

Meeting of the Bovingdon Parish Council

Bovingdon Memorial Hall

3 June 2019 starting at 7.30 p.m.

Present:

Councillor Graham Barrett (Chairman)
Councillor Alison Gunn
Councillor Julia Marshall
Councillor Ben Richardson
Councillor Hugh Schneiders
Councillor Julie Steer
Councillor Adrian Watney

Also present:

Herts County Councillor Richard Roberts
Dacorum Borough Councillor Gbola Adeleke
Mike Kember, Parish Clerk
Dave Kirk, Responsible Financial Officer

Representatives from the Village:

1 resident

1.	Apologies for Absence To receive any apologies for absence Apologies for absence were received from Dacorum Borough Councillor Stewart Riddick and Councillors Dave Stent and Pauline Wright.	
2.	Declaration of Interests linked to any of the Resolutions To receive any declarations of interest There were no Declarations of Interest.	
3.	Public Question Time There were no matters raised.	
4.	Minutes – to approve the minutes of the meeting held on 13 May 2019 Those Councillors present agreed that the minutes of the Annual meeting of Bovingdon Parish Council held on 13 May 2019 were a true representation of the meeting and the minutes were signed by Councillor Graham Barrett.	
5.	Matters arising from the minutes of the meeting held on 13 May 2019	
5.1	Tesco Express, High Street The Parish Clerk reported that he had written to the Planning Officer about the possibility of a potential danger to pedestrians outside the new store, where the dropped kerb forming the entrance to the former garage has been left.	
6.	Crime Report In the absence of any police representative there was no report.	
7.	To fill the vacancy on the Council by co-option	

	Philip Walker expressed an interest in the position, and was therefore co-opted unopposed onto Bovingdon Parish Council.	
8.	Neighbourhood Planning Councillor Marshall reported that a meeting is being held on 7 June 2019 with Strategic Planning Officers at Dacorum Borough Council.	
9.	To receive and adopt the following Committee reports: None	
10.	Feedback from Chairman of Committees:	
10.1	Finance & General Purposes Committee The Committee met on 20 May 2019 and Councillor Julie Steer was elected Chairman. Dave Kirk, Responsible Financial Officer presented the papers relating to the final accounts for the Parish Council for 2018 – 19. Councillor Richard Roberts indicated that he would be prepared to match fund expenditure on projects where possible.	
10.1.1	Resolutions to be considered from the Finance & General Purposes Committee:	
(a)	To receive and approve the Annual Accounts 2018 – 19 for the Parish including the Revenue Account, Balance Sheet and List of Payments. It was proposed by Councillor Steer and seconded by Councillor Marshall and resolved that the receive and approve the Annual Accounts 2018 – 19 for the Parish including the Revenue Account, Balance Sheet and List of Payments.	
(b)	To appoint APS Accountancy of Dunstable as the Annual Internal Auditor for 2018 - 19 It was proposed by Councillor Steer and seconded by Councillor Barrett and resolved to appoint APS Accountancy of Dunstable as the Annual Internal Auditor for 2018 – 19.	
(c)	To receive and approve Section 1 – The Annual Governance Statement 2018 - 19 It was proposed by Councillor Steer and seconded by Councillor Gunn and resolved to receive and approve Section 1 – The Annual Governance Statement 2018 – 19.	
(d)	To receive and approve Section 2 – Accountancy Statements 2018 - 19 It was proposed by Councillor Steer and seconded by Councillor Watney and resolved to receive and approve Section 2 – Accountancy Statements 2018 – 19.	
(e)	To approve the dates for the public rights inspection period as 17 June to 1 July 2019 It was proposed by Councillor Steer and seconded by Councillor Barrett and resolved to approve the dates for the public rights inspection period as 17 June to 1 July 2019.	
(f)	To approve the list of ‘reserves’ totalling £111,000	

