

**Meeting of the Bovingdon Parish Council**

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

**3<sup>rd</sup> March 2025 starting at 7.00 p.m.**

**Present:**

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

**Also present:**

Herts County Councillor Richard Roberts  
Dacorum Borough Councillor Stewart Riddick  
Lisa Edwards, Assistant to the Parish Clerk

**Press: 1**

**Representatives from the Village: 2 residents**

<p><b>1.</b></p> <p><b>2.</b></p> <p><b>3.</b></p> <p><b>4.</b></p> <p><b>5.</b></p>	<p><b>To receive apologies for absence</b> Apologies for absence were received from Gemma Coventry, Parish Clerk/RFO.</p> <p><b>Specific Declarations of Interest</b> Councillor Wright and Councillor Leon declared an interest in item 9.1.1 (i) Grant Application – Community Events Team.</p> <p><b>To fill the vacancy on the Parish Council by Co-Option</b> Councillor Barrett explained that there were no candidates available for co-option and that this would be reviewed at the Annual Parish Council meeting on the 15<sup>th</sup> May 2025.</p> <p><b>Public Question time</b> A resident expressed her concern about future plans for the development of the Memorial Hall and surrounding area. Councillor Barrett offered reassurance and stated that for any plans there would be a full consultation so that residents would be able to comment.</p> <p>Councillor Steer informed the meeting that she will meet with Councillor Roberts to discuss the crossing on Chesham Road, in light of the new access point from the prison estate, following the completion of the Cala Homes development.</p> <p><b>Signing of Minutes: Bovingdon Parish Council Meeting, 6<sup>th</sup> January 2025</b> Those Councillors present agreed the minutes of the meeting of Bovingdon Parish Council Meeting held on 6<sup>th</sup> January 2025 were a true representation of the meeting and the minutes were signed by Councillor Barrett.</p>	
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<p>6.</p>	<p><b>Matters Arising from Minutes: – Bovingdon Parish Council Meeting, 6<sup>th</sup> January 2025</b></p> <p><b>Overgrown hedge – Little Park/Newhouse Road/Green Lane</b> Councillor Walker confirmed that the hedges have now been cut back.</p> <p><b>Pavement from Dudley House to Tesco</b> Councillor Roberts confirmed that the repairs to this pavement are in the Hertfordshire County Council budget to repair for 25/26</p> <p><b>Parking Restrictions on the High Street</b> Councillor Stent confirmed that he had contacted Dan Rogers and is now awaiting a date for restrictions to be implemented.</p> <p><b>Various issues for Councillor Richard Roberts</b> See item 10.</p> <p><b>Grange Farm Hedge</b> Councillor Wright expressed her concern about the hedge surrounding the Grange Farm development. Councillor Wright agreed to contact Rob Hillier to find out who has responsibility for the hedge.</p> <p><b>Clearance of Pond</b> Councillor Steer and Councillor Wright to look at the grant application to Dacorum Borough Council for assistance with the works to the Pond on Bovingdon Green.</p> <p><b>Bench – Tesco</b> Parish Clerk to update at next meeting.</p> <p><b>Grasscrete – Old Dean and Bovingdon Green</b> It was agreed that the Parish Clerk should provide Councillor Schneiders with the grasscrete measurements as provided by Councillor Wright. Councillor Steer confirmed that a meeting will take place with Rob Cassidy From Dacorum Borough Council to discuss various issues around the village.</p> <p><b>Disabled Parking Bay</b> Councillor Steer confirmed that quotes had been obtained and a contractor appointed to install a disabled parking bay on the land between the Memorial Hall and the school. Works to be carried out shortly.</p>	<p>Councillor Wright</p> <p>Councillor Steer/Councillor Wright</p> <p>Parish Clerk</p> <p>Parish Clerk</p>
<p>7.</p>	<p><b>Crime Report</b> Councillor Steer confirmed that the Police will not be providing more detailed statistics and that the provision of statistics to Parish Councils will stop altogether eventually due to the amount of work involved in producing them. The Parish Clerk to find out what will be provided instead of the statistics report and also who the new PCSO is for Bovingdon.</p>	<p>Parish Clerk</p>
<p>8. 8.1 8.2 8.3</p>	<p><b>To receive and adopt the following Committee minutes:</b> <b>Planning Committee Meetings: (i) 6<sup>th</sup> January 2025 (ii) 27<sup>th</sup> January 2025 (iii) 17<sup>th</sup> February 2025</b> <b>Finance &amp; General Purposes Committee (i) 18<sup>th</sup> February 2025</b> <b>Outdoors Committee (i) 27<sup>th</sup> January 2025</b> It was resolved that the minutes of these meetings as circulated, be received and adopted.</p>	

