

# Markyate Parish Council

## MINUTES OF MARKYATE PARISH COUNCIL MEETING HELD ON TUESDAY 12 JANUARY 2010 AT 7.30PM IN THE JONES ROOM, MARKYATE VILLAGE HALL, MARKYATE

**Present:** Councillor: E King, Chairman, Cllr P Bunyan, Vice Chairman, Cllr C Bennett, Cllr S Pilkinton, Mrs J Bissmire (Clerk)  
**In attendance:** PC Coregan, PC Cann, 3 members of public

The Chairman opened the meeting by wishing all present a Happy New Year

### 280/10 APOLOGIES FOR ABSENCE

Apologies were received from B/Cllr H Chapman, Cllr Crawford, Cllr S Deacon and Cllr Peterson, due to business commitments, and Cllr C Dullea due to personal commitments.

The Chairman proposed Item 311/10 is moved forward to after item 284/10, this was **agreed** unanimously.

### 281/10 DECLARATIONS OF INTEREST

Cllr S Pilkinton declared a personal interest in item 285/10, new cemetery in Markyate, due to living in close proximity. Cllr E King declared an interest in item 306/10 signage at Peggy's Field, due to living in close proximity.

### 282/10 MINUTES OF THE LAST MEETING

It was **RESOLVED** that the minutes of the Meeting of the Council held on 1 December 2009, as circulated, were a correct record and was signed by the Chairman. This was proposed by Cllr S Pilkinton and seconded by Cllr P Bunyan.

### 283/09 RESIGNATION OF CLLR JAMES GOWER

The Parish Council formally accepted the resignation of Cllr James Gower which was received on 30 November 2009, which is due to his business commitments resulting in difficulty attending meetings. The Clerk confirmed a notice had been placed advertising the vacancy and no notice has been received within the 14 day period, not counting Saturdays and Sundays, claiming an election to the Returning Officer. The Parish Council asked for a letter to be sent thanking Mr Gower for his contribution during the past four years, his time and commitment, in particular the professional manner in which he carried out his duties and to wish him every success for the future.

**Action:** Clerk

### POLICE REPORT

PC Coregan reported the crime incidences in the village from 10 December to 10 January 2010 as follows:-

- 7 burglaries from sheds, garages and residences, 3 thefts from motor vehicles, one theft from a shop, these figures show a decrease in crime.
- Advice was given during the snow conditions to only travel if essential and to ensure a blanket is taken, together with a drink and phone.
- The launch of a Rural Watch for farms which gives them access to information, to date between 20/35 farms have been contacted and have shown interest in the Watch.
- PCSO Cook is covering for PCSO Dawson.

PC Coregan was thanked for his report and left the meeting at 7.50pm.

### 284/10 PUBLIC COMMENTS AND QUESTIONS IN ACCORDANCE WITH STANDING ORDER 68

It was **RESOLVED** that Standing Orders be suspended in accordance with the provisions of Standing Order 68 so that members of the public might speak.

1. A member of public vented his frustration at the lack of salt in the village, he said Park Close had salt in the bin and within a day it was empty.
2. Mr Thring, PCC, said he felt the meeting held on 12 January 2010 with himself, Mrs Mead, Cllr King and B/Cllr Chapman was very helpful and helps them to move the financial aspect forward, after further information has been obtained.
3. Mr Gurney spoke regarding the disposal of waste at the cemetery stating any notices placed are ignored and the present bin is not practical and suggested wheeled bins.
4. Mr Gurney asked how the waste was going to be disposed of and who is responsible for this.

Standing Orders were reinstated.

### 311/10 GRIT BINS (MOVED FORWARD)

In response to Public Questions (1), it was reported the grit bins had been continually filled and were empty the next day as residents took the grit for their drives and not for the roads as intended.

New bins have been requested at the following locations:-

1) Church End, (2) Parkfield (3) Buckwood Road), (4) Cowper Rise (5) Cavendish Road (6) Becks Close (7) Farrer Top

The guidelines from Hertfordshire Highways for new bins were confirmed as follows:-

- Check the site is suitable
- Have there been previous reports of ice there
- have there been accidents
- A salt bin shall not obstruct the passage of pedestrians
- Dangerous road junction
- Difficult bend
- A genuine need for a grit bin must be confirmed

The chairman said the weather during the past two weeks has been exceptional and Hertfordshire Highways will consider our request for bins when the weather improves.

**Action: HH**

#### **285/10 NEW CEMETERY IN MARKYATE**

The chairman said she felt the meeting held with Mrs Mead and Mr Thring was very positive and will move this forward.

