

**Meeting of the Bovingdon Parish Council**

**Held in The Memorial Hall, High Street, Bovingdon**

**5 July 2021 starting at 7.30 p.m.**

**Present:**

Councillor Graham Barrett (Chairman)  
Councillor Alison Gunn  
Councillor Ben Richardson  
Councillor Julie Steer  
Councillor Hugh Schneiders  
Councillor David Stent  
Councillor Pauline Wright

**Also present:**

The Mayor of Dacorum, Councillor Stewart Riddick  
Borough Councillor Gbola Adeleke  
County Councillor Richard Roberts, Leader of Herts County Council (HCC)  
Mike Kember, Parish Clerk

**Press:**

Gary Cullum, The Bovingdon Villager

**Representatives from the Village:**

Brad Gunn

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| <p><b>1.</b></p> <p><b>2.</b></p> <p><b>3.</b><br/>(3.1)</p> <p>(3.2)</p> <p><b>4.</b><br/>(4.1)</p> | <p><b>To receive any apologies for absence</b><br/>Apologies for absence were received from Councillors Philip Walker and Adrian Watney.</p> <p><b>To receive any specific Declarations of Interest</b><br/>There were no Declarations of Interest.</p> <p><b>Public Question Time</b><br/><b>Parking in High Street</b><br/>Councillor Steer raised the issue of the increase in people parking inconsiderately in the High Street especially since the opening of new businesses and the problems this causes to pedestrians and other users. Agreed that this is of concern and it will be investigated during the outdoors walkabout. It is hoped that the provision of new planters will help to alleviate some of these problems.</p> <p><b>Pond on Bovingdon Green</b><br/>Gary Cullum asked if the renovation work to the pond had been completed. Councillor Stent said that it had although there is further work needed on a regular basis to maintain the surrounding area and this will be undertaken by the Sunnyside Rural Trust. It is also encouraging to note that since the work was completed there has been an increase in the wildlife in the pond area including newts.</p> <p><b>Signing of:</b><br/><b>Minutes: Bovingdon Parish Council Annual Meeting, 4 May 2021</b><br/>Those Councillors present agreed that the minutes of the Annual Meeting of Bovingdon Parish Council held on 4 May 2021 were a true representation of the meeting and the minutes were signed by Councillor Graham Barrett.</p> | <p>Councillors<br/>Barrett,<br/>Steer and<br/>Stent</p> |
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| (4.2)               | <p><b>Minutes: Bovingdon Parish Council Extra-Ordinary Meeting, 29 June 2021</b><br/>Those Councillors present agreed that the minutes of the meeting of Bovingdon Parish Council Extra-Ordinary Meeting held on 29 June 2021 were a true representation of the meeting and the minutes were signed by Councillor Graham Barrett.</p>  |   |
| <p>5.<br/>(5.1)</p> | <p><b>Matters Arising from Minutes: –</b><br/><b>Bovingdon Parish Council Annual Meeting, 4 May 2021</b><br/><b>Representatives on outside bodies</b><br/>The Parish Clerk to discuss with Clare Norton a replacement representative for Bovingdon Primary Academy and also to find a replacement for Kathy Banks on the Friends of the Mount / HACRO.</p> <p><b>Membership of the Memorial Hall Management Committee</b><br/>The Parish Clerk confirmed that Councillor Stent has agreed to join the Committee to replace Councillor Marshall.</p> <p><b>Parish Council organised events</b><br/>These will be considered once all the COVID-19 restrictions have been lifted.</p> <p><b>Tesco Express</b><br/>The Parish Clerk confirmed that a letter has been sent to the Manager requesting them to put up a sign to inform people that there is a car park to the rear of the Tesco Express off the Chesham Road.</p> <p><b>Memorial Hall</b><br/>This is covered under Item 9.2 on the agenda.</p> <p><b>Christmas Street Lighting Contract</b><br/>The Parish Clerk confirmed that the contract will be finalised and signed in the near future.</p> | <p>Parish Clerk</p> <p>Councillor Stent</p> <p>Parish Clerk</p> |
| (5.2)               | <p><b>Bovingdon Parish Council Extra-Ordinary Meeting, 29 June 2021</b><br/>There were no matters arising.</p>   |   |
| <p>6.</p>           | <p><b>Crime Report</b> - to receive report from Herts Constabulary<br/>The crime figures for June have not yet been received. Councillor Richardson said that he had a meeting with PCSO Bardhyl Agallili and he would talk to him about this. As there has been no police representative at a Parish Council meeting for sometime, the Parish Clerk was asked to write and ask if a representative could attend the next meeting to be held on 6 September 2021.</p>  | <p>Councillor Richardson</p> <p>Parish Clerk</p>                |
| <p>7.</p>           | <p><b>Neighbourhood Plan (NP)</b><br/>In the absence of Clare Norton, Chair of the Steering Group, Councillor Barrett read out an update provided by Clare.</p> <ul style="list-style-type: none"> <li>• 423 responses received to consultation on draft policies. Analysis undertaken on the four areas of NP – Housing, Economy, Community and transport. Feedback generally supported the draft policies although Housing had a mixed response to the proposed developments but overall there was support for new housing. Significant feedback on transport. A summary of the consultation will be upload on to the Parish Council website and also in The Bovingdon Villager.</li> <li>• A grant of £2k has been received from Locality towards the costs of support received from Govresources consultancy.</li> </ul>   | <p>Clare Norton</p>   |

