

# Markyate Parish Council

## MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD ON TUESDAY 8 MAY 2007 AT THE JONES ROOM, MARKYATE VILLAGE HALL, MARKYATE

**Present:** Councillors: E King, Chairman, P Bunyan, Vice Chairman, G Bottrill, I Crawford, S Deacon, J Gower, J Patel, S Pilkinton.  
Mrs J Bissmire (Clerk)

**In attendance:** B/Cllr H Chapman, Mrs C Dullea, Mr B Thorn, Mrs J Tomblin

### **01/07 ELECTION OF THE CHAIRMAN OF THE COUNCIL**

**It was proposed by P Bunyan, seconded by S Pilkinton and**

**RESOLVED** that Councillor E King be elected Chairman of the Council for the forthcoming year.

Councillor E King read and signed the Chairman's Acceptance of Office and agreement to abide by the Code of Conduct.

### **02/07 ELECTION OF THE VICE CHAIRMAN OF THE COUNCIL**

**It was proposed by E King, seconded by S Pilkinton and**

**RESOLVED** that Councillor P Bunyan be elected Vice Chairman of the Council for the forthcoming year.

### **03/07 CO-OPTION OF REMANING COUNCILLOR VACANCY**

Following the 3 May 2007 Elections, 9 members were nominated and un-contested.

All parish councillors read and signed the Declaration of Acceptance of Office and agreement to abide by the Code of Conduct.

Four candidates stood for one co option vacancy. P Bunyan and S Pilkinton requested a signed ballot. The results were as follows:

Bennett-Mills	Pauline	1
Chapman	Herbert	6
Dullea	Cassie	0
Thorn	Barry	0
Abstention		1

It was therefore **RESOLVED** to co-opt B/Cllr H Chapman who read and signed the Declaration of Acceptance of Office and agreement to abide by the Code of Conduct.

The remaining 3 candidates were invited to sit on one or more committees.

### **04/07 COMMITTEES, COMMITTEE MEMBERS AND REPRESENTATIVES TO OTHER BODIES**

The Clerk had circulated a report to all Councillors showing the current committee structure and representatives.

The following were **AGREED**:

#### Committee

#### Member

The Chairman and Vice Chairman, ex officio shall be voting members of every committee.

#### **BUDGET AND FINANCE COMMITTEE**

Meetings per year: 2 - June and October

E King, P Bunyan, G. Bottrill, R Peterson, S Pilkinton

#### **HALLS COMMITTEE**

Meetings per year: 6

P Bunyan, E King, G Bottrill, C Dullea, S Deacon, R Peterson, T Hodgson, S Pilkinton

#### **ALEY GREEN CEMETERY COMMITTEE**

Meetings per year: 2

E King, H Chapman, I Crawford

#### **YOUTH MANAGEMENT COMMITTEE**

P Bunyan, J Patel

#### **REPRESENTATIVES TO OUTSIDE BODIES**

##### **Rural Area Working**

E King/S Pilkinton

##### **HAPTC**

S Pilkinton

##### **School Governor**

P Bunyan

**AREAS OF SPECIFIC INTEREST**

<b>Airport</b>	<b>J Gower</b>	<b>Health</b>	<b>P Bunyan</b>
<b>Elderly Welfare</b>	<b>S Pilkinton</b>	<b>Environment</b>	<b>G Bottrill</b>
<b>Planning</b>	<b>I Crawford</b>	<b>Schools</b>	<b>P Bunyan/I Crawford/S Pilkinton</b>
<b>Village Green</b>	<b>E King</b>	<b>Newsletter</b>	<b>Articles J Gower/Editorial R Peterson</b>

**05/07 APOLOGIES FOR ABSENCE**

To accept apologies from R Peterson due to personal commitments

**06/07 DECLARATIONS OF INTEREST**

- Item 12/07. 2.4 S Deacon declared a personal interest in Planning Application 4/00949/07/OUT
- Item 12/07.2.4 S Pilkinton declared a personal interest in Planning Application 4/00949/07/OUT
- Item 12/07.2.3 I Crawford declared a personal interest in Planning Application 4/00755/07/FHA

**07/07 MINUTES OF THE LAST MEETING**

It was **RESOLVED** that the minutes of the Parish Council meeting held on 3 April 2007 were a correct record and were signed by the Chairman. This was proposed by P Bunyan and seconded by S Pilkinton.