The following **actions agreed**:-

1. Maintenance of existing cemetery. When the new cemetery comes in to being, the existing cemetery will close. DBC to be contacted to confirm if they will continue the existing funding for maintenance, to the new cemetery.  
**Action: HC**
2. PCC to confirm they will carry on with the existing arrangements for burials.  
**Action: PCC**
3. Ownership relating to the cemetery access road to be confirmed.  
**Action: HC/PCC**
4. Layout plan for new cemetery to be obtained from DBC in order for both parties to confirm they are happy prior to the start of the development at Manor Farm  
**Action: HC**

#### **286/09 DISPOSAL OF WASTE AT CEMETERY**

It was confirmed two 150 litre wheeled bins are being obtained but as this is commercial waste a charge will be made for its removal.

It was **agreed** this will be clarified and reported at a later date. On going

**Action: PCC/HC/Clerk**

#### **Three members of public left the meeting at 8.15pm**

#### **287/10 PLANNING DECISIONS**

1. 4/01365/09/FUL Baptist Church, Buckwood Road. Front Extension, New entrance with Lift.  
Granted
2. 4/01678/09/FUL, Land adj 2 The Coppins. Detached Dwelling  
Granted.

#### **288/10 PLANNING APPLICATIONS**

1. 4/01972/09/LBC, 121 High Street, Rebuild Garden Wall  
The Parish Council object to this application as concern is expressed regarding the access, which has only been an access since the wall was knocked out. There has never been access in Hicks Road.
2. 4/01892/09/FHA, 5 Sebright Road, Single storey rear extension.  
No objection

#### **289/10 CLERKS REPORT**

It was reported guidelines have been received from the insurers for the Village Warden not to grit or clear snow during extreme weather conditions. The appropriate authorities are to be notified if a request is made for a particularly hazardous area.

#### **290/10 CRICKET CLUB**

No report. On going.

#### **291/10 ACCOUNTS FOR PAYMENT**

To approve the schedule for payment as attached.

It was proposed by Cllr C Bennett and seconded by Cllr S Pilkinton 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 Councils accounts as at today's date as follows:

MPC Current Account	£ 3,082.68
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MPC Savings	£ 4,677.78
MPC Investment	£ 50,028.51
Petty Cash	£ 18.24
Luncheon Club	£ 301.94
TOTAL	£ 58,270.24

It was noted cheque No. 103239 for £10,120.00 and cheque No. 103240 for £1,150.00 payable to the external auditor Lubbock Fine has been added to the Precept. This amount has been transferred from the high interest account to the current account for payment. When this is received from DBC, this amount will be paid back in to the high interest account,

This was proposed by Cllr C Bennett and seconded by Cllr S Pilkinton.

#### **292/10 BUDGET AND PRECEPT REQUEST FOR 2010/2011**

- a) **2010/11 BUDGET.** A revised copy of the draft Estimate of Expenditure had been circulated by the Clerk which the Parish Council acknowledged.

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

##### **RESOLVED;**

That the Budget for 2010/2011 be accepted as attached spreadsheet

- b) **2010/11 PRECEPT.** The Local Government Finance Act 1992 – Form 'B' Parish Council Precept was signed in the presence of the Parish Council.

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

##### **RESOLVED**

That a recommendation for the financial year 2010/11 was **agreed** therefore Markyate Parish Council will request a precept of £48,669.00 plus £18,900.00 for Village Warden from Dacorum Borough Council.

**Action: Clerk/Financial Officer**

#### **293/10 NOTICE OF CONCLUSION OF EXTERNAL AUDIT FOR YEAR ENDED 31 MARCH 2008**

The External Auditor's report has been received on 1 December 2009 and displayed publicly from 2 December 2009 to 16 December 2009, according to regulations. It had been circulated with the agenda.

It was proposed by the chairman and seconded by Cllr P Bunyan and

##### **RESOLVED**

That the External Auditor's report for year ended 31 March 2008 be received.

The Parish Council noted the matters raised by the External Auditor as follows:-

- Restatement of Fixed Assets. The comparative figure in box 9 total fixed assets, disclosed in Section 1 of the Annual Return does not agree to the audited Annual Return for the year ended 31 March 2007. The comparative figure in box 9 was restated and verified by the Auditor. This restatement does not affect the balances carried forward into 2008.
- Comparatives Restated. The comparative figures disclosed in Section 1 of the Annual Return do not agree to the audited Annual Return for the year ended 31 March 2007. The comparative figures for the year ended 31 March 2007 were restated because an error was identified and we have verified these revised figures. The Auditor is satisfied that the carried forward balance at 31 March 2007 is now fairly stated.

It was noted all matters have been addressed.

#### **294/10 NOTICE OF CONCLUSION OF EXTERNAL AUDIT FOR YEAR ENDED 31 MARCH 2009**

The External auditor's report has been received on 1 December 2009 and displayed publicly from 2 December 2009 to 16 December 2009, according to regulations. It had been circulated with the agenda.

