

Markyate Parish Council

MINUTES OF THE MEETING OF MARKYATE PARISH COUNCIL

Tuesday 2 June 2026 at 7.30pm

Present: Cllr P Bunyan (Chair), Cllr M Collins, Cllr M McCann, Cllr C Ononye, Cllr R Peterson, Cllr H Renvoize.

In attendance: Mrs V Tilley (Clerk), County Cllr C Smith-Wright

It was announced before the meeting began that sadly Councillor Herbert 'Bert' Chapman had passed away. Everyone present and those who had sent apologies expressed their sadness at the loss of such a dedicated public servant who had been elected Mayor of Dacorum twice during his time as a Borough Councillor.

43/26 Apologies

Cllr S Hakki. Borough Cllr J Timmis. PC D Sanderson.

44/26 Declarations of interest

None

45/26 Minutes of last meeting

To confirm the Minutes of the Annual Meeting of Markyate Parish Council held on Tuesday 5th May 2026 as an accurate record of proceedings.

Resolved, proposed by Cllr M McCann, seconded by Cllr R Peterson that these minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

46/26 Public Questions

None

47/26 County Councillor Report

C/Cllr Smith-Wright reported that the new Highways manager has now been appointed but has not started, so no decisions have been made on the best way to alleviate traffic problems outside Londis. The maximum fine for fly-tipping has increased to £1,000, and recently a local was jailed for a fly-tipping offence. The A5183 speed reduction to 40 mph and the no entry to Old Watling Street will be implemented once Thames Water have finished their improvement works. Potholes should be dealt with between 1 and 4 weeks after reporting depending on the severity. After that time C/Cllr Smith-Wright can chase if a reference number is provided. The Government is expected to announce its decision on Local Government Reorganisation in Herts very soon. A £500 grant was made to the voluntary fire fighters towards kit.

It was raised that there are still 10 children without places at their preferred schools after two rounds of continuing interest. This is far more than in previous years.

48/26 Borough Councillor Report

None

49/26 Police Report

None

50/26

Planning decisions:

1	26/00772/NMA	Non material amendment to planning permission 21/04093/FUL	The Grange, 8 High Street	Granted
2	26/00736/DRC and 26/00734/DRC	Details as required by Condition 2 (Materials) attached to planning permission 25/03021/LBC and 25/03020/FHA	Amberley, Roe End Lane	Granted
3	26/00382/DRC	Details required by part 1 and 7 of Condition 11 (Archaeology 1) attached to planning permission 22/00371/MFA	Caddington Hall Cottage, Luton Road	Granted
4	26/00441/FUL	Proposed new 2 bedroom bungalow	63 High Street	Refused
5	26/00656/LBC	Minor structural repairs to exterior elevations. Minor internal repairs to farmhouse walls and ceilings	Roe End Farm , Roe End Lane	Granted
6	25/02077/FUL	Relocation of existing Lasersound and Fantastic Fireworks to former Paintball site Limekiln Plantation and change of use from recreational use to commercial.	Grove Farm , Markyate Road Track To Grove Farm, Slip End	Refused

51/26

Planning applications

1	131 High Street	New Facia signage. Self Adhesive Vinyl graphics to windows	26/00919/ADV	No objection
2	49 London Road	Non-material amendment to planning permission 25/00829/FHA *for info only	26/00951/NMA	
3	3 Row Beech Cottages	Proposed single-storey rear extension and installation of rear facing rooflight to create additional bed space at second floor level.	26/01047/FHA	No objection
4	4 Parkfield	First floor rear extension	26/01115/FHA	No objection

52/26

Planning applications in last 6 days

26/00503/RET 10 Church End **Retention of existing boundary fencing to the front and rear of the property, together with the proposed replacement of one lower fence panel to match the existing height and appearance.** This is a resubmission. The council did not wish to change its original comment, other than to correct the omission of 'The' from the neighbouring 'The Factory'.

53/26

Finance

- a) *The reconciliation and monthly ledger.* **Approved**, noted and signed by Chair. Proposed by Cllr C Ononye, seconded by Cllr M McCann and unanimously agreed.
- b) *The updated asset register 2025/26.* **Resolved**, it was proposed by Cllr M McCann, seconded by Cllr R Peterson and unanimously agreed to receive and approve the asset register 2025/26.
- c) *Statement of Accounts 2025/26.* **Resolved**, it was proposed by Cllr R Peterson, seconded by Cllr C Ononye and unanimously agreed to approve the Statement of Accounts 25/26.
- d) *Internal Auditor's Report.* **Resolved**, it was unanimously **agreed** to receive and note the Internal Auditor's report and consider action on the recommendations at the next meeting.
- e) *AGAR Section 1 2025/26.* **Resolved**, it was proposed by Cllr R Peterson, seconded by Cllr M McCann and unanimously **agreed** to approve Section 1 Annual Governance Statement 2025/26.
- f) *AGAR Section 2 2025/26.* **Resolved**, it was proposed by Cllr M McCann, seconded by Cllr C Ononye and unanimously **agreed** to approve Section 2 Accounting Statements 2025/26.

- g) *Exercise of Public Rights. Resolved*, it was proposed by Cllr C Ononye, seconded by Cllr M McCann and unanimously **agreed** to approve the dates for the Period for the Exercise of Public Rights of Monday 8th June 2026 to Friday 17th July 2026 and to confirm the date the Notice is to be published on the Council's website as Friday 5th June 2026.
- h) *Letter to the Internal Auditor*. It was noted a letter to the internal auditor confirming the above dates was signed by the Chair of the Parish Council.

The schedule of accounts listed the balances of the Parish Council's accounts as follows:
As at 31st May 2026

MPC Current Account	£ 14,016.27
HSBC [Precept Account]	£ 121,443.14
MPC Investment [NS&I]	£ 32,771.66
Petty Cash	£ 97.47
TOTAL	£ 168,328.54

Schedule of Monthly Payments – please see attached document.

54/26 Risk Assessments

We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.

The updated risk assessments were **approved** without further amendment as proposed by Cllr C Ononye, seconded by Cllr R Peterson and unanimously agreed.

55/26 CiLCA

It was noted the Clerk has completed and passed CiLCA and is now qualified. Councillors commended the Clerk's achievement.

It was proposed by Cllr R Peterson, seconded by Cllr H Renvoize and unanimously **agreed** to approve the contractual 1 pay scale point increase.

56/26 Parental Bereavement Leave policy

It was proposed by Cllr M McCann, seconded by Cllr H Renvoize and unanimously **agreed** to adopt the policy without amendment.

57/26 Paternity Leave and Pay policy

It was proposed by Cllr M McCann, seconded by Cllr H Renvoize and unanimously **agreed** to adopt the policy without amendment.

58/26 Sickness Absence policy

It was proposed by Cllr M McCann, seconded by Cllr H Renvoize and unanimously **agreed** to adopt the policy without amendment.

59/26 Whistleblowing policy

It was proposed by Cllr M McCann, seconded by Cllr H Renvoize and unanimously **agreed** to adopt the policy without amendment.

60/26 Lighting column

It was proposed by Cllr H Renvoize, seconded by Cllr C Ononye and unanimously **agreed** to replace the lighting column at Caddington Common which was removed after falling.

Clerk's report

Reminder that DBC are running a local government reorganisation information session online at 6pm Thurs. Clerk on leave 3rd, 5th and 17-19th June. Notice given to landowner of 40 High Street of our plans for the phone box. This had to be done before the planning application could be submitted. He was happy, so application for replacement signs has been submitted today. Legionella risk

assessment being carried out this week now loft boarding has been completed. Recommendations will be taken to Halls committee. DBC play park at the Rec was cleaned after raising it with Clean Safe and Green. Broadband is finally up and running, however it doesn't reach the main hall so waiting for an engineer visit to run a wire through for a booster. Brambles overhanging the path at Peggy's were cut back and will do the patches of Elder at the Rec driveway where they have become bushy.

There being no other business the meeting closed at 20.40pm.