**08/07 PUBLIC QUESTIONS IN ACCORDANCE WITH STANDING ORDER 68.**

It was **RESOLVED** that Standing Orders be suspended in accordance with the provisions of Standing Order 67 so that a member of the public might speak.

- 1 A statement was made by a representative of the Markyate Cricket & Football Club regarding the May Faye which was due to be held on the recreation ground on May Day.  
It was reported due to inclement weather conditions the decision not to hold the May Fayre on the recreation ground was made by Friends of Markyate School.  
It was not the decision of the cricket club.  
The representative was thanked for clarifying the matter and left the meeting at 8.15pm  
Standing Orders were reinstated.

**09/07 TO AGREE MEETING DATES FOR 2007/08**

- 1 It was **RESOLVED** to accept the circulated meeting dates for 2007/08.  
It was confirmed the meeting scheduled for 29 May 2007 is cancelled.

**10/07 MATTERS ARISING**

- |   |  |
|---|--|
| <ol style="list-style-type: none"> <li>1 Village Green. Application VGR24. On going</li> <li>2 Mosaic of Christina of Markyate. Awaiting confirmation from the diocese. On going.</li> <li>3 Markyate Football and Cricket Club. Confirmed the new draft lease was forwarded to the cricket club's solicitor on the 13 April 2007. On going.</li> <li>4 Nameplate at the bottom of Pickford Road. It was confirmed this has been reported to DBC but still not replaced. On going.</li> <li>5 Welcome Signs. As HCC have confirmed the four sites as suitable, it was <b>agreed</b> prices to be presented at the next meeting for 4 designs. It was confirmed Tates Coaches have expressed interest in sponsorship. <b>Agreed</b> when the design is approved further sponsors to be obtained if possible and neighbouring properties to be consulted regarding siting. On going.</li> <li>6 Logo. On going.</li> <li>7 Interpretation Boards. Confirmed art work to be completed. On going</li> <li>8 External Audit. Confirmed all documents requested by the auditor were sent on 24.04.07. It was reported the work involved 318 copies, 23.5 hours staff time and £6.00 for Special Delivery. On going.</li> <li>9 Centrebus. It was reported a meeting was held with Centrebus and Hertfordshire Highways regarding bus delays in Markyate. During the meeting it was felt the problems experienced while work was being carried out on the southbound carriageway of the M1 had been alleviated since the switch to northbound working in early March and that it was not possible for the widening scheme to fund additional buses. Regarding the queuing on the A5 approaching junction 9, road markings and signing are being looked at to try and reduce delays. In conclusion it was agreed things had improved. Complete.</li> <li>10 Buckwood Road. HH to repair the dip in road. On going</li> <li>11 Traffic Calming. Confirmed HCC looking in to possible funding. <b>Agreed</b> this to be taken to the next Areaworking meeting.</li> <li>12 Play Area at Peggy's Field. Confirmed 'No Dogs Allowed' signage being forwarded by the Dog Warden at DBC. On going. Also signage stating 'This area being used at owners own risk' at Pickford Road Play Area.</li> <li>13 Mobile Breast Screening Unit. <b>Agreed</b> B/Cllr to make contact. On going.</li> <li>14 War Memorial. Confirmed work to commence in June/July 2007. R Peterson to compile the Work Schedule. On going.</li> </ol> | <p>EK<br/>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>JG<br/>RP</p> <p>Clerk<br/>EK/SP</p> <p>Clerk</p> <p>HC<br/>RP/<br/>Clerk</p> |
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| 15 | Barker Review. In absentia R Peterson, to be reported at the next meeting. On going.   | RP              |
| 16 | Youth Club for 12 year age group in Markyate. On going.  | Clerk           |
| 17 | Business Rates. Confirmed a meeting was held at DBC, E King presented a resume of this meeting.<br><b>Agreed</b> a letter to be sent to DBC stating this was not included in our budget due to notice not being given, in consequence of this there is two years outstanding. Charity status is being looked at but the concern at present is the two years outstanding charges. As these are community halls it is not considered appropriate to increase hire charges in order to recoup this sum.<br><b>Agreed</b> this to be an agenda item at the Halls Committee meeting to be held on 21 May 2007<br>The AGRE specialist to be contacted for information on charity status. | Clerk<br><br>HA |
| 18 | Footpath Signs. On going.  | Clerk           |
| 19 | Cobbles in the High Street. Confirmed these are to be installed in August 2007. On going.  |                 |
| 20 | Property in High Street. It was reported the telephone number displayed had been contacted but would not give any details. Complete.   |                 |

