

## Annual Meeting of the Bovingdon Parish Council

Held in The Memorial Hall, High Street, Bovingdon

15 May 2023 starting at 8.30 p.m.

### Present:

Councillor Graham Barrett  
Councillor Mike Foulds  
Councillor Ben Richardson  
Councillor Hugh Schneiders  
Councillor Julie Steer  
Councillor Adrian Watney  
Councillor Pauline Wright

### Also present:

Clare Norton, Chair of the Neighbourhood Plan Steering Group  
Mike Kember, Parish Clerk

### Press:

Gary Cullum, The Bovingdon Villager

### Representatives from the Village:

Two residents

1.	<b>To elect a Chair to hold office until the next Annual Meeting of the Council</b> Councillor Graham Barrett was elected Chair. Proposed by Councillor Schneiders. Seconded by Councillor Richardson.	
2.	<b>To receive the Chair's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received</b> The Parish Clerk received the newly elected Chair's Declaration of Acceptance of Office.	
3.	<b>To elect a Vice-Chair to hold office until the next Annual Meeting of the Council</b> Councillor David Stent was elected Vice-Chair. Proposed by Councillor Barrett. Seconded by Councillor Foulds.	
4.	<b>To receive the Vice-Chairman's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received</b> In the absence of Councillor Stent, it was agreed that the Parish Clerk will receive the newly elected Vice-Chair's Declaration of Acceptance of Office on his return from holiday.	Parish Clerk
5.	<b>To receive apologies for absence</b> Apologies for absence were received from Councillors Gunn, Stent and Walker and from Borough Councillor Stewart Riddick.	
6.	<b>Specific Declarations of Interest</b> There were no Declarations of Interest.	
7.	<b>To nominate / appoint representatives to serve on outside bodies to hold office until the next Annual Meeting of the Council:</b>	
7.1	<b>Bovingdon Primary Academy</b> Agreed that Kerry Trevitt to be the Council's representative.	

7.2	<p><b>Friends of 'The Mount'</b> To be advised – It was suggested that Matt Canon be asked if he would like to undertake this.</p>	Parish Clerk
7.3	<p><b>Community Safety</b> Agreed that Councillor Ben Richardson will continue to be the Council's representative.</p>	
7.4	<p><b>Bovingdon Community Library</b> Agreed that Councillor Julie Steer will continue to be the Council's representative.</p>	
7.5	<p><b>Chilterns Conservation Board</b> Agreed that Councillor Adrian Watney will continue to be the Council's representative.</p>	
8.	<p><b>To appoint Councillors' to serve on the following Committees until the next Annual Meeting of the Council:</b></p>	
8.1	<p><b>Finance &amp; General Purposes Committee</b> Resolved that Councillors Barrett, Foulds, Steer and Walker will be appointed to serve on the Finance &amp; General Purposes Committee.</p>	
8.2	<p><b>Memorial Hall Management Committee</b> Resolved that Councillors Foulds, Gunn, Steer, Stent and Wright will be appointed to serve on the Memorial Hall Management Committee.</p>	
8.3	<p><b>Outdoors Committee</b> Resolved that Councillors Barrett, Gunn, Richardson, Schneiders, Stent, Watney and Wright will be appointed to serve on the Outdoors Committee.</p>	
8.4	<p><b>Personnel Committee</b> Resolved that Councillors Foulds, Richardson, Steer, Stent and Watney will be appointed to serve on the Personnel Committee.</p>	
8.5	<p><b>Planning Committee</b> Resolved that Councillors Barrett, Richardson, Schneiders, Stent, Watney and Wright will be appointed to serve on the Planning Committee.</p>	
9.	<p><b>Public Question time</b> There were no questions.</p>	
10.	<p><b>Signing of Minutes: Bovingdon Parish Council Meeting, 6 March 2023</b> Those Councillors present agreed the minutes of the meeting of Bovingdon Parish Council Meeting held on 6 March 2023 were a true representation of the meeting and the minutes were signed by Councillor Barrett.</p>	
11.	<p><b>Matters Arising from Minutes: –</b></p>	
	<p><b>Bovingdon Parish Council Meeting, 6 March 2023</b></p>	
11.1	<p><b>Dead cherry tree outside Archway Flats</b> Councillor Wright is in ongoing discussions with Luke Johnson, Trees &amp; Woodlands Team Leader of Dacorum Borough Council. Three trees are being replaced in the autumn in the High Street. Two to replace dead ones outside Archway flats and the other is the planting of the Queen's Platinum Jubilee tree.</p>	Councillor Wright
11.2	<p><b>Opening / closing of school gates on Saturdays</b></p>	

