

Annual Meeting of the Bovingdon Parish Council

Bovingdon Memorial Hall

13 May 2019 starting at 8.30 p.m.

Present:

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

Also present:

Borough Councillor Gbola Adeleke
Mike Kember, Parish Clerk
Dave Kirk, Responsible Financial Officer

Representatives from the Village:

18 residents

1.	To elect a Chairman to hold office until the next Annual Meeting of the Council Councillor Graham Barrett was elected Chairman. Proposed by Councillor Stent. Seconded by Councillor Marshall.	
2.	To receive the Chairman's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received The Parish Clerk received the newly elected Chairman's Declaration of Acceptance of Office.	
3.	To elect a Vice-Chairman to hold office until the next Annual Meeting of the Council Councillor Julia Marshall was elected Vice-Chairman. Proposed by Councillor Barrett. Seconded by Councillor Wright.	
4.	Apologies for Absence	
4.1	To receive any apologies for absence Apologies for absence were received from County Councillor Richard Roberts, Borough Councillor Stewart Riddick and Councillor Hugh Schneiders.	
5.	Declaration of Interests linked to any of the Resolutions	
5.1	To receive any declarations of interest There were no Declarations of Interest.	
6.	To nominate / appoint representatives to serve on outside bodies to hold office until the next Annual Meeting of the Council:	
6.1	Bovingdon Primary Academy Claire Norton, Chair of the Governors was appointed to be the Council's representative.	

6.2	<p>Friends of 'The Mount' Agreed that Kathy Banks will continue to be the Council's representative.</p>	
6.3	<p>Community Safety Agreed that Councillor Ben Richardson will continue to be the Council's representative.</p>	
6.4	<p>Bovingdon Community Library Agreed that Councillors Julie Steer and Adrian Watney will continue to be the Council's representatives.</p>	
7.	<p>To appoint Councillors' to serve on the following Committees:</p>	
7.1	<p>Finance & General Purposes Committee To appoint a Finance & General Purposes Committee until the next Annual Meeting of the Council Resolved that Councillors Barrett, Steer, Stent and Wright will be appointed to serve on the Finance & General Purposes Committee.</p>	
7.2	<p>Memorial Hall Management Committee To appoint a Memorial Hall Management Committee until the next Annual Meeting of the Council Resolved that Councillors Gunn, Marshall, Steer and Wright will be appointed to serve on the Memorial Hall Management Committee.</p>	
7.3	<p>Outdoors Committee To appoint an Outdoors Committee until the next Annual Meeting of the Council Resolved that Councillors Barrett, Gunn, Marshall, Richardson, Schneiders, Steer, Stent, Watney and Wright will be appointed to serve on the Outdoors Committee.</p>	
7.4	<p>Personnel Committee To appoint a Personnel Committee until the next Annual Meeting of the Council Resolved that Councillors Richardson, Steer, Stent and Watney will be appointed to serve on the Personnel Committee.</p>	
7.5	<p>Planning Committee To appoint a Planning Committee until the next Annual Meeting of the Council Resolved that Councillors Barrett, Gunn, Marshall, Richardson, Schneiders, Stent, Watney and Wright will be appointed to serve on the Planning Committee.</p> <p>Councillor Barrett commented that there is still a vacancy on the Council which is to be filled by co-option. Anyone interested should contact the Parish Clerk by the 28 May 2019.</p>	
8. 8.1	<p>Public Question Time Tesco Express, High Street A resident expressed concern that there may be a potential danger to pedestrians outside the new store, where the dropped kerb forming the entrance to the former garage has been left. The Parish Clerk was asked to raise this with the Planning Officer.</p>	Parish Clerk