#### 11/07 CORRESPONDENCE

A list of correspondence received was circulated to all Councillors  
A full list of correspondence is in the minute folder and available at the Parish Office.  
The following items were discussed:

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|-----|---|--------------|
| 1   | Letter dated 9 March 2007 from Smiths of Derby regarding the Village Clock maintenance and asking if the Parish Council would like to consider various contracts.<br><b>Agreed</b> this item will be given consideration after the clock has been assessed by Smiths of Derby.<br>This response to be forwarded.  | Clerk        |
| 1.1 | Email dated 3 April 2007 and email dated 30 April 2007 from two members of public regarding rubbish in the High Street and asking how this can be dealt with. After discussion it was <b>agreed</b> a Litter Pick Day should be organised for Saturday 21 July 2007 to encourage Civic Pride. This will be advertised in Markyate Monthly with maps depicting which areas are to be covered and by whom. The two recipients of the emails to be invited to the Litter Pick Day. On going. | RP/<br>Clerk |

Mr B Thorn left the meeting at 9.10pm and asked for details on the work involved in committees to be forwarded to him.

Clerk

#### 12/07 PLANNING

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| 1   | <b>Planning Decisions received from Dacorum Borough Council</b>  |
| 1.1 | <b>4/00470/00OUT</b><br>Land at Doone Brae Farm, Windmill Road<br>Replacement of Mobile Home with Dwelling<br>Withdrawn  |
| 1.2 | <b>4/00472/07/RET</b><br>Doone Brae Farm, Windmill Road<br>Replacement dwelling with external alterations, demolition and removal of adjacent development (Amended Scheme)<br>Withdrawn  |
| 1.3 | <b>4/02767/06/FHA</b><br>21 Long Meadow<br>Garage Conversion and Single Storey front Extension<br>Granted  |
| 1.4 | <b>4/00391/07/FUL</b><br>Land at 9 Buckwood Road<br>Construction of Dwelling and separate Garage with Studio above<br>Refused  |
| 1.5 | <b>4/00393/07/FHA</b><br>114 Pickford Road<br>Conservatory<br>Granted  |
| 1.6 | <b>4/00643/07/TCA</b><br>64 High Street<br>Works to trees<br>Refused (The two Yew trees subject of this application have a high public amenity value and make a positive contribution to the street scene and the character and appearance of this section of the Conservation Area. A 40% reduction in height and width is not considered reasonable and the pruning of this group of trees would be detrimental to their health and detract from the visual amenity of the area) |
| 1.7 | <b>4/00445/07/FHA</b><br>8A The Close  |

First Floor Front Extension (Amended Scheme)

Granted

1.8 **4/00494/07/FUL**

Holiday Inn (Luton South), London Road

External Air Conditioning Plant

Granted

2 **Planning Applications received:**

2.1 **4/00761/07/FHA**

18 Bartholomew Green

Loft Conversion with Front and Rear Dormers

No objection.

2.2 **4/00729/07/RET**

Lucky Boy, 55 High Street

Satellite Dish at the rear resiting of flues installation of external staircase, gate and

ironmongery and rear pedestrian access.

No objection.

2.3 **4/00755/07/FHA**

19 Bartholomew Green

Conservatory

No objection

2.4 **4/00949/07/OUT**

Harts Motors, 123 High Street

Residential Development

Objection. Clarity required on this reapplication.

**13/07 CLERK'S REPORT**

- 1 It was reported a letter dated 30 April 2007 had been received from WSP regarding the proposed footpath link from Manor Farm and suggesting a meeting to discuss this. It was **agreed** E King and S Pilkinton to attend on 23 May 2007 pm.

Clerk

**14/07 ACCOUNTS FOR PAYMENT**

- 1 To approve the schedule for payment.  
It was proposed by J Patel and seconded by P Bunyan and **agreed** unanimously to approve the schedule for payment as attached.  
**RESOLVED:** After deletion of personal names the schedule of payment be signed as circulated plus cheques number 001299,001300,001301,001290,001291,001292,001293,001294,001296,001297,001298.

