Markyate Parish Council

MINUTES OF THE MEETING OF MARKYATE PARISH COUNCIL

Tuesday 2 September 2025 at 7.30pm

Present: Cllr P Bunyan (Chair), Cllr K Johnson (Vice Chair), Cllr M Collins, Cllr M McCann, Cllr S Hakki, Cllr R Peterson, Cllr H Renvoize.

In attendance: Mrs V Tilley (Clerk), PCSO Peiro and 3 members of the public

90/25 Apologies

Cllr H Chapman, Cllr C Ononye, Cllr S Pilkinton, B/Cllr J Timmis, C/Cllr C Smith-Wright

91/25 Declarations of interest.

Cllr R Peterson declared an interest in item 105/25

92/25 Minutes of last meeting

To confirm the Minutes of the Annual Meeting of Markyate Parish Council held on Tuesday 1st July 2025 as an accurate record of proceedings.
Resolved, proposed by Cllr K Johnson, seconded by Cllr M McCann that these minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

93/25 Public Questions

Various issues were reported at Church End including continued anti-social behaviour, drug use, fly tipping. To be discussed with PC Sanderson and request to DBC to reinstate CCTV camera at underpass. Spring-loaded gates suggested for footpaths onto Rec. Piper's Hill development is going to DBC for pre-application advice.

94/25 County Councillor Report

County Cllr Smith-Wright was called to another meeting at short notice. She reported there would be a further consultation on the A5183 safety proposals. Only around 25 people attended the protest at the Holiday Inn.

95/25 Borough Councillor Report

Borough Councillor Timmis is going to chase Parking to ensure Enforcement visits are being carried out as expected, and the removal of the old recycling bin framework from the village hall.

96/25 Police Report

No violence at the Holiday Inn protest. More CCTV to be requested, including Church End. Camera on Hicks Road appears to have been removed. Intelligence being gathered and passed on to appropriate person/department. Please email with concerns and reports.

97/25 Planning decisions:

1	**25/01434/TCA**	**Works to trees**	**The Tattings, 10 High Street**	**Raise No Objection**
2	25/01137/LDP	Hip to gable extension including new dormer to rear of the property & rooflights to the front.	3 Dammersey Close	Granted

3	**25/01286/RET**	**Installation of new sliding doors and external shutters to shop front**	**131 High Street**	**Refused**
4	24/02044/FUL	Change of use of former Methodist Chapel to single family dwelling, creation of new vehicle crossover. No changes to the exterior are sought/planned.	Wesleyan Chapel	Granted

98/25 Planning applications:

1	**1 Park View Drive**	**Side extension to existing garage with room in roof void.**	**25/01458/FHA**	**No objection**
2	Markyate Hand Car Wash, Hicks Road	Increased door openings height and width to front elevation, canopy roof over doors to front elevation and detached car port.	25/01434/TCA	Neutral: support visual improvements, continued concern about drainage from site.
3	**Atkin Grant and Lang Shooting Ground, Windmill Rd**	**Operational development and use as a shooting ground.**	**25/01694/LDE**	**For info only**
4	Cavendish House, 30 High Street	Like for like repair of canopy of front porch.	25/01670/LBC	No objection
5	**Flat 19-21 High Street**	**Extension and internal alterations to existing front building to form 3 new dwellings and replacement of existing building to rear to form 2 new dwellings (amended scheme)**	**24/02914/FUL**	**Previous points of objection not addressed. Continue to object as previously.**
6	Beechurst	Part first floor and part two side storey extension and alterations	25/01881/FHA	No objection
7	**The Old Forge, 45 High Street**	**Works to trees**	**25/01981/TCA**	**No objection**
8	The Homestead, 11 Church End	Slight relocation and extension of existing outbuilding	25/01979/FHA	No objection
9	**64 High Street**	**Tree works**	**25/02043/TPO**	**Application withdrawn**
10	Land South and Adjacent to Hill View, Luton Road	Outline application with all matters reserved apart from access for the demolition of 1no. temporary office and sales barn and construction of1no. 12 bay showroom with office and training facilities and 1no. 2 bay showroom.	25/02006/OUT	No objection

99/25 Planning applications in last 6 days

None

100/25 Bank reconciliation July and August 2025

Approved, proposed by Cllr K Johnson, seconded by Cllr M McCann and unanimously agreed.

101/25 Accounts for payment

To authorise the signing of cheques for payment and the signing of the Accounts schedule.
Resolved, proposed by Cllr M McCann, seconded Cllr K Johnson to approve these payments.
Unanimously agreed.

The schedule of accounts listed the balances of the Parish Council's accounts as follows:
As at 31st August 2025

MPC Current Account	£ 2,152.54
HSBC [Precept Account]	£ 40,521.35
MPC Investment [NS&I]	£ 67,277.79
Petty Cash	£ 359.45
TOTAL	£ 110,311.13

Schedule of Monthly Payments – please see attached document.

102/25 First Quarter Spend

The first quarter spend as circulated was received and noted.

103/25 Reduction of grants from Dacorum

Correspondence from Dacorum was discussed. The concurrent services and warden grants will reduce to 50%, 25% then cease in the next 3 financial years. In order to maintain the warden service and grass cutting which were partly funded by these grants, the precept will have to be increased.

104/25 Sign for Peggy's playground

It was proposed by Cllr S Hakki, seconded by Cllr R Peterson, and unanimously **agreed** to purchase an information sign board from Online Playgrounds for £174, to including the council's contact details and playground location. To request What3Words address to be included. **ACTION: Clerk**

105/25 Bollards in Wesley Road

Cllr Peterson did not take part in this item after explaining his interest. It was proposed by Cllr S Hakki, seconded by Cllr K Johnson, and unanimously **agreed** to accept the Village Garden Services (£899.51 ex VAT) quote to install protective bollards where there are gaps in the existing. **ACTION: Clerk**

106/25 Festive Lighting

It was proposed by Cllr M McCann, seconded by Cllr S Hakki, and unanimously **agreed** to accept the quote from SparkX for £1,820 ex VAT. **ACTION: Clerk**

107/25 Broadband and Phone Provider

After some consideration, it was proposed by Cllr R Peterson, seconded by Cllr S Hakki, and unanimously **agreed** to accept the quote from Daisy Communications at £67.18/month. **ACTION: Clerk**

108/25 Noticeboard

It was decided not to replace the noticeboard at Caddington Common at this time.

109/25 Compassionate Leave Policy

It was proposed by Cllr H Renvoize, seconded by Cllr M McCann, and unanimously **agreed** to adopt the policy without any material changes. **ACTION: Clerk**

110/25 Safeguarding Policy

It was proposed by Cllr M Collins, seconded by Cllr M McCann, and unanimously **agreed** to adopt the policy without any material changes. **ACTION: Clerk**

111/25 Footpaths

It was decided no further action was required at this time, everyone to continue reporting as necessary to Public Rights of Way (PRoW).

112/25 Old cemetery

It was proposed by Cllr P Bunyan, seconded by Cllr R Peterson, and unanimously **agreed** to cut both sides of the driveway hedge going forward. To be added to budget for 26/27. **ACTION: Clerk/FO**

113/25 Tree Damage

Postponed to end of agenda

114/25 Memorial Bench

It was unanimously **agreed** to allow installation of a memorial bench on Peggy's, location to be confirmed. **ACTION: Clerk**

115/25 Remembrance Day items

It was proposed by Cllr H Renvoize, seconded by Cllr S Hakki, and unanimously **agreed** to purchase replacement poppies for the lamp posts and Unknown Tommy and Women in War statue pair. **ACTION: Clerk**

116/25 Christmas Tree Lights

Deferred

117/25 Internal Auditor's Recommendations

1. None
2. Update Standing Orders and Financial Regulations – completed
3. Minute annual review of effectiveness of internal control - ongoing
4. Minute commentary of likely significant variances from budget - ongoing
5. None
6. None
7. Confirmation letters on change of contract details – now in place.
8. Add 'useful life' estimates to asset register – to be completed
9. None
10. Undertake formal exercise as part of year-end to assess whether potential adjustments would be material, and adjust if appropriate – review each end of year
11. – 16. None

118/25 Pay Award

It was proposed by Cllr M McCann, seconded by Cllr K Johnson and unanimously **agreed** to approve the local government pay offer increase and back date to April 2025 for Clerk and Finance Officer. **ACTION: FO**

119/25 Planter Replacement

It was decided not to replace at this time. To enquire whether a crash was reported and possibility of claiming. **ACTION: Clerk**

120/25 Insurance

It was proposed by Cllr S Hakki, seconded by Cllr K Johnson, and unanimously **agreed** to accept the quote from Clear Councils (Ecclesiastical) on a Long Term Agreement (3 years). **ACTION: Clerk**

It was RESOLVED that under S 4 (A) of the Public Bodies (Admissions to Meetings) Act 1960 the Press and Public be excluded during the following item, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business or for other reasons arising from the nature of the business or proceedings.

