

MARKYATE PARISH COUNCIL

**MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 7 JUNE 2022 AT 7.30PM
IN THE Y2K HALL, MARKYATE, HERTS, AL3 8PS.**

Present: Cllr. P. Bunyan, Cllr. R. Peterson, B/Cllr. H. Chapman, Cllr. S. Pilkinton,
Cllr. C. Ononye, Cllr S Hakki, Cllr A Sheelan, Cllr W Crewe-Brown
Mrs J Bismire, Clerk/RFO

In attendance: 1 member of the public.

50/22 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.
Cllr D Kao due to family illness and Cllr P Styles.

51/22 DECLARATIONS OF INTEREST

- a) To receive declarations of interest from councillors on items on the agenda
None
- b) To receive written requests for dispensations for declarable interests; and
None
- c) To grant any requests for dispensation as appropriate.
None

52/22 CO-OPTION DR WAYNE CREWE-BROWN

The Chairman Cllr Bunyan welcomed and declared Dr Crewe-Brown as a co-opted Member onto the Parish Council to serve the remaining term.
Proposed by Cllr S Pilkinton, seconded by Cllr R Peterson
The Declaration of Acceptance of Office was signed at the meeting.

53/22 MINUTES OF THE LAST MEETING

To confirm the Minutes of the Annual Parish Council Meeting held on Tuesday 3 May 2022 as an accurate record of proceedings.
Resolved, proposed by Cllr R Peterson, seconded by Cllr S Pilkinton that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

54/22 MINUTES OF THE EXTRA-ORDINARY HALLS COMMITTEE MEETING

To receive and note Minutes of the Extra-ordinary Halls Committee Meeting dated 12 April 2022, as circulated.

55/22 PUBLIC COMMENTS AND QUESTIONS

One member of public at this meetng

56/22 PLANNING DECISIONS

1	21/03791/FUL	Proposed change of use from equestrian to residential; demolition of existing stables, removal of manege and construction of 1no. dwelling house within landscaped grounds and creation of new dedicated access	Ferrers Hill Farm Pipers Lane	Refused
2	22/00657/FHA	Entrance porch and replacement outbuilding Horsa Hut	Cheverells Green	Granted
3	22/01302/LDP	Construction of single storey rear extension	12 Cowper Road	Granted
4	22/01116/FHA	Front porch extension.	4 Summer Walk	Granted

57/22 PLANNING APPLICATIONS

1	22/01367/FHA	Rear loft extension (Amended scheme).	26 Humbers Hoe	Objection, taking neighbours comments in to account.
2	22/01262/LBC	Replace existing kitchen doors with new doors. The Dower House, Cheverells Green	9 Cheverells House Cheverells Green	No objection
3	22/01245/MFA Re consider?	Demolition of existing kennel buildings. Construction of two dwellings with new access and the retention of existing staff accommodation and its use a market dwelling (amended scheme)	Hazel Corner Dog Hotel Windmill Road	Objection, same as before

4	22/01347/FHA	Removal of existing roof, raising of external walls and introduction of a replacement roof to provide increase to first floor accommodation. Existing brick walls to be rendered and painted.	Lower Farm End Luton Road	Objection, over development of site
5	22/01353/FHA	Single storey side and rear extensions, and hip to gable roof extension with associated first floor alterations.	9 Parkfield	Objection, over development of site
6	22/01562/FHA	Construction of two storey and single storey rear extension	1 Long Meadow	No objection
7	22/00783/FHA	Ground floor side extension with flat roof over	8 Dammersey Close	No objection, started works already
8	22/01490/LBC	Repairs to roof on the building	Manor House, Manor Farm, Dunstable Road.	No objection
9	22/01680/FHA	Part garage conversion, alterations to existing external openings and internal alterations.	Glenwood Luton Road	No objection
10	22/01659/DRC	Details as required by condition 5 (Landscape & Ecological Management Plan) attached to planning permission 21/01058/FUL (Conversion of the existing water tower (sui generis) to residential (C3), incorporating the infilling of the concrete pillars at the base of the tower and the construction of a flat roof canopy; and the construction of new access road.)	Water Tower, Luton Road	Noted, for information only
		ADDITIONAL		
11	21/03244/FUL	Conversion and construction of 6 dwelling houses on brownfield site	50 High Street	Objection as before
12	22/01718/LBC	Like for like roof repair	Cavendish House High Street	No objection

58/22

FINANCE

- a) To authorise the signing of cheques for payment and the signing of the Accounts schedule.
Resolved, proposed by Cllr C Ononye, seconded Cllr S Hakki to approve these payments.
 Unanimously agreed.

