ITEM: 26/050/KPC

Bovingdon Office

From: Julie Steer <julie.steer@councillor.bovingdonparishcouncil.gov.uk>
Sent: 27 October 2026 20:03
To: Bovingdon Office
Subject: RE: Reports for Parish Council Meeting - 2nd November 2026

Hall
No update due to staff absences and office workload so outstanding Hall actions on hold – fire resistant electric cupboard, documents etc

Finance
Meeting help on 28/10/26, minutes will be circulated that contain more detail on funding and Council savings. Resolutions to be taken to Parish meeting

General
DBC will be supplying and installing a new bench by the telephone bus stop of Chesham Road. There is no charge for this

Bus stop update. All posts now installed where missing and signage. Footpads for more rural bus stops to be installed in 2027/2028. An article was written explaining the situation for the Bovingdon News.

Bovingdon News
All sorted and delivered by Jules, Lisa and Julie

Recognition and thanks to Lisa in the office for covering her workload and also the Parish Clerks during a long absence and working outside her agreed hours to attend meetings etc, going above and beyond
Also, thanks to Jules for helping to cover the office, managing new hall bookings etc

Julie

From: Bovingdon Office <office@bovingdonparishcouncil.gov.uk>
Sent: 20 October 2026 11:20
To: 'hugh.schneiders@councillor.bovingdonparishcouncil.gov.uk' <hugh.schneiders@councillor.bovingdonparishcouncil.gov.uk>; 'BPC Julie Steer' <julie.steer@councillor.bovingdonparishcouncil.gov.uk>; 'philip.walker@councillor.bovingdonparishcouncil.gov.uk' <philip.walker@councillor.bovingdonparishcouncil.gov.uk>; 'graham.barrett@councillor.bovingdonparishcouncil.gov.uk' <graham.barrett@councillor.bovingdonparishcouncil.gov.uk>; 'pauline.wright@councillor.bovingdonparishcouncil.gov.uk' <pauline.wright@councillor.bovingdonparishcouncil.gov.uk>; nic.leon@councillor.bovingdonparishcouncil.gov.uk; 'karen.bregazzi-jones@councillor.bovingdonparishcouncil.gov.uk' <karen.bregazzi-jones@councillor.bovingdonparishcouncil.gov.uk>; caroline.barnett@councillor.bovingdonparishcouncil.gov.uk <caroline.barnett@councillor.bovingdonparishcouncil.gov.uk>; 'ian.field@councillor.bovingdonparishcouncil.gov.uk' <ian.field@councillor.bovingdonparishcouncil.gov.uk>; 'peter.windsor@councillor.bovingdonparishcouncil.gov.uk'

<peter.windsor@councillor.bovingdonparishcouncil.gov.uk>
Subject: Reports for Parish Council Meeting - 2nd November 2026

Morning

Please could you let me have your committee reports for the Parish Council meeting on the 2nd November by Tuesday, 27th October, so that I can include them when I distribute the agenda for the meeting.

Thank you.

Lisa

The information in this message should be regarded as confidential and is intended for the addressee only unless explicitly stated. If you have received this message in error it must be deleted and the sender notified. The views expressed in this message are personal and not necessarily those of Bovingdon Parish Council unless explicitly stated. Please be aware that emails sent to or received from Bovingdon Parish Council may be intercepted and read by the council. Interception will only occur to ensure compliance with council policies or procedures or regulatory obligations, to prevent or deter crime, or for the purposes of essential maintenance or support of the email system.

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Individuals have a number of rights under data protection law, including the right to request their information. You also have a right to make a complaint about our handling of your personal data to the Information Commissioner's Office https://ico.org.uk/ . Information you provide will only be used for the stated purpose. Further information about the processing of your data can be found on our website at www.bovingdonparishcouncil.gov.uk. You can contact the Council's Data Protection Officer, Paul Russell, via the Parish Council Office or directly on 07772 657446 or via email paul@microshadevsm.co.uk.

Flotek Group has scanned and approved this email for your delivery - please note all website links have been replaced with a secure link for your own safety and will be scanned again once clicked.