	<p>The new arrangements are in place for the opening / closing of the public toilets and school gates on Saturdays. The A-boards have been delivered and signs are being made for them.</p>	Councillor Stent / Parish Clerk
<b>(11.3)</b>	<p><b>Village Gates</b></p> <p>A survey of condition had been undertaken of the four village gates and Councillor Schneiders will arrange for the necessary repairs to be undertaken.</p>	Councillors Schneiders
<b>12.</b>	<p><b>Crime Report</b></p> <p>Councillor Richardson reported that crime is still low in our village compared to other areas. Sadly, incidents of domestic violence remain high.</p> <p>PC Dan Stevens will be holding a Police Surgery in the Memorial Hall on 28 June 2023.</p> <p>Councillor Richardson has spoken to Councillor Roberts about the delays in implementing the Community Safety / Road Safety Fund Award to see if he can expedite progress on the implementation of the scheme with Herts Highways.</p> <p>Councillor Richardson reported that the Speed Indicator Device on the Hempstead Road requires the battery to be replaced.</p> <p>A Local Parishes Network has been set-up to discuss issues on community safety.</p>	
<b>13.</b>	<p><b>Neighbourhood Plan (NP)</b></p> <p>Clare Norton, Chair of the Neighbourhood Plan Steering Group, reported as follows:</p> <ul style="list-style-type: none"> <li>• The consultant is making the final 'tweaks' on the NP</li> <li>• The final draft of the NP should be with the Parish Council week beginning 22 May to 'sign off'. This will then go to Dacorum Borough Council to comply with Regulation 15.</li> <li>• Steering Group to meet next week and an article giving an update will appear in the next edition of The Bovingdon Villager.</li> </ul>	
<b>14.</b>	<p><b>To receive and adopt the following Committee minutes:</b></p> <p><b>Planning Committee Meeting: Planning Committee Meetings: (i) 30 January 2023 (ii) 21 February 2023 (iii) 6 March 2023 (iv) 27 March 2023</b></p> <p>Resolved that the minutes of these meetings as circulated, be received and adopted.</p>	
<b>15.</b>	<p><b>Feedback from Chair of Committees:</b></p>	
<b>15.1</b>	<p><b>Finance &amp; General Purposes Committee</b></p> <p>The Committee met on 9 May. Due to unforeseen circumstances the production of the draft Final Accounts for 2022 – 23 for the Parish Council have been delayed. Agreed to delegate to the Finance &amp; General Purposes Committee the power to take any decisions related to the completion and signing off of the accounts. The Memorial Hall draft Final Accounts are to be completed.</p> <p>The Community Infrastructure Levy Monitoring Report for 2022 -23 has been approved by the Committee and will be posted on the Parish Council website. £14,710.72 was spent in 2022-23 and there is a balance of £131,440.97 to be allocated.</p>	

