people can walk across the open land."

She noticed in the statement they describe the use of the site as undeveloped land in private ownership, she continued, "it is in private ownership and it is undeveloped land but they omitted to mention this is Common Land."

Another member of public requested to speak regarding his project for a self-build, pre consultation. A presentation of this had been circulated to all Parish Councillors prior to the meeting. The project north east of 81/83 High Street, is on a parcel of land that has been owned by his family since the 1980's and well maintained, but due to ill health and since Covid it has become difficult. The project is for a modest 2/3 bedroom house which carries a great deal of emotional and sentimental value for his family. He has liaised with the Conservation Officer regarding scale, form and materials and wishes to keep a dialogue of the surrounding area, which will be carefully crafted.

The Chairman said when the application is received it will be presented to full Council and a decision will be made at that time. All were thanked for attending the meeting.

**Standing Orders were reinstated at 8.19pm.**

#### **114/20 PLANNING FOR THE FUTURE, WHITE PAPER**

This document was received and noted, a response will be made after guidance from ACRE and HAPTC.

**Action: All**

#### **115/20 PLANNING DECISIONS FROM DACORUM BOROUGH COUNCIL**

1	20/02319/NMA	Non Material Amendment to Planning Permission 4/00171/19/FUL (Demolition of existing equestrian facilities and construction of one four-bedroom	1 Woodend Cottages Little Woodend	Granted
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		dwelling, one three-bedroom holiday let, one workshop/barn/carport building, with associated soft landscaping, hardstanding, and fencing.)		
2	20/02098/FUL	To install a temporary Portakabin for 52 weeks to allow the surgery to continue functioning during development to the existing surgery.	Surgery 1 Hicks Road	
3	20/02067/FUL	Construction of two new bungalows and garden boundary wall.	64 High Street Markyate	Application Withdrawn
4	20/02427/TPO	Works to trees.	Street Record Bartholomew Green	Granted
5	20/02588/DRC	Details as required by Condition 4 (surface water drainage) attached to planning permission 4/01612/16/FUL (Erection of 3 stables, with hay store, tack and saddle stores, with hardstanding area).	Land At The Ridings Markyate	Granted
6	20/01441/LBC	Replacement of cast iron down pipe guttering with Cast Aluminium guttering.	Starlings 13 Albert Street	Granted

**116/20 TO CONSIDER PLANNING APPLICATIONS BELOW**

1	20/02539/FHA	Proposed rear ground floor extension.	7B Pickford Road Markyate	No objection
2	20/02582/ROC	Variation of Condition 6 (Approved Plans) Attached to Planning Permission 4/01612/16/FUL (Erection of 3 stables, with hay store, tack and saddle stores, with hardstanding area)	Land At The Ridings	No comment
3	20/02570/TCA	Works to trees.	9 Cheverells House, Cheverells Green	No objection
4	20/02683/FUL	Replacement of the timber cladding and tile hanging with cedral fibre cement board.	6 - 9A Sebright Road	No objection
5	20/02588/DRC Granted – see above.	Details as required by Condition 4 (surface water drainage) attached to planning permission 4/01612/16/FUL (Erection of 3 stables, with hay store, tack and saddle stores, with hardstanding area).	Land At The Ridings Markyate	No comment
6	20/02582/ROC	Variation of Condition 6 (Approved Plans) Attached to Planning Permission 4/01612/16/FUL (Erection of 3 stables, with hay store, tack and saddle stores, with hardstanding area)	Land At The Ridings Markyate	No comment
7	20/02732/DRC	Details as required by condition 2 (Materials) of planning permission 20/00737/FHA _ 20/00738/LBC (Demolition of existing extension and garage outbuilding, Proposed single storey rear extension and new annex building).	Valley Cottage, Valley Lane.	No comment
8	20/02777/FUL	Change of use of land to residential and construction of a new two bedroom dwelling with off-street parking.	Land Adjacent To 1 Cheverells Close.	Objection consider this application is illegal and should be withdrawn immediately.

				This is Common Land and should not be built on. This site has previously been noted as 'Cannot be built on'
9	20/02855/FHA	Side and roof extensions to bungalow to create 1.5 storey dwelling.	8, Dammersey Close	Objection, over development of site No on street parking
10	20/02805/DRC	Details as required by condition 2 (Materials) - condition 3 (window _ door details) of planning permission 20/00738/LBC (Demolition of existing extension and garage outbuilding, Proposed single storey rear extension and new annex building).	Valley Cottage, Valley Lane.	No comment
11	20/02869/TCA	Works to Trees	The Old Forge 45 High Street	No objection.

