

MARKYATE PARISH COUNCIL

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Clerk to the Council: Mrs V Tilley

ANNUAL MEETING OF MARKYATE PARISH COUNCIL

Notice is hereby given that there will be a meeting of Markyate Parish Council in the Y2K Hall, Cavendish Road, Markyate, AL3 8PS, on Tuesday 6th May 2025 at 7:30pm. Councillors are respectfully summoned to attend this meeting for the transaction of business in the agenda below.

The meeting is open to members of public and press.

V Tilley

Vicki Tilley
Clerk to the Council
29th April 2025

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

- 1/25 To elect the Chair to hold office until the next Annual Meeting of the Parish Council.
- 2/25 To elect the Vice Chair to hold office until the next Annual Meeting of the Parish Council.
- 3/25 To receive and note apologies for absence.
- 4/25 To receive any Declarations of Interest relating to items on the agenda.
 - (a) To receive declarations of interest from councillors on items on the agenda.
 - (b) To receive written requests for dispensations for declarable interests; and
 - (c) To grant any requests for dispensation as appropriate.
- 5/25 To establish and accept appointment of Committees of the Parish Council:
 - 1. Budget & Finance Committee
 - 2. Halls Committee
 - 3. Markyate Cemetery Committee
 - 4. Staffing Committee
 - 5. Aley Green Cemetery Committee representatives
 - 6. Planning Committee
- 6/25 Election of Chairs and Vice Chairs to the committees.
- 7/25 To appoint members to serve on the committees.
- 8/25 To review and adopt Terms of Reference for the committees. As circulated, unchanged from 2024.
- 9/25 To review and adopt the Scheme of Delegation. As circulated, unchanged from 2024.

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- 10/25 To appoint and allocate individual councillors' areas of interest and responsibility. 2024/25 Who We Are circulated.
- 11/25 To approve and sign the Minutes of the Meeting of Markyate Parish Council held on 1st April 2025, as circulated.
- 12/25 To receive and note the draft minutes of the Annual Gathering of the Parish held on 15th April 2025. As circulated.
- 13/25 To receive and approve the Chair's Report 2024/5 for publication and distribution. As circulated.
- 14/25 Public Questions, to hear representations from the public as per Standing Order 3 (e to k)
- 15/25 To receive report from Borough Councillor Jane Timmis
- 16/25 To receive report from area police officers
- 17/25 Planning decisions below:

1	25/00346/FHA	Demolition of detached garage outbuilding; construction of two storey side and rear extension; single storey rear extension, and; single storey front extension and canopy	2 Corner Wood	Granted
2	21/04093/FUL	Construction of a single detached dwelling with detached garages and associated works	The Grange, 8 High Street	Granted
3	25/00467/FUL	Conversion of garage into office. Removal of garage door and replacement with masonry infill and window. Additional window to side elevation.	35 Long Meadow	Granted
4	25/00427/FUL	Alterations to door and window openings	The Gate House, Sharose Court	Granted
5	25/00425/RPA	Change of use from office to residential dwelling	The Gate House, Sharose Court	Prior Approval Not Required
6	25/00429/LBC	Retention and upgrade of existing external gate	Markyate Grill, 121 High Street	Granted

- 18/25 To consider planning applications below:

1	The Pyghtle, Luton Road	Construction of 2no detached houses with associated access, parking and landscaping *Comment submitted – Objection: Green Belt infilling. No 'permitted development' fall-back as been established. Insufficient parking. Inadequate outdoor space.	25/00799/FUL
2	49 London Road	Hip to Gable Extension and Rear Dormer Window to Facilitate Roof Conversion *Comment submitted – no objection	25/00829/FHA

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3	26 Humbers Hoe	Dormer over rear gable roof plus rooflights on front slope *Comment submitted – no objection	25/00838/FHA
4	The Homestead, 11 Church End	Replacement Fence to front of The Homestead. *Comment submitted – no objection	25/00768/LBC and 25/00767/RET
5	The Homestead, 11 Church End	Replacement outbuilding	25/00769/FHA and 25/00770/LBC
6	1 Blacksmiths Row	Tree works	25/00998/TCA

19/25 To consider planning applications received in last 6 days. Circulated by email.

20/25 Finance Matters

- a) To receive and sign bank reconciliations March 2025 and April 2025.
- b) To authorise the signing of cheques for payment and the signing of the Accounts schedule, as circulated.

21/25 To receive & approve Draft accounts for 2024/2025, as circulated.

22/25 To receive and note final quarter spend against budget, as circulated.

23/25 To note non-eligibility for the General Power of Competence.

24/25 To review and adopt the updated Publication Scheme, as circulated.

25/25 GDPR, to note Clerk as Data Protection Officer and review policies, procedures and practices in respect of GDPR. No changes from May 2023. Policies on website.

26/25 To review Standing orders and Financial Regulations. No changes from Jan 2024 and Dec 2024 respectively, available on website.

27/25 To note lease agreements with Dacorum Borough Council and Markyate Cricket Club.

28/25 To note Parish Council insurance policy arrangements from 1st October 2024 for 12 months. As circulated.

29/25 To note and review subscriptions to other bodies. As circulated.

30/25 To review policy for dealing with Press/Media. No changes from May 2023. Policies on website.

31/25 To review policies and procedures for employment. No changes from May 2023 but Dignity at Work and Civility and Respect Pledge added. Policies on website.

32/25 To review Code of Practice for Handling Complaints. No changes from May 2023. Policy on website

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- 33/25 To review expenditure incurred under S137 of the Local Government Act 1972.
As circulated.
- 34/25 To confirm and adopt Meeting Dates 2025/26. As circulated.
- 35/25 To confirm the appointment of new Finance Officer/Halls Administrator.
- 36/25 To confirm contractual pay scale change for Clerk and current Finance
Officer/Halls Admin. See notes
- 37/25 Advertising signs on A5183
- 38/25 To discuss Outline Plan for Pipers Hill Development. Previously circulated.
- 39/25 Report on meeting regarding Showground traffic (CO)
- 40/25 To discuss and agree any action on motorbikes on playing fields
- 41/25 To discuss and agree any action on listed telephone kiosk on High Street.
Circulated by email.
- 43/25 To discuss and agree possible donation towards purchase of goal posts for
cricket ground (SH)
- 44/25 To discuss actions regarding dangerous trees

Clerk's report