

,Bovingdon Parish Council

Meeting of the Outdoors Committee
held in The Memorial Hall, High Street, Bovingdon
on
14 October 2019 starting at 7.30 p.m.

Present:

Councillor Alison Gunn
Councillor Julia Marshall
Councillor Ben Richardson
Councillor Hugh Schneiders
Councillor Dave Stent (Chairman)
Councillor Julie Steer
Councillor Pauline Wright

Also present:

Matt Felix, Site Coordinator - Northchurch, Sunnyside Rural Trust (SRT)
Mike Kember, Parish Clerk

Residents:

One

1.	Apologies for absence	
	There were apologies for absence received from Councillors Graham Barrett, Phil Walker and Adrian Watney.	
2.	Declaration of Interests linked to any of the items	
	There were no Declarations of Interest.	
3.	Minutes of the meeting held on 12 August 2019	
	With the correction that Councillor Julia Marshall did attend the meeting held on 12 August, it was agreed by those present at the meeting, that the minutes of the meeting held on 12 August 2019 were a true representation of the meeting and were signed by Councillor Dave Stent.	
4.	Matters arising from the Minutes of the meeting held on 12 August 2019 – not on the agenda	
4.1	The former Bull Pub sign, Chipperfield Road	
	Councillor Stent to consider whether the sign post can be re-used to provide a village sign. If not, a resident living in the converted Bull Pub has indicated that they may be interested in purchasing it. Proposed that £300 be asked for the sign.	Councillors Schneiders / Stent
4.2	New Disabled Parking Space	
	Councillor Steer confirmed that there is sufficient space for disabled parking to be created to the side of the Memorial Hall, where the concrete bollards had been.	
4.3	Creation of additional off-street parking	
	Councillor Steer reported that there has been no further communication from Gill Martinez, Dacorum BC about the possibility of creating additional parking spaces on the grassed areas in Old Dean and Austins Mead. Councillor Steer to follow-up.	Councillor Steer

4.4	Parish Paths Partnership Scheme (P3) 2019 - funding	
	The Parish Clerk reported that the Parish Council has received a grant of £960 to replace three sign posts and to carry out some resurfacing works on Fp 11 and 17.	Parish Clerk
5.	Report from Sunnyside Rural Trust (SRT) on Village Warden contract	
	<p>Matt Felix Site Coordinator - Northchurch was welcomed to the meeting and gave a brief report for September during which, 40 bags of litter and have been collected (not incl. the large items that have not been bagged). In addition, SRT have</p> <ul style="list-style-type: none"> • Cleared a number of small scale fly tips. • Cleaned all the road signs along High Street. • Ongoing cleaning of bins and dog bins around the village. • Started work on maintaining all the benches around the village (A dedicated group every Friday afternoon) • Cleared the hanging baskets from the front. • Ongoing watering and weeding of the planters at the front of the Memorial Hall. • Installed 20 oak post along the High Street. • Designed and quoted for new flower bed. • Quoted for work along public footways. 	
	Councillor Barrett and Matt Felix have had a walk around the village to identify work that needs to be carried out and as a result Matt will supply a quote for carrying out additional grass cutting and weeding. There is also to be a slight adjustment of existing services. Councillor Stent and Matt Felix will have a walkabout every 4-6 weeks.	Councillor Stent / Matt Felix
	Vehicle damage to grass verge on Bovingdon Green	
	SRT asked to provide a 'No parking' sign on the gate leading to the Green by the memorial plaque.	Parish Clerk / Matt Felix
	Trees	
	SRT to replace the hornbeam with a lime tree on Bovingdon Green in the autumn. Matt Felix confirmed that arrangements are in hand to provide bark beds around the young oak trees on Bovingdon Green; the flowering cherry trees outside of Archway flats and the new trees in Hyde Meadows and Old Dean.	Matt Felix
	New Flower Bed	
	Councillor Schneiders and Wright to revise the planting scheme and to let Matt Felix know.	Councillor Wright
	Bovingdon Green pond	
	Following advice received from the Countryside Management Services it was agreed to install gullies to allow more surface water to makes its way into the pond and to recreate one area of the pond that is clear of marginal water plants. Councillor Stent to meet with Matt Felix to discuss.	Councillor Stent / Matt Felix

