

Markyate Parish Council

MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 12 January 2016 AT 7.30PM IN THE Y2K HALL, MARKYATE, HERTS, AL3 8PS.

Present: Cllr P Bunyan, Chairman, Cllr I Crawford, Vice Chairman, B/Cllr Chapman Cllr D Coasby, Cllr S Deacon, Cllr R Langley, Cllr S Pilkinton, Mrs J Bissmire, Clerk/RFO

In attendance: 5 members of public at this meeting

197/16 APOLOGIES FOR ABSENCE

Apologies were received from Cllr R Peterson and PC Evans and R U Downs

198/16 DECLARATIONS OF INTEREST

No declarations of interest at this meeting.

199/16 MINUTES OF THE LAST MEETING

It was **RESOLVED** that the minutes of the Meeting of Markyate Parish Council held on 1 December 2015, were a correct record and were signed by the Chairman. This was proposed by Cllr I Crawford and seconded by Cllr D Coasby.

200/16 VICE CHAIRMAN TO THE HALLS COMMITTEE

Cllr Crawford proposed Cllr Bunyan as vice chairman to the Halls Committee, this was seconded by Cllr S Pilkinton and **RESOLVED** to appoint Cllr P Bunyan as Vice Chairman to the Halls Committee with immediate effect.

201/16 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 1 (c to j)

No public questions at this meeting.

202/16 PLANNING DECISIONS FROM DACORUM BOROUGH COUNCIL

1	4/03157/15/FHA	Sun Lea, Luton Road	Second storey side extension	Grant
2	4/03174/15/FHA	14 The Coppins	Single storey rear extension	Grant
3	4/03064/15/FUL	Land adjoining Greenfields, Green Lane	Erection of new 4 bedroom dwelling following demolition of existing outbuildings with associated car parking	Withdrawn
4	4/03278/15/TCA	7 Pickford Road	Works to Yew Tree	Raise no objection
5	4/03266/15/FHA	Feveralls Farm, Roe End Land	Refurbishment of existing Annex (Grannex) with infill corner extension together with alterations to window and door openings	Grant
6	4/02616/15/FUL	99 High Street	Proposed installation of an ATM as a through glass installation. Green acrylic sign non illuminated to top of ATM fascia with white lettering 'Cashzone Free Cash Withdrawals'	Refuse
7	4/02763/15/FHA	5 Cavendish Road	Removal of hedge and construction of new fence/wall to side and front boundary, side gate and sliding gate to driveway	Grant
8	4/02575/15/LBC [Listed Building Consent]	99 High Street	Proposed installation of an ATM as a through glass installation. Green acrylic sign non illuminated to top of ATM fascia with white lettering 'Cashzone Free Cash Withdrawals'	Grant
9	4/02596/15/ADV [Advertisement Consent]	99 High Street	As above	Grant
10	4/02924/15/LBC	Markyate War M memorial	Memorial Paving Stone	Grant
11	4/04542/15/LBC	99 High Street	Part conversion of existing storage/workshop into a two bed dwelling	Grant
12	4/03571/15/LBC	The Swan Inn, 36 High Street	Retention of glass canopy over rear fire escape staircase.	Grant
13	4/03983/15/DRC	7 Pickford Road	Details required by Condition 3 (Materials) attached to planning permission 4/03142/14/FUL (Demolition of existing dwelling and erection of three new dwellings)	Grant
14	4/03479/15/FUL	Beechurst, Caddington Common	Demolition of existing livery stables and construction of two detached dwellings with associated access, parking, landscaping and stables	Grant

203/16 PLANNING APPLICATIONS

1	4/03861/15/FHA	83 High Street	First Floor rear extension.	Extension not granted by case officer
2	4/03517/15/ROC	The Grange, Roe End Lane	Variation of Condition 3 (approved Plans) attached to planning permission 4/02226/12/FHA (two storey side extension).	Determination required before today. The scheme is an amendment from that approved in 2012 whereby a change to the roof form of the extension is proposed only. MPC raised no objection in 2012.
3	4/03913/15/FHA	The Barn, Manor Farm	Variation to Fenestration and addition of openings to rear elevation.	No objection
4	4/03950/15/LDP	Home Farm, Luton Road	Single storey extension following demolition of existing side lobby.	No objection
5	4/04037/15/FHA	3 The Coppins	Single storey side and rear extensions	No objection
6	4/03987/15/LBC	Village Place, 34 High Street	Works to alter windows, floorboards, fireplaces and repairs to brickwork.	No objection

Action: Clerk**204/16 MINUTES OF THE HALLS COMMITTEE**

It was **RESOLVED** that the minutes of the Halls Committee meeting held on 20 October 2015 be received and adopted. It was noted the Halls Committee Meeting scheduled for 19 January is deferred to 26 January 2016.