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|                | <ul style="list-style-type: none"> <li>• It is hoped to receive a grant to support the completion of design code for the NP</li> <li>• A grant application has been made to help with the costs of undertaking a Housing Needs Assessment for Affordable Housing for sale (First homes, shared ownership, rent to buy).</li> <li>• It is planned to submit a draft NP to the Parish Council in mid-August although this may change depending on the outcome of the grant bids listed above and to delay the Regulation 14 Statutory Consultation until October / November 2021.</li> <li>• There have been several successful meetings with Dacorum Borough Council and the Steering Group is working closely with officers in planning the resources the borough will require to support the adoption of the NP.</li> </ul> <p>The Parish Clerk reported that the Kings Langley Neighbourhood Plan had progressed to the Pre-Submission Consultation stage, which ends on 7 August 2021.</p> |                                 |
| 8.<br>(8.1)    | <p><b>To receive and adopt the following Minutes:</b><br/> <b>Planning Committee Meetings: (i) 26 April 2021 (ii) 18 May 2021</b><br/> Resolved that the minutes of these meetings as circulated, be received and adopted.</p>  |                                 |
| 9.<br>(9.1)    | <p><b>To receive reports from the Chairman of Committees:</b><br/> <b>Finance &amp; General Purposes Committee</b><br/> Councillor Steer reported that there is to be a meeting of the Committee on 12 July 2021. The Annual Governance &amp; Accountability Return for 2020 - 21 (AGAR) had been completed and displayed on time. The Committee is currently looking in to the possibility of introducing on-line banking and to consider a number of other outstanding issues.</p>  |                                 |
| (9.1.1)<br>(a) | <p>Resolution from Finance &amp; General Purposes Committee:<br/> To approve the Annual Internal Auditor's Report for the year 2020 -21<br/> This item will be deferred until the meeting of the Parish Council to be held on 6 September 2021.</p>   |                                 |
| (9.2)          | <p><b>Memorial Hall Management Committee</b><br/> Councillor Steer reported that bookings are starting to be received as the COVID-19 restrictions are being lifted. There have been a few day-to-day maintenance issues to be dealt with. The order for the replacement external clock will be placed on 6 July 2021 and arrangements are in hand for the sockets on the apex of the Memorial Hall to be replaced.</p>   | Councillor Steer / Parish Clerk |
| (9.3)          | <p><b>Outdoors Committee</b><br/> Councillor Stent reported that it is proposed to arrange a meeting of the Committee in the near future.</p>   |                                 |
| (9.3.1)        | <p>To discuss the provision of planters in the High Street<br/> Agreed to purchase four planters to be positioned outside the library, subject to agreement with HCC. The cost will be met from the Community Infrastructure Levy income.</p>   | Councillor Steer / Parish Clerk |
| (9.3.2)        | <p><b>Other matters arising under this item:</b><br/> Litter bins<br/> Agreed to replace the remaining two open top litter bins outside Bovingdon Primary Academy and on Bovingdon Green with covered ones for hygienic reasons connected with the disposal of dog waste. The cost will be met from the Community Infrastructure Levy income.</p>   | Councillor Steer / Parish Clerk |