It was proposed by the chairman and seconded by Cllr S Pilkinton and

##### **RESOLVED**

That the External Auditor's report for year ended 31 March 2009 be received.

The Parish Council noted the matter raised by the External Auditor as follows:-

- Review of effectiveness of internal audit. The Council did not review the effectiveness of the internal audit. The Council undertook their review after the end of year.

It was noted this matter has been addressed.

#### **295/10 INTERNAL AUDITOR FOR YEAR ENDED 31 MARCH 2010**

The Clerk had requested four quotations from specialists, one withdrew therefore three quotations were presented to the Parish Council and it was

##### **RESOLVED**

To accept the quotation from clubfinance

For the fixed sum of £420.00 plus VAT, this is normally based on 7 hours at a charge out rate of £60 per hour. This fee is inclusive of travel expenses.

Clubfinance were selected because the Parish Council were concerned that extra cost may be incurred in travel expenses should the other specialists need to return.

**Action: Clerk**

**296/10 THIRD QUARTER SPEND**

A budget sheets was circulated to all members. It was **agreed** that the third quarter spend to date is £18,226.00 against a budget of £32,298.00

**297/10 INSURANCE COVER FOR STREET LAMPS**

As this was reported in minute 270/09, the Parish Council agreed to reduce insurance cover with immediate effect. It was

**RESOLVED**

To reduce the Street Furniture section on the Aviva policy by 32 Street Lamps

**Action: Clerk**

**298/10 BERRYMAN'S LACE MAWER**

The report and invoice dated 16 December 2009 from Berryman's Lace Mawer was circulated to all members prior to the meeting and it was confirmed the only element of the claim the Parish Council is responsible for is VAT which is reclaimed by the Parish Council.

Complete

**299/10 2010 ASSET REGISTER**

A copy of the updated 2010 Asset Register was circulated to all members prior to the meeting and it was

**RESOLVED**

To accept the updated register with a total of £526,251.00. It was noted this was a reduction from the 2009 register of £102,798.16 as although new items had been added, the adjustment in ownership and price of street lights lowered the overall total.

**Action: Clerk**

**300/10 CORRESPONDENCE FOR INFORMATION ONLY**

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

**301/10 M1 JUNCTIONS 6A – 10 CONTROLLED MOTORWAY (CM) CONSULTATION**

This consultation document was forwarded to Cllr Bennett under his area of specific interest, who considered the document entitled M1 Junctions 6A – 10 Controlled Motorway (CM) Consultation. Comments were invited by 1 March 2010.

The consultation sought views on the work to widen the M1 Junctions 6A – 10 which commenced during March 2006. It is now proposed to implement a controlled motorway scheme on the M1 utilising existing gantries supplemented with additional CM equipment.

The Parish Council approved the response on behalf of the village which supports all measures that bring safer traffic conditions and less congestion, as long as they are applied fairly and consistently.

It was recommended and

**RESOLVED**

To approve the response as attached with the following addition:-

1. Fencing on the M1 Bridge at junction 9 obstructs viewing of traffic, which is unhelpful if there is traffic congestion, on the M1, a flashing light should be displayed prior to entering the M1 to avoid congestion.
2. Road signs should be removed instantly work is completed, when left in place, they are ignored
3. There should be a policy on lighting tunnels.

An upper limit of speed of 85mph under Conclusions, deleted.

Cllr Bennett was thanked for his time in this matter.

**Action: Clerk**

**302/10 NEWSLETTER**

The final draft was circulated to all members and it was **agreed** if no changes are received by 15 January 2010, the draft will be printed for distribution during the first week of February 2010.

Cllr Peterson was thanked for his hard work in the editorial and production of the newsletter.

**303/10 HERTFORDSHIRE HIGHWAYS**

The following points were confirmed from the meeting with Cllr King and Hertfordshire Highways:-

1. Cheverells Green. Confirmed the speed limit is now changed and will require the detector setting to be changed.
2. Luton Road nameplate sign is now in place.
3. Luton Road – trees overhanging footway have now been cut back
4. Wesley Road. Uneven blocks and a section in the High Street near Blacksmiths Row are noted for work to be carried out next year.
5. Sun Public House. Parking causing difficulty for wheelchair access to the Public House. Noted the footway is narrow as is the doorway, little can be done at this point.
6. High Street. Ivy on lamp column opposite No. 17, this is being passed on to street lighting to see if this can be cleared as part of the lighting maintenance.

