

## Meeting of Bovingdon Parish Council

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Held remotely via video conference

2 November 2020 starting at 7.00 p.m.

**Present:**

Councillor Graham Barrett (Chairman)  
Councillor Julia Marshall  
Councillor Ben Richardson  
Councillor Hugh Schneiders  
Councillor Julie Steer  
Councillor Dave Stent  
Councillor Philip Walker  
Councillor Adrian Watney  
Councillor Pauline Wright

**Also present:**

Dacorum Borough Councillor Stewart Riddick  
Dacorum Borough Council Gbola Adeleke  
Mike Kember, Parish Clerk  
Lisa Edwards, Assistant to the Parish Clerk

**Press:**

Gary Cullum, The Bovingdon Villager

**Representatives from the Village:**

Two

1.	<b>Apologies for Absence</b> Apologies for absence were received from Councillor Alison Gunn.	
2.	<b>Declaration of Interests linked to any of the Resolutions</b> Councillor Pauline Wright declared an interest in Item 9.1.1(a). Councillors Graham Barrett and David Stent declared an interest in Item 9.1.1 (b).	
3.	<b>Public Question Time</b> There were questions raised.	
4.	<b>Minutes – to approve the minutes of the meeting held on 7 September 2020</b> Those Councillors present agreed that the minutes of the meeting of Bovingdon Parish Council held on 7 September 2020 were a true representation of the meeting and the minutes were signed by Councillor Barrett.	
5.	<b>Matters arising from the minutes of the meeting held on 7 September 2020</b>	
5.1	<b>Flooding in Green Lane</b> The Parish Clerk was asked to obtain a quotation from a private gully emptying company to clear the drains, etc. Borough Councillor Gbola Adeleke suggested that County Councillor Richard Roberts should be asked if the County Council would pay for this work.	Parish Clerk
5.2	<b>Parish Council organised events</b> Councillor Wright offered to work with Councillor Stent to organise a Scarecrow Festival.	

<p>5.3</p>	<p><b>Bench at Bus stop, top of High Street</b> Councillor Stent to ask Sunnyside Rural Trust if they are able to move the bench from the old bus stop to the new. As there are a number of underground utilities cables in the area the work will have to be managed carefully.</p>	<p>Councillors Stent &amp; Wright  Councillor Stent</p>
<p>6.</p>	<p><b>Crime Report</b> Councillor Richardson is working with the police to try and get more detailed information included on the report. In the absence of a police representative, Councillor Richardson went through the crime report for November and expanded on some of the detail.</p>	<p>Councillor Richardson</p>
<p>7.</p>	<p><b>Neighbourhood Planning</b> The Parish Clerk confirmed that he had written to James Doe, Assistant Director – Planning, Development and Regeneration at Dacorum Borough Council requesting that an Article 4 Direction be served on three business / commercial zones in the parish, and had received an acknowledgement.</p> <p>Councillor Marshall has circulated the draft policies for the Neighbourhood Plan from the four teams: Business, Transport, Community and Housing. Although they have not all been finalised and finessed, they form the basis of the plan and are what is intend to be taken to residents for consultation. This has been delayed due to COVID-19.</p> <p>Anne Barrett is working on behalf of the Neighbourhood Plan Team with West Herts College to provide a work experience opportunity to a student who will produce a professional video of the team presenting the vision for Bovingdon' future, which it is hoped will be well received by residents. It is anticipated that this will be ready by mid-January 2021.</p> <p>An article will be included in the next edition of The Villager.</p> <p>A member of the public expressed concern at the illegal parking on the double yellow lines outside the Tesco Express and queried whether there is any enforcement being carried out to prevent this. Some visits are being made by Traffic Wardens but this has not been effective. The Parish Clerk was asked to raise this with the Borough Council's Parking Service and their enforcement contractor (Indigo Park Services UK Ltd).</p> <p>Councillor Barrett thanked Councillor Marshall and everyone involved in the production of the Neighbourhood Plan for their continuing hard work.</p>	<p>Parish Clerk</p>
<p>8. 8.1</p>	<p><b>To receive and adopt the following Committee reports:</b> <b>Minutes of the Finance &amp; General Purposes Committee meeting held on 10 June 2020</b> Resolved that the minutes of this meeting as circulated, be received and adopted.</p>	
<p>8.2</p>	<p><b>Minutes of the Planning Committee meetings held on 17 August, 7 September and 28 September 2020</b> Resolved that the minutes of these meetings as circulated, be received and adopted.</p>	
<p>9. 9.1</p>	<p><b>Feedback from Chairman of Committees:</b> <b>Finance &amp; General Purposes Committee</b></p>	