Next meeting: 7th July 2026

Signed: _____ Dated: _____

Markyate Parish Council General Ledger May 2026

	Date	No.	Name	Memo/Description	Amount
HSBC - Precept Account	Beginning Balance				
	20/05/2026	Transfer		Transfer to current account	-15,000.00
Total for HSBC - Precept Account					-£15,000.00
MPC Current a/c	Beginning Balance				
	01/05/2026	373/R	Dacorum Borough Council (1) Garage	Garage Rental	-80.32
	01/05/2026	4183	Flexercise	Hall hire	52.80
	02/05/2026	4187	Linda Kevin	Hall hire	73.65
	04/05/2026	4181	Corinne Schurink	Hall hire	23.65
	05/05/2026	269110	Cloud Next Ltd	Gov.uk domain	-60.00
	05/05/2026	4190	Alex Johnston	Hall hire deposit	100.00
	05/05/2026	BT	Wickes	Compost for planters	-15.00
	06/05/2026	4165	Samantha Carter	Hall hire	51.20
	06/05/2026	4188	Samantha Carter	Hall hire	26.40
	07/05/2026	10192/10204	Village Garden Services	Warden services and Grass cutting	-2,256.03
	07/05/2026	10009789510	Castle Water Ltd	Water Halls / allotments	-135.81
	08/05/2026	4184	Breathe & Flow Wellbeing LTD	Hall hire	89.50
	08/05/2026	4150	Rising Stars (9 to 5) Limited	Hall hire	3,528.50
	08/05/2026	4185	Mr John Higgingsbotham	Hall hire	33.70
	08/05/2026	226042-1	SLCC	Training webinar	-69.30
	11/05/2026	Q061 9Z	BT plc (1)	Broadband and phone	-674.75
	11/05/2026	1176	C Draper Electrical Contractor	Electrical work around VH	-857.21
	12/05/2026	U003316375	Bright HR	Hr services	-50.40
	12/05/2026	GB601IWVT1NLLI	pasha81 ltd	Cleaning supplies	-14.35
	14/05/2026	1736598	Dacorum Borough Council. (1)	Waste bins	-34.70
	14/05/2026	4191	Mr Jonathan Goodson	Hall hire deposit	250.00
	14/05/2026	4192	Mr Jonathan Goodson	Hall hire	46.20
	14/05/2026	GB600UGL0QN6ZI	Liquipak LTD	Cleaning supplies	-18.99
	14/05/2026	GB642P3B8AEUI	Amazon UK/ EU	Cleaning supplies	-10.60

14/05/2026	1735954	Dacorum Borough Council. (1)	Waste bin halls	-39.73
14/05/2026	GB6044HLVVP9PI	D&D International Ltd	Cleaning supplies	-71.50
14/05/2026	GB6000F5WZL7BI	nasp ltd	Cleaning supplies	-53.56
15/05/2026	4193	Cerys Lea	Hall hire deposit	50.00
15/05/2026	4194	Cerys Lea	Hall hire	117.00
15/05/2026	4195	David French	Hall hire deposit	250.00
15/05/2026	201500010935	Jam Crackers Ltd	IT Support	-72.24
15/05/2026	BT	Sainsbury's	Plants for planters	-30.00
18/05/2026	14468084	Daisy comms	Broadband and phone	-312.85
19/05/2026	4198	Samantha Carter	Hall hire	26.40
19/05/2026	4196	Templar Martial Arts	Hall hire	88.80
20/05/2026	TRANSFER		Transfer from Precept account	15,000.00
21/05/2026	4202	Mr Jonathan Goodson	Hall hire	235.20
22/05/2026	HMRC	HM Revenue & Customs (Payroll)	Tax and NI May	-1,097.66
25/05/2026	AC7-0021	EDF Energy	Electricity	-1,491.80
25/05/2026	10009996950	Castle Water Ltd	Water allotments	-32.91
25/05/2026	10009935689	Castle Water Ltd	Water Halls	-117.11
26/05/2026	4197	Flexercise	Hall hire	39.60
28/05/2026	4180	Hertfordshire County Council	Hall hire	24.50
29/05/2026	2100154661290	Intuit Ltd	Quickbooks	-82.20
29/05/2026	776167004053	Aldi	Cleaning supplies	-7.90
30/05/2026	PAYROLL	Payroll May	Payroll	-3,977.51

Total for MPC Current a/c

**£
8,442.67**

MPC NS & I Investment a/c Beginning Balance

Total for MPC NS & I Investment a/c

MPC Petty cash Beginning Balance

Total for MPC Petty cash

Monday, Jun 01, 2026 10:17:12 am GMT+1 - Accrual Basis