Clerk

**15/07 PURCHASE OF ONE SALT BIN BY THE CEMETERY**

- 1 Salt Bins. It was reported due to an excessive delivery charge on the Salt Bin agreed for purchase in minute 212/07.14 meeting dated 3 April 2007, a further quotation was obtained and presented to the Parish Council.  
This together with two previous quotations were presented to the Parish Council for consideration.  
It was proposed by P Bunyan and seconded by G Bottrill and  
**RESOLVED**  
to accept the quotation from Gibbs & Dandy for the sum of £89.95 + VAT = £105.69  
No delivery charge will be made.

Clerk

**16/07 TO DISCUSS HEALTH IN HERTFORDSHIRE**

- 1 The Clerk had circulated documents prior to the meeting. **Agreed** the Parish Council to register with the Commission for Patient and Public Involvement in Health at Cambridge, in order to be involved and kept informed of any developments. On going.

Clerk

**17/07 GYPSY AND TRAVELLER ACCOMMODATION**

- 1 The Clerk had circulated this document to each councillor prior to the meeting but two members had not received this. In order for discussion to take place it was **agreed** all councillors must view this document. This to be an agenda item for the next meeting. On going.

Clerk

**18/07 TEMPORARY VILLAGE WARDEN**

- 1 Four quotations from staff agencies were presented to the Parish Council giving rates for a temporary Village Warden. After discussion it was **agreed** this post would be more suitable to a local person and it was  
**RESOLVED:**  
An advert to be placed in the village. Interviews to be held and a temporary Warden employed on a casual basis. **Agreed** the Clerk to liaise with Flamstead Parish Council. On going.

Clerk

**119/07 REPORTS**

**Finance Committee.** No report.

2 **Halls Committee.** Next meeting 21 May 2007.

It was reported the Cleaner/Caretaker has resigned; the last working day will be 31 May 2007.

**Agreed** an advert to be placed in the village for this post. The Parish Council asked for their appreciation of the hard work and commitment shown during the past twelve years to be noted.

3 **H.A.P.T.C.** A meeting was held and the following reported:-

- Mr Coe is standing down
- Chipperfield Parish Council commented on Markyate PC web site
- New development of websites
- Computer Fund available
- Pathfinder Agreement
- Changes in Local Government

4 **School Governors.** No report

5 **Youth Management.** No report

6 **Local Working.** A meeting was held and the following reported:-

- Adrian Rochford DBC new webmaster.
- First Aid training available for Youth Club at Flamstead on 23 June 2007
- Councillor Training on agenda for Borough Liaison meeting in June 2007
- Claire Smith new Inspector for Hertfordshire Police
- Nicky McIntyre helping with Parish Plans
- Borough Liaison Meeting to be held on 21 June 2007, B/Cllr **agreed** to represent the Parish Council as well as Borough.
- Next Local Working meeting in Markyate on 4 June 2007.

**220/07 AREAS OF SPECIFIC INTEREST**

1 The Standard Board for England to be contacted through HAPTC in order to discuss the new Code of Conduct.

SP

2 **Items for Markyate Monthly.**

- New Parish Council consisting of Cllrs King, Bunyan, Bottrill, Chapman, Crawford, Deacon, Gower, Patel, Peterson and Pilkinton
- Work on War Memorial to commence in June/July 2007
- Response from Herfordshire Highways re meeting with Centrebus why buses are always late
- Road works at Caddington Common taking place. These are going to the Bedfordshire boundary.
- Joanne Robinson, thank you very much for your hard work and commitment during the past 12 years
- Temporary Village Warden
- Special Skip Dates

3 It was reported the grass in the backs of properties in Cowper Road is not cut as frequently as it should be and consequently becomes habitat for wildlife. When the grass is cut the wildlife are killed which is very distressful for residents.

HC

Also the ivy on the walls is pulled off which again results in chicks and eggs being destroyed.

It was **agreed** Housing Dept at DBC to be contacted asking if a solution can be found. On going.

4 The problem of parking at Cowper Road was discussed and it was confirmed HCC had turned down a possible one way system at this point, although it was mentioned this was an unwritten rule to go up through Cowper rise and down Cavendish Road. No further action.

5 Illegal parking on grass verges was discussed but **agreed** this is a police matter and should be reported accordingly. No further action.

In closing a new councillor stated he had attended many Parish Council meetings but had seen more matters attended to at this meeting tonight than any other and was happy to find it was not for social standing.

There being no other business the meeting closed at 10.15pm

**Next meeting Tuesday 5 June 2007 at 7.30pm**

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

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