7. High Street. Complaints regarding poor lighting and additional lights requested. A number of lights have been attached to buildings which would need way leaves and with the width of the footways this may hinder having lamp columns. Being forwarded to street lighting for advice.
8. High Street. Measures to help prevent cars mounting the kerbs. As the footway is narrow in places and an absolute minimum width of 1.5metres (preferably 1.8 metres) would be required so that the minimum clearance of 450mm from the kerb can be met and still leave the minimum width of 900mm for wheelchairs on the footway, further investigation required.
9. High Street. Traffic issues, any scheme would be beyond area office schemes but may fall within Urban Traffic Plans. To be checked.
10. Pickford Road. 30mph repeater signs. Under the legislation if there is a system of street lights the road is automatically 30mph and repeater plates are not permitted. Similarly on unlit roads unless there are signs indicating otherwise the road is subject to the National Speed Limit (60mph single carriageway or 70mph dual carriageway).
11. London Road. Overgrowth on the fence next to the path. To be checked.
12. Salt Bins, guidelines on the provision of new salt bins (minute 311/10)
13. Between Sebright Road and Pickford Road street light request. Between Old Vicarage Gardens and Cavendish Road, street lights request.
14. High Street. Possibility of pedestrian crossing
15. Drainage in Church End

It was **agreed** this was a good meeting and we are now waiting for Hertfordshire Highways confirm the outstanding issues. Bollards was suggested by The Happy Shopper, width to be confirmed and street lights would be better placed on buildings, leaving pathways free. On going.

#### **304/10 INTERPRETATION BOARDS AND GRP BOARD**

It was confirmed three boards have been installed.

Cllr Peterson was thanked for his contribution in the preparation of the boards.

Complete

#### **305/10 LUNCHEON CLUB**

It was reported the local school had been contacted together with local public houses in Markyate and Flamstead asking if they would consider preparing and packing hot meals for the Luncheon Club. To date no response has been received. On going.

#### **JEANNETTE SPARY**

The Parish Council paid tribute to Jeannette Spary who was a volunteer for the Luncheon Club for many years and whose untimely death on 29 December 2009 was sadly noted. Jeannette leaves behind her family and friends who will remember her for the display of kindness, friendship and support over the years.

The Parish Council asked for a letter of condolence to be sent.

#### **306/10 SIGNAGE IN PLAYGROUND AT PEGGY'S FIELD**

As quotations could not be obtained in time, this item is deferred. On going

**Action: Clerk**

#### **307/10 AGENDA ITEMS FOR NEXT MEETING**

1. Review of effectiveness of internal audit
2. Signs at Peggy's Field
3. Cheque Books (SP)
4. Closure of Post Office (SP)

#### **308/10 ITEMS FOR MARKYATE MONTHLY**

1. Criteria for Grit Bins
2. Interpretation Boards
3. Financial Report
4. Smart Water

#### **309/10 HERTFORDSHIRE POLICE AUTHORITY COUNCIL TAX SURVEY**

This consultation document which was forwarded to all members prior to the meeting, considered the Police Authority's review on policing priorities in order to consider the level of Council Tax. The choices that they face are such that they are carrying out an online survey.

The following was **agreed**:

1. A very high priority: Neighbourhood Policing: Response Policing: protective Services
2. A very high priority: Local anti social behaviour
3. A fairly high priority: Dangerous/obstructive parking: Speeding that impacts on local people: Other anti social motoring.

It was recommended and

**RESOLVED**

To approve the response as attached with the following addition:-

1. The Parish Council are concerned the custody suite in HH is closing and officers now have to use the suite at Watford or Hatfield
2. It is felt, although cross boundary, officers should be able to make use of the Dunstable police suite as this is more local.

**Action: Clerk**

**310/10 LICENSING ACT 2003: HOLIDAY INN**

An application for a Premises Licence has been received and published on the agenda for the Holiday Inn Luton South M1 J9 London Road, Markyate to amend the Plans to clarify licensable areas, and to vary the hours for the provision of all licensable activities to 08:00 hrs to 02:00 hrs (apart from exhibition of film and supply of alcohol which continues to be 24 hours, and late night refreshment between 23:00 hrs and 05:00 hrs. Also to remove some of the previous embedded conditions.

As no members of public have approached the Parish Council about the application no representations were made, therefore, the Parish Council noted this application.

**311/10 GRIT BINS**

**Moved on agenda**

**312/10 RISK ASSESSMENT FOR VILLAGE AND Y2K HALL**

Deferred to next meeting

**Action: CB/JB**

**313/10 VILLAGE CLOCK**

In absentia Cllr Peterson, it is anticipated access can be gained to the clock mechanism during the next few weeks. On going

**Action: RP**

**314/10 REPORTS**

**Finance Committee.** No report

**HAPTC.** The situation regarding grit and roads during extreme conditions to be discussed.

**School Governors.** No report.

**Youth Management.** Cllr Bunyan reported she had not been able to contact the bank but will do as soon as possible.

**Watling Neighbourhood Action.** Next meeting 14 January 2010

There being no other business the meeting closed at 9.40pm

**Next meeting: 9 February 2010**

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

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