ITEM: 26/050/FPC

Bovingdon Office

From: Bovingdon Office
Sent: 28 October 2026 10:20
To: Bovingdon Office
Subject: Outdoors Update

From: pauline.wright@councillor.bovingdonparishcouncil.gov.uk <pauline.wright@councillor.bovingdonparishcouncil.gov.uk>
Sent: 27 October 2026 18:22
To: Bovingdon Office <office@bovingdonparishcouncil.gov.uk>
Subject: Re: Outdoors Update

Update following Outdoors Committee meeting on Monday, 26th October 2026

1. It was agreed that two further quotes should be obtained regarding works to the pond on Bovingdon Green.
2. Work needs to be carried out to the trees at the Dock which are overhanging the electricity station. One quote obtained so far for £1000 and it was agreed that two further quotes should be obtained.
3. It was agreed that approval should be sought from Rob Cassidy at DBC before any work is carried out to plant a wild flower area on Bovingdon Green next to the bus stop and also on the High Street. A quote has already been obtained for £250-£300 and this would come out of the wildflower fund.
4. Work on the Dock should commence this autumn.
5. Councillor Barrett has been in contact with the Police Commissioner regarding their works to the village gateway. Once further information has been received the Outdoors Committee will consider what, if any, further works should be carried out by the Parish Council.
6. Quotations to be obtained for the possible provision of litter signage outside Jarman's.
7. The Parish Office are to write to Taylor Wimpey requesting that the hedge bordering Grange Farm be cut back.

I hope this is ok.

Pauline

ITEM: 26/051/FPC (a) and (b)

Section 3 – External Auditor's Report and Certificate 2025/26

In respect of **Bovingdon Parish Council - HT0019**

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor's limited assurance opinion 2025/26

Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Section 1, Assertion 1 has been incorrectly completed, information brought to our attention by the Internal Auditor highlighted that the council has not formally agreed and minuted the precept. This is consistent with the Internal Auditor's response to Internal Control Objective D.

Section 1, Assertion 10 has been incorrectly completed, information brought to our attention by the Internal Auditor highlighted that the Accessibility statement needs reviewed and that there is no Privacy Statement. This is consistent with the Internal Auditor's response to Internal Control Objective O.

The AGAR was not fully completed before submission for review. Please ensure that amendments are corrected in the prior year comparatives when completing next year's AGAR:

- Information has come to our attention from the internal auditor highlighting the fact that the fixed asset register does not include all assets held by the smaller authority. The smaller authority should undertake a review of its fixed asset register and restate Box 9 for 2025/26 in the 2026/27 AGAR as appropriate. We also note that the valuation of a building in Box 9 has been incorrectly stated as £1,400,000 and should be £1,250,000. With regard to this building, the smaller authority should obtain appropriate legal advice on whether the asset formally belongs to the smaller authority or the Bovingdon Memorial Hall Charity.
- The smaller authority confirms that has incorrectly treated a fixed term bond as a short-term investments, however they are a long-term investment. As such they should be accounted for as fixed assets in Section 2, Box 9 rather than as a bank balance in Section 2, Box 8. The transactions to account for the bonds as fixed assets need to go through the AGAR as acquisitions or disposals in the period they are acquired or redeemed. The smaller authority should restate the 2025/26 figures when completing next year's AGAR to correct the accounting treatment and account for any long-term investments in accordance with the Practitioners' Guide in future.
- The smaller authority has included Community Infrastructure Levy (CIL) income not yet received in Section 2, Box 3. CIL income must be included in the year in which it is received. Section 2 Boxes 3 and 7 should read £137,790 and £382,343.

Other matters not affecting our opinion which we draw to the attention of the authority:

The smaller authority has confirmed that it has not complied with the governance Assertion in Section 1, Box 9, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified.

The date for Section 2 has been incorrectly recorded on the AGAR. The minutes of the meeting at which the AGAR was approved have been reviewed and demonstrate that Sections 1 and 2 have been approved in the correct order. The smaller authority should ensure that the correct dates are recorded on the AGAR in future.

3 External auditor certificate 2025/26

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026.