205/16 ACCOUNTS FOR PAYMENT

To approve the schedule for payment as attached. It was noted the figures are correct at today's date but may change slightly due to unforeseen invoices before the end of the financial year. It was proposed by Cllr I Crawford and seconded by Cllr S Deacon 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 Councils accounts as at today's date as follows:

MPC Current Account	£ 6735.97
HSBC [Precept Account]	£ 28253.85
MPC Investment [NS&I]	£ 20582.98
Petty Cash	£ 25.86
HSBC Investment Bond	£ 30312.72
TOTAL	£85911.38

206/16 THIRD QUARTER SPEND

It was noted the third quarter spend is £77010.00 against a budget of £104285.00 This was proposed by Cllr R Langley and seconded by Cllr I Crawford.

207/16 DRAFT BUDGET/PROPOSED PRECEPT/REQUEST FROM CONCURRENT SERVICES 2016/17

- It was proposed by Cllr S Pilkinton and seconded by Cllr D Coasby and **RESOLVED** that the Council approves the draft budget for 2016/17 as set out in the papers circulated. Based on the current information the Parish Rate for a Band D property is expected to be £34.81.
- It was proposed by Cllr R Langley and seconded by Cllr S Pilkinton and **RESOLVED** that the Council approves a Precept of £45561.00
- It was proposed by Cllr S Pilkinton and seconded by Cllr R Langley and **RESOLVED** that the Council approves a request to DBC for a Concurrent Services Grant of £18868.00 and Village Warden of £9782.00 for 2016/17
It was noted £16000.00 for the setup of the new cemetery extension in Markyate was included in the Concurrent Services Grant Request.

It was noted the Concurrent Services Grant requested £8000.00 for the setup of the new cemetery extension not £16000.00 as last year. Funding for Village Wardens in 2016/17 will remain at 2015/16 levels plus an allowance for pay inflation of 1%. Although DBC fund 75% of warden expenditure, it has agreed to fully fund an increase in line with the Councils forecast of a 1% increase.

Action: Clerk

208/17 PERSISTENT COMPLAINERS POLICY

The Persistent Complainers Policy, as amended, was received and adopted.

209/16 CRICKET CLUB LEASE

Since 1999 the cricket club have sub leased the grounds owned by Dacorum Borough Council. Markyate Parish Council have held the main lease and received income from that. The sub lease with the cricket club has been **agreed** in draft form to be appropriate and both parties have instructed their solicitors to move forward on this and send the draft to DBC to look at because they are owners of the property. When this is received back we will be ready to sign. Good communication has resulted in this excellent progress.

Action: HC/Clerk

210/16 50 ANNIVERSARY OF THE CHILTERN SOCIETY

It was reported this event was very interesting with guest speakers, details of what has been done for the past 50 years and also future plans discussed.

A campaign to sponsor a tree at £15 per tree within the conservation area was pioneered.

The Parish Council considered this was a good project and it was **agreed** unanimously for the Parish Council to sponsor one tree. Details of the history of battles at Berkhamsted Common were very informative.

The Chilterns Conservation Board is working hard to conserve areas of natural outstanding Beauty.

Action: SD/Clerk

211/16 RECORDING OF COUNCILLOR VOTES

It was proposed for all future votes taken at Parish Council meetings to be recorded with each councillor's name.

Standing Order K[q] was noted which states *'the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda'*, but the proposal requested for this to be done automatically.

It was noted this is the democratic process and those opposed go with the majority as all decisions made are that of the Council as a body.

Cllr Deacon proposed names are recorded and a vote was taken:-

In favour: 2

Against: 4

Abstention: 1

Carried, councillor names will be recorded on request.

No action.

212/16 ACTIONS IN THE VILLAGE

1	Steep steps at Cowper Road, cars parked block steps, should be clear		
2	Grass verges churned up due to cars parking, grass needs cutting, and High Street looks very shabby.	Courtesy letter	Clerk
3	The Ver gushes through the Cell, gets to Church End and does not go out, possibility may be re-piped. Noted the Environmental Agency looked at this and they are adjusting the piping at Studham.	MPC	DC
4	Number of trees crowned in village as this has never been done before who authorised? Why was it carried out?	DBC	Clerk
5	Cleaning of street signs/traffic signs	MPC	DC
6	Hicks Road/A5 junction. When DE trunked end of this year, North Dunstable, have to get this part of the A5 in good condition.		
7	Street lights not working at top of Flowerdale and bottom Cavendish, Luton Road junction 5 lights not working	MPC Amey	Clerk
8	Underpass needs attention	Amey	Clerk
9	From St Johns near to woods, contractors have thrown rubbish by wall	Interserve	Clerk
10	A5 closure, no letters received by residents		

213/16 HCC PASSENGER ASSISTANTS CONSULTATION

Hertfordshire County Council proposes to remove passenger assistants from all taxis transporting primary aged children to mainstream schools, with phased implementation for infant children (those children currently in Reception and Year 1 and Year 2). The proposal is to have this service phased out between Sept 2016 and July 2018.

