

## MARKYATE PARISH COUNCIL

### **MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 6<sup>TH</sup> JULY 2021 AT 7.30PM IN THE Y2K HALL, MARKYATE, HERTS, AL3 8PS.**

**Present:** Cllr. P. Bunyan, Cllr. R. Peterson, Cllr. S. Pilkinton, Cllr. C. Ononye, C/Cllr. H. Chapman (late arrival due to other business commitments).  
Mrs D. Sells, Clerk/RFO.

**In attendance:** 2 members of the public, C/Cllr. Terry Douris (late arrival due to other business commitments).

#### **85/21 APOLOGIES FOR ABSENCE**

Apologies: Cllr. D. Kao, due to business commitments and Cllr. P. Styles.

#### **86/21 DECLARATIONS OF INTEREST**

No declarations of interest at this meeting.

#### **87/21 MINUTES OF THE LAST MEETING**

It was **RESOLVED** that the minutes of the Markyate Parish Council Meeting held on the 1<sup>st</sup> June 2021 as circulated, be received as a true record and were signed by the Chairman. This was proposed by Cllr. Peterson and seconded by Cllr. Pilkinton.

#### **88/21 MINUTES OF THE STAFFING COMMITTEE MEETING**

It was **RESOLVED** to receive and adopt the minutes from the Staffing Committee Meeting held on 29<sup>th</sup> April 2021.

#### **89/21 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 1 (c to j) Standing Orders were suspended.**

A gentleman involved in the construction of the former Factory Unit at Church End, spoke regarding the submission of a fresh planning application to convert an existing 2 bedroom house into 2 x 1 bedroom apartments. The motivation for this development is to provide a home for the manager of this site, due to retire, and an additional unit available under 'affordable housing'. The overall impact of this development will bear no greater significance in build nor noise pollution.  
**Standing Orders were reinstated.**

#### **90/21 TO RECEIVE REPORT AND UPDATES FROM C/CLLR. TERRY DOURIS**

C/Cllr. Douris attended briefly, giving the following updates:

- Footway work will start in due course on A5183 between Hicks Road and High Street.
- Bus shelter now in place on A5183
- Parish Council's contribution to artworks in the subway commissioned by HCC.
- Aware of the incident with the take-away on the corner of Hicks Road; in discussions with Highways officers.
- Vactor unit will be going to the dip in Luton Road, where it floods.

#### **91/21 PLANNING DECISIONS FROM DACORUM BOROUGH COUNCIL**

1	21/01694/FHA	Proposed facade alterations, floor plan redesign and all associated work	127 London Road	Granted
2	4/01278/18/FUL	Change of use of unit 1 (class D1 surgery/health centre use) to class A1 convenience food store, together with change of use of unit 2 (class A1/A2/A3/A4 and B1) to three residential units (one 1-bed and two 2-bed flats), together with associated external	Units 1 & 2 Richmond Square Hicks Road	Refuse
3	21/02134/NMA	Non Material Amendment to Planning Permission 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
4	21/01665/FUL	Proposed external staircase and side door on first floor level.	Flat 66-68 High Street	Granted
5	21/01790/FHA	Single storey rear extension. Single storey side garage extension.	The Old Forge, 45 High Street	Granted

6	21/01791/LBC	Single storey rear extension. Single storey side garage extension	The Old Forge, 45 High Street	Granted
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**92/21 TO CONSIDER PLANNING APPLICATIONS BELOW**

1	21/02195/FUL	Conversion of existing garage (incidental residential) into a separate residential dwelling (use class C3)	Drummonds Fold, Millfield Lane	No Objections
2	21/02173/FUL	Conversion of dwelling to two, one bed apartments.	The Promotional Centre The Factory Church End	No Objections
3	21/02355/FHA	Small Extension to rear of existing garage, removal of current garage door and install of bay window	18 Cheverells Close	No Objections
4	21/02401/FHA	Insertion of rear dormer window to existing loft conversion. Alterations to ground floor rear elevation window and insertion of new doors. New obscure	14 Pickford Road	No Objections
5	21/02502/DRC	Details as required by condition 3 (Landscaping) and 4 (Materials) of planning permission 20/01562/FUL (Demolition of existing barn, construction of single 2 bedroom house and two ancillary buildings on AL3 8AF land adjacent to Cotton Spring)	Cotton Spring, Friendless Lane	Parish of Flamstead.