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| (9.4)  | <p><b>Grant – HS2</b><br/>The Parish Clerk was asked to investigate the possibility of obtaining grants from the HS2 development.</p>   | Parish Clerk                    |
|  | <p><b>Replacement tree outside the library</b><br/>Councillor Steer and the Parish Clerk are obtaining costings and permission from HCC.</p>  | Councillor Steer / Parish Clerk |
|  | <p>Councillor Roberts undertook to let the parish Council have a list of the pavements to be re-surfaced.</p>   | Councillor Roberts              |
|  | <p><b>Non - opening of school gates on Saturdays</b><br/>Agreed to provide a new sign indicating the times the car park is open. This will be raised at the meeting with Sunnyside Rural Trust to be held on 21 July 2021.</p>  | Councillor Stent                |
|  | <p><b>Flooding in parts of village</b><br/>Councillor Roberts confirmed that the work to prevent flooding in Green Lane is in hand. He also reported that the 'dip' outside HMP The Mount is also going to be attended to.</p>  | Councillor Roberts              |
|  | <p>Councillors raised concerns about the flooding outside the St Lawrence Church Hall in Vicarage Lane, which is caused by blocked drains. Although this has been reported on several occasions on the Herts Fault Reporting System it is always 'closed' as it is reported that drains are cleaned on a cyclical basis. Councillor Roberts to investigate.</p> | Councillor Roberts              |
|  | <p><b>Shantock Hall Lane</b><br/>Councillor Roberts has spoken to Herts Highways and requested they price up a scheme for two passing spaces. Work will probably be carried out in 2022 – 23. One matter to be investigated is the ownership of the verges as they do not belong to HCC.</p>  | Councillor Roberts              |
|  | <p><b>Trees in Nye Way</b><br/>Councillor Roberts reported that costings had been prepared for removing and replacing the street trees, which are breaking up the pavements. There will be a final consultation with the residents prior to the work being carried out. The Parish Council is supportive of this.</p>   | Councillor Roberts              |
|  | <p><b>Bench at Bus stop at top of High Street</b><br/>It has previously been agreed that HCC would undertake this work and that the Parish Council will pay for it. Councillor Roberts to chase this.</p>   | Councillor Roberts              |
|  | <p><b>Howard Agne Close</b><br/>Concerns have been received from residents about the indiscriminate parking on the grass verges leading onto Howard Agne Close. Councillor Roberts suggested the possible creation of parking spaces to tidy up the area.</p>   | Councillor Roberts              |
| <p><b>Rymill Close</b><br/>Councillor Roberts confirmed that he was looking into the issue of 'melting' pavements following their resurfacing.</p> | Councillor Roberts  |                                 |
| <p><b>Personnel Committee</b><br/>There was nothing to report.</p>   |   |                                 |