Last year this involved some 108 vehicles, 277 children and cost over £266k

The proposal only affects routes to mainstream schools. Passenger assistants will continue to be provided on routes to special schools as necessary. Similarly, the individual transport needs of primary aged children with special educational needs and/or a statement of special educational needs or an Education, Health and Care Plan will continue to be assessed on a case by case basis with additional support, including a passenger assistant provided as necessary.

The County Council will continue to ensure strict safeguarding checks are carried out, including the use of licenced only taxi drivers who have been the subject of an enhanced Disclosure and Barring Service (DBS) check.

Action: Proposed response from Markyate Parish Council to be circulated prior to submission, if no objections this will be forwarded within the time scale.

All taxis being used for this service should be fitted with an internal CCTV (visual and audio), with a full recording made of each journey. These should ideally be downloaded onto the HCC website and be kept for a minimum period of 30 days should there be any incidents. Compliance that the drivers are actually doing this correctly (recording the entire journey) also needs checking regularly on a random basis. This is for the safety and benefit of both the passengers and the driver.

MPC also ask HCC if they have looked into reducing the service by the use of mini buses to collect several children with one assistant instead of removing the assistant altogether

Action: DC

214/16 BUSES

Due to congestion in the High Street it was suggested all buses travel one way through the village, using the A5 to complete the loop. This will certainly alleviate some congestion, particularly in the morning. The bus company to be contacted to see if they would consider a trial.

Action: DC

215/16 SATISFACTION SURVEY

A draft was circulated at the meeting with several projects proposed by the Parish Council which providing funding can be obtained, could be undertaken, however, it is considered vital parishioners are consulted and their comments and priorities are recorded and discussed.

As no decisions were made on title, contents, buying of land, cost of printing, time to print and delivery this item will be re-presented at the February 2016 meeting. On going.

Action: Clerk

216/16 PARISH COUNCIL SURGERY

It was **RESOLVED** one Parish Council Surgery to be held monthly at alternative locations for a trial period of 6 months:

Wednesday: 2:00 – 4:00pm Methodist Church Cllrs D Coasby/S Pilkinton

Saturday: 10:00 – 12:00pm Y2K Hall Cllrs P Bunyan/R Langley

Action: PB/DC/RL/SP/Clerk

217/16 CHRISTMAS LIGHTS 2015

Before embarking on this process, both local residents and Dacorum Heritage officers were consulted and Ringway representatives (the sole contractor appointed by Herts CC) indicated that they would be able to have the power supply ready in time. There were a number of other complications but the Dacorum Heritage officers were kindly working through photographs of the houses in the High Street across which we planned to hang the lights to best ensure no damage was caused to the properties. The work came to an abrupt halt when Ringway said they could not complete their power supply installation before Christmas and that contrary to what we were lead to believe, the licence to hang lights over the footway would not be issued by return email once the fixing punts had been tested but would take a further two weeks.

However, the Parish Council are committed to a three year rental agreement, [minute 144/15].

The invoice from Ringway for £3000.00 which MPC are committed to pay is a one off payment and will enable Christmas Lights in the future.

Invoice from Lamps and Tubes Illuminations Ltd for payment of £550 ex VAT due to an aborted visit and associated administration costs, which is a reduction of £295.00, so unfortunately most of the costs incurred for 2015 will still have to be paid.

The budget approved for 16/17 provides for a further connection point and funding will be sought through the DL Locality Budget in April 2016.

Action: Clerk

218/16 CORRESPONDENCE FOR INFORMATION

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

219/16 TO DISCUSS AND AGREE ITEMS FOR INCLUSION IN MARKYATE MONTHLY

50th Anniversary of the Chiltern Society, Hicks Road junction with the A5, Cleaning up some of our street signs, Election of Vice Chairman to the Halls Committee, Planning issues, Markyate Parish Council Surgeries, Refuse Freighter, Draft budget and proposed Precept for 2016/17, Unreasonably Persistent or Vexatious Complains Policy, Your Ideas Wanted.

220/16 CLERKS REPORT

It was reported the new HSBC Bank Mandate is now in force and internet banking registry has been submitted, [minute F22/15] Events and training programmes listed.

Cllr Coasby has now joined the Ver Valley Society and been appointed Water Bailiff for the stretch of the Ver between its source in Kensworth through to where it passes beneath the M1.

221/161

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.

It was noted:-

1. No response for the caretaker vacancy.
2. During February Parish Council staff will be at a minimum.
3. Existing staff have not taken annual leave due to the staffing situation this year and have worked extra hours to cover shortage of staff and training.

Actions:

1. Structure of halls to be discussed at Halls Committee Meeting 26 January 2016

There being no further the meeting closed at 9.20pm

Next meeting: 2 February 2016

Signed: _____

Date: _____