External Auditor Name: **PKF LITTLEJOHN LLP**

External Auditor Signature: PKF Littlejohn LLP Date: 16/09/2026

ITEM: 26/052/KPC (a)

Flotek group

FOR

Gemma Coventry
Bovingdon Parish Council
Memorial Hall, High Street
Bovingdon
HP3 0HJ

Quote Date	01.06.2026
Quote Number	ID:0699904
Quote Expiry	25.11.2026
Reference	Flotek Contract
Prepared By	James Fox

Monthly Recurring

Qty	Item Description	RRP	Discount	Net Cost	Term (Months)
3	Microshade Hosted App Server License	£40.00	0.00%	£120.00	24
3	Rialtas Application	£2.95	0.00%	£8.85	24
3	VSM Share Application	£4.95	0.00%	£14.85	24
3	MS/ Microsoft Office Standard ALng LSA SAL	£16.64	0.00%	£49.92	24

Monthly Total **£193.62**

One-time Costs

Qty	Item Description	RRP	Discount	Net Cost

One Off Total **£0.00**

Customer Acceptance of Flotek Group Limited's standard terms and conditions:

I/We confirm that I/We have read and understood the terms and conditions as set out by Flotek Group Limited and confirm that the above information is correct.

I confirm that I'm authorised to sign this order and direct debit mandate and that all company details provided are accurate.

By signing this document, you agree to Flotek Group Limited's terms and conditions found at:
https://Flotek.io/terms-and-conditions

If your order is related to any Microsoft Cloud Licensing, you are agreeing to the Microsoft End User Licensing agreement found at:
https://aka.ms/customeragreement

Bovingdon Parish Council:

Name: Gemma Coventry Coventry

Date:

PO:

(Leave blank if a purchase order number is not required)

Getting started, what's next?

Once we receive your digitally signed order, we'll assign your order to a project manager who will be your point of contact from signed order to completion.

We'll be here every step of the way and ensure 100% customer satisfaction.

ITEM: 26/052/FPC (b)

Bovingdon Office

From:	graham.barrett@councillor.bovingdonparishcouncil.gov.uk
Sent:	30 October 2026 18:18
To:	Bovingdon Office; 'philip.walker@councillor.bovingdonparishcouncil.gov.uk'; Julie Steer; 'nic.leon@councillor.bovingdonparishcouncil.gov.uk'; Caroline Barnett; Karen.bregazzi Jones; Pauline Wright; 'ian.field@councillor.bovingdonparishcouncil.gov.uk'; bpcnew_Hugh Schneiders; Peter.windsor@hotmail.com
Subject:	Parish Council Meeting - Agenda Item 26/052/FPC (b)
Attachments:	KIID-CCLA-PSDF-Public-Sector-Deposit-Fund-Class-5-Shares-Income- 29 July 26 (3).pdf

All,

Please see further information below regarding the above agenda item.

Hopefully this will give a better understanding and it would be helpful for you to read through before the meeting.

Regards

Graham

-------- Original Message --------

Subject:RE: Fwd: Re: Intro - Bovingdon Parish Council finance call
Date:2026-10-15 13:24
From: Jamie Charters <Jamie.Charters@ccla.co.uk>
To: Philip Walker <Philip.Walker@dacorum.gov.uk>
Copy:'Graham Barrett' <graham.barrett@councillor.bovingdonparishcouncil.gov.uk>

Dear Graham/Philip,

Great to meet earlier today,

I have attached the PSDF key investor information document to review; you will also find a link to the fund prospectus download

I have set out below fund details for you.

The Public Sector Deposit Fund/CCLA:
Fund-size is £1.5bn+, yield 3.7549%, net of fees (14/10/2026)

We have 35,000+ clients and manage £14bn+ of cash and investments;

On 2 February 2026, CCLA joined the Jupiter Group, a UK-based active investment management company. Becoming a part of Jupiter secures our ability to serve the sectors we were established to support and to extend the reach of CCLA's stewardship approach

CCLA

GOOD INVESTMENT

Key Investor Information

This document provides you with key investor information about this fund. It is not marketing material. The information is required by law to help you understand the nature and the risks of investing in this fund. You are advised to read it so you can make an informed decision about whether to invest.

The Public Sector Deposit Fund

A sub-fund of CCLA Public Sector Investment Fund. SC 5 – Public Sector (ISIN: GB00B63CRP89)
This fund is managed by CCLA Investment Management Limited (the ACD).

Objectives and Investment Policy

The fund aims to maximise current income consistent with the preservation of principal and liquidity by investing in a diversified portfolio of high-quality sterling denominated deposits and instruments. The primary objective is to maintain the net asset value (NAV) per share of the fund at par (net of earnings).