	<p>It was proposed by Councillor Steer and seconded by Councillor Schneiders and resolved to approve the list of 'reserves' totalling £111,000.</p> <p>The RFO asked that it be noted that the Risk Assessments approved by the Parish Council at its meeting held on 4 June 2018 remain unaltered and are to be central to the discussions and decision making process in the coming year.</p> <p>The RFO reported that the draft final accounts for the Memorial Hall for 2018 – 19 will be presented to the Parish Council meeting to be held on 1 July 2019 together with a report on investments.</p> <p>10.2 Memorial Hall Management Committee Councillor Steer reported that the new Cleaning Contract had commenced on 1 June.</p> <p>10.3 Outdoors Committee The Committee will be meeting on 17 June 2019.</p> <p>10.4 Personnel Committee The Committee last met on 19 June 2018.</p> <p>10.5 Planning Committee The Committee had met twice since the last meeting of the Parish Council and considered 17 applications.</p> <p>11. Health & Safety There was nothing to report.</p> <p>12. Bovingdon Parish 10k – 1 September 2019 Councillor Julie Steer reported that the Working Group will be meeting on 13 June 2019. She thanked Councillor Richard Roberts for the grant from his Locality Budget.</p> <p>13. Feedback from Claire Norton, the Council's Representative on Bovingdon Primary Academy In the absence of Claire Norton there was no report.</p> <p>14. Feedback from Kathy Banks, the Council's Representative on Friends of The Mount There was no report.</p> <p>15. Feedback from Councillor Ben Richardson, the Council's Representative on Community Safety Councillor Richardson gave feedback as follows:</p> <p>DriveSafe Campaign Since the last Parish Council meeting there has been a visit by a police volunteer from Canada who hopes to use our good practice to implement a similar scheme in British Columbia. It was a good opportunity to share ideas and approaches in the two countries.</p> <p>Road Safety Fund With the Police & Crime Commissioner's (PCC) road safety funding approved for Option one and two of the feasibility study, the Parish Council is waiting to find out when the works are to be included in the County Councils programme of works. Councillor</p>	
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	<p>Richardson is in regular contact with the Hertfordshire Road Safety Partnership and has had discussions to suggest ways the gateway signage could be improved.</p> <p>CCTV Crime Prevention Last week there was an initial meeting between the Parish & Borough Councils and police representatives to discuss the possibility of installing crime prevention CCTV in public spaces in the village (High Street). The Dacorum CCTV Unit has undertaken to complete the first two stages of the project. These are;</p> <ol style="list-style-type: none"> 1. Prepare the Justification and Eligibility to such a system. 2. Investigate the technical feasibility using either (or both) WiFi and Broadband signals. <p>Councillor Richardson has contacted Karl Stonebank (Grants and Funds Officer) in the Office of the PCC to understand what financial support is available and how to make a successful bid. There will be set-up costs and annual running costs.</p> <p>Citizen Patrols (Community Watch) Trial patrols continue with volunteers working with both Police and Community Officers. The PCC has now approved the concept of using Citizen Patrols and a detailed report on its implementation is being drafted for Hertfordshire's Chief Police Officers. Following Chief Officer approval, it is likely that a pilot scheme will follow. As our Parish Council is more advanced in developing the concept than other areas in Hertfordshire, it is hoped that this pilot will held in Bovingdon.</p> <p>Dacorum Community Safety Partnership The Dacorum Community Partnership meeting (22nd May) was cancelled owing to the change of Lead Officer following the local elections. The new Lead Officer will be Councillor Julie Banks, Grove Hill Ward. A new date for the meeting (which is open to the public) will be announced soon.</p> <p>Rural Crime Another new initiative is being developed between police and the rural communities. The inaugural meeting will be taking place on 14 June and Councillor Richardson will represent the Parish Council.</p> <p>Volunteer Week This is Hertfordshire Constabulary's Volunteer Week with a total 6628 hours committed to volunteer work in the last year. As was reported at the last meeting there is still a need for more volunteers.</p>	
<p>16.</p>	<p>Feedback from Councillors Steer and Watney the Council's representatives on the Bovingdon Community Library Councillors Steer and Watney reported that there has been a meeting with the County Library Service and that the work with the volunteers is going well and that there has been positive feedback from the community.</p>	
<p>17.</p>	<p>Any other urgent business</p>	

17.1	<p>Proposal to install new electricity cable and BT Cabinet on land adj. to the Docks (O/s 4 Chipperfield Road) The Parish Clerk reported that BT Openreach had requested permission to install a new electricity cable and BT Cabinet on land adjacent to The Docks (O/s 4 Chipperfield Road) and had sent a Wayleave Agreement for signature. It was agreed that there is no objection to this work and the Parish Clerk was authorised to sign the agreement on behalf of the Parish Council.</p>	Parish Clerk
17.2	<p>The former Bull Pub Sign (adj. to the Docks) The Parish Clerk reported that the sign had been inspected by an engineer to assess its condition and unfortunately due to its poor state needs to be removed. A quotation has been received to carry out this work. However, Councillor Hugh Schneiders also offered to provide a quote for carrying out this work and he was asked to forward this to the Parish Clerk as soon as possible.</p>	Councillor Schneiders / Parish Clerk
17.3	<p>Highway matters Councillor Richard Roberts confirmed that the items that have been submitted by the Parish Council have been included in the budget. Agreed that a proper scheme is needed to improve the parking area outside of the Co-op including the introduction of parking restrictions and the provision of a disabled parking bay. The Parish Clerk was asked to arrange a meeting with Councillors Richard Roberts, Graham Barrett, Ben Richardson, Dave Stent and Joe Guiton from Dacorum BC.</p>	Parish Clerk
18.	<p>Date of next meeting Monday 1 July 2019 at 7.30 p.m. in the Memorial Hall</p> <p>A resolution was passed 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 an organisation:</p>	
19.	<p>Grant to Friends of Bovingdon Green A request has been received from this organisation for a grant of £250 to cover the insurance costs of the Dog Show / Fete and car show to be held on 26 August 2019. Agreed to award a sum of £250 subject to the RFO inspecting the accounts.</p> <p>Meeting ended 9.30 p.m.</p>	