

Markyate Parish Council

MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 6th FEBRUARY 2018 AT 7.30PM IN THE Y2K HALL, MARKYATE, HERTS, AL3 8PS.

Present: Cllr. P. Bunyan, Cllr. R. Peterson, Cllr. S. Pilkinton, Cllr. P. Sherriff
Mrs D Sells, Clerk/RFO

In attendance: PC B. Evans and Substantive Sergeant R. Downs

265/18 APOLOGIES FOR ABSENCE

Apologies received from B/Cllr. H. Chapman, due to Borough Councillor duties, Cllr. D. Kao and Cllr. L. Bugeja, due to work commitments, and Cllr. L. Bottrill due to personal commitments.

266/18 DECLARATIONS OF INTEREST

Cllrs. Peterson and Pilkinton declared an interest in Planning Application 4/00095/18/FUL, declaring they know the applicant personally.

267/18 MINUTES OF THE LAST MEETING

It was **RESOLVED** that the minutes of the Meeting of Markyate Parish Council held on 9th January 2018, were a correct record, and were signed by the Chairman. This was proposed by Cllr. R. Peterson and seconded by Cllr. P. Sherriff.

268/18 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 1 (c to j)

Standing Orders were suspended to enable PC Evans and Sgt. Downs to report the following:

Crime Report Figures:

Offence	No. In Parish	No. in Dacorum
Residential Burglary: Dwellings	3	71
Outbuildings	1	15
Burglary Business and Community	0	25
Criminal Damage	1	114
Vehicle Crime	6	161
Anti-Social Behaviour	2	277

PC B. Evans and Sgt. R. Downs wanted to assure all parishioners that they are still in attendance, on every shift, around Markyate, contrary to comments that have been made.

It was reported that they are looking for funding to purchase a new ANPR device. This is the latest version that operates on 4G and enables the user to gain information on vehicles very quickly. Could the Parish Council contribute in any way?

Many of you will have read in the local newspapers/newsletters, that both PC Evans and Sgt. Downs have recently been awarded the Royal Humane Society Award in recognition of their bravery, when they saved the life of a member of the public. Many congratulations to them both.

At 8.20 p.m. PC Evans and Sgt. Downs left the meeting.

Standing Orders were reinstated.

269/18 PLANNING DECISIONS FROM DACORUM BOROUGH COUNCIL

1	4/02347/17/FHA	Hip end to gable loft conversion with rear dormer	9 Dammersey Close	Grant
2	4/02868/17/FUL	Conversion of cottage to two dwellings	Keepers Cottage, Beechwood Home Farm, Beechwood Park	Grant
3	4/02961/17/RET	Retention of mobile home for a further 2 year period	Hicks Yard, Hicks Road	Grant
4	4/02577/17/FHA	Repositioning of front entrance with new porch. Two storey rear extension and single storey rear extension with balcony over. Loft conversion with two rear dormer windows and one front velux window. Alteration to fenestration.	White Brooms, Luton Road	Grant

5	4/03115/17/LBC	Change ground floor kitchen window to half glazed door.	3, Cheverells House, Cheverells Green	Grant
6	4/03289/17/CON	Installation of a 4-bay modular classroom building at Markyate JMI school	Markyate JMI School	Raise no objection

270/18 PLANNING APPLICATIONS

To consider planning applications received from Dacorum Borough Council/HCC as listed and those received between 31st January 2018 and 6th February 2018

1	4/03223/17/FHA	Raised off road parking with steps to front door	14, The Coppins	No Objections
2	4/00095/18/FUL	Construction of a single detached dwelling	The Grange, 8 High Street	No Objections

Action: Clerk

271/18 ACCOUNTS FOR PAYMENT

Unfortunately, due to unforeseen circumstances the schedule of payments was not prepared for this meeting.

However cheques for payment were signed and will be listed on the schedule presented at the next meeting.

It was proposed by Cllr. R. Peterson and seconded by Cllr. S. Pilkinton and **agreed** unanimously to sign the cheques and approve for these to be listed on the next schedule for payment.

272/18 TO RECEIVE THIRD QUARTER SPEND TO DATE AGAINST BUDGET

As above, deferred

273/18 TO RECEIVE REPORT OF LEASE FOR CRICKET CLUB

In the absence of Borough Councillor Chapman, it was reported he has sent an email directly to the Cricket Club solicitor requesting that he responds to the Parish Council's Solicitor with regard to the completion of the lease to the Cricket Club.

