

Meeting of the Bovingdon Parish Council

Held in The Memorial Hall, High Street, Bovingdon

27 June 2022 starting at 7.30 p.m.

Present:

Councillor Mike Foulds (Chair)
Councillor Hugh Schneiders
Councillor Julie Steer
Councillor Pauline Wright

Also present:

Clare Norton, Chair of the Neighbourhood Plan Steering Group – for Item 8
Mike Kember, Parish Clerk
Dave Kirk, Responsible Financial Officer

1.	To appoint a Chair for the meeting Councillor Foulds was appointed as Chair for the meeting.	
2.	To receive apologies for absence Apologies for absence were received from Parish Councillor's Graham Barrett, Alison Gunn, Ben Richardson, David Stent, Philip Walker and Adrian Watney and also from County Councillor Richard Roberts, Borough Councillor's Stewart Riddick and Gbola Adeleke and Gary Cullum, The Bovingdon Villager.	
3.	Specific Declarations of Interest There were no Declarations of Interest.	
4.	Public Question time	
4.1	Dead cherry tree outside Archway Flats Gary Cullum had written to ask if this tree can be replaced. The Tree Officer at Dacorum Borough Council is aware of this and arrangements are being made for it to be replaced at the appropriate planting time.	Councillor Wright
5.	Signing of Minutes: Bovingdon Parish Council Meeting, 9 May 2022 Those Councillors present agreed the minutes of the meeting of Bovingdon Parish Council Meeting held on 9 May 2022 were a true representation of the meeting and the minutes were signed by Councillor Foulds.	
6.	Matters Arising from Minutes: –	
6.1	Bovingdon Parish Council Meeting, 9 May 2022 Resurfacing of footpath on Bovingdon Green to Long Lane Councillor Roberts has been informed that the overgrowth onto the path should be dug out to improve the width and that the puddle /. Dip nearer the old pub end requires some TLC. Councillor Roberts confirmed that this work will be included in his Highways Locality Budget for 2023 – 24 if it cannot be done in the current year.	Councillor Roberts
6.2	Footpath 31 leading from Newhouse Road – replacement gate The Parish Clerk confirmed that he had written to HMP The Mount and was waiting for a reply.	Parish Clerk
6.3	Representative on outside bodies – Bovingdon Primary Academy This matter is on-going. Councillor Stent to raise this with the Chief executive of the Aspire Academies Trust.	Councillor Stent
6.4	Opening / closing of school gates on Saturdays Councillor Stent to order two A-boards, which could also be used to advertise other events.	Councillor Stent

6.5	<p>Flooding in parts of village In the absence of Councillor Roberts, the Parish clerk was asked to write to him for his comments on the following items:</p> <ul style="list-style-type: none"> the 'dip' outside HMP The Mount – it is thought that it may require another drain. outside the St Lawrence Church Hall in Vicarage Lane, which is caused by blocked drains. 	Parish Clerk
6.6	<p>Bench at Bus stop at top of High Street The Parish Clerk confirmed that an order has been placed for the existing bench to be moved to the new bus stop and that an invoice will be sent to the Parish Council.</p>	Parish Clerk
6.7	<p>Police & Crime Commissioners Office The Parish Clerk to write to the Police Commissioners office asking for an update on funding from the locality budget and the provision of a PCSO within the Parish</p>	Parish Clerk
6.8	<p>Bobsleigh Hotel The Parish Clerk has written to the Regional Director of Macdonalds Hotel to seek a meeting with them and the Bovingdon Film Studios to discuss the need for hotel accommodation in the area arising from the film production being carried out on Bovingdon Airfield but has not received a reply.</p>	Parish Clerk
6.9	<p>Bovingdon Community Library Councillor Steer confirmed that they are waiting for permission from Herts County Council to instal the new "Tommy" Standing Soldier in a permanent location around the library area.</p> <p>Agreed that Councillor Steer can purchase two poppy benches representing WW1 and WW2 to be located outside the library. Permission will have to be sought from Herts County Council and it may necessitate the respiting / removal of the existing wooden bench.</p> <p>Councillor Steer reported that both items are on-going.</p>	Councillor Steer
7.	<p>Crime Report In the absence of Councillor Richardson there was no report.</p>	
8.	<p>Neighbourhood Plan Clare Norton, Chair of Steering Group reported that she has received the first draft of the NP from the consultant and is currently going through it in detail. The Design Code has been signed off by the NP Steering Group and AECOM and the Steering Group is still waiting for it to be agreed by Locality. The Regulation 14 consultation and referendum on the revised final Neighbourhood Plan will take place in the autumn.</p>	
9. (9.1)	<p>To receive and adopt the following Minutes: Planning Committee Meetings: (i) 19 April 2022 (ii) 9 May 2022 (iii) 30 May 2022 Resolved that the minutes of these meetings as circulated, be received and adopted.</p>	
10. (10.1)	<p>Feedback from Chair of Committees: Finance & General Purposes Committee Dave Kirk presented the draft accounts for the financial year 2021 – 22. He reported that there was a surplus of £3,568 on the Parish Account and that it had been agreed by the Committee to move £3k into the Christmas Street Lights budget and the remainder to go back into the General Account. The Memorial Hall accounts showed a deficit of £210.</p>	