**93/21 ACCOUNTS FOR PAYMENT**

To approve the signing of cheques for payment and the signing of the Accounts Schedule for 30<sup>th</sup> June 2021, as circulated. It was proposed by Cllr. Ononye and seconded by Cllr. 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 Council's accounts as follows:

As at 30<sup>th</sup> June 2021

MPC Current Account	£13,076.67
HSBC [Precept Account]	£135,635.51
MPC Investment [NS&I]	£21,434.38
Petty Cash	£32.30
<b>TOTAL</b>	<b>£170,178.86</b>

**Schedule of Monthly Payments – please see attached document.**

**94/21 TO RECEIVE AND SIGN BANK RECONCILIATION**

This was received and signed by the Chairman.

**95/21 TO RECEIVE AND NOTE FIRST QUARTER SPEND**

It was noted the first quarter spend to 30<sup>th</sup> June 2021 is £15,739.00 against a budget of £103,089.00. This was proposed by Cllr. Peterson and seconded by Cllr. Ononye.

**96/21 TO RECEIVE AND ACCEPT RE-ISSUED INTERNAL AUDIT REPORT FOR FINANCIAL YEAR ENDED 31<sup>ST</sup> MARCJH 2021**

Received and accepted by all present.

**Action: Clerk**

**97/21 TO NOTE FINANCIAL YEAR FOR CRICKET CLUB**

Financial year for the Cricket Club is January to January and the Parish Council's financial year is from March to March. It was agreed by all to leave these as they are, even though it does cause difficulties for our accounting package.

**No action**

**98/21 HIRE OF FREIGHTER TO REMOVE CONTENTS OF VILLAGE WARDEN GARAGE**

It was proposed by Cllr Peterson and seconded Cllr Bunyan and agreed the Clerk is given delegated power to obtain three quotes for a freighter, select the most competitive, and go ahead with the removal of the contents of the garage.

**Action: Clerk**

**99/21 TO DISCUSS AND AGREE ACTION/RESPONSE REGARDING CHANGES TO CONSTITUENCY BOUNDARIES**

It was unanimously agreed to support the changes to the constituency boundaries.

**Action: SP**

**100/21 AGREE ACTIONS REGARDING ENQUIRY FOR A NEW DAY NURSERY IN THE VILLAGE HALL**

An enquiry has been received for a day nursery to commence at the Village Hall for 3-5 year olds. It is understood this would run from 8.30am – 4.30pm, Monday to Friday. This would be a great service to the village, making this proposition viable. It was proposed by Cllr Bunyan and seconded by Cllr Pilkinton and agreed the use of the Village Hall for this Day Nursery.

**Action: Clerk**

**101/21 TO RECEIVE UPDATE AND AGREE ACTIONS ON COVID-19 IN LINE WITH NEW GOVERNMENT GUIDELINES**

As of the 19<sup>th</sup> July, it is proposed that the majority of restrictions will be lifted. Hospital staff are still required to wear face-masks.

**102/21 CLERKS REPORT**

Nothing to report at this meeting.

**103/21 CORRESPONDENCE FOR INFORMATION ONLY**

The Clerk circulated the list of general correspondence which was duly noted.

**104/21 SURFACE WORK TO PATH LEADING TO PEGGY'S FIELD**

A handrail on the right hand side of the slope seems to be the most favourable option at present. It was noted this is in the initial stages and all options were being considered. Ongoing.

**Action: HC/Clerk**

**105/21 MPC NEWSLETTER**

Proposed articles:

Constituency Boundaries, Milestone Placement, Chairman's Annual Speech, Surgery Progress, Cemetery Trees and Tree Planting – Queen's Green Canopy.

**Action: All**

**106/21 HANGING BASKETS ON LAMPPOSTS**

Ongoing.

**Action: Clerk**

**107/21 GATE FROM ST. JOHN THE BAPTIST CHURCH LEADING ONTO PUBLIC FOOTPATH BY RECREATION GROUND.**

Enquiries are being made for a replacement gate. Awaiting response from Ver Valley.

**Action: Clerk**

**108/21 TO DISCUSS AND AGREE TREE PLANTING INITIATIVE FOR THE QUEEN'S GREEN CANOPY**

To be agreed. An article in the MPC Newsletter will give more information. It is hoped the community can get involved.

**Action: ALL**

**109/21 TO DISCUSS AND AGREE CONTRIBUTION TO ARTWORK IN NEWLY REFURBISHED SUBWAY**

The Parish Council agreed to contribute £350 to this worthwhile project. This will go towards the printing costs, which will be approximately £700.