The fund only invests in sterling denominated investments and deposits. The principal investments comprise certificates of deposit, call accounts and term deposits with banks and building societies. The fund may also invest in other securities such as commercial paper, floating rate notes and bonds which may be issued or guaranteed as to principal or interest by sovereign governments and their agencies, supranational entities, corporations and financial institutions. All investments at the time of purchase will be considered by the ACD to be of high quality, meaning that the ACD has performed its own documented assessment of the credit quality of money market instruments taking into account ratings awarded by a credit rating agency registered and supervised by the Financial Conduct Authority (FCA) or European Securities and Markets Authority.

The fund is a low volatility net asset value short-term money market fund under the UK Money Market Funds Regulation (UK MMFR). The weighted average maturity of the fund's investments will not exceed 60 days and the initial or remaining maturity of each investment will not exceed 397 days at the time of purchase. The weighted average life of the fund's investments will not exceed 120 days.

The fund is actively managed which means the ACD, as investment manager, uses their discretion to pick investments seeking to achieve the fund's investment objective.

This product does not have a UK sustainable investment label. Sustainable investment labels help investors find products that have a specific sustainability goal. The fund does not use a sustainable investment label because it does not have a sustainability goal. However, the fund is managed in line with CCLA's sustainability approach for cash funds available on our website, www.ccla.co.uk/about-us/policies-and-reports/policies/our-sustainability-approach-cash-funds.

You can buy or sell shares daily (on each business day of the fund).

Income shares are available for investment. Income shares distribute available income monthly.

Risk and Reward Profile

Lower risk
Typically lower rewards

Higher risk
Typically higher rewards

1	2	3	4	5	6	7

The risk and reward rating is based on historical data and may not be a reliable indicator of future risks or rewards. The risk category shown is not guaranteed and may shift over time. The lowest category does not mean 'risk free'.

A low-risk fund is not a risk-free investment. The fund targets investments with low volatility and aims to maintain a constant net asset value. This means the risk of losing your money is small, but the chance of making gains is also limited.

Shareholders and potential shareholders should note that, in certain circumstances, the fund will not accept redemptions or subscriptions at a constant NAV per share.

The ACD applies a liquidity management process for ensuring compliance with weekly liquidity thresholds applicable to the fund under the UK MMFR. Measures and various tools are at the ACD's disposal for maintaining compliance with the prescribed limits and include the imposition of liquidity fees on redemptions, redemption gates and temporary suspension of redemptions.

The value of the fund's shares is not guaranteed and buying shares is not the same as making a deposit with a bank or other deposit taking body. Please see the additional information section below.

The risk and reward rating does not cover the following additional risks:

- Investment is at your own risk. The fund has no capital guarantees and the value of your investment may go up or down. Any loss of principal is to be borne by the investor.
- The fund aims to maintain a stable NAV per share, however there is no guarantee that a stable NAV per share will be maintained.
- The fund does not rely on external support for guaranteeing the liquidity of the fund or stabilising the NAV per share.
- The value of the fund may be affected by movements in interest rates (which may include interest rates turning negative) and the creditworthiness of the issuers of the debt instruments the fund invests in.
- **Credit risk** – The fund is exposed to the issuers of the securities it invests in. If these financial institutions experience financial difficulty, they may be unable to pay back some or all of the interest, original investment or other payments that they owe. If this happens, the value of the fund may fall.
- **Counterparty risk** – The fund could lose money if an entity with which it does business becomes unwilling or is unable to meet its obligations to the fund.
- **Operational risk** – Operational processes, including those related to the safekeeping of assets, may fail. Risks arising from errors in processing transactions, preparing valuations, accounting and financial reporting, among other things, may also affect the value of your investments.

Please refer to the prospectus for full details about the risks associated with this fund.

Charges for this Fund

The charges you pay are used to pay the costs of running the fund, including the costs of marketing and distributing it. These charges reduce the potential growth of your investment.

The **ongoing charges** figure is based on the expenses of the fund for the period ended March 2026. This figure may vary from year to year. It excludes portfolio transaction costs.

Although unlikely (reflecting the liquid nature of qualifying investments to be held), a dilution levy, which will change the prices for buying or selling shares in the fund with the aim of mitigating the effects of dealing and other charges the fund incurs, may be made on a purchase or sale of shares in the fund.

For more information about charges, please see the section titled "Charges and Expenses" of the fund's prospectus.

