

# 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 **virtually** on **Tuesday 4 May 2021 at 7.30pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.

Join Zoom Meeting:

<https://zoom.us/j/97791023967?pwd=M1BUV2pKbFFXclJuRE1Vb2MxZWFSdz09>

Meeting ID: 977 9102 3967 Passcode: 694666

Find your local number: <https://zoom.us/u/axLRbfCHh>

D Sells  
Dee Sells  
Clerk to the Council  
27 April 2021

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**

- 01/21 Election of the Chairman to hold office until the next Annual Meeting of the Council.
- 02/21 Election of the Vice Chairman to hold office until the next Annual Meeting of the Council.
- 03/21 To receive apologies for absence (Councillors please give apologies direct to the Clerk prior to the meeting)
- 04/21 To receive any Declarations of Interest relating to items on the agenda.
- 05/21 To establish and accept appointment of Committees of the Parish Council
- 1) Budget & Finance Committee
  - 2) Halls Committee
  - 3) Aley Green Cemetery Committee
  - 4) Cemetery Committee
  - 5) Staffing Committee
- 06/21 Election of Chairmen and Vice Chairmen to the following Committees
- 1) Budget & Finance Committee
  - 2) Halls Committee
  - 3) Cemetery Committee
  - 4) Staffing Committee
- 07/21 To appoint members to serve on the under mentioned Committees: Aley Green Cemetery Committee
- 1) Budget & Finance Committee
  - 2) Halls Committee
  - 3) Cemetery Committee
  - 4) Staffing Committee

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- 08/21 To review and note Terms of Reference for Halls, Cemetery and Staffing Committees, document circulated. (All)
- 09/21 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
- 10/21 To approve and sign the minutes of the Parish Council meeting held on 6 April 2021, as circulated.
- 11/21 To receive and adopt the minutes from the Halls Committee Meeting held on 22<sup>nd</sup> October 2020, as circulated.
- 12/21 To resolve to accept the draft minutes of the Annual Gathering held on 27 April 2021 as circulated.
- 13/21 Public Questions, to hear representations from the public as per Standing Order 1 (c to j)
- 14/21 To consider and approve the draft calendar of Council and Committee meetings for 2021/22, as circulated.
- 15/21 To receive and approve the Chairman's Report for publication and distribution, as detailed in draft minutes of the Gathering, as circulated.

16/21 To receive planning decisions from Dacorum Borough Council, as listed:

1	21/00456/FUL	Conversion and construction of 6 dwelling houses on brownfield site.	50 High Street	Application Withdrawn
2	21/00317/FHA	Natasha Vernal Construction of new crossover and driveway	20 Wesley Road	Application withdrawn
3	4/02257/19/LDE	Use of building as independent C3 dwelling-house. The Lodge	37A Cavendish Road	Refused
4	20/01562/FUL	Demolition of existing barn, construction of single storey, 2 bedroom house and two ancillary buildings	on land adjacent to Cotton Spring Cotton Spring Friendless Lane	Granted

17/21 To consider planning applications received from Dacorum Borough Council, as listed:

1	21/01336/LBC	Construction of two new semi-detached cottages and new boundary wall.	64 High Street Markyate
2	21/01335/FUL	Construction of two new semi-detached cottages and new boundary wall.	64 High Street Markyate
3	21/01486/FHA	Two storey side extension, single storey rear extension with loft conversion incorporating a hip to gable.	17 Cavendish Road
4	"4/02257/19/LDE"	Planning Application 10-Dec-2019 12:33 PM Use of building as independent C3 dwelling-house.	The Lodge 37A Cavendish Road Markyate St Albans AL3 8PT Ref. No: 4/02257/19/LDE   Received date: Mon 23 Sep 2019   Status: Refused   Case Type: Planning Application
5	21/01549/FHA	Construction of new crossover and parking space (amended scheme)	20 Wesley Road
7	21/01681/LDP	Loft conversion with rear dormer and 2 rooflights to the front.	11 Farrer Top

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- 18/21 To authorise the signing of cheques for payment and the signing of the Accounts schedule and Bank Reconciliation as circulated.
- 19/21 To receive and note final quarter spend against budget, document circulate.
- 20/21 To receive and note 2021/22 Parish Funding from DBC, document circulated
- 21/21 To receive and approve draft Accounts for 2021/22 as set out in attached papers, as circulated.
- 22/21 To note interest capitalisation from NS&I for period 1 January 2020 to 21 December 2021.
- 23/21 To receive and confirm eligibility for the General Power of Competence met by the Parish Council, as circulated.
- 24/21 To receive Information available from Markyate Parish Council Publication Scheme, as circulated.
- 25/21 To review and adopt Standing Orders for Markyate Parish Council, as circulated.
- 26/21 To review and adopt Financial Regulations for Markyate Parish Council as circulated.
- 27/21 To review and note Parish Council insurance from 1<sup>st</sup> October 2020 for 12 months, as circulated.
- 28/21 To review Class 1 – Who We Are and What We Do, as circulated.
- 29/21 To review the Council’s Recruitment Policy, as circulated
- 30/21 To review the Council’s CCTV Policy, as circulated
- 31/21 To review the Council’s Equality and Diversity Policy, as circulated
- 32/21 To review the Council’s Data Protection Policy, as circulated
- 33/21 To review the Council’s Information Security Policy, as circulated
- 34/21 To review the Council’s Race Equality Policy Statement, as circulated
- 35/21 To review the Council’s Code of Practice in handling Complaints for members of public, as circulated
- 36/21 To review the Council’s Records Management Policy, as circulated
- 37/21 To review the Council’s Policy & Procedure for Information Requests, as circulated
- 38/21 To review the Council’s Policy for Health and Safety at Work, as circulated
- 39/21 To review the Council’s policy for dealing with the press/media, as circulated
- 40/21 To receive and adopt Markyate Parish Council Privacy Policy, as circulated.
- 41/21 GDPR, to note Data Protection Officer.
- 42/21 To discuss and formulate items for inclusion in Markyate Monthly
- 43/21 To receive Clerk’s Report
- 44/21 To receive correspondence, for information only.

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- 45/21 To receive and note CIL payment. (B/Cllr Chapman)
- 46/21 To receive report and agree actions from on-site Cemetery Meeting. (B/Cllr Chapman)
- 47/21 To receive Transition to Unitary consultation and agree response. (All)
- 48/21 To receive Good Cause Fund and agree actions. (Cllr Pilkinton)
- 49/21 To receive report on path leading to Peggy's Field. (B/Cllr. Chapman)
- 50/21 To receive report on emergency expenditure for a shredder in the office. (Cllr. Bunyan)