### 117/20

To approve the signing of cheques for payment and the signing of the Accounts Schedule as of 30 September 2020, as circulated. It was proposed by Cllr S Pilkinton and seconded by Cllr C Ononye and **agreed** unanimously to approve the schedule for payment outside of meeting. **RESOLVED:** that the schedule of payment be signed as circulated, noting that cheques have been signed as and when required by approved signatories, during the coronavirus pandemic lockdown.

The schedule of accounts listed the balances of the Parish Council's accounts as follows:

As at 30 September 2020

MPC Current Account	£2,792.88
HSBC [Precept Account]	£102,989.50
MPC Investment [NS&I]	£21,281.17
Petty Cash	£62.92
<b>TOTAL</b>	<b>£127,126.47</b>

### 118/20 BANK RECONCILIATION

This was received, noted and proposed by Cllr S Pilkinton and seconded by Cllr R Peterson.

**Action: Clerk/RFO**

### 119/20 LOCAL GOVERNMENT REFORM IN HERTFORDSHIRE

In light of proposals to remove all District and Borough Councils in Hertfordshire and introduce unitary councils, the Parish Council strongly and vigorously opposed this. It is a cost cutting exercise; Parish Councils deal with people on site, Borough Councillors with people they represent near where they live or within the area they represent, therefore have more knowledge of the needs within the community. A rapport is built and will result in good communication which gives results and benefits to the area. This reform may result in a person who does not know or live within an area and some distance away. If you know the person, Borough or Parish Councillor, you may get something from them, if not, it is difficult.

The chairman said the Parish Council are very grateful for all the hard work Borough Councillors do for the community.

**Agreed; Oppose**

**Action: Clerk/RFO**

### Standing Orders were suspended

C/Cllr Douris said The Local Devolution White Paper was scheduled to be published and delayed twice. It may come out before the end of this year or sometime next year, will look further at the content then.

**Standing Orders were reinstated at 8.45pm**

### 120/20 CHRISTMAS LIGHTS

Received and noted the Pull Test had been carried out so now the application for the lights can be submitted.

It was proposed by Cllr C Ononye and seconded by Cllr S Pilkinton.

**Action: Clerk/SP**

### **121/20 TRANSFER OF VILLAGE WARDEN GARAGE**

It was proposed to move the existing Village Warden garage to the end garage in Cowper Rise which allows more space. Unfortunately, due to Covid-19 there has been a slight delay in DBC checking the garage, but it will be done soon. It was noted there is a member of public interested in taking over the existing garage.

**Action: HC**

### **122/20 PARISH OFFICE MOVE**

Due to the present climate and the health and safety of staff, it was agreed in line with Financial Regulation No.11.1[h] to accept the quotations obtained and not to go out to tender as each item is under £1000.00.

It was proposed by Cllr R Peterson and seconded by Cllr C Ononye to move forward on this as soon as possible.

**Action: Clerk/RFO**

### **123/20 MARKYATE CEMETERY**

It was reported behind the gates there are four dead trees which need removing. The Clerk was asked to contact the Contractor working on site to submit a quotation for consideration.

Regarding the overgrowth of the cemetery itself, it was agreed to leave this as an open meadow for the time being until the St John's Baptist Church Cemetery is full. The Cemetery Manager from DBC will assess this cemetery to see if it is possible any more plots could be made available. A meeting was arranged but Covid-19 kicked in and lock down. A further meeting will be arranged as soon as possible.

**Action: HC**

### **124/20 NOTICE OF CONCLUSION OF AUDIT FROM EXTERNAL AUDITOR YEAR ENDED 31.03.2020**

Deferred.

### **125/20 REMEMBRANCE DAY PARADE 2020**

After much consideration, it was agreed not to go ahead with this year's Remembrance Sunday event, as it is not possible to ensure everyone's safety in line with the current Government guidance and regulations, due to the number of people we would normally welcome on this occasion. Rev Coffin is visiting the school to ask if children can do a Poppy Picture, so it may be put in shops and to have one child read out the names of the fallen, Lest We Forget, which will be on our website.

It will be recorded and wreaths laid by one person. Parishioners will be asked to stand at their door if they wish to, for a 2-minute silence at 11.00am. Then the Last post will be played.

The Service will be led by Rev Sanders and Rev Coffin. Finer points to be finalised. A video will be taken and the Parish Council plan to do this on Zoom and push out on YouTube. The Parish Council commissioned posters 'Lest We Forget'.