One-off charges taken before or after you invest	
Entry charge	0.00%
Exit charge	0.00%
The one-off charges are indicative charges that might be taken out of your money before it is invested and before the proceeds of your investment are paid out.	
Charges taken from the fund over a year	
Ongoing charges	0.21%
Charges taken from the fund under specific conditions	
Performance fee	None

Past Performance

The fund launched on 25 May 2011. This share class started to issue shares on 14th October 2025. For the purposes of the specific rules governing this document, the ACD must have data for at least one complete calendar year in order to provide a past performance chart.

Practical Information

Depositary
HSBC Bank plc, 8 Canada Square, London E14 5HQ.

Documents and share prices
Copies of the prospectus and the latest annual/half yearly report and accounts (which are available in English only), along with the latest published share prices can be obtained free of charge at **www.ccla.co.uk** or alternatively call our client services team on **0800 022 3505**. The shares are not listed on any stock exchange.

Share classes
More share classes are available for the fund. For further details refer to the fund's prospectus.

This document is prepared for SC 5 – Public Sector. SC 5 - Public Sector is also representative of SC 2 - Non-Public Sector, therefore a separate key investor information has not been prepared for SC 2 – Non-Public Sector. SC 2 – Non-Public Sector is available for investment.

Segregated liability
CCLA Public Sector Investment Fund is an umbrella fund with segregated liability between sub-funds. It does not currently offer any other sub-funds in addition to the fund.

Switching
Shares in one sub-fund or share class may be exchanged for shares in another sub-fund or share class subject to meeting conditions set out in the prospectus (currently, however, as the fund is the only sub-fund available for investment there is no facility to switch between sub-funds).

Tax
UK tax legislation may have an impact on your tax position. For further details you should consult your professional tax adviser.

Remuneration
The up-to-date remuneration policy including a description of how remuneration and benefits are calculated, the identity of persons responsible for awarding the remuneration and benefits and the composition of the Jupiter Group's remuneration committee, may be obtained free of charge by contacting the client services team or visiting https://dms-api.jupiteram.instinctcentral.io/documents/permalink/Jupiter-Remuneration-Policy.pdf.

Additional information
The fund is not a bank account and is not covered by the Financial Services Compensation Scheme's (FSCS) deposit protection. The fund is recognised as a money-market fund under the UK MMFR. Therefore, under the rules of the FSCS it is an investment and is covered under the 'Investments' section of the FSCS. The maximum amount that can be claimed under the FSCS is £85,000. For further information about the FSCS please refer to www.fscs.org.uk or phone 0800 678 1100.

The fund is a sub-fund of CCLA Public Sector Investment Fund, an umbrella open-ended investment company. The prospectus and annual/half yearly report and accounts contain information about the sub-fund in CCLA Public Sector Investment Fund.

CCLA Investment Management Limited may be held liable solely on the basis of any statement contained in this document that is misleading, inaccurate or inconsistent with the relevant parts of the prospectus.

Please refer to the glossary on our website for explanations of terms used in this communication. If you would like the information in an alternative format or have any queries, please call us on 0800 022 3505 or email us at clientservices@ccla.co.uk.

CCLA
The Zig Zag Building, 70 Victoria Street
London SW1E 6SQ

Freephone **0800 022 3505**
clientservices@ccla.co.uk
www.ccla.co.uk

This fund is authorised in the UK and regulated by the Financial Conduct Authority.

CCLA Investment Management Limited, part of the Jupiter Group, is authorised in the UK and regulated by the Financial Conduct Authority.

This key investor information is accurate as at 29 July 2026.

ITEM: 26/052/FPC (d)

Bovingdon Parish Council

Parish Council Office
Memorial Hall
High Street
Bovingdon
Herts HP3 0HJ

Tel: 01442 833036
Email: office@bovingdonparishcouncil.gov.uk
Web: www.bovingdonparishcouncil.gov.uk

GRANT APPLICATION FORM

APPLICANT DETAILS

Name of organisation:
BAPA (Bovingdon Academy Parents Association)

Charity No. (if applicable) 281685

Contact Name: Eleanor Sellars

Telephone No: 07368 510125

E-mail: bapaevents@gmail.com

Address
Bovingdon Primary Academy, High Street, Bovingdon, HP3 0HJ

Data Protection: BPC is the Data Controller under data protection law and will use the information provided for grant administration only. Data will be retained for 6 years if successful / 3 years if unsuccessful.
Individuals have a number of rights under data protection law, including the right to request their information and the right to make a complaint about our handling of your personal data to the Information Commissioner's Office https://ico.org.uk/. Further information about the processing of your data can be found at www.bovingdon.net/bpc/

You can contact the Parish Council's Data Protection Officer, Paul Russell at paul@micrshadevsm.co.uk or 07772 657446.

