**Meeting of the Bovingdon Parish Council**

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**Bovingdon Memorial Hall**

**4 June 2018 starting at 7.30 p.m.**

**Present:**

Councillor Graham Barrett (Chairman)

Councillor Alison Gunn

Councillor Julia Marshall

Councillor Julie Steer

Councillor Dave Stent

Councillor Ben Richardson

Councillor Adrian Watney

Councillor Pauline Wright

**Also present:**

County Councillor Richard Roberts

Dacorum Borough Councillor Stewart Riddick

Mike Kember, Parish Clerk

Dave Kirk, Responsible Financial Officer (RFO)

**Representatives from the Village**:

4 residents

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| **1.**  **2.**  **3.**  **4.**  **5.**  **6.**  **7.**  **8.**  **8.1**  **9.**  **9.1.1**  **(a)**  **(b)**  **(c)**  **(d)**  **(e)**  **(f)**  **9.2**  **9.3**  **9.4**  **9.5**  **10.**  **11.**  **12.**  **13.**  **14.**  **15.**  **16.**  **17.**  **18.**  **19.** | **Apologies for Absence**  **To receive any apologies for absence**  Apologies for absence were received from Councillors Richard Taylor and Giles Turner and Kathy Banks.  **Declaration of Interests linked to any of the Resolutions**  **To receive any declarations of interest**  There were no Declarations of Interest.  **Public Question Time**  **Pond on Bovingdon Green**  Councillor Steer thanked Borough Councillor Stewart Riddick for his help in resolving the outstanding correspondence about the testing of the quality of the water in the pond, which was satisfactory.  **Minutes – To approve the minutes of the meeting held on 14 May 2018**  Those Councillors present agreed that the minutes of the meeting of Bovingdon Parish Council held on 14 May 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 14 May 2018**  **Parish Council’s website**  The Parish Clerk confirmed that arrangements are in place with a specialist company to redesign the Council’s website. He confirmed that all Councillors will be given a dedicated e-mail address for all Parish Council work to comply with the new GDPR and that there will be a new ‘gov.uk domain’.  **Crime Report**  There was no report.  **Neighbourhood Planning**  Councillor Marshall reported that the Steering Group were holding there initial meting on 5 June 2018. There are 15 volunteers and Jacqueline Veater, consultant was attending the meeting.  **To receive and adopt the following Committee reports:**  **Minutes of the Planning Committee Meetings held on 25 April and 27 April 2018**  Resolved that the minutes of these meetings as circulated, be received and adopted.  **Feedback from Chairman of Committees:**  **Finance & General Purposes Committee**  In the absence of Councillor Turner, Dave Kirk, RFO reported on the meeting of the Finance & General Purposes Committee held on 22 May 2018.  **Resolutions to be considered from the Finance & General Purposes Committee meeting held on 22 May 2018**  **That the Council receive and approve the updated Risk assessment**  It was proposed by Councillor Barrett and seconded by Councillor Marshall and resolved that the Parish Council receive and approve the updated Risk assessment  **To receive and approve the updated Standing Orders**  It was proposed by Councillor Barrett and seconded by Councillor Gunn and resolved that the Parish Council receive and approve the updated Standing Orders.  **To receive and approve the updated Financial Regulations**  It was proposed by Councillor Barrett and seconded by Councillor Steer and resolved that the Parish Council receive and approve the updated Financial Regulations.  **To receive and approve the Annual Governance Statement**  It was proposed by Councillor Barrett and seconded by Councillor Richardson and resolved that the Parish Council receive and approve the Annual Governance Statement.    **To receive and approve the Parish Payments Schedule 2017/18**  It was proposed by Councillor Barrett and seconded by Councillor Watney and resolved that the Parish Council receive and approve the Parish Payments Schedule 2017/18.  **To receive and approve the Parish Final Accounts 2017/18**  It was proposed by Councillor Barrett and seconded by Councillor Steer and resolved that the Parish Council receive and approve the Parish Final Accounts 2017/18.  **Memorial Hall Management Committee**  Nothing to report.  **Outdoors Committee**  A meeting of the Committee is to be arranged.  **Personnel Committee**  There will need to be a meeting of the committee to review personnel policies and procedures.  **Planning Committee**  Councillor Barrett reported that since the last Council meeting the Committee had met once and considered 10 planning applications. The next meeting is to be held on 2 July 2018.  **4/03310/17/FUL - 35 Green Lane - Demolition of existing building and construction of two storey block of six flats with ancillary off road parking and landscaping with vehicle crossover**  Borough Councillor Stewart Riddick reported that the amended scheme had been unanimously refused by the Development Management Committee meeting held on 24 May 2018 despite the officer’s recommendation to approve the scheme.  **Bovingdon Parish 10k – 2 September 2018**  In the absence of Councillor Richard Taylor, a report will be given at the Council meeting to be held on 2 July 2018.  **Feedback from Claire Norton, the Council’s Representative on Bovingdon Primary Academy**  In the absence of Claire Norton there was no report.  **Feedback from Kathy Banks, the Council’s Representative on Friends of The Mount**  In the absence of Kathy Banks there was no report  **Feedback from Councillor Ben Richardson, the Council’s Representative on Community Safety**  Councillor Ben Richardson reported that he had attended a meeting of the Community Safety Partnership, which is now chaired by Borough Councillor Neil Harden and is open to members of the public.  **Feedback from Councillors Steer and Watney the Council’s representatives on the Bovingdon Community Library**  Councillor Julie Steer reported that there has been a meeting with the volunteers and that they are working on the wording of a constitution. A treasurer has been appointed. The training with the 40 volunteers went well and there is a waiting list of more people offering to be volunteers. The Steering Group hope to take over the staffing rota’s in August / September and may be in a position to be responsible for the running of the library in early 2019.  **Update from County Councillor Richard Roberts**  Councillor Roberts gave an update on highways matters:   * Chesham Road to be resurfaced in 2018 – 19 * Vicarage Lane / Dudley Close – pavements to be resurfaced at a cost of £19k * Green Lane – Pond to Finchley House to be resurfaced at a cost of £16k   Councillor Steer commented on the poor state of Shantock Hall Lane and despite numerous requests via the Herts Fault reporting service, the lane is still in need of a lot of work. Councillor Roberts agreed to include this in the programme of works and he would also report the poor condition of the edges of the road to be repaired.  Councillor Roberts said that any problems with the roads should be reported as they are found, including requests for resurfacing.  Councillor Richardson referred to the ‘dip’ in the Hempstead Road, which continually floods. Councillor Roberts said that he had arranged for a ‘special’ clean of this but it appears not to have had any effect.  Councillor Steer to write to Councillor Roberts about damaged road markings in the Hadland Road area.  **Date of next meeting**  Monday 2 July 2018 at 7.30 p.m. in the Memorial Hall -apologies received from Councillor Graham Barrett.  A resolution was passed in the following terms which excluded the public from the remainder of the meeting:  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 personal data / contract:  **Update on General Data Protection Regulation (GDPR) arrangements – referred from Finance & General Purposes Committee meeting held on 22 May 2018**  Agreed that it is not appropriate to extend access to the Parish Office computer to councillors.  **Post of Village Warden**  Following the retirement of the present Village Warden at the end of June, Councillors Julia Marshall, Ben Richardson and Dave Stent were selected to look into the appointment of the replacement for the Village Warden.  **Grant to Friends of Bovingdon Green**  Agreed to award a grant of £250 towards the cost of the insurance for the event.  Meeting ended 9.40 p.m. | Councillor Richard Roberts  Councillor Steer  Parish Clerk |