**110/21 ITEMS FOR MARKYATE MONTHLY**

To be agreed.

**111/21 UPDATE ON RE-SITING OF THE MILESTONE**

The Milestone has been successfully re-sited in its proposed location.

**112/21 TO RECEIVE QUOTATIONS FOR WORKS TO MARKYATE CEMETERY**  
Deferred.

There being no other business the meeting closed at 9.20 pm.

**Next meeting: 7 September 2021**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

	Type	Date	Num	Name	Memo	Amount
<b>HSBC - Precept Account</b>						
	Deposit	01/06/2021			Deposit	513.28
	Deposit	02/06/2021			Deposit	2.57
	Deposit	02/06/2021			Deposit	498.40
	Transfer	24/06/2021			Funds Transfer	<u>15,000.00</u>
<b>Total HSBC - Precept Account</b>						-
<b>MPC Current a/c</b>						13,985.75
	Deposit	01/06/2021			Deposit	1,247.30
	Deposit	04/06/2021			Deposit	32.88
	Deposit	04/06/2021			Deposit	493.20
	Cheque	05/06/2021	DDebit	Dacorum Borough Council	Garage rental Jun	-63.12
	Deposit	07/06/2021			Deposit	100.00
	Deposit	16/06/2021			Deposit	71.22
	Bill Pmt - Cheque	16/06/2021		Hertfordshire County Council	QuickBooks generated zero amount transaction for bill payment stub	0.00
s	Bill Pmt - Cheque	16/06/2021	105863	Hertfordshire County Council	Electricity for street lighting	-1,794.49
s	Bill Pmt - Cheque	17/06/2021	105865	Low Energy Supermarket Ltd	Tap Aerators	-27.16
s	Bill Pmt - Cheque	17/06/2021	105864	Spares2go Amazon Uk	replacement power leads for vacuums	-20.98
	Deposit	18/06/2021			Deposit	589.60
	Bill Pmt - Cheque	18/06/2021	Debit	Castle Water Ltd	Water Allotments Apr-Sept	-148.45
	Bill Pmt - Cheque	18/06/2021	Debit	Castle Water Ltd	Water Allotments Apr-Sept	-49.01
	Deposit	24/06/2021			Deposit	63.30
	Deposit	24/06/2021			Deposit	153.48
	Transfer	24/06/2021			Funds Transfer	15,000.00
s	Cheque	25/06/2021	105867	Karen De Silva	Deposit refund	-100.00
s	Cheque	25/06/2021		Staff	Payroll total	-3,272.01
s	Cheque	25/06/2021	105873	HMCTS	Attachment of Earnings Jun	-9.91
s	Cheque	25/06/2021	105874	Hertfordshire County Council	PENSION Jun	-885.94
	Bill Pmt - Cheque	30/06/2021	Debit	Castle Water Ltd	Water & Waste water Apr-Sept	-182.05
	Bill Pmt - Cheque	30/06/2021	Debit	Intuit Ltd	Qickbooks Online support Jun	-25.20
	Bill Pmt - Cheque	30/06/2021	Debit	Jam Crackers Ltd	June Subscriptions	-39.36
s	Bill Pmt - Cheque	30/06/2021	105861	Dacorum Borough Council.	Rurobin rental apr-Jun	-463.50
s	Bill Pmt - Cheque	30/06/2021	105860	Hertfordshire County Council	Stationary, cleaning and replacement shredder	-124.71
s	Bill Pmt - Cheque	30/06/2021	105862	Village Garden Services	Grass cutting May	-1,401.12
	Bill Pmt - Cheque	30/06/2021	Debit	British Gas	Electricity Charges -15/4/21-10/5/21	-815.41

	Bill Pmt - Cheque	30/06/2021	Debit	Castle Water Ltd	Water Allotments Apr-Sept	-96.58
	Bill Pmt - Cheque	30/06/2021	Debit	Intuit Ltd	Qickbooks Desktop June	<u>-46.80</u>
Total MPC Current a/c						8,185.18
<b>MPC NS &amp; I Investment a/c</b>						
Total MPC NS & I Investment a/c						
<b>MPC Petty cash</b>						
	Cheque	03/06/2021	377	Post Office	signed for letter	-2.25
	Cheque	23/06/2021	378	Post Office	signed for letter	-2.69
	Cheque	23/06/2021	379	Post Office	signed for letter	<u>-2.06</u>
Total MPC Petty cash						<u>-7.00</u>
						<u><b>-5,807.57</b></u>