

Meeting of the Bovingdon Parish Council

Bovingdon Memorial Hall

4 November 2019 starting at 7.30 p.m.

Present:

Councillor Graham Barrett (Chairman)
Councillor Alison Gunn
Councillor Julia Marshall
Councillor Ben Richardson
Councillor Dave Stent
Councillor Philip Walker
Councillor Pauline Wright

Also present:

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

Representatives from the Village:

50+ for presentation on Neighbourhood Plan and three for remainder of meeting

1.	Apologies for Absence To receive any apologies for absence Apologies for absence were received from Councillors Julie Steer and Adrian Watney.	
2.	Declaration of Interests linked to any of the Resolutions To receive any declarations of interest There were no Declarations of Interest.	
3.	Presentation on progress of Neighbourhood Plan (NP) Jacqueline Veater, the consultant working with the NP Steering Group gave an informative presentation on the work of the group since it was formed in May 2018. She referred in detail to the work of the five sub-groups on Housing; Environment & Heritage; Community; Infrastructure / Transport and Business. There was also a question and answer session with the residents. Councillor Barrett, thanked Jacqueline for her presentation and all the members of the Steering Group who give up a lot of time to do this on a voluntary basis.	
4. 4.1	Public Question Time Duckhall Farm A resident expressed concerns that on several occasions recently, there have been deliveries made to Duckhall Farm during the night 02:00 – 03:00. It appears that a company called Sway Hirers are delivering equipment, which is being stored on site. They are using large lorries and the light and noise of the vehicles are disturbing the residents living in Newhouse Road, particularly those directly opposite Duckhall Farm. The Parish Clerk was asked to refer the matter to the Planning Enforcement Team at Dacorum BC.	Parish Clerk
5.	Minutes – to approve the minutes of the meeting held on 2 September 2019 Those Councillors present agreed that the minutes of the meeting of Bovingdon Parish Council held on 2 September 2019 were a true	

	<p>representation of the meeting and the minutes were signed by Councillor Barrett.</p>	
6.	<p>Matters arising from the minutes of the meeting held on 2 September 2019</p> <p>Finance</p>	
6.1	<p>The meeting with Councillors Steer and Barrett and the RFO had taken place.</p>	
6.2	<p>VE Day 75 weekend – 8th – 10th May 2020</p> <p>The Parish Clerk reported that Councillor Steer and he were to meet with Tom Morkill, Royal British Legion to discuss how this weekend can be recognised in the village. There has been a lot of information sent to the parish giving details on planned activities on the weekend across the country. A report will be made to the next meeting.</p>	<p>Councillor Steer / Parish Clerk</p>
6.3	<p>Highways update</p> <p>Agreed that Councillor Roberts will send the Parish Council a list of the proposed works for 2019 - 20 and 2020 -21.</p>	<p>Councillor Richard Roberts</p>
6.4	<p>Airfields of Britain Conservation Trust (ABCT)</p> <p>The Parish Clerk reported that he had been informed by the Director General of ABCT that for the time being the suggestion of having a memorial erected at Bovingdon Airfield was on hold. The ABCT will contact the Parish Council when this proposal is reviewed again.</p>	
7.	<p>Crime Report</p> <p>In the absence of a police representative there was no report, although Councillor Richard Roberts indicated that the crime figures for October were lower than the previous three months.</p>	
8.	<p>Neighbourhood Planning</p> <p>Councillor Marshall reported that a facilitator has been appointed to work with Dacorum BC on indicative housing numbers for the village.</p>	
9.	<p>To receive and adopt the following Committee reports:</p> <p>Minutes of the Finance & General Purposes Committee meeting held on 20 June 2019</p>	
9.1	<p>Resolved that the minutes of this meeting as circulated, be received and adopted.</p>	
9.2	<p>Minutes of the Outdoors Committee meeting held on 12 August 2019</p> <p>Resolved that the minutes of this meeting as circulated, be received and adopted.</p>	
9.3	<p>Minutes of the Planning Committee meetings held on 1 August, 2 September and 23 September 2019 2019</p> <p>Resolved that the minutes of these meetings as circulated, be received and adopted.</p>	
10.	<p>Feedback from Chairman of Committees:</p> <p>Finance & General Purposes Committee</p>	
10.1	<p>In the absence of Councillor Steer, the RFO reported that he will circulate the budget papers for 2020 – 21 to Committee Chairman, which should be returned by 12 December for consideration at the Finance & General Purposes Committee meeting to be held on 18 December 2019.</p>	<p>Committee Chairman / Parish Clerk</p>