**Action: All**

### **126/20 COVID-19 NEW GOVERNMENT GUIDELINES**

Government guidelines recommend working from home if at all possible but it was agreed the Parish Office should be Manned, if not full time, part time. It was proposed each member of staff worked one day in the office and then from home on other days, subject to changes in Government guidelines. Concern was expressed regarding some hirers not wearing masks and it was **agreed** all hirers must observe their own and the Parish Council's risk assessment, if not, a letter will be sent advising that if guidelines are not strictly followed, it may result in hiring's being cancelled. It was noted the majority staff at DBC work from home.

**Action: Clerk/RFO/Halls Administrator**

### **127/20 MAINTENANCE WORK IN PEGGY'S FIELD.**

It was reported the work to the outer perimeter of the field has been completed, and should not need cutting back again for a few years, however work to trees still needs to be done. On-going.

**Action: All**

### **128/20 GRASS CUTTING IN ST JOHNS THE BAPTIST CHURCH CEMETERY AND PEGGYS FIELD**

Earlier in the season, the grass required extra cuts due to inclement weather conditions but further cuts are now required at the end of the season. It was proposed by Cllr S Pilkinton and seconded by Cllr R Peterson to arrange for one further cut.

**Action: Clerk/RFO**

### **129/20 CLERKS REPORT**

It was reported the new notice board by the fire station, installed one week previously, had been vandalised. Very kindly, the Contractor and Village Warden repaired the board to its new condition.

Comments have been made regarding the new lights in the village, bright, clear and looking very nice giving the street a lift. C/Cllr Douris said the lights will dim at 11pm.

**130/20 TO DISCUSS AND FORMULATE ITEMS FOR INCLUSION IN MARKYATE MONTHLY**  
Trees Harps Hill / Hicks Road.

**131/20 CORRESPONDENCE FOR INFORMATION ONLY**

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

**Standing Orders were suspended at 9.41pm**

C/Cllr Douris reported the following:

1. The street lights will dim at 11.00pm.
2. In 2021/22 Roadworks allocated for Cornerwood, Becks Close and Cavendish Road, footway repairs, surface dressing.
3. DBC doing tree work.
4. The A 5183 will be closed for a few days and from 29 October to 2 November by Truckstop, to install a new culvert.
5. The works at the top of the High Street are connected with the subway refurbishment.
6. The remaining lay-by on the A 5183 will be filled in. There will be hard standing for bus passengers and a proposed shelter installed.
7. Surgeries are being held again, at The Swan, dates to be notified.
8. 300 reports of floods in August centred around the Dacorum area, HCC will write to 3000 home owners, a number in the High Street at Markyate, to ask what the impact was on their properties. This will help going forward.
9. 4-way temporary Traffic Lights on the A 5183.
10. Footbridge restoration, the A 5183 will be closed and temporary traffic lights will be in place.
11. There is a lot going on in Markyate especially around the A5183.
12. New coloured speed sign in Luton Road.

**132/20 Public Bodies (Admissions to Meetings) Act 1960 That under S 4 (A) of the Public Bodies (Admissions to Meetings) Act 1960 the public be excluded during the items In Part II of the agenda for this meeting, due to commercial sensitivities, that if members of the public were present during these items there would be disclosure to them of exempt information relating to proposed contract.**

1. To receive and note the National Joint Council for Local Government Services (NJC) new pay scales for 2020-21, as circulated. UNISON and GMB both opted to accept whilst Unite voted to reject. However, in line with the Constitution of the NJC, Unite accepts the collective majority decision of the other unions that the pay award will now be implemented from 1 April 2020.  
Also noted NJC agreed from 1 April 2020, minimum annual leave will increase from 21 to 22 days for employees with less than five years' service. The minimum paid annual leave entitlement is 21 days with a further 3 days after five years of continuous service. These apply to five day working patterns.
2. To note two caretakers have been furloughed but are no longer eligible as both are working hours which exceed those permitted to be included in the furlough scheme.
3. To discuss DBC's proposed access license.  
Due to possible legal implications, this item was discussed in closed session.
  1. Access route not to be enclosed by any other hedge or gate or any other boundary feature.
  2. Both parties reserve the right to terminate license at any time if they so wish.
  3. Is the property fit for purpose?
  4. Does the property meet with DBC criteria?
  5. Is this setting a precedence? Whilst, as a Parish Council, we don't oppose residents having access from back gardens, once there is a building involved, it has to be dealt with as a planning issue.

There being no other business the meeting closed at 10.10pm

**Next meeting: 3 November 2020**

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

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