<p>8.2</p>	<p>Runways Farm A resident reported on the noise from motor activity on the airfield on Saturday 11 May. Councillor Barrett encouraged all residents to keep a diary and report these activities to the Environmental Health staff at Dacorum BC who are monitoring the situation and to also keep the Parish Council informed.</p>	
<p>8.3</p>	<p>Speeding General concern was voiced about speeding in various parts of the village including the High Street, Chipperfield Road, Hempstead Road and Chesham Road. In reply, Councillors Barrett and Richardson reported that The DriveSafe group, on behalf the Parish Council, applied for and was successful in obtaining funding from the Police & Crime Commissioner to improve safety on the section of the B4505 road subject to a 30mph limit through the village (Chesham and Hempstead Roads) and this was subsequently extended to include the Chipperfield Road. The funding will be used to improve the gateway features in the Chipperfield Road, Chesham Road and Hempstead Road and to implement an advisory part time 20 mph speed limit in the High Street to improve the safety for children attending the Bovingdon Primary Academy. It is hoped that these measures will help to improve road safety by; reducing average vehicle speeds, improving driver behaviour and minimising dangerous/inconsiderate parking.</p> <p>In addition, residents were encouraged to contact County Councillor Richard Roberts about these issues.</p>	
<p>9.</p>	<p>Minutes – To approve the minutes of the meeting held on 4 March 2019 Those Councillors present agreed that the minutes of the meeting of Bovingdon Parish Council held on 4 March 2019 were a true representation of the meeting and the minutes were signed by Councillor Graham Barrett.</p>	
<p>10.</p>	<p>Matters arising from the minutes of the meeting held on 4 March 2019</p>	
<p>10.1</p>	<p>Highways matters Councillor Steer reported that she has spoken to County Councillor Richard Roberts about a number of issues and he has subsequently looked at them prioritised them. Councillor Barrett asked to be involved in any discussions about the area in front of the Co-op and the other shops in this parade.</p>	
<p>11.</p>	<p>Crime Report PCSO's Bardhyl Agallili presented the crime figures for April 2019, which show an increase due to Burglary in Dwellings.</p> <p>There were several issues with youths riding motor bikes in 2018 but after some intervention by the Police this seems to have improved.</p>	
<p>12.</p>	<p>Neighbourhood Planning Councillor Marshall reported that it is now a year since the Parish Council agreed to produce a Neighbourhood Plan for Bovingdon. She reported '<i>We formed a Steering Group of 24 volunteers, who</i></p>	

	<p><i>have met each month since June 2018. Together with our consultant Jacqueline Veater, the group has set about the long process needed to deliver it. We started by drafting a vision and objectives then began a consultation and evidence gathering process, which will enable us to formulate policies for the Neighbourhood Plan.</i></p> <p><i>As part of the consultation process we held an Open Day in February this year and immediately following this, we delivered surveys to all the households in the Parish. This was a mammoth undertaking with almost 2100 homes in the parish. I would like to express my gratitude to everyone who volunteered to assist in this, we couldn't have done it without your help!</i></p> <p><i>We have recently completed our analysis of the results of the Neighbourhood Plan survey and created a report summarising our findings, which are now available to view on the Bovingdon Parish Council website. As soon as we receive the analysis report from CDA we will add that to the website too.</i></p> <p><i>In addition to this we have surveyed local businesses in Bovingdon to find out their views.</i></p> <p><i>The Open Day and Survey confirmed our initial thoughts on the challenges and issues for our village, with lack of parking, traffic and congestion featuring heavily in the list of concerns. What was also clear was how much residents like living in the village and value our community, countryside and facilities.</i></p> <p><i>We are planning to hold another Open Day on Sunday 7th July 2019 to present the findings from our consultations so far.</i></p> <p><i>In the next phase of the Plan process we intend to look at sites that have been put forward by landowners for development and we also aim to formulate policies based on the evidence gathered.'</i></p>	
12.1	<p>Resolution to be considered - Proposer – Councillor Graham Barrett</p>	
(a)	<p>That the Council approves a budget of £10k from 'reserves' towards the costs of producing the Neighbourhood Plan.</p>	
	<p>It was proposed by Councillor Barrett and seconded and resolved that the Parish Council approves a budget of £5k from 'reserves' towards the costs of producing the Neighbourhood Plan.</p>	
13.	<p>To receive and adopt the following Committee reports:</p>	
13.1	<p>Minutes of the Planning Committee Meetings held on 18 February, 4 March, 25 March and 15 April 2019</p>	
	<p>Resolved that the minutes of this meeting as circulated, be received and adopted.</p>	
14.	<p>Feedback from Chairman of Committees:</p>	
14.1	<p>Finance & General Purposes Committee</p>	
	<p>The Committee last met on 10 December 2018. Agreed to arrange a further meeting prior to the Parish Council meeting to be held on 3 June 2019.</p>	

