

# Bovingdon Parish Council

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

Tel: 01442 833036  
Email: [office@bovingdonparishcouncil.gov.uk](mailto:office@bovingdonparishcouncil.gov.uk)  
www: [bovingdonparishcouncil.gov.uk](http://bovingdonparishcouncil.gov.uk)



## NOTICE OF MEETING OF BOVINGDON PARISH COUNCIL

Dear Councillor,

I hereby give you notice to attend the Meeting of Bovingdon Parish Council to be held in The Memorial Hall, High Street, Bovingdon on **MONDAY 12 May 2025 immediately after the Annual Parish Meeting, which starts at 7.00 P.M.** to transact the business set out in the attached Agenda.

Press and Members of the Public are also invited to join the meeting.

Dated this day 07 May 2025

Gemma Coventry  
Clerk to the Council

To:

Councillor Graham Barrett  
Councillor Karen Bregazzi-Jones  
Councillor Michael Foulds  
Councillor Nic Leon  
Councillor Hugh Schneiders  
Councillor Julie Steer  
Councillor David Stent  
Councillor Philip Walker  
Councillor Pauline Wright

Agenda for Meeting of Bovingdon Parish Council to be held on 12 May 2025

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## MEETING OF BOVINGDON PARISH COUNCIL

to be held in The Memorial Hall, High Street, Bovingdon on MONDAY 12 MAY 2025 **immediately after the Annual Parish Meeting, which starts at 7.00 p.m.**

### AGENDA

- (1) **To elect a Chairman to hold office until the next Annual Meeting of the Council**
- (2) **To receive the Chairman's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received**
- (3) **To elect a Vice-Chairman to hold office until the next Annual Meeting of the Council**
- (4) **Co-option of new councillor to fill vacancy**
- (5) **Apologies for Absence**
- (6) **Specific Declarations of Interest**

Members can make any specific declarations of interest at this point.

Members may also make declarations at any time during the meeting.

- (7) **To nominate / appoint representatives to serve on outside bodies to hold office until the next Annual Meeting of the Council:**
  - (7.1) Bovingdon Primary Academy
  - (7.2) Friends of 'The Mount'
  - (7.3) Community Safety
  - (7.4) Bovingdon Community Library
  - (7.5) Chilterns Conservation Board
  - (7.6) Police Liaison

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**(8) To appoint Councillors' to serve on the following Committees until the next Annual Meeting of the Council:**

- (8.1) **Finance & General Purposes Committee**
- (8.2) **Memorial Hall Management Committee**
- (8.3) **Outdoors Committee**
- (8.4) **Personnel Committee**
- (8.5) **Planning Committee**

**(9) Public Question time**

**(10) Signing of:**

- (10.1) Minutes: Bovingdon Parish Council Meeting, 3 March 2025

**(11) Matters Arising from Minutes: –**

- (11.1) Bovingdon Parish Council Meeting, 3 March 2025

**(12) To receive and adopt the following Committee reports:**

- (12.1) Planning Committee Meetings: (i) 3 & 24 March 2025 (ii) 14 & 28 April 2025
- (12.2) Finance & General Purposes Committee (i) 18 February 2025

**(13) Feedback from Chairman of Committees:**

- (13.5) Finance & General-Purpose Committee

(13.5.1) Resolutions to be considered from the Finance & General Purposes Committee -  
Proposer – Councillor Julie Steer

- (a) To receive and approve the Annual Accounts 2024-25 for the Parish Council including the Revenue Account and Balance Sheet.
- (b) To receive and approve the Annual Accounts 2024-25 for the Memorial Hall including the Revenue Account and Balance Sheet.
- (c) To approve the receipts and payments for the Parish Council for 2024-25
- (d) To approve the receipts and payments for the Memorial Hall for 2024-25
- (e) To approve the Community Infrastructure Levy (CIL) report for 2024-25 circulated 23/04/25

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- (f) A CIL payment was received for 1/10-31/3/24 £23,352.19. Current CIL funds £17,7214.36The first payment from the Grange Farm development £281,896.88 has been received by DBC but it was after the CIL 6-month payment cut-off date.
- (g) To approve the revised the Parish Council Asset Register circulated on18/05/25
- (h) To approve the revised the Memorial Hall Asset Register circulated on 29/04/25
- (j) To approve the new Equality and Diversity policy circulated on 15/04/25
- (k) To approve the new Schemes of Delegation and Terms of Reference policy circulated 15/04/25 (the terms of reference will need to be raised at the first meeting of each committee and any changes passed to the parish office, copies of the terms of interest relating to the committees you are on are in your trays in the office)
- (l) To approve the revised Standing Orders circulated 02/05/25
- (m) To approve the revised Financial Regulations circulated 02/05/25
- (n) To review reinvestment of 2 year Hampshire bonds for MH/PC which mature 2/06/2025

#### (14.1) Memorial Hall Management Committee

- (a) To approve the revised Memorial Hall Conditions of Hire circulated 24/04/25
- (b) To approve the purchase of a new oven, details circulated 27/04/25

#### (14.2) Outdoors Committee

- (a) Richard Roberts update
- (b) DBC – Rob Cassidy update

#### (14.3) Personnel Committee

#### (14.4) Planning Committee

### (15) Report from the Council's Representative on outside groups / bodies:

- (15.1) HMP The Mount
- (15.2) Bovingdon Community Library
- (15.3) Bovingdon Primary Academy

### (16) Events team update

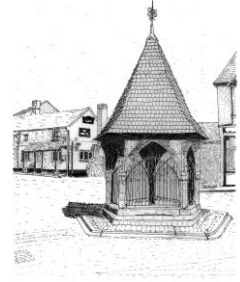
### (17) Crime Report

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**(18) Any other urgent business**

**(19) Date of next meeting – Monday 23 June 2025 at 7.30 p.m.**

To consider passing a resolution in the following terms: