

## Meeting of Bovingdon Parish Council

Held remotely via video conference

1 March 2021 starting at 7.00 p.m.

### Present:

Councillor Graham Barrett (Chairman)  
Councillor Alison Gunn  
Councillor Julia Marshall  
Councillor Ben Richardson  
Councillor Hugh Schneiders  
Councillor Julie Steer  
Councillor Dave Stent  
Councillor Philip Walker  
Councillor Adrian Watney  
Councillor Pauline Wright

### Also present:

Dacorum Borough Councillor Stewart Riddick  
Dacorum Borough Councillor Gbola Adeleke  
Herts County Councillor Richard Roberts  
Mike Kember, Parish Clerk  
Lisa Edwards, Assistant to the Parish Clerk

### Representatives from the Village:

Five

1.	<b>Apologies for Absence</b> There were no apologies for absence.	
2.	<b>Declaration of Interests linked to any of the Resolutions</b> There were no Declarations of Interest.	
3.	<b>Public Question Time</b>	
3.1	<b>Prison Estate</b> Matt Williams expressed concerns that HMP The Mount has closed the 'footpath' across their land, which has been used by residents from the Prison Estate for many years to access the village. This means that residents now have to walk along a busy stretch of the Chesham Road. Both residents and the Parish Council have tried to intervene with the Governor at HMP The Mount to re-open the footpath but the requests have been refused.  Councillor Barrett commented that at a recent meeting held with Homes England who are going to develop the land off Molyneaux Avenue, it was suggested that the developers provide a footpath across the land and in the meantime consideration is being given to providing a temporary footpath.  It was also suggested that the residents contact the owners of properties in Howard Agne Close to see whether they can temporarily use the 'footpath' that runs behind some of these properties to avoid using the Chesham Road.	
3.2	<b>Scout Hut</b> Clare Norton asked on behalf of the Scouts if there was any progress on setting up the planning group for the village centre. Councillor Stent replied that The Parish Council were setting up a group to work on the Bovingdon Improvement Programme, which links the work of the Neighbourhood Planning Team and the Dacorum Local Plan. The number one priority is the High Street looking at parking / traffic issues and assets including the school, library, Memorial Hall and Scout Hut. A	

	meeting has been arranged to take place with Stephen Peart who drew up the original designs for improving the High Street. Claire was invited to join the working group.	
<b>3.3</b>	<p><b>COVID Advisors</b></p> <p>Councillor Riddick informed the meeting that the newly appointed team of Dacorum Borough Council COVID Advisors are funded by central government. They started patrolling in the wards of Bovingdon, Flaunden &amp; Chipperfield during week beginning 22<sup>nd</sup> February 2021. The role of the advisors is to boost awareness of the coronavirus regulations to help slow the spread of coronavirus. They will be encouraging people to follow the rules. The advisors will not be enforcing the rules but they will not hesitate if necessary to refer non-compliance to the Environmental Health team or Police for enforcement action.</p>	
<b>4.</b>	<p><b>Minutes – to approve the minutes of the meeting held on 11 January 2021</b></p> <p>Those Councillors present agreed that the minutes of the meeting of Bovingdon Parish Council held on 11 January 2021 were a true representation of the meeting and the minutes were signed by Councillor Barrett.</p>	
<b>5.</b>	<p><b>Matters arising from the minutes of the meeting held on 11 January 2021</b></p>	
<b>5.1</b>	<p><b>Flooding in Green Lane</b></p> <p>Councillor Stent confirmed that the Sunnyside Rural Trust had cleared the footpath.</p>	
<b>5.2</b>	<p><b>Parish Council organised events</b></p> <p>Due to COVID-19, agreed to organise the Scarecrow Festival in 2022. The possibility of reviving the Bovingdon Revels in 2022 is also on the radar.</p>	Councillors Stent & Wright
<b>5.3</b>	<p><b>Bench at Bus stop, top of High Street</b></p> <p>Councillor Roberts confirmed that an order has been placed for the seat to be relocated.</p>	Councillor Roberts
<b>5.4</b>	<p><b>Enforcement of parking restrictions</b></p> <p>The response from the Borough Council had clarified the role of the 'Traffic Wardens' and confirmed that it was very unlikely that the village would be able to secure the services of one unless it was able to pay (approx. £31k per annum). Herts County Council is looking at measures that can be introduced to prevent people parking illegally on the double yellow lines at the top of the High Street opposite the Tesco Express. As a temporary measure cones have been placed on the area.</p> <p>Councillor Richardson commented that once COVID restrictions are lifted then the village Emergency Services Volunteers will be able in an advisory capacity to inform people where they are parking in contravention or causing an obstruction but they could not issue PCNs.</p> <p>The Parish Clerk was asked to write to Tesco Stores Ltd to request that a sign be put up just before the High Street on the Hempstead Road, to inform people that there is a car park to the rear of the store off the Chesham Road.</p>	Parish Clerk
<b>5.5</b>	<p><b>Christmas Street Lighting</b></p> <p>To be discussed under Part II.</p>	
<b>5.6</b>	<p><b>Abandoned van in Church Lane</b></p> <p>This has been removed by Dacorum Borough Council.</p>	
<b>5.7</b>	<p><b>Shantock Hall Lane</b></p>	