Action: HC/Clerk

274/18 TRANSFER OF CEMETERY LAND, MARKYATE

In the absence of Borough Councillor Chapman, it was reported this is still ongoing, Inland Homes needs to finalise the transfer of the land un-encumbered to the Parish Council.

Action: HC/Clerk

275/18 BASIC LIFE SUPPORT TRAINING IN THE VILLAGE

Deferred.

Action: LB/Clerk

276/18 TOWN AND PARISH EMERGENCY PLAN

Deferred.

Action: PS/Clerk

277/18 TO RECEIVE CLERKS REPORT

The Councillor Training scheduled for 27th February was deferred, due to a number of Councillor's no longer available. Alternative dates in March are to be considered.

Action: Clerk

278/18 TO AGREE ACTIONS ON LAND BETWEEN PICKFORD ROAD AND LONDON ROAD

No further information has been received on this issue, however the Parish Council is still very opposed to this development.

Action: Clerk

279/18 CORRESPONDENCE FOR INFORMATION ONLY

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

280/18 MARKYATE MONTHLY INCLUSION

Cricket Club Lease, Cemetery Land, Play Equipment Peggy's Field, Defibrillator, Cabinet and Paediatric Pads, Crime Figures, PC B. Evans' and Sgt. R. Downs' recent Royal Humane Society Award in recognition of their bravery for saving a life whilst on duty.

Action: LB

281/18 PLAY EQUIPMENT IN PEGGY'S FIELD

In the absence of Borough Councillor Chapman, it was reported the contract has now been agreed with the contractor. Target for completion, Spring.

Action HC/Clerk

282/18 ASSET REGISTER 2017/18

Deferred.

Action: Clerk

283/18 RISK ASSESSMENTS FOR 2017/18

The following Risk Assessments were circulated to all members prior to the meeting:

- 1) Village and Y2K Halls
- 2) Parish Office
- (3) MPC owned Picnic Tables/Benches
- (4) Risk Assessment Works Programme

To note and accept with minor changes.

Action: Clerk

284/18 INFORMATION PACK ABOUT VILLAGE LIFE TO NEW RESIDENTS

It was discussed that newcomers to the village would normally receive some information from the Estate Agent, however a more informative pack and how to obtain it will be looked into.

Action: SP

285/18 STAFFING COMMITTEE

It was proposed that this will remain as an Advisory Committee, consisting of Cllrs. Bunyan, Peterson and Pilkinton, meeting once a year.

Action: Clerk

286/18 GENERAL DATA PROTECTION REGULATIONS TRAINING

Councillors were advised that several more dates have been allocated for this training. There will be no cost to the Parish. Under revised legislation, the Parish Council **agreed** the following:-

- 1. To employ a shredding company to discard all files containing personal data.
- 2. To purchase a new remote back-up solution
- 3. All emails to be encrypted
- 4. The Chairman of Flamstead Parish Council has kindly offered to act as our Data Protection Officer for a limited period, giving us guidance in this process.

Action: Clerk

287/18 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.

HEATED DEFIBRILLATOR CABINET AND PAEDIATRIC PADS

Three quotations were sourced and it was **RESOLVED** to accept the quotation from:

- a) **The Defib Shop** at a cost of: £479.00 + VAT
Cabinet : £419.00 + VAT
Pads : £60.00 + VAT

The unsuccessful prices sourced were:

- b) £409.00 + VAT
- c) £435.00 + VAT

The defibrillator will need to be situated inside a heated cabinet for protection. Paediatric pads have been purchased in the event of the equipment being used on a child.

Action: PB/Clerk

STAFF UPDATE

Due to family commitments, the Halls Administrator/Financial Officer tendered her formal resignation on the 5 February 2018. As per her contract of employment, one month's notice was required and this was offset by overtime accrued in the last 12 months and against this notice period alongside unpaid leave, therefore the leaving date was 6 February 2018.

It was agreed the employment of a temp will be looked into.

Action: Clerk

There being no further the meeting closed at 9.25 pm

Next meeting: 6th March 2018

Signed: _____

Date: _____