113/25 Tree Damage

The current position of open insurance case and potential actions to be taken were discussed. **ACTION: Clerk**

Clerk's Report

PAT testing completed, replacement microwave and vacuum cleaner purchased to replaced failed items. Main Hall now decorated including Jones Room and corridor. Despite several requests, no-one from Highways has been to visit steps on Wesley Road to assess feasibility of ramp. Asked Jane Timmis to chase DBC to remove metalwork from old recycling bins. Bike racks ready to install when the area is clear. Rising Stars rejected offer to use Y2K for sleeping, so they will be unable to get a grant for an all-weather surface in the garden as it depended on expansion. They are in talks with the church to build down there. Legal hearings stage of DBC Local Plan examination now underway. Not yet considering smaller site allocations.

There being no other business the meeting closed at 22.00pm.
Next meeting: 7th October 2025

Signed: _____ Dated: _____

Markyate Parish Council
General Ledger
August 2025

	Date	No.	Name	Memo/Description	Amount	Balance
HSBC - Precept Account						
	Beginning Balance					45,521.35
	23/08/2025			Transfer	-5,000.00	40,521.35
Total for HSBC - Precept Account					**-£5,000.00**	
MPC Current a/c						
	Beginning Balance					4,522.56
	01/08/2025		Linda Kevin	Hall hire	95.80	4,618.36
	01/08/2025		Stephany Toms	Hall hire	47.50	4,665.86
	01/08/2025	inv 9411	Village Garden Services	Grass cutting July	-936.27	3,729.59
	04/08/2025		Rising Stars (9 to 5) Limited	Hall hire	3,048.50	6,778.09
	04/08/2025		Chrissie Hiller	Hall hire	-50.00	6,728.09
	05/08/2025	dd	Dacorum Borough Council (1)	Garage Rental	-78.72	6,649.37
	05/08/2025	bt	Dacorum Borough Council. (1)	Waste bins	-744.68	5,904.69
	05/08/2025	bt	Hertfordshire County Council (1)	Cleaning Materials	-170.70	5,733.99

	11/08/2025	bt	Cloud Next Ltd	Website Hosting	-119.98	5,614.01
	11/08/2025			VAT Return	3,043.54	8,657.55
	11/08/2025	bt	PPLPRS Ltd	Music Licence 12 months	-521.44	8,136.11
	11/08/2025	BT	CDA for Herts	Subscription	-40.00	8,096.11
	11/08/2025	dd	BT plc (1)	Broadband	-617.61	7,478.50
	12/08/2025	dd	Bright HR	Hr Support	-50.40	7,428.10
	14/08/2025		Corinne Schurink	Hall hire	23.09	7,451.19
	14/08/2025		Victoria Horsnall	Hall hire	485.92	7,937.11
	15/08/2025	dd	Jam Crackers Ltd	IT Support	-46.46	7,890.65
	15/08/2025		Herts Community NHS Trust	Hall hire	268.80	8,159.45
	18/08/2025	dd	Castle Water Ltd	Water	-165.97	7,993.48
	18/08/2025	dd	Castle Water Ltd	Water	-149.25	7,844.23
	18/08/2025	inv 4893	Jam Crackers Ltd	IT Support	-228.00	7,616.23
	18/08/2025	inv 20095	PSP Incineration Ltd	Confidential waste disposal	-36.00	7,580.23
	18/08/2025	bt	poundstretcher	Cleaning supplies	-2.49	7,577.74
	19/08/2025	dd	EDF Energy	Electricity	-604.28	6,973.46
	20/08/2025		Flexercise	Hall hire	25.60	6,999.06
	23/08/2025		Zion Christian Church	Hall hire	205.04	7,204.10
	23/08/2025		Linda Kevin	Hall hire	95.80	7,299.90
	23/08/2025			Transfer	5,000.00	12,299.90
	23/08/2025	bt	HM Revenue & Custome(Payroll)	Tax and NI August	-1,000.92	11,298.98
	23/08/2025	bt	LGPS Hertfordshire CC	Pensions August	-1,254.31	10,044.67
	28/08/2025	1248	Patpro UK	Pat testing	-120.40	9,924.27
	30/08/2025	inv 290825.2076	Inkerman Building & Roofing Co	Painting main hall, Jones room & woodwork	-3,792.00	6,132.27
	30/08/2025		Wages	Pay Period: 01/08/2025-31/08/2025	-3,910.73	2,221.54
	30/08/2025	dd	Intuit Ltd	IT Support	-69.00	2,152.54
Total for MPC Current a/c					**-£2,370.02**	
MPC NS & I Investment a/c						
	Beginning Balance					67,277.79
Total for MPC NS & I Investment a/c						
MPC Petty cash						
	Beginning Balance					353.15
	14/08/2025	532	Post Office	Postage	-1.70	351.45
	21/08/2025		Sophie Carter	Table and chairs hire	10.00	361.45
	23/08/2025	533	Iceland	Cleaning supplies	-2.00	359.45
Total for MPC Petty cash					**£ 6.30**	