	<p>Councillor Roberts reported that the road had been ‘trashed’ by HGV’s and was almost at a stage where it needed a complete rebuild. He undertook to look in to this.</p>	Councillor Roberts
<b>6.</b>	<p><b>Crime Report</b> Councillor Richardson is continuing to work with the police to try and get the format of the monthly crime report changed to include more detailed information on reported crimes. In the absence of a police representative, Councillor Richardson went through the recent crime figures and expanded on some of the detail.</p>	
<b>7.</b>	<p><b>Neighbourhood Planning</b> Councillor Marshall reported that the Steering Group had meet on 9 February and that another meeting is arranged for 9 March. West Herts College has now offered to help to produce a professional video of the team presenting the vision for Bovingdon’ future. The consultation has been delayed until April 2021. The four working groups namely, Community, Business, Transport and Housing are doing well and in general progress is continuing.</p>	
<b>8.</b>	<p><b>To receive and adopt the following Committee reports:</b></p>	
<b>8.1</b>	<p><b>Minutes of the Finance &amp; General Purposes Committee meeting held on 16 December 2020</b> Resolved that the minutes of this meeting as circulated, be received and adopted.</p>	
<b>8.2</b>	<p><b>Minutes of the Personnel Committee meeting held on 27 October 2020</b> Resolved that the minutes of this meeting as circulated, be received and adopted.</p>	
<b>8.3</b>	<p><b>Minutes of the Planning Committee meetings held on 14 December 2020 and 11 January 2021</b> Resolved that the minutes of these meetings as circulated, be received and adopted.</p>	
<b>9.</b>	<p><b>Feedback from Chairman of Committees:</b></p>	
<b>9.1</b>	<p><b>Finance &amp; General Purposes Committee</b> The Committee had met on 22 February 2021.</p>	
<b>9.1.1</b>	<p><b>Resolutions to be considered from the Finance &amp; General Purposes Committee</b></p>	
<b>(a)</b>	<p><b>That the Council adopts the updated Parish Council’s Financial Risk Assessment</b> It was proposed by Councillor Steer and seconded by Councillor Barrett and resolved that the Council adopts the updated Parish Council’s Financial Risk Assessment.</p>	
<b>9.2</b>	<p><b>Memorial Hall Management Committee</b> Councillor Steer confirmed that the Memorial Hall is currently open to the Bovingdon Pre-school for children of key workers, NHS Blood and Transplant Service and the Child Health Clinic.</p> <p>Depending on the lifting of COVID restrictions, other groups may be allowed to return over the next few weeks so it will be necessary to review the COVID arrangement.</p> <p>Councillor Steer reported the external electricity sockets on the apex of the Memorial Hall can only be accessed via the flat roof over the front extension. As this poses health &amp; safety issues, the possibility of re-locating these to inside the Main Hall, where the fuse cupboard is located is being investigated. At the same time the possibility of replacing the external clock with one which, sets automatically is being looked into as the existing clock has to be manually changed when the clocks change</p>	Councillor Steer / Parish Clerk