(10.1.2)	<p>Resolutions to be considered from the Finance & General Purposes Committee</p> <p>(a) To receive and approve the Annual Accounts 2021 – 22 for the Parish including the Revenue Account and Balance Sheet It was proposed by Councillor Steer and seconder by Councillor Wright and resolved that the Council approves the Annual Accounts 2021 – 22 for the Parish including the Revenue Account and Balance Sheet</p> <p>(b) To approve the list of ‘reserves’ totalling £200,973 for the Parish It was proposed by Councillor Steer and seconder by Councillor Foulds and resolved that the Council approves the list of ‘reserves’ totalling £200,973 for the Parish</p> <p>(c) To receive and approve the Annual Accounts 2021 – 22 for the Memorial Hall including the Revenue Account and Balance Sheet It was proposed by Councillor Steer and seconder by Councillor Schneiders and resolved that the Council approves the Annual Accounts 2021 – 22 for the Memorial Hall including the Revenue Account and Balance Sheet</p> <p>(d) To approve the list of ‘reserves’ totalling £110,395 for the Memorial Hall It was proposed by Councillor Steer and seconder by Councillor Foulds and resolved that the Council approves list of ‘reserves’ totalling £110,395 for the Memorial Hall</p> <p>Agreed to move £15k from the EMR Hall Major Improve Reserve to the EMR Bricks & Mortar budget</p> <p>(e) To appoint APS Accountancy of Dunstable as the Annual Internal Auditor for 2021 – 2022 and the current year 2022-2023 It was proposed by Councillor Steer and seconder by Councillor Schneiders and resolved that the Council appoint APS Accountancy of Dunstable as the Annual Internal Auditor for 2021 – 2022 and the current year 2022-2023</p> <p>(f) To receive and approve Section 1 – The Annual Governance Statement 2021 – 22 It was proposed by Councillor Steer and seconder by Councillor Wright and resolved that the Council receive and approve Section 1 – The Annual Governance Statement 2021 – 22</p> <p>(g) To receive and approve Section 2 – Accountancy Statements 2021 – 22 It was proposed by Councillor Steer and seconder by Councillor Schneiders and resolved that the Council receive and approve Section 2 – Accountancy Statements 2021 – 22</p> <p>(h) To approve the dates for the public rights inspection period – 29 June to 12 August 2022 It was proposed by Councillor Steer and seconder by Councillor Foulds and resolved that the Council approve the dates for the public rights inspection period – 29 June to 12 August 2022</p> <p>(i) To approve the revised Standing Orders (changes to paragraphs 18.c and 18.g and Financial Regulations (no changes) as previously circulated It was proposed by Councillor Steer and seconder by Councillor Foulds and resolved that the Council approve the revised Standing Orders (changes to paragraphs 18.c and 18.g and Financial Regulations (no changes) as previously circulated</p> <p>Councillor Steer reported that the Parish General and Financial Risk Assessment will be brought to the Parish Council meeting to be held on 5 September 2022.</p>	RFO
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	<p>Councillor Steer confirmed that the Community Infrastructure Levy CIL report had been submitted to Dacorum Bough Council for the year ending 31 March 2022.</p>
(10.1.3)	<p>To consider a contribution of £4,400 from the CIL receipts towards the cost of resurfacing the synthetic goal area in the King George V Playing Field Agreed to a contribution of £4,400 from the CIL receipts towards the cost of resurfacing the synthetic goal area in the King George V Playing Field. Dacorum Borough Council to fund the balance of £5,600.</p>
(10.1.4)	<p>To consider the award of a grant of £500 to ‘Tea time’ to contribute towards the purchase of equipment Agreed to the award of a grant of £500 to ‘Tea time’ to contribute towards the purchase of equipment</p>
10.2	<p>Memorial Hall Management Committee There was nothing further to report.</p>
10.3	<p>Outdoors Committee Councillor Wright reported that negotiations are on-going with the Sunnyside Rural Trust regarding the contract and a further meeting will be held in the near future.</p> <p>Councillor Walker has installed the irrigation system for the hanging baskets outside the Memorial Hall.</p> <p>The Jubilee Tree ordered via Dacorum Borough Council will be planted in 2023 on either Bovingdon Green or in the High Street.</p> <p>The Parish Clerk reported that Herts CC Drainage Engineers will be working on the Docks during the week beginning 18 July to carry out investigatory work on the well and pond to the manhole cover identified just adjacent to Church Street in the car park to establish if there is a connection.</p>
10.4	<p>Personnel Committee There was nothing to report.</p>
10.5	<p>Planning Committee The Committee has met twice since the last meeting of the Parish Council and considered 19 applications.</p>
11.	<p>Bovingdon Improvement Plan (BIP) Working Group In the absence of Councillors Richardson and Stent there was no report.</p>
12.	<p>Report from the Council’s Representative on outside groups / bodies:</p>
(12.1)	<p>Bovingdon BP10 Councillor Steer confirmed that arrangements are on track for this year’s event.</p>
(12.2)	<p>Bovingdon Primary Academy There was nothing additional to report.</p>
(12.3)	<p>Friends of The Mount / HACRO From September 2022, HACRO will no longer be providing a service in the visitor centre at HMP The Mount following a contract retendering.</p>
(12.4)	<p>Community Safety In the absence of Councillor Richardson there was no report.</p>
(12.5)	<p>Bovingdon Community Library There was nothing additional to report.</p>

