

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 14th May 2019 at 7.30pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.

D Sells

Dee Sells

Clerk to the Council

8th May 2019

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

- 01/19 Election of the Chairman to hold office until the next Annual Meeting of the Council.
- 02/19 Election of the Vice Chairman to hold office until the next Annual Meeting of the Council.
- 03/19 To receive apologies for absence (Councillors please give apologies direct to the Clerk prior to the meeting)
- 04/19 To receive any Declarations of Interest relating to items on the agenda
- 05/19 To establish and accept appointment of 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
 - 6) Staffing Committee
- 06/19 Election of Committee Members, Chairmen and Vice Chairmen
- 1) Budget & Finance Committee
 - 2) Halls Committee
- 07/19 To appoint members to serve on the under mentioned Working Groups/Committee:
- 1) Aley Green Cemetery Committee
 - 2) Cemetery Working Group
 - 3) Staffing Committee
 - 4) Halls Refurbishment Working Group
- 08/19 To review and note Terms of Reference for Halls Committee and Working groups, document circulated. (All)
- 09/19 a) To review Representatives on the Watling Neighbourhood Action Group.

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- 10/19 To appoint and allocate individual councillors areas of particular interest and responsibility as follows:-
- Airport
 - Health
 - Elderly Welfare
 - Emergency/Disaster
 - Environment
 - Markyate Monthly
 - Newsletter
 - Planning
 - Police
 - Transport
 - Schools
- 11/19 To approve and sign the minutes of the Parish Council meeting held on 2nd April 2019, as circulated
- 12/19 To resolve to accept the draft minutes of the Annual Gathering held on 9th April 2019 as circulated.
- 13/19 Public Questions, to hear representations from the public as per Standing Order 1 (c to j)
- 14/19 To consider and approve the draft calendar of Council and Committee meetings for 2019/20, as circulated.
- 15/19 To receive and approve the Chairman's Report for publication and distribution, as detailed in draft minutes of the Gathering, as circulated.

16/19 To receive planning decisions from Dacorum Borough Council as listed:-

1	*4/00157/19/ADV	1 X Internally illuminated Co-op Projector. Non flashing. 1 x set of non illuminated acrylic 'Welcome To' text. 1 x internally illuminated Co-op logo. Non flashing. 1 x non illuminated wall mounted flat aluminium panel	Co-Operative Food, 1, Hicks Road	Grant
2	*4/00548/19/LDP	Demolish existing Conservatory and replace with Orangery	2 Cheverells Close	Grant
3	4/03094/18/RET	Demolition of existing building, construction of new 5 bedroom dwelling, addition of new patio, acoustic fencing and realignment of car port	School House Farm, Old Watling Street	Grant
4	4/03236/18/LDP	Loft conversion with 3 roof lights and rear dormer	12 Old Vicarage Gardens	Grant
5	4/00028/19/FUL	Construction of Car Port	Bell Classics, Hill View, Luton Road	Grant
6	4/03141/18/OUT	Extension to block A/B to form additional offices on first and second floor above existing ground floor offices	Ver House, 55 London Road	Withdrawn
7	4/03125/18/FUL	7 No. new fresh air intake/extract louvre vents, new acoustic access door, new access door and plant equipment. (Amended scheme)	Unit 1, Richmond Square, Hicks Road	Grant
8	4/00504/19/FHA	New single storey front extension with two new windows to the side	Old beechwood, Cheverells Green	Grant

*** Taken to April PCM**

17/19 To consider planning applications received from Dacorum Borough Council as listed and those received between 8th May 2019 and 14th May 2019.

1	*4/00655/19/FUL	Change of use of unit 2 (Class A1/A2/A3/A4 and B1) to 3 no. residential units, together with associated external alterations and provision of parking.	Unit 2, Richmond Square, Hicks Road
2	4/00811/19/FUL	Provision and surfacing of residential access with grasscrete.	Horsa Hut, Cheverells Green
3	4/00812/19/DRC	Details as required by Condition 5 (Management Plan) attached to planning permission 4/01490/17/FUL (Change of use from Forestry workshop to 4 bedroom dwelling)	Horsa Hut,, Cheverells Green
4	4/00743/19/LBC	Replacement Windows to Front Elevation	Stuart House, 1 Ferrers Hill Farm, Pipers Lane
5	4/00849/19/ROC	Variation of condition 2 (approved plans) attached to planning permission 4/01756/18/FHA – loft conversion with rear dormer. Two front roof lights.	94, High Street
6	4/00905/19/TCA	Fell Silver Birch Tree	91A, High Street
7	4/00906/19/FHA	Two storey rear extension	April Cottage, Caddington Common