	The Committee asked for a breakdown of the costs of the contract with SRT to date	
6.	2018-19 Budget – spend to date	
	The budget spend to 30 September was noted.	
	In her capacity as Chairman of the Finance & General Purposes Committee, Councillor Steer referred to the VAT status of the Council and said that the Council is currently seeking expert advice as to its VAT position. In the meantime, a decision is to be taken as to, which of the Councils services should have its VAT ring-fenced and be able to reclaim the VAT. The Outdoors Committee agreed with the proposal that the priority should be as follows: First – 10K Second – Christmas lighting Third – SRT contract	Councillor Steer / RFO
7.	Draft budget 2020 – 2021 – for consideration	
	Agreed that Councillor Stent and the Parish Clerk will review the budget requirements for 2020 – 2021.	Councillor Stent / RFO / Parish Clerk
	In addition, a sum of £3k (Special Project) should be set aside to produce a booklet of village footpaths and to have a display board with a map of the footpaths. The cost would be offset with possible grants from the P3 Partnership / The Box Moor Trust. Agreed that a Working Group consisting of Councillors Julia Marshall, Julie Steer, Pauline Wright and Ben Richardson be set up to take this project forward.	RFO
8.	Revised ways of working	
	Councillor Stent had circulated a paper with suggestions to make improvements to the management and working of the Committee as follows: <ol style="list-style-type: none"> 1. Community Safety; Christmas lights and 10K run set up as Working Groups in their own right and to report back to the main council on a regular basis. 2. Create a specific working group for the High Street Improvement Project and parking in general. With the excellent work being done by the Neighbourhood Plan, this group would be a mix of Councillors and also community members (perhaps from the Neighbourhood plan project). Budget issues will need to be resolved. 3. Move Grass cutting, dogs bin and the village warden contract under the heading Sunnyside contract. <p>The outcome for the Outdoors Committee agenda will look like this:</p> <p>i) The committee will be responsible for all aspects of the outdoors of the village including:</p> <ol style="list-style-type: none"> a) Maintenance of the Pond on Bovingdon Green b) Maintenance and upkeep of the Docks c) P3 Grant and footpaths d) Ryder memorial 	

	<p>ii) Oversee the contract and works of The Sunnyside Rural Trust contract (need to ensure the contract all aspects grass cutting, bench maintenance etc.)</p> <p>iii) Agree and Monitor the Outdoors Committee budget.</p> <p>The Committee supported these proposals.</p>	
8.1	High Street Project update	
	Councillor Stent invited Brad Gunn to join the High Street Working Group following his work on a draft plan to improve parking in the for High Street.	Councillor Stent
	Councillor Stent is progressing the proposals to improve the parking area outside of the Co-op including the introduction of parking restrictions and the provision of a disabled parking bay	Councillor Stent
	Feasibility of redeveloping public sector assets in Bovingdon	
	Lambert Smith Hampton have produced an initial draft of the feasibility of redeveloping public sector assets in Bovingdon. A meeting has been arranged with the Borough and County Councils to discuss the outcomes and a way forward.	
8.2	Community Safety	
	Agreed that this item will no longer be included on the Outdoors agenda as it is a substantive item on the Parish Council agenda.	
8.3	Christmas Street lighting / Street Fayre – Sunday 1 December 2019	
	Following the letter sent to businesses to seek further sponsorship, which has been followed up by a personal visit from a councillor, there has been one additional gold sponsor and three silver sponsors.	Councillor Gunn
	Councillors Gunn, Marshall and Wright continue to liaise with Tracey Wood on the arrangements for the Christmas Street Fayre.	
	The Parish Clerk confirmed that we have been issued with the Festive Lighting Licence.	
9.	Health & Safety	
	Nothing to report.	
10.	Any other business	
	There were no items of any other business.	
11.	Date of next meeting	
	Monday 27 January 2020 starting at 7.30 p.m. in The Memorial Hall	All to note
	Meeting closed at 8.40 p.m.	