**Meeting of the Bovingdon Parish Council**

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**Bovingdon Memorial Hall**

**5 March 2018 starting at 7.30 p.m.**

**Present:**

Councillor Graham Barrett (Chairman)

Councillor Alison Gunn

Councillor Julia Marshall

Councillor Julie Steer

Councillor Richard Taylor

Councillor Ben Richardson

Councillor Adrian Watney

Councillor Pauline Wright

**Also present:**

Dacorum Borough Councillor Gbola Adeleke

Dacorum Borough Councillor Stewart Riddick

Mike Kember, Parish Clerk

**Representatives from the Village**:

Seven

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| --- | --- | --- |
| **1.**  **2.**  **3.**  **4.**  **5.**  **5.1**  **6.**  **7.**  **8.**  **9.**  **9.1**  **10.**  **10.1**  **10.2**  **10.3**  **10.4**  **10.5**  **11.**  **12.**  **13.**  **14.**  **15.**  **15.1**  **15.2**  **15.3**  **16.**  **17.**  **18.** | **Apologies for Absence**  **To receive any apologies for absence**  Apologies for absence were received from Councillors Dave Stent and Giles Turner and from Kathy Banks.  **Declaration of Interests linked to any of the Resolutions**  There were no Declarations of Interest.  **Public Question Time**  There were no questions received from the public.  **Minutes – To approve the minutes of the meeting held on 8 January 2018**  Those present agreed that the minutes of the meeting of Bovingdon Parish Council held on 8 January 2018 were a true representation of the meeting and the minutes were signed by Councillor Graham Barrett.    **Matters arising from the minutes of the meeting held on 8 January 2018**  **Memorial Hall**  The tree outside the Memorial Hall has been removed and the damaged car park area resurfaced.  **Crime Report**  PC Karl Diggins attended the meeting and introduced himself and reviewed the crime figures for January and February.  At present he is unable to carry out speed assessment and to issue parking tickets but this is currently under review. Traffic and speeding are of major concern to the police.  **Neighbourhood Planning - update**  Councillor Julia Marshall reported on a visit she had made on 24 January 2018 together with Councillor Graham Barrett, the Parish Clerk and representatives from Chipperfield Parish Council to meet with representatives from Tysoe Parish Council to talk to them about their experiences of producing a Neighbourhood Plan (NP). A NP on average takes 3 years to complete.  Councillors Marshall and Richardson and the Parish Clerk attended a workshop on 20 February 2018 organised by the Community Development Agency for Herts on Community Led Housing. It is hoped that as an outcome of this that we will get a Housing Needs Assessment carried out by Herts CDA for us at no charge (usually costs in the region of £2k) as this is a requirement of the NP.  The first step is to get a Core Group of people together to produce the Plan. Councillor Marshall is the lead Councillor for this project. James Cosgrave and Brad Gunn volunteered to join the group.  The original intention was to produce a joint NP with Chipperfield Parish Council but it has been agreed that it would be preferable for each parish to produce its own plan, but that there are core sections where we can reduce costs by using the same consultant  **The Parish Council agreed to proceed with the production of a Neighbourhood Plan for Bovingdon.**  **Parish Clerk’s ‘Slot’**  The Mayor of Dacorum accompanied by Councillor Graham Barrett and the Parish Clerk will be visiting The Mount Prison on 13 March 2018 as part of his community tour of towns and villages.  Councillor Steer / Parish Clerk have experienced problems with the Council’s website and have been unable to ‘build’ onto the existing format. Agreed that a meeting of the Communications Group should be arranged to discuss these issues.  All the other items have been covered elsewhere in the agenda.  **To receive and adopt the following Committee reports:**  **Minutes of the Planning Committee Meetings held on 20 December 2017, 8 January and 22 January 2018**  Resolved that the minutes of this meeting as circulated, be received and adopted.  **Feedback from Chairman of Committees:**  **Finance & General Purposes Committee**  The next meeting of the Committee will be held on 22 May 2018.  **Memorial Hall Management Committee**  Councillor Steer reported on problems that had occurred over the previous weekend, when there had been issues over the operation of the Fire Alarm System. ADT who monitor the system now have an automated system in operation, which had caused additional complications. This has been followed up with ADT. Agreed that it was not appropriate to have only one councillor contact for out of hours and that a monthly rota will be set up with two councillors being the point of contact for a period of a month. Councillor Steer was asked to provide a key safe.  **Outdoors Committee**  The Committee is due to meet on 6 March 2018.  **Personnel Committee**  There will need to be a meeting of the committee to review personnel policies and procedures.  **Planning Committee**  Councillor Barrett reported that the Committee had met three times since the meeting in January and considered 23 planning applications.  **Bovingdon Parish 10k – 2 September 2018**  Councillor Taylor reported that the event is live on the Run Britain website and that there is a new logo. £2k has been set aside from the surplus made at the event in 2017 for community groups in the village to apply for grants. He is meeting regularly with Councillor Steer and asked if other councilors would be interested in joining them to form a Working Group.  **Feedback from the Representative on Bovingdon Primary Academy**  In the absence of a representative, there was nothing to report.  **Feedback from Kathy Banks, the Council’s Representative on Friends of The Mount**  In her absence, Kathy Banks had provided this report – The Friends hope to renew their presence at Bovingdon Market come April. Sadly the cucumbers will not be ready for that meeting!! We also plan to play our part in other local events, in order to raise the profile of the prison and of prisoners’ work on their own rehabilitation, as time and resources allow.  Meanwhile, Friends are also in touch with like minded bodies to move forward on rehabilitation and integration of prisoners into the community. We are pleased that we have recently been invited to join a sub-group of the Criminal Justice Board for Herts, working towards improving outcomes for offenders following release from prison.  **Feedback from Councillor Ben Richardson, DriveSafe Campaign**  DriveSafe has suspended operations to mid-March due to the bad weather. The Herts Road Safety Partnership has commissioned a firm of consultants to carry out several feasibility studies (one of which is for the Chesham Road) and they are in the process of collecting data.  Councillor Richardson commented that the drive to recruit special constables had not worked and he was currently looking into the possibility of another approach called ‘Street Watch’. Ten schemes exist in Bedfordshire. The scheme recruits volunteers to carry out visible patrols around the village. The team talk to pedestrians; record details of suspicious people and vehicles; report fly-tipping; monitor empty properties and have powers of citizen’s arrest. It is hoped the Police & Crime Commissioner will fund the costs of the first year of operation.  Agreed to rename this section – Community Safety.  **Any other urgent business**  **Bovingdon Library**  As part of the County Council’s ‘Inspiring Libraries’ strategy, libraries serving smaller communities, including  Bovingdon, were designated as ‘Community Libraries’, to be run as a partnership between Hertfordshire Library Service and local community groups.  The County Council have written to the Parish Council seeking help to identify key individuals in the village who may be willing to form the nucleus of a volunteer group to work with the Library Service in securing the future of Bovingdon as a thriving Community Library.  We have held a meeting with the Principal Librarian, Operations: West Hertfordshire and Councillors Julie Steer and Adrian Watney have offered to be on the steering committee to take forward the development of Bovingdon as a Community Library. More information will be provided in the next edition of the Bovingdon News.  **Bovingdon News – May 18**  Councillor Steer reported that the ‘cut-off’ date for articles is the 20 March 2018.  **New Council member**  Agreed that Councillor Adrian Watney will serve on the Outdoors and Planning Committees until the Annual Meeting of Bovingdon Parish Council to be held on 14 May 2018.  **Date of next meeting**  Monday 14 May 2018 at 7.30 p.m. in the Memorial Hall  The **Annual Parish Meeting** will be held at 7.00 p.m. prior to the **Annual Meeting of Bovingdon Parish Council** and, therefore, complimentary tea and coffee will be available prior to the start of the meetings at 6.45 p.m.  The Council passed a resolution in the following terms:  **Exclusion of the public**  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 individuals:  **Award of Community Grants**  Agreed to award the following grants from the surplus made from the Bovingdon BP 10 held in September 2017:  Rocks Project - £250  Scoot project – up to £150  Friends of St Lawrence Church - £200 for a two page advert in the brochure to publicise the Music Festival.  **Award of Parish Council Grant**  Agreed to award the following grant:  Annual Dog Show on Bovingdon Green – up to £250  Meeting ended 9.45 p.m. | Parish Clerk  Councillor Steer / Parish Clerk |