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8	4/00950/19/DRC	Details as required by Condition 7 (Demolition and construction Management Plan) attached to planning permission 4/02221/18/FUL (demolition of existing indoor manege and open barn. Construction of 4 new three-bedroom dwellings and introduction of new linking track for horses)	Livery Stables, Puddephats Farm, Puddephats Lane
9	4/00941/19/DRC	Details as required by Condition 4 (contamination) of planning permission 4/01954/18/FUL, (single storey side extension, two storey side extension and associated works	Surgery, 1 Hicks Road
10	4/01040/19/DRC	Details as required by condition 1 (phase 1 contamination report parts 1, 2 & 3) attached to planning application 4/00064/19/LPA (change of use from factory to 4 residential dwellings)	The Factory, Church End
11	4/01035/19/LBC	Installation of new guttering with connection to new underground drainage. Removal and replacement of boiler vent pipe. Roof tiles to Velux window to games room. Removal and replacement of plaster/beams to lounge. Removal of wood panelling. Repairs to chimney breast to lounge. Removal of kitchen window bars. Cleaning of original flagstones. Plasterboard removal and replacement to study ceiling. Relocation of boiler to study with new enclosure. Replacement gas meter housing. Karndean flooring installed to study, cloakroom, study lobby and dining room. Floor hatch created to cellar in games room. Engineered wood floor to games room. New wood panelling to games room. Steps to games room. Matwell to engineered wood floor to rear lobby. Relocation of door to show room. Regaling of roof light to bathroom lobby. Repairs to copping ceiling to bedroom two. New timer nosings to steps to bedroom three and dressing room, repairs and replacement of timer to hallway/bedroom three and bedroom four.	The Sun Inn, 101 High Street
12	4/01042/19/FUL	External changes to an industrial unit, additional 3 dormers to the east elevation with photovoltaic panels, 3 new single doorways, 3 replacement rooflights and reduction in size of some windows	A and B Sports, The Promotional Centre, Church End
13	4/01058/19/TPO	Works to Ash tree	Adjacent to footpath between Pickford Road and Parkfield

*** Taken to April PCM**

- 18/19 To authorise the signing of cheques for payment and the signing of the Accounts schedule as circulated.
- 19/19 To receive and note final quarter spend against budget, document circulate.
- 20/19 To receive and note 2019/20 Parish Funding from DBC, document circulated
- 21/19 To receive and approve draft Accounts for 2018/19 as set out in attached papers and note final quarter spend, as circulated.
- 22/19 To note changes to the HSBC Bank Mandate and agree NS&I Bank signatories as circulated.
To note interest capitalisation from NS&I for period 1 January 2018 to 21 December 2018
- 23/19 To receive and confirm eligibility for the General Power of Competence met by the Parish Council, as circulated.
- 24/19 To receive Information available from Markyate Parish Council Publication Scheme, as circulated.
- 25/19 To review and adopt Standing Orders for Markyate Parish Council, as circulated.
- 26/19 To review and adopt Financial Regulations for Markyate Parish Council as circulated.
- 27/19 To review and note Parish Council insurance from 1st October 2018 for 12 months, as circulated.
- 28/19 To review Class 1 – Who We Are and What We Do, as circulated.
- 29/19 To review the Council's Recruitment Policy, as circulated

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- 30/19 To review the Council's CCTV Policy, as circulated
- 31/19 To review the Council's Equality and Diversity Policy, as circulated
- 32/19 To review the Council's Data Protection Policy, as circulated
- 33/19 To review the Council's Information Security Policy, as circulated
- 34/19 To review the Council's Race Equality Policy Statement, as circulated
- 35/19 To review the Council's Code of Practice in handling Complaints for members of public, as circulated
- 36/19 To review the Council's Records Management Policy, as circulated
- 37/19 To review the Council's Policy & Procedure for Information Requests, as circulated
- 38/19 To review the Council's Policy for Health and Safety at Work, as circulated
- 39/19 To review the Council's policy for dealing with the press/media, as circulated
- 40/19 To receive and adopt Markyate Parish Council Privacy Policy, as circulated.
- 41/19 To receive report and agree actions on Cricket Club draft lease (B/Cllr. Chapman)
- 42/19 To receive report and agree actions on transfer of new Cemetery land (Cllr. Taunton)
- 43/19 GDPR, to note Data Protection Officer.
- 44/19 To discuss and formulate items for inclusion in Markyate Monthly/Twitter
- 45/19 To receive Clerk's Report
- 46/19 To discuss and agree roads to be gritted in the village (All)
- 47/19 To discuss and agree actions on dog waste bins in the village (Cllr. Peterson)
- 48/19 To receive correspondence, for information only.
- 49/19 To receive update on Electrical Works at Village/Y2K Halls and agree actions, document circulated.
- 50/19 To receive update on Village Clock (Cllr. Styles)
- 51/19 To receive and approve revised prices for IT support due to non-eligibility of a charitable status. (All)