(12.6)	<p>Chilterns Conservation Board In the absence of Councillor Watney there was no report.</p>	
13.	<p>The Queens Platinum Jubilee – 2 – 5 June 2022 Councillor Wright said that the event had surpassed all expectations and that it had been well worth all the anguish and time spent in the organisation. A debrief meeting will be held in the near future to discuss the event. Councillor Schneiders proposed a vote of thanks to Councillors Wright and Barrett for their hard work in organizing a very successful event. 13 grants were awarded for Street Parties.</p> <p>The Parish Clerk read out an extract from an email received from Councillor Adeleke – ‘Would you also be kind enough to pass my sincere Congratulations to the Parish Council for organising and holding a fantastic Jubilee event in the Village. It was a unique day like no other and both the Organisers and Volunteers deserve more than a pat on their backs. Well done!’</p>	
14.	<p>Health & Safety There was nothing to report.</p>	
15.	<p>Any other urgent business None</p>	
16.	<p>To note date of the next Bovingdon Parish Council meeting: Monday 5 September 2022 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>Exclusion of the public Part II - 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 employee:</p> <p>Succession Planning for the Parish Clerk</p>	
17.	<p>In the absence of Councillor Richardson, the Parish Clerk gave a brief update. The first meeting of the Personnel Committee will be held on 20 July 2022.</p> <p>Meeting ended at 9.00 p.m.</p>	