	<p>Dave Kirk, Responsible Financial Officer reported that the Accounts for 2018 – 19 have been approved by the Council's Internal Auditor.</p>	
14.2	<p>Memorial Hall Management Committee Councillor Steer reported that the Council has entered into a new Cleaning Contract for a period of 3-years from 1 June 2019.</p>	
14.3	<p>Outdoors Committee There was nothing further to report. Agreed to arrange a meeting of the Committee in June 2019.</p>	
14.4	<p>Personnel Committee The Committee last met on 19 June 2018.</p>	
14.5	<p>Planning Committee The Committee had met four times since the last meeting of the Parish Council.</p>	
15.	<p>Health & Safety There was nothing to report.</p>	
16.	<p>Bovingdon Parish 10k – 1 September 2019 Councillor Steer reported that she had met with Richard Taylor on several occasions and plans are well advanced for this year's event. Over the past two years, the BP10 has raised £4k for local groups and organisations.</p>	
17.	<p>Feedback from Claire Norton, the Council's Representative on Bovingdon Primary Academy In the absence of Claire Norton there was no report.</p>	
18.	<p>Feedback from Kathy Banks, the Council's Representative on Friends of The Mount There was no report.</p>	
19.	<p>Feedback from Councillor Ben Richardson, the Council's Representative on Community Safety Councillor Richardson gave feedback as follows: DriveSafe Campaign The weekly DriveSafe sessions continue on the Chipperfield Road. Following information from local residents about the speed of vehicles early morning, some sessions have been organised starting at 07:30. In the past few weeks the police have been reinforcing the message with an enforcement session where Fixed Penalty Notices have been issued. I understand that the fact that these sessions have been taking place has quickly worked its way onto Bovingdon Facebook. More sessions are planned. We not only have countywide interest in how our scheme is working but are expecting a visit to one of our sessions from an officer of the Royal Canadian Mountain Police at the end of this month.</p> <p>Feasibility Study With Police & Crime Commissioner's Road Safety Funding approved for option one and two of the feasibility study, we now wait to find out when those works are to be included in the County Councils programme of works. I am still in touch with our contact in the Road Safety Partnership to try to improve signage at the</p>	

	<p>village gateways. A more detailed update on progress of the Feasibility Study has been given under Item 8.3.</p> <p>CCTV Crime Prevention Following a spate of burglaries and other crimes in the village, our local PC, PCSO and I will be meeting a representative from Dacorum CCTV Unit on 29 May 2019 to discuss how we may make a bid for CCTV cover in the High Street. We will need to make a bid for funding through the PCC's crime fund through the Dacorum Community Safety Partnership. As the cost of installation and running costs are so high, it is anticipated that (in the first instance) we will have just one such camera. The new camera would need to be positioned to achieve maximum advantage. A meeting will also investigate operability of CCTV camera at front of village school.</p> <p>Citizen Patrols (Community Watch) Trial patrols to assess community reaction/response to such patrols started on 10 May 2019 and lessons learnt will contribute to the development of this scheme. A proposal has been prepared on the scheme which will be submitted to the PCC's Strategy Group meeting this month. In preparation for that meeting, on 16 May 2019 I will be going through the proposal with police managers before it goes to the PCC and Herts CC.</p> <p>Councillor Richardson made a request asking for volunteers for both DriveSafe and future Citizen Patrols.</p> <p>20. Feedback from Councillors Steer and Watney the Council's representatives on the Bovingdon Community Library Councillors Steer and Watney reported that there are over 50 volunteers but that there is always a need for more people to help. The library ran a very successful 'Rock painting' event at Easter and it is proposed to hold a similar event at the Dog Show to be held on 26 August 2019. They will also be taking part in the Christmas Street Fayre to be held on 1 December 2019 in conjunction with the Bovingdon & Dist. Horticultural Society.</p> <p>21. Any other urgent business There were no matters arising.</p> <p>22. Date of next meeting Monday 3 June 2019 at 7.30 p.m.</p> <p>Meeting ended 9.30 p.m.</p>	
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