<p>10.1.1 (a)</p>	<p>The RFO confirmed that the External Auditors had reported that they are happy with the Final Accounts and proposed the following resolution:</p> <p>Resolutions to be considered from the Finance & General Purposes Committee: To note the outcome of the External Auditors report on the Parish Council Final Accounts 2018/19</p> <p>It was resolved to note the outcome of the External Auditors report on the Parish Council Final Accounts 2018/19.</p> <p>Memorial Hall Management Committee There was nothing to report.</p> <p>10.2 Outdoors Committee The Committee had met on 14 October 2019 and agreed that as Community Safety; Christmas lights and the BP 10K run are set up as Working Groups in their own right that they will report back to the main council on a regular basis and not appear in future on the Outdoors Committee agenda.</p> <p>10.3</p> <p>The Council has received a grant of £960 from the PP3 Partnership to provide some new signage and carry out some resurfacing works. The Parish Clerk is co-ordinating the work.</p> <p>The contract with the Sunnyside Rural Trust continues to work well.</p> <p>Councillor Stent reported that he and Councillor Barrett had met this morning with Councillor Richard Roberts and Andrew Freeman, Strategy & Project Management, Herts CC to look at the High Street and have agreed a phased approach to carry out some minor improvements to enhance the High Street.</p> <p>Phase 1 - Short term</p> <p>a) To investigate and implement a parking restriction zone for the area around the Co-op, Jarmans, The Manor Pharmacy, Meat Hook, Newsagents, etc.</p> <p>b) The concrete bollards along Old Dean, and the corner of the High Street and Old Dean to be removed and placed with Planters and also to include Bike racks.</p> <p>c) A Disabled parking bay to be established and marked out in the area agreed.</p> <p>Phase 2 - Medium term</p> <p>a) to commission a feasibility study to identify effective ways of improving the safety, traffic flow, parking, etc. throughout the length of the High Street from the Chesham Road down as far as the Memorial hall.</p> <p>Phase 3 - Long term</p> <p>a) Implementation of the agreed approach arising from the feasibility study.</p> <p>There are funds available via Section 106 from Tesco Express development of (£46K+) which could be a way of funding (or part funding) Phase 1 and Phase 2 activities.</p>	<p>Parish Clerk</p>
-----------------------	---	---------------------

10.4	<p>Personnel Committee The Committee last met on 19 June 2018.</p>	
10.5	<p>Planning Committee The Committee has met four times since the last meeting of the Parish Council and considered 11 applications.</p>	
11.	<p>Health & Safety There was nothing to report.</p>	
12.	<p>Bovingdon Parish 10k – 1 September 2019 In the absence of Councillor Steer, there was no report.</p>	
13.	<p>Christmas Street Fayre / Christmas lights switch-on – 1 December 2019 Councillor Gunn reported that Tesco have agreed to be a Silver sponsor.</p> <p>Councillor Wright is the council's link with Tracey Woods who is organising the Christmas Street Fayre.</p> <p>Councillor Wright to obtain a Temporary Events Notice to allow the Parish Council to sell mulled wine at event.</p> <p>Agreed to obtain a quote for having a large Christmas Tree complete with LED garland lights and illuminated Tree Topper Star outside the Memorial Hall.</p>	<p>Councillor Wright</p> <p>Parish Clerk</p>
14.	<p>Feedback from Claire Norton, the Council's Representative on Bovingdon Primary Academy In the absence of Claire Norton there was no report.</p>	
15.	<p>Feedback from Kathy Banks, the Council's Representative on Friends of The Mount Kathy Banks reported that they had met with HACRO and as a result additional courses are being run for prisoners who are about to be released. Kathy said that they were no longer able to sell surplus produce produced at the Mount. At her suggestion, it is proposed to produce information boards and leaflets about the work being carried out at the Visitors Centre.</p>	
16.	<p>Feedback from Councillor Ben Richardson, the Council's Representative on Community Safety Councillor Richardson reported that the work agreed in the Feasibility Study had been put out to tender but is still outstanding. The work is to improve the Gateway Features in the Chipperfield Road, Chesham Road and Hempstead Road and Advisory Part Time 20 mph Speed Limit in the High Street to improve the safety for children attending the Bovingdon Primary Academy.</p> <p>Changes are being considered by the police to 'beef up' the DriveSafe project to make it more effective.</p> <p>The Police & Crime Commissioner is now responsible for the Fire & Rescue Service and is considering the use of Emergency Services volunteers , rather than Citizen's Patrols.</p>	
17.	<p>Feedback from Councillors Steer and Watney the Council's representatives on the Bovingdon Community Library In the absence of Councillors Steer and Watney, there was no report.</p>	

<p>18. 18.1</p>	<p>Any other urgent business Parish On-line</p>	
	<p>Councillor Marshall reported that the Council has purchased this mapping tool. It is being used initially by the Neighbourhood Steering Group, but can also be used for other mapping needs within the council, such as for, benches, bus shelters, dog waste bins, litter bins, etc.</p>	
<p>19.</p>	<p>Date of next meeting</p>	<p>All to note</p>
	<p>Monday 6 January 2020 at 7.30 p.m. in the Memorial Hall.</p>	
	<p>Meeting ended 9.45 p.m.</p>	

DRAFT