The schedule of accounts listed the balances of the Parish Council's accounts as follows:
 As at 31 May 2022

MPC Current Account	£ 9,055.46
HSBC [Precept Account]	£158,352.57
MPC Investment [NS&I]	£ 21,436.52
Petty Cash	£ 65.80
TOTAL	£188,910.35

Schedule of Monthly Payments – please see attached document.

- b) To receive and sign bank reconciliations.
Resolved, proposed by Cllr C Ononye, seconded Cllr S Pilkinton to note/approve. Unanimously agreed.
- c) To receive and note Asset Register 2021/22, as of 31 March 2022.
Resolved, proposed by Cllr S Pilkinton, seconded Cllr R Peterson, to note/approve. Unanimously agreed.
- d) To approve the Markyate Parish Council Statement of Accounts 2021/22.
Resolved, proposed Cllr S Pilkinton, seconded Cllr R Peterson. Unanimously agreed.
- e) To receive the report from the Internal Auditor for 2021/22.
Resolved, proposed Cllr C Ononye, seconded Cllr A Sheelan to note the report from the Internal Auditor. Unanimously agreed.
- f) To approve AGAR Section 1 Annual Governance Statement 2021/22.
Resolved, proposed Cllr A Sheelan, seconded Cllr C Ononye to approve Section 1 AGAR. Unanimously agreed.
- g) To approve AGAR Section 2 Accounting Statements 2021/22.
Resolved, proposed Cllr A Sheelan, seconded Cllr C Ononye to approve Section 2 AGAR. Unanimously agreed.
- i) To approve the dates for the Period for the Exercise of Public Rights of Monday 13 June 2022 to Friday 22 July 2022 and to confirm the dates the Notice is to be published on the Council's website.
Resolved, proposed Cllr A Sheelan, seconded Cllr S Pilkinton that the date the period for the exercise of public rights be Monday 13 June to Friday 22 July 2022 and that the notice is published on Friday 10 June 2022. Unanimously agreed

- b) To note a letter to the Internal Auditor confirming the above was signed by the Chair of the Parish Council.

59/22

EXPENDITUE FOR QUEENS JUBILEE CELEBRATIONS.

It was noted this item was omitted from the May agenda, at that time it has been discussed but not agreed or confirmed. However, the Parish Council felt after the past two years, parishioners needed a reason to smile, so agreed on a Giant Picnic.

The following items were purchased for this momentous day, full list of costings are listed on the schedule attached.

- a) Commemorative Mugs will be presented to children under 16 years, from the school, and two councillors will distribute at the Fire Station Forecourt on 25 June 2022.
The costings for the mugs included a contribution from the C/Cllr Terry Douris Locality Budget.
- b) Flagpole was purchased to fly the Queens Jubilee Flag
- c) Hospitality.

B/Cllr H Chapman arrived at 8.52 from a Dacorum Borough Finance Meeting.

60/22

FOILAGE ON A5

It was reported the foliage on the A5 is dangerously overgrown, illegible road signs, hidden and dirty. Overgrown bushes and fallen trees.

Agreed to be reported to the relevant authorities.

Action: HC/Clerk

61/22

SURSHAM COURT

The area at Sursham Court was reported as very un-kept, overgrown grass, ivy growing over walls, etc. B/Cllr Chapman noted the grass is cut by DBC regularly and will look in to this.

A report will be made.

Action: HC

62/22

PARKING CORNER KING STREET/GEORGE STREET/CLEVELAND ROAD

Although yellow lines are in place, these are ignored and vehicles are parked in this area, but it was argued if vehicles don't park here, where can they park?

Concern was expressed regarding access for emergency vehicles which at present would be impossible. Enforcement to be looked in to and all Members were asked to think of this and put forward suggestions.

Action: All

63/22

CLERK'S REPORT

No report at this meeting.

64/22

DOG BIN ON CORNER OF HICKS ROAD

A request was made for a Dog Bin in this area to enable dog owners to dispose of dog excrement in the correct way.

B/Cllr Chapman will look into this.

Action: HC

65/22

CORRESPONDENCE FOR INFORMATION.

Received and noted.

