

**Meeting of the Bovingdon Parish Council**

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

**1 November 2021 starting at 7.30 p.m.**

**Present:**

Councillor Graham Barrett (Chairman)  
Councillor Mike Foulds  
Councillor Alison Gunn  
Councillor Ben Richardson  
Councillor Julie Steer  
Councillor David Stent  
Councillor Philip Walker  
Councillor Adrian Watney  
Councillor Pauline Wright

**Also present:**

Mike Kember, Parish Clerk

**Press:**

Gary Cullum, The Bovingdon Villager

**Representatives from the Village:**

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<b>1.</b>	<b>To receive any apologies for absence</b> There were apologies for absence received from Councillor Hugh Schneiders and Dacorum borough Councillors Stewart Riddick and Gbola Adeleke.	
<b>2.</b>	<b>To receive any specific Declarations of Interest</b> There were no declarations of interest.	
<b>3.</b>	<b>Public Question Time</b> There were no matters raised.	
<b>4.</b>	<b>Signing of: Minutes: Bovingdon Parish Council Meeting, 6 September 2021</b> Those Councillors present agreed that the minutes of the meeting of Bovingdon Parish Council Meeting held on 6 September 2021 were a true representation of the meeting and the minutes were signed by Councillor Barrett.	
<b>5.</b>	<b>Matters Arising from Minutes: –</b> <b>Minutes: Bovingdon Parish Council Meeting, 6 September 2021</b>	
(5.1)	<b>Footpath 31 leading from Newhouse Road</b> The Parish Clerk confirmed that he has written to Clayton Rae, the footpaths officer at Dacorum BC requesting that the missing kissing gate at the entrance to the footpath be replaced?	Parish Clerk
(5.2)	<b>Overgrown hedges in Newhouse Road</b> Despite reporting this several times to Herts Highways, the request keeps being closed and no action taken. The Parish Clerk was asked to contact Councillor Richard Roberts.	Parish Clerk
(5.3)	Representatives on outside bodies Bovingdon Primary Academy	

	The Parish Clerk has written to The Principal of Bovingdon Primary Academy seeking a replacement representative.	Parish Clerk
(5.4)	<b>HMP The Mount</b> The Parish Clerk has contacted HACRO to nominate a representative for HMP The Mount but in the absence of a nomination it was agreed to defer this matter for the time being.	
(5.5)	<b>Planters in High Street</b> The four planters have arrived and are currently being stored in The Memorial Hall. Councillor Wright is making arrangements for them to be moved to the Library forecourt and to be planted up.	Councillor Wright
(5.6)	<b>Replacement Litter Bins</b> Councillor Steer reported that Dacorum BC had replaced the litter bin outside Bovingdon Primary Academy free of charge. The litter bin on Bovingdon Green will be replaced as part of a rolling replacement programme by the Borough Council.	
(5.7)	<b>Replacement tree outside the library</b> Councillor Steer and the Parish Clerk are still progressing obtaining costings and permission from HCC.	Councillor Steer / Parish Clerk
(5.8)	<b>Opening / closing of school gates on Saturdays</b> Sunnyside Rural Trust have made arrangements with Simmons Bakery to do this. Gary Cullum offered to put an article in The Bovingdon Villager about availability of car parking on Saturdays.	Gary Cullum
(5.9)	<b>Bovingdon pre-school</b> The Parish Clerk confirmed that he had met with the Pre-school and they had agreed to the revised arrangements.	
(5.10)	<b>Planting of daffodil bulbs</b> Councillor Wright reported that 1500 daffodil bulbs had been purchased and will be planted by the Sunnyside Rural Trust in the grassed area outside Archway.	Councillor Wright
(5.11)	<b>Unauthorised parking</b> Refuse collection vehicles have been parked in the road leading to the school and the Parish Clerk was asked to write to Dacorum Borough Council about this.	Parish Clerk
(5.12)	<b>Highways matters</b> Councillor Barrett invited Councillor Roberts to report back on items marked for his attention from the minutes of the Parish Council meeting held on 6 September 2021. The Parish Clerk was asked to contact Councillor Roberts for his comments.	
	<b>Flooding in parts of village</b> Councillor Roberts confirmed that he has looked at the 'dip' outside HMP The Mount and thinks that it may require another drain.	
	Councillors raised concerns about the flooding outside the St Lawrence Church Hall in Vicarage Lane, which is caused by blocked drains. Councillor Roberts confirmed that this has been chased.	
	<b>Shantock Hall Lane</b>	

	<p>Councillor Roberts confirmed that detailed discussions have taken place regarding a scheme for two passing spaces.</p> <p>Bench at Bus stop at top of High Street It has previously been agreed that HCC would undertake this work and that the Parish Council will pay for it. Councillor Roberts to confirm exact location with Parish Clerk.</p> <p>Howard Agne Close 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, although this may not resolve the problem.</p> <p>Rymill Close Councillor Roberts confirmed that he has spoken to the residents about the issue of 'melting' pavements following their resurfacing. There has not been any further deterioration. Negotiations are continuing. The damage was caused by a very heavy vehicle driving over them.</p> <p>Pavements in lower high Street (outside Fyfe's butchers) The resurfacing works carried out some months ago have not deteriorated any further.</p> <p>Chesham / Hempstead Roads Councillor Roberts reported that he was looking to make funds available to restore the footpaths on these two roads as they have become very overgrown and difficult to navigate in places.</p> <p><b>6. Crime Report</b> The Parish Clerk reported that neither the PC or PCSO had been available to attend this meeting. In their absence Councillor Richardson reported that the crime levels remain low in the village. Councillor Steer reported there has been further incidents of criminal damage caused to vehicles parked in Howard Agne Close.</p> <p><b>7. Neighbourhood Plan (NP)</b> Clare Norton, Chair of the Steering Group reported that some progress has been made to complete the Affordable Housing Needs Assessment with funding obtained through Locality. The Steering Group had met two weeks ago and it is hoped to complete the documentation by mid-November and then it will be ready for the consultant to incorporate into the draft plan. There has been a number of discussions with the developers of Grange Farm although there are still some key decisions to be made. Clare thanked the members of the Steering Group for their help. Councillor Barrett thanked Clare for her work in getting the plan to this stage.</p> <p>The provision of allotments was discussed and the Parish Clerk was asked to obtain some information from Chipperfield and Kings Langley Parish Councils who provide allotments.</p> <p><b>8. To receive and adopt the following Minutes:</b> (8.1) Planning Committee Meetings: (i) 16 August 2021 (ii) 6 September 2021 (iii) 27 September 2021</p> <p>Resolved that the minutes of these meetings as circulated, be received and adopted.</p>	<p>Parish Clerk</p>
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<p><b>9.</b> (9.1)</p>	<p><b>To receive reports from the Chairman of Committees:</b> <b>Finance &amp; General Purposes Committee</b></p>	
	<p>Councillor Steer reported that the Committee will be meeting on 7 December 2021 to discuss budget requirements for 2022 – 23 and asked the Chairman of Committees to submit their draft budgets by 1 December 2021. Details of Community Infrastructure Levy(CIL) income had been previously circulated.</p>	<p>All Committee Chairman</p>
<p>(9.2)</p>	<p><b>Memorial Hall Management Committee</b></p>	
	<p>Councillor Steer reported that a meeting of the Committee has been arranged for 16 November 2021. The new centenary clock has been fitted to the apex.</p>	
<p>(9.3)</p>	<p><b>Outdoors Committee</b></p>	
	<p>Councillor Wright reported that David Cooper has been appointed as the Bovingdon Contract Manager for Sunnyside Rural Trust (SRT). SRT have been painting the railings around the Docks. There is a meeting arranged with the Chief Executive Officer on 3 November to discuss the contract. The next meeting of the Outdoors Committee will be held on 16 November.</p>	
	<p>Councillor Wright has been on village walkabout with Sue Miller and Anne Barrett to identify possible sites to plant trees as part of the Queens Green Canopy initiative and she will circulate a list of these to councillors for comment.</p>	<p>Councillor Wright</p>
	<p>The tree bench to the side of the Memorial Hall has been renovated by Joe Beech and Cos Stavrou and Sue Baxter has provided some plants. The Parish Clerk was asked to send a ‘thank you’ letter for their help and support.</p>	<p>Parish Clerk</p>
<p>(9.4)</p>	<p><b>Personnel Committee</b></p>	
	<p>There was nothing to report.</p>	
<p>(9.5)</p>	<p><b>Planning Committee</b></p>	
	<p>The Committee has met three times since the last meeting of the Parish Council and considered 29 applications.</p>	
<p><b>10.</b></p>	<p><b>Health &amp; Safety</b></p>	
	<p>There was nothing to report.</p>	
<p><b>11.</b></p>	<p><b>Report from the Council’s Representative on outside groups / bodies:</b></p>	
<p>(11.1)</p>	<p><b>Bovingdon Parish 10 – 4 September 2022</b></p>	
	<p>Nothing to report.</p>	
<p>(11.2)</p>	<p><b>Bovingdon Primary Academy</b></p>	
	<p>In the absence of a representative there was no report.</p>	
<p>(11.3)</p>	<p><b>Friends of The Mount /HACRO</b></p>	
	<p>In the absence of a representative there was no report.</p>	
<p>(11.4)</p>	<p><b>Community Safety</b></p>	
	<p>Councillor Richardson reported on a meeting with Stephanie Evans at the Police &amp; Crime Commissioner’s Office and explained that there is concern at the speed of getting funding bids processed once they have been awarded. The difficulty is that that Herts County Council do not have the technical people to do the work to process the bids so the decision has been taken to delay the next round of funding bids until next year. This matter is to be raised with County Councillor Richard Roberts</p>	