<p>(15.1.1)</p> <p>(a)</p> <p>15.2</p> <p>15.3</p> <p>15.4</p> <p>15.5</p> <p>16.</p> <p>17.</p> <p>17.1</p> <p>17.2</p> <p>17.3</p>	<p><b>Resolutions to be considered from the Finance &amp; General Purposes Committee</b></p> <p><b>To consider the award of a grant of £370 to the Bovingdon Baptist Church for help to improve their on-going activities.</b></p> <p>It was proposed by Councillor Steer, seconded by Councillor Wright and resolved that the Council award a grant of £370 to the Bovingdon Baptist Church for help to improve their on-going activities.</p> <p><b>Memorial Hall Management Committee</b></p> <p>There have been no meetings of the Committee, although it is proposed to arrange a meeting in June.</p> <p><b>Outdoors Committee</b></p> <p>Councillor Wright reported that the newly planted drifts of daffodils along the Chesham Road perimeter of the Airfield had been magnificent and this has been well received in the village. It is planned to plant more in the autumn.</p> <p>On Monday 8 May, as part of the 'The Big Help Out' to celebrate the coronation of King Charles III, around 40 volunteers helped to clear up the surrounds of the pond on Bovingdon Green. The Scouts provided refreshments for those taking part. This event has been well received and those taking part would like to help out again. The children had a great time.</p> <p>A meeting has been held with Elgan Adlard, Land Management Projects Officer, Countryside Management Services which provides advice and help to Parish and Town councils, in support of Hertfordshire County Council's Sustainable Hertfordshire Strategy. Visits were made to Bovingdon Green and pond, Old Dean and the King George V Playing Field. Elgan will produce a report looking at ways in which we can improve the biodiversity of these areas.</p> <p><b>Personnel Committee</b></p> <p>There was an extra-ordinary meeting of the Committee held on 29 March 2023 to discuss the Parish Clerk vacancy. Interviews will be held over two days during week commencing 22 May.</p> <p><b>Planning Committee</b></p> <p>The Committee has met three times since the last meeting of the Parish Council and considered 21 applications.</p> <p><b>Bovingdon Improvement Plan (BIP) Working Group</b></p> <p>In the absence of Councillor Stent there was no report.</p> <p><b>Report from the Council's Representative on outside groups / bodies:</b></p> <p><b>Community Safety</b></p> <p>The Parish Marshalls during their patrols are paying particular attention to the entrance to the King George V Playing Field, off Church Lane and on Bovingdon Green.</p> <p><b>Bovingdon Community Library</b></p> <p>Councillor Steer reported that it is business as usual with the support of 30 hours of volunteers each week. They are currently preparing for the Summer Reading Challenge.</p> <p><b>Chilterns Conservation Board</b></p>	<p>Parish Clerk</p> <p>Councillor Wright</p>
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	<p>Councillor Watney reported that he sits on the Main Board and the Planning Committee. A lot of time is spent discussing:</p> <ul style="list-style-type: none"> <li>• HS 2 – work monitoring</li> <li>• Cleaning up of the Chalk Streams</li> <li>• Walks, lectures, cycling tours</li> </ul>	
<b>18.</b>	<p><b>Health &amp; Safety</b></p> <p>There was nothing to report.</p>	
<b>19.</b>	<p><b>Any other urgent business</b></p>	
<b>19.1</b>	<p><b>Flaunden Quarry</b></p> <p>Councillor Schneiders reported that this area was being use for illegal fly tipping.</p>	
<b>19.2</b>	<p><b>Dog Waste Bin</b></p> <p>Agreed to remove the damaged bin outside the Bovingdon Primary Academy. It will not be replaced as there are others nearby on either side of the High Street.</p>	Councillor Barrett
<b>19.3</b>	<p><b>Grange Farm</b></p> <p>Councillor Barrett will circulate a copy of a letter that has been drafted by the developers asking for support to the scheme that will put money into the village for community projects.</p>	Councillor Barrett
<b>20.</b>	<p><b>To note date of the next Bovingdon Parish Council meeting:</b></p> <p>Monday 26 June 2022 at 7.30 p.m. to be held in the Memorial Hall</p> <p>The Council passed a resolution in the following terms:</p> <p><b><u>Exclusion of the public</u></b></p> <p>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 a contract:</p>	
<b>21.</b>	<p><b>Sunnyside Rural Trust – renewal of contract</b></p> <p>Agreed to accept the revised contract and to advertise in The Bovingdon Villager for a Village Warden to be accountable to the Parish Council. Agreed that Councillors Steer and Wright will monitor the new contract on a monthly basis.</p>	Councillors, Barrett, Steer and Wright
<b>22.</b>	<p>Agreed the Council will have an ‘away day’ later this year to discuss plans for the next four years.</p> <p>Meeting closed at 10.30 p.m.</p>	

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