66/22

PATH LEADING TO PEGGY'S FIELD

It was noted the design had been selected with the barrier at the road edge to be agreed. On going.

Action: HC/Clerk

67/22

UPKEEP OF VILLAGE

Previously discussed.

68/22 PLANNING DEVELOPMENTS IN VILLAGE

The Parish Council very strongly reiterated, all potential planning applications/developments must be visited by the Case Officer at Dacorum Borough Council prior to a decision being made.

Action: HC/Clerk

69/22 PLANNING DEVELOPMENT 50 HIGH STREET

As above.

70/22 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.

Three companies were approached but only one submitted a Cleaning Proposal for a deep clean of both Halls during unsociable hours.

It was proposed by Cllr Bunyan and seconded by Cllr Pilkinton, agreed unanimously to accept this proposal on a 6 month contract as follows:

a) Minster Cleaning:

Monthly Equivalent Charge: £ 745.07

Annual Charge: £8,940.90

There being no other business the meeting closed at 9.35 pm.

Next meeting: 5 July 2022.

Signed: _____

Date: _____

	Type	Date	Num	Name	Memo	Amount
HSBC - Precept Account						
Total HSBC - Precept Account						
MPC Current a/c						

	Deposit	03/05/2022			Deposit	37.0
	Deposit	03/05/2022			Deposit	2,554.6
	Deposit	03/05/2022			Deposit	44.9
	Deposit	03/05/2022			Deposit	383.6
	Deposit	03/05/2022			Deposit	368.7
	Cheque	04/05/2022		Hertfordshire County Council	PENSION Apr	-531.5
	Bill Pmt - Cheque	04/05/2022	Debit	Intuit Ltd	Quickbooks online Support May	-24.0
	Bill Pmt - Cheque	04/05/2022	Debit	Intuit Ltd	Quickbooks desktop Support May	-46.8
	Bill Pmt - Cheque	04/05/2022	Debit	Jam Crackers Ltd	IT subs May	-39.3
	Cheque	05/05/2022	DDebit	Dacorum Borough Council	garage rental May	-63.1
	Bill Pmt - Cheque	11/05/2022	BACS	Prince William Pottery	Jubilee Mugs	1,659.6
	Cheque	17/05/2022		Emma Vardill	Deposit refund	-100.0
	Cheque	17/05/2022		Letitia Broom	Deposit refund	-100.0
	Bill Pmt - Cheque	17/05/2022	106017	Village Garden Services	Warden Apr	1,056.0
	Cheque	18/05/2022		Vanessa Moustapha	Deposit refund	-50.0
	Bill Pmt - Cheque	18/05/2022	BACS	Hertfordshire County Council	Cleaning materials	-49.3
	Bill Pmt - Cheque	18/05/2022	BACS	Village Garden Services	grass cutting	-793.8
	Bill Pmt - Cheque	18/05/2022	106018	Aley Green Cemetery Joint Committee	Precept/Grass Cutting 22/23	2,735.0
	Bill Pmt - Cheque	23/05/2022	Debit	British Gas	Electricity Charges -30/3 -14/4	-751.1
	Bill Pmt - Cheque	23/05/2022	Debit	BT plc	Phone/Broadband Apr-Jun	-603.9
	Bill Pmt - Cheque	23/05/2022	Debit	HSBC UK	Bank Charges Apr	-13.5
	Deposit	25/05/2022			Deposit	3,420.3
	Deposit	26/05/2022			Deposit	726.2
	Deposit	26/05/2022			Deposit	779.6
	Cheque	26/05/2022	106019	Cash	replenish petty cash	-100.0
	Cheque	26/05/2022		HMCTS	Attachment of Earnings May	-17.4
	Cheque	26/05/2022		Life & Light Christian Fellowship	Bounced cheque	-597.1
	Cheque	31/05/2022		Staff	Pay top up	2,839.2
	Total MPC Current a/c					3,855.9
	MPC NS & I Investment a/c					
	Total MPC NS & I Investment a/c					
	MPC Petty cash					
	Cheque	24/05/2022	414	Timpson	Keys for cemetery	-8.0
	Cheque	24/05/2022	415	The Hertfordshire Garden Centre	Soil for planters	-6.9
	Cheque	24/05/2022	416	Nigel Horn	Disposal of damaged TT table	-40.0
	Cheque	26/05/2022	106019	Cash	Replenish Petty cash	100.0
	Total MPC Petty cash					45.0
						3,810.9