

Markyate Parish Council

MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 5 SEPTEMBER 2017 AT 7.30PM IN THE Y2K HALL, MARKYATE, HERTS, AL3 8PS.

Present: Cllr P Bunyan, Cllr R Peterson, Cllr S Pilkinton, Cllr D Kao
Mrs J Bissmire, Clerk/RFO

In attendance: 3 members of the public

133/17 APOLOGIES FOR ABSENCE

Apologies were received from B/Cllr Chapman due to Borough Councillor duties, Cllr Bugeja and Cllr Sherriff both due to business commitments.

134/17 DECLARATIONS OF INTEREST

No declarations of interest at this meeting.

135/17 MINUTES OF THE LAST MEETING

It was **RESOLVED** that the minutes of the Meeting of Markyate Parish Council held 1 August 2017, were a correct record and were signed by the Chairman. This was proposed by Cllr S Pilkinton seconded by Cllr R Peterson.

136/17 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 1 (c to j)

Standing Orders were suspended.

A member of public spoke regarding the recent planning application which the Parish Council objected to at the 4 July 2017 meeting.

Pictures of the site showing a better idea of the proposals were circulated

The site is not visible from the road; the entrance/exit is virtually hidden so there is little impact to the area. There are different roof slates to match and a few windows in the back. Looking at the building few changes can be seen.

There is a 2.5 metre hedge for privacy for other properties.

The reason for the application is due to medical needs for a family member.

Standing Orders reinstated.

The Parish Council said this would be re-presented and discussed following item 138/17.

137/17 PLANNING DECISIONS To receive planning decisions from Dacorum Borough Council as listed:-

1	4/01438/17/FHA	Proposed single storey rear extension and garage conversion	64 Buckwood Road	Grant
2	4/00416/17/FHA	Single storey rear extension. Extended flat roof dormer. Pitched roof dormers to front. Single storey extension to side with rooms in roof space.	10, Dammersey Close	Grant
3	4/01154/17/FHA	Single storey rear extension	124, High Street	Grant

138/17 To consider planning applications received from Dacorum Borough Council as listed and those received between 30th August and 5 September 2017

1	4/01811/17/FHA	Additional First Floor rear Window (Amended Plans)	13 Dammersey Close	No objection
2	4/01928/17/TCA [Works to Tree in Conversation Area]	Works to Silver Birch Tree	Cavendish Lodge, High Street	For information only
3	4/01883/17/ROC [Removal of Variation of Condition]	Variation of Condition 2 (approved plans) attached to planning permission 4/02829/16/FHA (construction of new detached timber clad barn)	Lower Farm End, Luton Road	No objection
4	4/01924/17/FHA	Construction of car port and realigning of existing gated entrance.	School House Farm, Old Watling Street.	No objection
5	4/01946/17/FUL	Demolition of existing outbuilding and replace with new dwelling (amended scheme).	19-21 High Street	No objection
6	4/01961/17/FHA	Demolition of existing outbuilding and replacement single storey rear extension	44, Buckwood Road	No objection

The following planning applications were received after publication of the agenda on 30 August 2017 and before the Parish Council meeting on 5 September 2017.

7	4/02087/17/TCA	Works to Trees	8B Pickford Road	No objection
8	4/02088/17/FHA	Ground floor rear extension and internal alterations	3 The Close	No objection

9	4/01991/17/FHA	Construction of flat roof rear dormer and small velux window to front	17 Fullerton	
---	----------------	---	--------------	--

Planning Application 4/01490/17/FUL was re-presented as requested.

It was noted the only reason this was objected to is because of DBC policy, not to do anything with this area, if this was not in place, MPC would have reached a different decision.

The clerk was asked to contact DBC so this may be noted at the Development Control Committee meeting on 14 September 2017.

Action: Clerk

139/17 ACCOUNTS FOR PAYMENT

To approve the schedule for payment as attached. It was proposed by Cllr D Kao and seconded by Cllr R Peterson 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	£3,305.27
HSBC [Precept Account]	£85,179.29
MPC Investment [NS&I]	£20,861.95
Petty Cash	£64.23
TOTAL	£109,410.74

140/17 SIGNING OF MPC BANK MANDATE

The completed Bank Mandate was presented and signed as follows:-
HSBC Current Account, HSBC Savings Accounts and HSBC Precept Account.

CATEGORY 'A' – TWO SIGNATURES REQUIRED

P. Bunyan, R. Peterson, S. Pilkinton, D. Kao

CATEGORY 'B' – ONE SIGNATURE REQUIRED

D. Sells, Clerk/RFO, J. Bismire, Clerk/RFO, C. Hayes, Financial Officer/Halls Administrator

NS&I Investment Account

Cllr. P. Bunyan, Cllr. R. Peterson, Cllr. S. Pilkinton, J. Bismire, D. Sells, C. Hayes.

Action: Clerk/FO

141/17 INVESTMENT OF MPC FUNDS

As investments at this time are at an all-time low, it was **agreed** to invest £25,000 in a high interest no risk account.

Action: FO/Clerk

142/17 LONDON LUTON AIRPORT OPEN DISCUSSION FORUM

It was noted an Open Discussion Forum is scheduled for Thursday 15 March 2018 in the Y2K Hall from 4pm to 7pm.

Action: HC/Clerk

143/17 BUDGET AND FINANCE COMMITTEE

Deferred to 3 October 2017 meeting

Action: Clerk

144/17 CRICKET CLUB LEASE

It was reported the cricket club lease is ready for signing but a Seal is required to complete the process.

It was proposed by Cllr Pilkinton and seconded by Cllr Peterson to purchase a Seal @ £49.85

With the wording *Markyate Parish Council* and if possible to include the logo.

Furthermore to avoid any further delay, it was

RESOLVED

To enter into the lease and authority is given for the sealing and signing process to take place outside a MPC meeting as soon as the Seal is received.

The lease will then be returned to the Parish Council's solicitor who will then forward on to the Land Registry for registration.

Action: PB/RP/Clerk

145/17 TRANSFER OF CEMETERY LAND

Inland have confirmed to Borough Councillor Chapman and a resident that all work, i.e. hedges, flattening of land, etc will be carried out prior to transfer of land. Inland have now put this out to contract.

The land will not be transferred until this work is completed.

Action: HC/Clerk

146/17 CHRISTMAS LIGHTS

Two councillors met with a potential contractor this week and the following was noted:-

- Contractors employed by MPC need to be registered to the Highway Electrical Registration Scheme (HERS) and all their employees
- Noting change in the legal situation to ensure all lights are in good order

- MPC insurance to cover £10m to ensure the contractors have correct qualifications to do the work.

The following was **agreed**:-

- A detailed specification to be produced to go out to tender for presentation at 3 October 2017 meeting.
- To request Christmas Lights are returned from LITE and stored by the Parish Council.
- To consider offering the option of a 3 year contract.
- It was proposed by Cllr Bunyan and seconded by D Kao to purchase a manual entitled A Guidance on Installation and Maintenance of Seasonal Decorations and Lighting to ensure all procedures are carried out correctly.
- A meeting will be attended by a councillor on 15 September 2017 for guidance on Christmas Lights.

Action: SP/Clerk

147/17 MPC eNEWSLETTER

This item is deferred.

148/17 MARKYATE MONTHLY/TWITTER

It was noted no items are required for October as Markyate Monthly will not be produced.

149/17 MPC NEWSLETTER

It was **agreed** a newsletter will be produced similar to the eNewsletter.

Historically the newsletter was produced and delivered to all houses in the village but it is now considered to be impracticable.

The newsletter will be posted on all notice boards, website and sent electronically to the existing eNewsletter address list.

Members were asked to consider items for inclusion to be discussed at the 3 October 2017 meeting.

Action: All

150/17 REMEMBRANCE SUNDAY SERVICE

After discussion the following was **agreed**:-

1. To remove all Poppy Wreaths from the War Memorial at the end of March.
2. Risk Assessment to be carried out by MPC, actioned by the Poppy Wreath co-ordinator.
3. It was confirmed the Road Closure Order was given the Common Seal by DBC on 10 August 2017.

Action: VW/Clerk

151/17 MEMORIAL PAVING STONE FOR JOHN COLLINGS-WELL VC

This is on going.

Action: Clerk

152/17 TESCO BAGS OF HELP

It had been **agreed** at the May 2017 meeting to apply for this funding for disability access in the village [minute 43/17] but planning permission and consent has to be in place before applying which involved costs which had not been budgeted for even if the funding was successful.

For this reason it was **agreed** to continue with this plan but to consider another more practical project.

Action: All

153/17 PAPERLESS PLANNING APPLICATIONS

Paperless planning was introduced this year and equipment was funded by DBC to ease the process of planning applications but the images projected on the screen were illegible.

After discussion it was **agreed** to purchase a screen, approximately 52 inches wide, LG, to be fitted to the wall in the Y2K.

This can also be used for training by the Parish Council and potential hirers, so is considered a good asset.

Quotations to be presented at the 3 October 2017 meeting.

Action: Clerk

154/17 NEIGHBOURHOOD PLAN

It was **agreed** to work with DBC who are in the process of producing a Neighbourhood Plan to incorporate Markyate's planning needs within the policies.

Action: ALL

155/17 GENERAL DATA PROTECTION REGULATION

The General Data Protection regulations were received and noted.

156/17 EQUAL OPPORTUNITIES POLICY

The Equal Opportunities Policy was reviewed and it was **RESOLVED** to make no amendments

157/17 CORRESPONDENCE FOR INFORMATION ONLY

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

158/17 TREE RISK ASSESSMENT IN PEGGY'S FIELD

It was **agreed** a tree risk assessment will be carried out by DBC

Action: Clerk

159/17 CLERKS REPORT

The Clerk reported the following:-

- Budgeting Workshop, Wednesday 4 October 2017
10am – 1pm, Kimpton Memorial Hall.
Financial Officer to attend.
- A reminder C/C Terry Douris has a £10,000 member's Locality Budget to help with projects. Please give some thought to a project which may be considered. To be discussed at 3rd October 2017 meeting.

There being no further the meeting closed at 9.08 pm

Next meeting: 3 October 2017

Signed: _____

Date: _____