(11.5)	<p><b>Bovingdon Community Library</b> There is nothing to report.</p>	
(11.6)	<p><b>Chilterns Conservation Board</b> Councillor Watney attended his first meeting on 7 September. The agenda contained matters of general importance such as the proposal by the Department for Environment, Food &amp; Rural Affairs (DEFRA) to convert some Areas of Outstanding Natural Beauty (AONB) into a National Park and concern about the tunnelling work associated with HS2. One success has been that Affinity Water has agreed not to pump pollution into the River Chess, which is part of the chalk stream network that are a particular feature of the Chilterns.</p>	
12.	<p><b>Bovingdon Improvement Plan (BIP) Working Group</b> Councillor Stent circulated a paper giving an update on the two working groups as follows:</p> <p>The High Street Working Group (HSWG) has had an initial meeting to scope the aims of the project. The next steps are to identify and engage with key people in Herts CC and Dacorum BC, especially in the area of parking, (a keystone to any successful High Street rejuvenation).</p> <p>The HSWG then intends to ask the identified person (s) to come and meet the group to discuss the parking scheme outside the Co-op area, for their guidance / recommendations etc. It was also agreed to revisit the 2012 design and see what is 'possible' and 'not possible' to incorporate into the project. For example - tree planting, and also parking bay layout's.</p> <p>The Memorial Hall Working Group (MHWG) has had its first meeting and identified four potential architects who have submitted their initial thoughts and comments. The next step will be for the MHWG to discuss the opportunity and options with each of the architects. To help facilitate this, the MHWG plan to visit Sarratt Village Hall and Pitstone Memorial Hall. These Halls have already been through the redevelopment / rebuild process and this will help to formulate a better insight into what we are looking for.</p>	
13.	<p><b>The Queens Platinum Jubilee – 2 – 5 June 2022</b> Councillor Wright circulated a paper setting out draft ideas for this event. It was agreed that it would be best to concentrate on one large event and this will take place on Thursday 2 June 2022 on Bovingdon Green. Arrangements are being made for a beacon to be made and this will be permanently sited on the green. Several grant applications have been made to fund the cost of the beacon but it was agreed that the Parish Council would under write the capital cost if there was a shortfall. The beacon will be lit on the 2 June as part of the beacon lighting event which will take place throughout the United Kingdom, Channel Islands, Isle of Man, UK Overseas Territories and for the first time, in each of the capital cities of the Commonwealth countries.</p> <p>St Lawrence Church will be holding their annual fete on Saturday 4 June and if individual streets wish to have a street party on Sunday 5 June this will be welcomed.</p>	
14.	<p><b>Switch-on of Christmas Street Lighting – Sunday 28 November 2021 from 4.00 – 7.00 p.m.</b> Councillor Gunn circulated a paper setting out the proposed arrangements for the Street Fayre and switching on of the new Christmas Lights. ITV have</p>	

	<p>provided a celebrity who is taking part in this season's Dancing on Ice and it is hoped that they will be accompanied by their professional skating partner. The High Street will be closed and there will be 30+ stalls selling all sorts of festive craft and gifts, Christmas cards and decorations. There will be a Santa's Grotto in the Memorial Hall and various children's rides and lots more to make it an event for the whole family. In addition, there will be carol singing and hot food and mulled wine.</p> <p>The Parish Clerk was asked to write to Councillor Richard Roberts to see if he is able to expedite the repair to the lighting column on the forecourt of the Memorial Hall.</p> <p><b>15. Any other urgent business</b> There were no items of any other urgent business.</p> <p><b>16. To note date of the next Bovingdon Parish Council meeting:</b> Monday 10 January 2022 to be held in The Memorial Hall starting at 7.30 p.m.</p> <p>Meeting ended at 9.50 p.m.</p>	<p>Parish Clerk</p> <p>All to note</p>
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