

Markyate Parish Council

MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 4th SEPTEMBER 2018 AT 7.30PM IN THE Y2K HALL, MARKYATE, HERTS, AL3 8PS.

Present: Cllr. P. Bunyan, B/Cllr. H. Chapman [DBC/MPC], Cllr. R. Peterson, Cllr. P. Sherriff, Mrs D. Sells, Clerk/RFO

In attendance: 2 members of the public at this meeting
Terry Douris, County Councillor, Bridgewater Division

117/18 APOLOGIES FOR ABSENCE

Apologies received from Cllr. Bugeja and Cllr. Kao due to work commitments and from Cllr. Bottrill due to personal reasons.

118/18 DECLARATIONS OF INTEREST

No declarations of interest at this meeting.

119/18 MINUTES OF THE LAST MEETING

It was **RESOLVED** that the minutes of the Meeting of Markyate Parish Council held on 7th August, were a correct record and were signed by the Chairman. This was proposed by Cllr. Peterson and seconded by Cllr. Pilkinton.

120/18 CO-OPTION PATRICIA STYLES

Following the appropriate Notice of Vacancy notices and procedures followed, the chairman Cllr. Bunyan welcomed and declared Patricia Styles duly elected as a co-opted member onto the Parish Council to serve the remaining term. Proposed by Cllr. Bunyan and seconded by Cllr. Peterson.

The Declaration of Acceptance of office was signed at the meeting.

121/18 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 1 (c to j)

The member of the public in attendance came only to listen.

Comments were made on planning application 4/01954/18/FUL with regards to the Surgery in Hicks Road. He stressed the importance of this application and was seeking the approval of the Council and that they consider the needs of the village. He commented on this being a progressive and forward looking practice and that the village is very much in need of the proposed additional facilities. The Council were happy to accept these proposals.

122/18 PLANNING DECISIONS FROM DACORUM BOROUGH COUNCIL

1	4/01404/18/LBC	Replacement of windows and doors with painted timer framed units and sealed double glazed units	Hill Farm, Puddephats lane	Withdrawn
2	4/00536/18/FUL	Construction of 2 bed dwelling (Amended Scheme)	2 Cowper Road	Grant
3	4/01319/18/DRC	Details required by Condition 4 (c) (implementation of approved remediation scheme) attached to planning permission 4/02353/14/FUL – demolition of existing buildings on site and replacement with four new dwellings	Cotton Spring, Friendless Lane	Grant

123/18 PLANNING APPLICATIONS

To consider planning applications received from Dacorum Borough Council/HCC as listed and those received between 29th August 2018 and 4th September 2018

1*	4/01692/18/OPA	Change of use from factory to 4 newly converted flats	The Factory premises, church End	
2*	4/01909/18/FHA	Two storey side and rear extension and single storey front extension	85 Buckwood Road	
3	4/01882/18/FHA	Retention of gazebo outbuilding to the rear garden	Village Place, 34 High Street	No Objections
4	4/01980/18/FHA	Single storey front and rear extensions	7 Summer Walk	No Objections
5	4/01315/18/FUL	Demolition of existing kennels and construction of a courtyard of three dwellings and associated access, car parking and landscaping.	Hazel Corner Dog Hotel, Windmill Road	Very strongly object. Green Belt area, originally granted for staff accommodation, now put in application for 3 dwellings.
6	4/01756/18/FHA	Loft conversion with rear dormer. Two front roof lights.	94, High Street, Markyate	No Objections
7	4/02025/18/FHA	Extension to existing dormer	10 The Coppins	No decision made. Insufficient info.
8	4/01954/18/FUL	Single storey side extension, two storey side extension and associated works	Surgery, 1 Hicks Road	See comments above – 121/18

9	4/02178/18/ADV	Installation of 1 x internally illuminated Co-op projector; 1 x set of non illuminated acrylic 'welcome to' sign. 1 x internally illuminated Co-op logo. 1 x non illuminated wall mounted flat aluminium panel.	Co-operative Food, 1, Hicks Road	Very strongly object. Planning permission has not yet been granted on the building application. Unhappy with flashing lights in a residential area.
---	----------------	---	----------------------------------	---