	<p>Councillor Steer reported that the Committee had met on 12 October 2020.</p>	
9.1.1	<p><b>Resolutions to be considered from the Finance &amp; General Purposes Committee</b></p>	
(a)	<p><b>To ratify the decision made at the Finance &amp; General Purposes Committee meeting held on 12 October to award a grant of £500 to the Friends of St Lawrence Church towards the costs of producing a Guide to St Lawrence Churchyard.</b></p> <p>It was noted that the Friends had revised their request of a grant to £165 as they had managed to raise the remainder of the funds required and so, it was proposed by Councillor Steer, seconded and agreed to approve the award a grant of £165 to the Friends of St Lawrence Church towards the costs of producing a Guide to St Lawrence Churchyard. The Council also requested that the leaflet be made available online.</p>	
(b)	<p><b>To consider the award of a grant to Bovingdon Primary Academy to help towards the cost of providing a cycle store.</b></p> <p>It was proposed by Councillor Steer, seconded and agreed to award a grant of £500 to Bovingdon Primary Academy to help towards the cost of providing bicycle / scooter storage facilities and pavement signs.</p>	Parish Clerk
(c)	<p><b>To review the spending criteria and consider suitable projects that might be funded from the Community Infrastructure Levy (CIL) receipts.</b></p> <p>It was agreed that a meeting of the Finance &amp; General Purposes Committee be arranged specifically to discuss CIL and then to feedback to the Council. Councillor Steer asked councillors to put forward their ideas on ways in, which CIL monies could be spent.</p>	Parish Clerk
9.2	<p><b>Memorial Hall Management Committee</b></p> <p>Councillor Steer confirmed that the Memorial Hall will close from 5 November 2020 for the duration of lockdown 2 in line with government guidelines. Councillor Walker agreed to put up the flag outside the Memorial Hall for Remembrance Sunday. Councillors agreed to the Bowls Club request to run a BT cable via the Memorial Hall to the Bowls Club.</p> <p>Agreed there will be no change in the Memorial Hall hire rates for 2021 – 22.</p>	Councillor Steer / Parish Clerk
9.3	<p><b>Outdoors Committee</b></p> <p>Councillor Stent confirmed that specifications and quotes were being obtained for carrying out further restoration works to the pond on Bovingdon Green. Councillor Stent to follow up on an email received from Andrew Freeman, Strategy &amp; Programme Manager, Herts County Council regarding the High Street project, etc., to get further clarification.</p>	Councillor Steer
9.4	<p><b>Personnel Committee</b></p> <p>Councillor Richardson reported that the Committee had met on 27 October 2020 and as a result there is a need to arrange another meeting to review personnel policies and procedures. In addition, it was agreed to review the current job descriptions for the three part-time and to revisit the appraisal process.</p>	Parish Clerk
9.5	<p><b>Planning Committee</b></p> <p>The Committee has met four times since the last meeting of the Parish Council and considered 45 applications.</p>	

10.	<p><b>Health &amp; Safety</b> There was nothing to report.</p>	
11.	<p><b>Standards Matter 2: Public Consultation and Public Sector Surveys – for discussion</b> Agreed to discuss this item at the meeting of the Parish Council to be held on 11 January 2021.</p>	
12.	<p><b>Bovingdon Parish 10k – Sunday 5 September 2021</b> Nothing to report.</p>	Parish Clerk
13.	<p><b>Christmas lights switch-on – 29 November 2020 at 5.00 p.m.</b> The Parish Clerk confirmed that both Phase I and II of the necessary Street Lighting Licence has been obtained. £500 has been raised so far via Collection Pot and Councillor Steer confirmed that a donation of £150 has been received from the Ladybirds towards the Christmas lights.</p>	
14.	<p><b>Feedback from Claire Norton, the Council’s Representative on Bovingdon Primary Academy (BPA)</b> Claire Norton gave an update. All well at BPA. However, COVID-19 has taken its toll and teachers/support staff feeling vulnerable. Councillor Marshall requested a copy of the weekly newsletter to be sent to the Parish Office for distribution to Councillors.</p>	Clare Norton
15.	<p><b>Feedback from Councillor Ben Richardson, the Council’s Representative on Community Safety</b> Councillor Richardson reported that the work of the DriveSafe group has started again in the Chipperfield Road and it was noted that the measurement of speed had increased.</p>	
16.	<p><b>Feedback from Councillor Steer the Council’s representatives on the Bovingdon Community Library</b> There is nothing to report at the moment. The Library has been closed since the first ‘Lockdown’ began in March 2020.</p>	
17.	<p><b>Any other urgent business</b> <b>The Bovingdon Villager</b></p>	
17.1	<p>Councillor Adeleke congratulated Gary Cullum on the success of the Bovingdon Villager.</p>	
17.2	<p><b>Public Participation</b> Councillor Barrett thanked Jim Cutts for attending the meeting.</p>	
18.	<p><b>Date of next meeting</b> Monday 11 January 2021 to be held remotely via video conference starting at 7.00 p.m.</p> <p>Meeting ended 8.30 p.m.</p>	All to note