

# MARKYATE PARISH COUNCIL



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Clerk to the Council: Mrs D Sells/Mrs J Bissmire

**The public are invited to attend all meetings of the Parish Council**

## **ANNUAL MEETING OF MARKYATE PARISH COUNCIL**

Notice is hereby given that the Annual Meeting will be held in the Y2K Hall, Cavendish Road, Markyate on **Tuesday 2 May 2017 at 7.30pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.

Dee Sells

Dee Sells, Clerk to the Council  
25 April 2017

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting.

Please note all meetings of the parish Council and Committees may be reported by use of filming etc.

### **AGENDA**

- 01/17 Election of the Chairman to hold office until the next Annual Meeting of the Council.
- 02/17 Election of the Vice Chairman to hold office until the next Annual Meeting of the Council.
- 03/17 To receive apologies for absence (Councillors please give apologies direct to the Clerk prior to the meeting)
- 04/17 To receive any Declarations of Interest relating to items on the agenda
- 05/17 To appoint Committees and Working Groups of the Parish Council
- 1) Budget & Finance Committee
  - 2) Halls Committee
  - 3) Aley Green Cemetery Committee
  - 4) Cemetery Working Group
  - 5) Halls Refurbishment Working Group
- 06/17 Election of Committee Members, Chairmen and Vice Chairmen
- 1) Budget & Finance Committee
  - 2) Halls Committee [10 members including co-opted members]
- 07/17 To appoint members to serve on the under mentioned Working Groups/Committee:
- 1) Aley Green Cemetery Committee [2 members]
  - 2) Cemetery Working Group
  - 3) Halls Refurbishment Working Group
- 08/17 To review and note Terms of Reference for Halls Committee and Working groups, document circulated. (All)
- 09/17 a) To review Representatives on the Watling Neighbourhood Action Group.  
b) To consider nominating a candidate for election on the HAPTC Executive Committee.
- 10/17 To appoint and allocate individual councillors areas of particular interest and responsibility as follows:-

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- Airport
- Health
- Elderly Welfare
- Emergency/Disaster
- Environment
- Markyate Monthly
- Newsletter
- Planning
- Police
- Transport
- Schools

- 11/17 To approve and sign the minutes of the Parish Council meeting held on 4 April 2017, as circulated
- 12/17 To resolve to accept the draft minutes of the Annual Gathering held on 11 April 2017 as circulated.
- 13/17 Public Questions, to hear representations from the public as per Standing Order 1 (c to j)
- 14/17 To consider and approve the calendar of Council and Committee meetings for 2017/18, as circulated.
- 15/17 To receive and approve the Chairman's Report for publication and distribution, as detailed in draft minutes of the Gathering, as circulated.

16/17 To receive planning decisions from Dacorum Borough Council as listed:-

1	4/00169/17/FUL	Proposed change of use from flexible use (A1/A2/A3/A4 and B1) to a gym and sports injury clinic/hub (D2)	Richmond House, Hicks Road	Grant
2	4/00180/17/FUL	Demolition of existing outbuilding and replace with new dwelling	19-21 High Street	Withdrawn
3	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 Ferrer Top	Prior approval not required.
4	4/00384/17/FHA	Two storey side extension	78A Buckwood Road	Grant

17/17 To consider planning applications received from Dacorum Borough Council as listed and those received between 25 April and 2 May 2017.

1	4/00735/17/DRC	Details as required by Conditions 2 (Barn Timbers), 4 and 5 (written scheme of investigation) of Listed Building Consent 4/01307/16/LBC (change of use from D1 non-residential institutions to C3 residential dwelling, single storey rear extension)	The Granary, Cheverells Green	No comment For information only
2	4/00802/17/FUL	Conversion of the Class B1 Business Buildings to Class C3 (Residential) dwelling and associated works (Amended scheme).	Willow Tree Farm, Pipers Lane	

- 18/17 To authorise the signing of cheques for payment and the signing of the Accounts schedule as circulated.
- 19/17 To receive and note 2017/18 Parish Funding from DBC, document circulated
- 20/17 To receive and approve draft Accounts for 2016/17 as set out in attached papers.
- 21/17 To note changes to the HSBC Bank Mandate, and agree NS&I Bank signatories as circulated.
- 22/17 To receive Neighbourhood CIL Receipts for Financial Year 16/17, discuss and agree project with the remaining funds, document circulated. (All)

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- 23/17 To receive Information available from Markyate Parish Council Publication Scheme, as circulated.
- 24/17 To review and adopt Standing Orders for Markyate Parish Council, as circulated.
- 25/17 To review and adopt Financial Regulations for Markyate Parish Council as circulated.
- 26/17 To review and note Parish Council insurance from 1 October 2015 for 12 months, as circulated.
- 27/17 To review Class 1 – Who We Are and What We Do, as circulated.
- 28/17 To review the Council's Recruitment Policy, as circulated
- 29/17 To review the Council's CCTV Policy, as circulated
- 30/17 To review the Council's Equality and Diversity Policy, as circulated
- 31/17 To review the Council's Data Protection Policy, as circulated
- 32/17 To review the Council's Information Security Policy, as circulated
- 33/17 To review the Council's Race Equality Policy Statement, as circulated
- 34/17 To review the Council's Code of Practice in handling Complaints for members of public, as circulated
- 35/17 To review the Council's Records Management Policy, as circulated
- 36/17 To review the Council's Policy & Procedure for Information Requests, as circulated
- 37/17 To review the Council's Policy for Health and Safety at Work, as circulated
- 38/17 To review the Council's policy for dealing with the press/media, as circulated
- 39/17 To receive report on Luton local Plan, discuss and agree any actions, document previously circulated. (Cllr Pilkinton)
- 40/17 To receive report on DBC Consultation on Draft Scoping Report for new Local Plan, discuss and agree any actions, document previously circulated. (Cllr Pilkinton)
- 41/17 To receive report and agree actions on Cricket Club draft lease (B/Cllr Chapman)
- 42/17 To receive report and agree actions on transfer of new Cemetery land (B/Cllr Chapman)
- 43/17 To receive updated report and agree actions on P3 (Cllr Bunyan)
- 44/17 To receive updated report on MPC trailer and agree actions (Cllr Bunyan)
- 45/17 To receive report and agree actions on Sycamore Trees in Peggy's Field (Cllr Bunyan)
- 46/17 To discuss and formulate items for inclusion in Markyate Monthly/Twitter
- 47/17 To receive Clerk's Report
- 48/17 To receive correspondence, for information only.
- 49/17 To receive information on British Heart Foundation Book Bank (Cllr. Bunyan)