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| <p>(9.5)</p> <p><b>10.</b></p> <p><b>11.</b><br/>(11.1)</p> <p>(11.2)</p> <p>(11.3)</p> <p>(11.4)</p> <p>(11.5)</p> <p><b>12.</b></p> <p><b>13.</b></p> | <p><b>Planning Committee</b><br/>The Committee has met three times since the last meeting of the Parish Council and considered 23 applications.</p> <p>Concern was expressed about the problems being caused by work vehicles parked on the Chesham Road and surrounding area during the present construction works. The Parish Clerk was asked to write to the Case Officer in respect of the possible development of 45 – 46 Chesham Road to ask that in the event of planning permission being granted that a condition be imposed to the effect that work vehicles must park on the construction site.</p> <p><b>Health &amp; Safety</b><br/>There was nothing to report.</p> <p><b>Report from the Council’s Representative on outside groups / bodies: Bovingdon Parish 10 – 5 September 2021</b><br/>Councillor Steer reported that a grant of £440 had been received from Dacorum Borough Council to purchase a video camera.</p> <p><b>Bovingdon Primary Academy</b><br/>In the absence of a representative there was no report.</p> <p><b>Friends of The Mount</b><br/>In the absence of a representative there was no report.</p> <p><b>Community Safety</b><br/>Councillor Richardson gave feedback as follows:<br/><b>DriveSafe Campaign</b><br/>Although the DriveSafe sessions have restarted, the work of DriveSafe in the county is being reviewed and proposals are being made to ‘trial’ electronic speed detection equipment to monitor speeds (automated DriveSafe). These machines will be backed up with more enforcement of vehicles which exceed the speed limits. Agreed that Councillor Richardson will submit a funding bid to the Police &amp; Crime Commissioner for one of these to be sited in the Chipperfield Road. Councillor Roberts is prepared to support this measure financially.</p> <p><b>Emergency Service Volunteers(ESV)</b><br/>A list of tasks that are required has been submitted to the Police &amp; the Fire Service for consideration.</p> <p><b>Bovingdon Community Library</b><br/>Councillors Steer reported that the library re-opened on 29 June 2021 and will be open for four-hour sessions in line with the main library in Hemel Hempstead. The summer reading challenge for children will begin on 10 July 2021.</p> <p><b>The Queens Platinum Jubilee – 2 – 5 June 2022</b><br/>A major programme of events is being planned across the UK to celebrate the Jubilee. Agreed to investigate the possibility of organising a community event on Sunday 5 June 2022 in conjunction with the churches and Bovingdon Primary Academy. Gary Cullum will put an article in The Bovingdon Villager and Councillor Wright agreed to be lead councillor for this event.</p> <p><b>Any other urgent business</b><br/>Councillor Barrett congratulated Councillor Roberts on becoming Leader of Herts County Council. Councillor Roberts thanked Councillor Barrett and</p> | <p>Parish Clerk</p> <p>Councillor Richardson</p> <p>Councillor Wright</p> |
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|  | <p>said that he wanted to help people to come out of COVID-19 who were suffering from issues such as, mental health, domestic abuse, unemployment and poverty. Councillor Roberts listed these under three main headings:</p> <ul style="list-style-type: none"> <li>• Environment / sustainability</li> <li>• Sustainable growth</li> <li>• Health and wellbeing</li> </ul> <p>Council vacancy<br/>As no request was received for a bye-election following the resignation of Councillor Julie Marshall, it was agreed to co-opt someone on to the Council to replace her. Gary Cullum will put an article in The Bovingdon Villager and it is hoped to carry out the co-option at the meeting of the Parish Council to be held on 6 September 2021.</p> <p>The Queens Green Canopy (QGC)<br/>This is a unique UK-wide tree planting initiative created to mark The Queens Platinum Jubilee in 2022. People from across the United Kingdom are being invited to "Plant a Tree for the Jubilee." Agreed to consider if there are any suitable sites in the village during one of the regular walkabouts.</p> <p><b>14. To note date of the next Bovingdon Parish Council meeting:</b><br/>Monday 6 September 2021 to be held in The Memorial Hall starting at 7.30 p.m.</p> <p>The Council passed a resolution in the following terms:</p> <p><b><u>Exclusion of the public</u></b></p> <p>That under S 4 (A) of the Public Bodies (Admissions to Meetings) Act 1960 the public be excluded during the item(s) in Part II of the agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that if members of the public were present during these items there would be disclosure to them of exempt information relating to an individual:</p> <p><b>15. Emergency Service Volunteers</b><br/>Councillor Richardson has decided to stand down from carrying out day-to-day operational duties but will continue in an advisory capacity. Councillor Barrett thanked Councillor Richardson for his work in getting this group up and running.</p> <p>Meeting ended 9.30 p.m.</p> | <p>Parish Clerk</p> <p>Councillors<br/>Barrett,<br/>Steer and<br/>Stent</p> |
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