***Taken to 07/08/18 Parish Council Meeting.**

Action: Clerk

124/18 ACCOUNTS FOR PAYMENT

To approve the signing of cheques for payment and the signing of the Accounts schedules for August 2018, as circulated. It was proposed by Cllr. R. Peterson and seconded by Cllr. P. Sherriff and **agreed** unanimously to approve the schedules for payment. **RESOLVED:** that the schedules of payment be signed as circulated. The schedule of accounts listed the balances of the Parish Council's accounts as follows:

As at 31st August 2018

MPC Current Account	£9,288.10
HSBC [Precept Account]	£85,798.51
MPC Investment [NS&I]	£20,960.26
Petty Cash	£46.08
TOTAL	£116,092.95

125/18 TO RECEIVE AND SIGN MPC BANK MANDATE

The completed Bank Mandate was presented and signed as follows:-
HSBC Current Account 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. Bissmire, Clerk/RFO, D. Fitzsimons, Financial Officer/Halls Administrator

Action: Clerk/FO

126/18 TO REVIEW THE EFFECTIVENESS OF THE INTERNAL AUDIT PROCEDURES

The Parish Council received a report setting out the various checks that have been put in place during 2017/18 to ensure adequate levels of financial control.

It was **RESOLVED** that the Parish Council confirms that as far as it is in its power to do so:-

- The Internal Auditor seems to be independent, ensuring any testing is unbiased and objective.
- The Internal Auditor seems to be competent, making recommendations to improve the controls. Ensuring sufficient knowledge and understanding to add value.
- The Internal Auditor seems to have a satisfactory relationship with the Clerk and Councillors
- The Audit Planning is satisfactory; this can only be effective if those ultimately responsible, i.e. the members of the body, receive the relevant feedback and receive timely reports so they can sign the annual return to say whether the internal controls are effective.
- The scope is satisfactory; this ensures it covers all of the internal controls identified by the body which mitigate the risks identified.
- The reporting is satisfactory

No action

127/18 TO RECEIVE AND APPROVE PARISH COUNCIL INSURANCE COVER UNDER THE 3 YEAR BINDING AGREEMENT

It was noted the Parish Council insurance renewal is due from 1 October 2018. This is based on the renewal quotations on the sums insured (index linked by 4%) and the covers details in the Council's current schedule of insurance.

It was proposed by Cllr Pilkinton and seconded by Cllr Bunyan for the renewal premium of £2,504.64 including insurance premium tax (IPT).

This takes into consideration the Parish Council's long term agreement which expires on 30 September 2020.

Action: Clerk

128/18 20MPH SURVEY AND VARIOUS PROPOSALS

County Councillor Terry Douris spoke at some length on this issue, relating the following information:

20mph Zone

Do you support the proposals as presented for the Markyate 20mph zone?

Response Rate (of 1509 consultees)	30%
Support	83%
Opposition	17%

Buckwood Road

C/Cllr. Douris approves **the principal** of installing the required traffic calming along Buckwood Road, to achieve the speed reduction necessary, to facilitate the introduction of a 20mph speed limit.

Response Rate (of 122 consultees)	44%
Support	88%
Opposition	12%

Pickford Road

C/Cllr. Douris approves **the principal** of installing the required traffic calming along Pickford Road, to achieve the speed reduction necessary, to facilitate the introduction of a 20mph speed limit.

Response Rate (of 167 consultees)	41%
Support	69%
Opposition	31%

From this first stage, there must be at least a 20% response rate, otherwise it will be considered that there is not a mandate to progress the proposals and there will be no further action. Of the 20% response to our consultation exercise, in order to progress the scheme, we will require 60% of those responses to be in favour of the scheme.

Delivery of 20mph Zone

Zone – Formal advertising of 20mph Zone – Nov 2018

Implementation subject to formal consultation – Feb/Mar

Delivery of Buckwood Road / Pickford Road / potentially (London Road?)

Bids to ITP programme manager for consideration of the delivery of these subsequent extensions.

No timescales available for this at this stage.

Action: Clerk/TD/SP

129/18 MAINTENANCE OF THE TREES AND HEDGEROWS AT THE CEMETERY

Ongoing.

Action: Clerk/RP

130/18 TO RECEIVE REPORT AND AGREE ACTIONS FOR THE CENTREBUS 34/35 SERVICE

Maximum utilisation of this service is not being met. Some options proposed were:

- Re-routing the service to cater for a wider audience
- Re-timing the stops
- Making it easier for buses to get in and out of the villages
- Subsidising the services as a collective
- Encouraging greater use of the services

The Council would, as a parish, support any proposals made.

Action: Clerk/SP

131/18 TO RECEIVE REPORT ON CRICKET CLUB LEASE

Ongoing.

Action: HC/Clerk

132/18 TRANSFER OF CEMETERY LAND, MARKYATE

Ongoing. There is still one point outstanding; matters are progressing.

Action: HC/Clerk

133/18 CORRESPONDENCE FOR INFORMATION ONLY

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

134/18 CHRISTMAS LIGHTS 2018

Work is in hand to obtain a licence for the installation of Christmas lights for this year. The possible extensions are also being looked into.

Action: SP

135/18 TO RECEIVE CLERKS REPORT

Nothing to report at this meeting.

136/18 WINTER IN THE COMMUNITY

Salt for the village has now been ordered, the Parish will be well stocked for the winter.

Action: PS

137/18 AGREE CELEBRATION OF 100 YEARS SINCE THE END OF WW1 – THE GREAT WAR – 11/11/18

A meeting involving representatives of the Parish Council, the village churches and the local British Legion was held. The War Memorial Service was discussed and an invitation to this event will appear in the Markyate Monthly and the Parish Council Newsletter. Matters are progressing.

Action: SP/RP

138/18 MARKYATE MONTHLY INCLUSION

New Parish Councillor, 20mph Zone in Markyate, Planning, Christmas Lights, Winter Salt, Remembrance Day, Markyate Footbridge, Defibrillator, CCTV at Village Halls, Special Freighter.

Action: LB/Clerk

139/18 NEWSLETTER INCLUSION

It is hoped the newsletter will be published in time for the ordering of wreaths for the Remembrance Day Service.

Action: RP

140/18 AGREE ACTIONS ON THE FOOTBRIDGE

C/Cllr. Douris spoke at some length on this issue. The removal of the footbridge brings significant advantages for the village. It will be funded by HCC, however, should this not go ahead, Highways would require a refund of the allocated funds. C/Cllr. Douris strongly advises that the Parish do not object to this demolition proposal. If traffic lights are to be installed, then the bridge has to be taken down.

Action: TD/SP

141/18 RECEIVE AND NOTE DECISION OF MODIFICATION ORDER APPLICATION IN MARKYATE/FLAMSTEAD AREA AND ORDER MADE FOR HERTS COUNTY COUNCIL (MARKYATE 25 AND FLAMSTEAD 58) MODIFICATION ORDER 2018

This was received and noted.

142/18 RECEIVE AND REVIEW STATEMENT OF INTENT AS TO COMMUNITY ENGAGEMENT

This was received and reviewed.

143/18 LUTON AIRPORT CONSULTATION

We are now waiting for the consultation reports. B/Cllr. Chapman reported that Dacorum are getting involved in the proposed expansion of Luton Airport and also that the flight paths are currently being investigated.

Action: HC

144/18 Public Bodies (Admissions to Meetings) Act 1960. 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 3 quotations were requested but only one received.

1. To receive quotations for 2 CCTV cameras.

It was **RESOLVED** to accept the quotation from:

a) **M.J. Security Systems** at a cost of £444.64 for materials and labour.

Action: Clerk

There being no further, the meeting closed at 9.35 pm

Next meeting: 2nd October 2018

Signed: _____

Date: _____