	<p>twice a year. As the Memorial Hall is 100 years old in 2021, it is suggested that to commemorate this event that the new clock is inscribed with this wording or similar - Memorial Hall 1921- 2021. This was thought to be a good idea and Councillor Steer and the Assistant to the Parish Clerk will look into this.</p>	Councillor Steer / Assistant to the Parish Clerk
9.3	<p><b>Outdoors Committee</b> It is proposed to hold a meeting in April 2021.</p>	
9.4	<p><b>Personnel Committee</b> Councillor Richardson reported that the Committee had met in January and completed the review of policies and procedures. The annual staff appraisals have started.</p>	
9.5	<p><b>Planning Committee</b> The Committee has met two times since the last meeting of the Parish Council and considered 22 applications.</p>	
10.	<p><b>Health &amp; Safety</b> There was nothing to report.</p>	
11.	<p><b>Bovingdon Parish 10k – Sunday 5 September 2021</b> Councillor Steer reported that there is a meeting planned to take place on 2 March 2021.</p>	
12.	<p><b>Feedback from Claire Norton, the Council’s Representative on Bovingdon Primary Academy (BPA)</b> Claire Norton reported that she is no longer the Chair but undertook to find a replacement representative. Councillors Stent, Roberts and Adeleke thanked Claire for her time, effort, passion and commitment to Bovingdon.</p> <p>Councillor Roberts reported that this was the first year that two children had not got their first choice of school place. This was due to the late submission of their entry documents.</p> <p>Consideration is still being given to the implementation of a discretionary 20 mph speed limit in the High Street, although the possibility of installing flashing lights to indicate when the children are in school cannot be implemented as they would be too close to the existing crossing. There is no workable alternative.</p>	
13.	<p><b>Feedback from Councillor Ben Richardson, the Council’s Representative on Community Safety</b> Councillor Richardson reported that the three Emergency Service Volunteers (ESV) are currently working at Police HQ to assist with the testing of people attending training. There is to be a meeting at Police HQ of the three lead volunteers on 9 March to discuss the possibility of starting up DriveSafe again as the COVID restrictions are lifted. On 12 March, the Bovingdon volunteers are attending an IT course.</p>	
14.	<p><b>Feedback from Councillor Steer the Council’s representatives on the Bovingdon Community Library</b> Councillor Steer reported that quotes are being sought for some internal redecoration and for the replacement of carpets. The main libraries will be the first to open as and when COVID restrictions allow.</p>	
15. 15.1	<p><b>Any other urgent business</b> <b>Feedback from County Councillor Richard Roberts</b> Councillor Roberts has been contacted by a resident in Nye Way asking that the street trees be removed as they are very large and have badly damaged the pavements. Agreed that Councillor Schneiders will carry out an inspection and report back on what can be done to improve the situation.</p>	Councillor Schneiders

	<p>The County Council has approved its budget for 2021 – 22. Included is an additional £1m for repairs to footpaths and an additional £10m for drainage / flooding on highways. The Highways budget has also been approved and Councillor Roberts will send the Parish Council a list of the items to be carried out in Bovingdon.</p> <p>The 33,000 care staff working in Hertfordshire are to receive the National Living wage.</p> <p>Councillor Riddick reported the flooding in Box Lane, which is caused by blocked gullies. Councillor Roberts undertook to action this.</p> <p><b>16. Date of next meeting</b> Monday 10 May 2021 - Annual Parish Meeting starting at 7.00 p.m. to be followed immediately by the Annual Meeting of Bovingdon Parish Council – details to be confirmed nearer the date as to whether the meetings will be held in the Memorial Hall or held remotely via video conference</p> <p>Councillor Barrett thanked everyone for their attendance.</p> <p>The Council passed a resolution in the following terms:</p> <p><u>Exclusion of the public</u></p> <p>Part II - That under S 4 (A) of the Public Bodies (Admissions to Meetings) Act 1960 the public be excluded during the item(s) in Part II of the agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that if members of the public were present during these items there would be disclosure to them of exempt information relating to a contract:</p> <p><b>17. Bovingdon News</b> A letter has been sent to Steph Farrer setting out the arrangements for the future production of the Bovingdon News.</p> <p><b>18. Christmas Street Lighting</b> As the three-year funding for the Christmas Street lighting has come to an end, new quotations are being sought for the provision of lights.</p> <p>Meeting ended 8.40 p.m.</p>	<p>Councillor Roberts</p> <p>Councillor Roberts</p> <p>All to note</p>
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