Please enclose a copy of your latest accounts with the application. If these are not available, please give a reason.

Please return your completed form and supporting information to the above address.

Bovingdon Parish Council
GRANT APPLICATION FORM

DETAILS OF GRANT

Amount of grant requested: £500

Reason for grant – include who would benefit from the grant; how would the grant be spent; details of any costings available; would the grant provide part-funding of a larger project and would the project still be viable if only part of the money requested should be offered (please continue on a separate sheet if necessary):

To assist with the cost of the Christmas tractor fundraising event on Friday 11th December 2026, and materials required, including:
Hall hire, face painting and gifts for children visiting Santa's grotto.

Signed:



ITEM: 26/057/FPC (b)

Bovingdon Office

From: Bovingdon Office
Sent: 27 October 2026 14:28
To: Bovingdon Office
Subject: INFORMATION FOR AGENDA
Attachments: Quotation 1.jpg; Quotation 2.docx

For the agenda - we have sourced 3x quotations relating to supplying a brass plaque for the Beacon with the following details:

- A5 brushed brass plaque with matching screw holes and cover capes to match
- Brass to be 3mm thick
- Embedded text in black, Calibri font:
  Heading: **The Queen Elizabeth II Beacon**
  Main Text: **This Beacon was commissioned and installed by Bovingdon Parish Council to celebrate the Platinum Jubilee of Queen Elizabeth II on 2 June 2022. It remains as a lasting memorial to Her Late Majesty's life and legacy.**
  Dacorum Borough Council and Hertfordshire County Council kindly provided grants towards the cost of the Beacon.

A decision needs to be made as to whether the logo is wanted on the plaque.

Details of 2x quotes attached and the 3rd is below:

Quotation 3
For A5 Brass, it will be £171.20 + vat
We can't engrave the logo without a high res vector version as that is built as a format readable by computers, however we can apply a digital print on an engraved insert. Please note this will only print at the provided resolution.

Packaging & delivery is £15 + vat

Regards

Julie Bell
Administrator
Bovingdon Parish Council
(01442) 833036

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Individuals have a number of rights under data protection law, including the right to request their information. You also have a right to make a complaint about our handling of your personal data to the Information Commissioner's Office https://ico.org.uk/ . Information you provide will only be used for the stated purpose. Further information about the processing of your data can be found on our website at www.bovingdonparishcouncil.gov.uk. You can contact the Parish Council office on (01442) 833036 or via email at office@bovingdonparishcouncil.gov.uk.

CHOOSE YOUR PLAQUE MATERIAL	Brass
CHOOSE YOUR SIZE	A5
FIXING HOLES — BRASS	Yes
SCREW CAPS — BRASS	Screw caps × 4
WOODEN PLINTH — BRASS A5	No thanks
HOW MANY PLAQUES?	1 × plaque
ARTWORK	Impact to create my artwork (+£30.00)
ARTWORK SPECIFICATION	Council Logo (to be provided, depending upon space available) Font: Calibri Heading: The Queen Elizabeth Beacon Embedded text in black: This Beacon was commissioned and installed by Bovingdon Parish Council to celebrate the Platinum Jubilee of Queen Elizabeth II on 2 June 2022. It remains as a lasting memorial to Her Late Majesty's life and legacy. Dacorum Borough Council and Hertfordshire County Council kindly provided grants towards the cost of the Beacon.
UNIT PRICE	£115.13 ex VAT
QUANTITY	1
Total	**£115.13 ex VAT**

EX VAT TOTAL

£115.13

ex [redacted] inc VAT

Julie Bell
Administrator
Bovingdon Parish Council
United Kingdom

Thank you for your recent enquiry. I'm pleased to provide the following quotation:

Re : The Queen Elizabeth II Beacon plaque

Item	Qty	Product	Description	Unit Price	Total
A	1		1 off A5, 3mm etched brushed brass plaque with logo and Calibri font text, matching screw holes and cover caps as per design created (includes artwork charge)	£224.00	£224.00
B	1	Units	Courier charges up to 2kg next working day delivery	£16.80	£16.80
				Sub Total	£240.80
				VAT	£48.16
				TOTAL	£288.96