

# MARKYATE PARISH COUNCIL



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Clerk to the Council: Mrs V Tilley

**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 of the Parish Council will be held in the Y2K Hall, Cavendish Road, Markyate on **Tuesday 9 May 2023 at 7.30pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.

*Vicki Tilley*

Vicki Tilley

Clerk to the Council

2 May 2023

**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**

- 01/23 Election of the Chairman to hold office until the next Annual Meeting of the Council.
- 02/23 Election of the Vice Chairman to hold office until the next Annual Meeting of the Council.
- 03/23 To receive apologies for absence (Councillors please give apologies direct to the Clerk prior to the meeting)
- 04/23 Co-option H Chapman.
- 05/23 To receive any Declarations of Interest relating to items on the agenda.
- 06/23 To establish and accept appointment of Committees of the Parish Council
- 1) Budget & Finance Committee
  - 2) Halls Committee
  - 3) Aley Green Cemetery Committee
  - 4) Markyate Cemetery Committee
  - 5) Staffing Committee
- 07/23 Election of Chairmen and Vice Chairmen to the following Committees
- 1) Budget & Finance Committee
  - 2) Halls Committee
  - 3) Markyate Cemetery Committee
  - 4) Staffing Committee
- 08/23 To appoint members to serve on the under mentioned Committees:
- 1) Budget & Finance Committee
  - 2) Halls Committee
  - 3) Markyate Cemetery Committee
  - 4) Staffing Committee
  - 5) Aley Green Cemetery Committee

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- 09/23 To review and note Terms of Reference for Budget & Finance, Halls, Cemetery and Staffing Committees, document circulated. (All)
- 10/23 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
- 11/23 To approve and sign the Minutes of the Parish Council meeting held on 4 April 2023, as circulated.
- 12/23 To receive and adopt the draft Minutes from the Halls Committee Meeting held on 28<sup>th</sup> March 2023, as circulated.
- 13/23 To resolve to accept the draft Minutes of the Annual Gathering held on 18 April 2023, as circulated.
- 14/23 Public Questions, to hear representations from the public as per Standing Order 1 (c to j)
- 15/23 To consider and approve the draft calendar of Council and Committee meetings for 23/24, as circulated.
- 16/23 To receive and approve the Chairman's Report for publication and distribution, as circulated.

17/23 To receive planning decisions from Dacorum Borough Council, as listed:

23/00364/FUL	Construction of an equipment and machinery storage building (Amended scheme to 22/01997/FUL)	The Maple, Roe End Lane,	Refused
22/03430/DRC	Details as required by conditions 3 (Materials), 4 (Landscaping), 7 (Underground Services), 9 (Finished Levels), 10 (Lighting), 12 (Sustainability Measures), 13 (EV Charging Points) 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	Refused
22/02957/FUL	Change of use of ground and first floors from surgery / health centre to 5No. residential flats together with associated external alterations and operational works to create car and cycle parking and associated landscaping	Unit 1, Richmond Square, Hicks Road,	Grant
23/00391/FHA	First floor rear extension	9 The Close, Markyate	Grant
23/00246/LBC	Removal of internal wall frame	9 Albert Street	Withdrawn
22/02497/FUL	Construction of an outbuilding (shed) in the grounds of the house for use as residential storage.	Manor House, Manor Farm, Dunstable Road	Grant
21/03244/FUL	Conversion and construction of 6 dwellinghouses on brownfield site.	50 High Street	Refused

18/23 To consider planning applications received from Dacorum Borough Council, as listed:

Appeal At: Lower Farm End Luton Road	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.	PINS Ref: APP/A1910/D/22/331397
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	LPA Ref: 22/01347/FHA	
23/00934/LBC	Proposal: Removal of internal wall frame	9 Albert Street
23/00932/DRC	Details as required by conditions 3,4,5,7,9,10,12 13 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	Water Tower, Luton Road
23/00970/FHA	Replacement Single storey rear extension with raised mid-section roof & roof light windows, Plus Porch, alterations to side openings and ramp to side.	116 Pickford Road
23/00916/DRC	Details required by Condition 3 (Community Use Agreement) and 4 (Lighting) attached to planning permission 22/02010/FUL - Multi Use Games Area with a green polymeric surface	Markyate Jmi School, Cavendish Road
23/01003/FHA	Part single, part two storey rear extension, single storey side extension and conversion of both detached and integral garages	41 Pickford Road
23/01004/LDP	Conversion of the existing loft void with flat roof dormer to rear, roof lights to front and removal of the existing hip end	41 Pickford Road

- 19/23 To authorise the signing of cheques for payment and the signing of the Accounts schedule as circulated.
- 20/23 To receive and note bank reconciliation, as circulated.
- 21/23 To receive and note final quarter spend against budget, document circulated.
- 22/23 To receive and note 23/24 Parish Funding from DBC, document circulated.
- 23/23 To receive and approve draft Accounts for 2022/23 as set out in attached papers, as circulated.
- 24/23 To note interest capitalisation from NS&I for period 1 January 2022 to 22 December 2022.
- 25/23 To receive and note non-eligibility for the General Power of Competence.
- 26/23 To receive Information available from Markyate Parish Council Publication Scheme, as circulated.
- 27/23 To review and adopt Standing Orders for Markyate Parish Council, as circulated.
- 28/23 To review and adopt Financial Regulations for Markyate Parish Council as circulated.
- 29/23 To review and note Parish Council insurance from 1<sup>st</sup> October 2023 for 12 months, as circulated.
- 30/23 To review Class 1 – Who We Are and What We Do, as circulated.
- 31/23 To review the Council’s Recruitment Policy, as circulated
- 32/23 To review the Council’s CCTV Policy, as circulated
- 33/23 To review the Council’s Equality and Diversity Policy, as circulated
- 34/23 To review the Council’s Data Protection Policy, as circulated
- 35/23 To review the Council’s Information Security Policy, as circulated
- 36/23 To review the Council’s Race Equality Policy Statement, as circulated
- 37/23 To review the Council’s Code of Practice in handling Complaints for members of public, as circulated
- 38/23 To review the Council’s Records Management Policy, as circulated

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- 39/23 To review the Council's Policy & Procedure for Information Requests, as circulated
- 40/23 To review the Council's Policy for Health and Safety at Work, as circulated
- 41/23 To review the Council's policy for dealing with the press/media, as circulated.
- 42/23 To receive and adopt Markyate Parish Council Privacy Policy, as circulated.
- 43/23 GDPR, to note Data Protection Officer.
- 44/23 To discuss and formulate items for inclusion in Markyate Monthly
- 45/23 To receive Clerk's Report
- 46/23 To receive and note CIL payments, document circulated (B/Cllr Chapman)
- 47/23 To receive and note Aley Green Cemetery Precept 2023/24, as circulated.
- 48/23 To receive report on path leading to Peggy's Field. (B/Cllr. Chapman)
- 49/23 To discuss, consider and agree, annual payment for use of electricity for Village Clock to property owner. (Cllr Peterson)
- 50/23 **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.**
- (a) To receive quotations for new planters and accept one.
- (b) To receive quotations for Village Warden Contract and select one.
- (c) To receive quotations for playground inspection and select one.