<p><b>9.</b></p> <p><b>9.1</b></p> <p><b>9.1.1</b></p> <p><b>(a)</b></p> <p><b>(b)</b></p> <p><b>(c)</b></p> <p><b>(d)</b></p> <p><b>(e)</b></p> <p><b>(f)</b></p> <p><b>(g)</b></p> <p><b>(h)</b></p> <p><b>(i)</b></p> <p><b>(j)</b></p> <p><b>9.2</b></p> <p><b>(a)</b></p> <p><b>(b)</b></p> <p><b>9.3</b></p>	<p><b>Feedback from Chair of Committees:</b></p> <p><b>Finance &amp; General Purposes Committee</b></p> <p><b>Resolutions to be considered from the Finance &amp; General Purposes Committee</b></p> <p><b>To adopt the DBC Councillor Code of Conduct policy with no changes to content</b></p> <p>It was proposed by Councillor Steer and seconded by Councillor Stent and resolved that the Council adopts the DBC Councillor Code of Conduct.</p> <p><b>To approve the revised Financial Regulations Policy</b></p> <p>It was proposed by Councillor Steer and seconded by Councillor Foulds and resolved that the Council adopt the revised Financial Regulations Policy</p> <p><b>To approve the revised General Reserves Policy</b></p> <p>It was proposed by Councillor Steer and seconded by Councillor Walker and resolved that the Council adopt the revised General Reserves Policy</p> <p><b>To approve the reviewed Standing Orders Policy with no changes to content</b></p> <p>It was proposed by Councillor Steer and seconded by Councillor Stent and resolved that the Council adopt the reviewed Standing Orders Policy</p> <p><b>To approve the updated PC Asset Register Memorial Hall</b></p> <p>Councillor Steer to propose this at the next meeting of the Parish Council on the 12<sup>th</sup> May 2025</p> <p><b>To approve the updated PC Asset Register Parish Council</b></p> <p>Councillor Steer to propose this at the next meeting of the Parish Council on the 12<sup>th</sup> May 2025</p> <p><b>To approve the creation of a “Docks Cala Homes” reserve in the Parish Council accounts for £3,000</b></p> <p>It was agreed by all members of the Parish Council</p> <p><b>To approve the transfer of £45,000 to the Hinckley &amp; Rugby Building Society to top up the Parish Council savings account to £80,000 on receipt of the CIL monies in April</b></p> <p>It was agreed by all members of the Parish Council</p> <p><b>To consider the award of a grant of £500 to the Bovingdon Community Events Team to contribute towards the organisation of events in 2025</b></p> <p>Agreed to the award of a grant of £500 to the Bovingdon Community Events team to contribute towards the organisation of community events in 2025.</p> <p><b>To consider the award of a grant of £500 to the Bovingdon Baby and Toddler Group to contribute towards the cost of hall hire and equipment</b></p> <p>Agreed to the award of a grant of up to £500 to the Bovingdon Baby and Toddler Group to contribute towards the cost of hall hire only.</p> <p><b>Memorial Hall Management Committee</b></p> <p><b>New Industrial Oven</b></p> <p>Councillor Steer informed the Council that the oven in the Main Hall kitchen needs replacing. It was agreed that the Assistant to the Parish Clerk should investigate and obtain quotes for alternative commercial ovens.</p> <p><b>Cleaning Contract</b></p> <p>Councillor Steer informed the Council that the current cleaning contract for the Memorial Hall expires on the 31<sup>st</sup> May 2025. In addition, the current cleaner will cease trading at the end of March and therefore a replacement contractor needs to be found as soon as possible. Tender documents have been sent out to new contractors with responses expected by 7<sup>th</sup> March 2025.</p> <p><b>Outdoors Committee</b></p> <p>Councillor Wright provided an update on the work of the Outdoors Committee including the following:</p>	<p>Assistant to the Parish Clerk</p>
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	<p><b>The Docks</b> – Councillor Wright confirmed that the maintenance contract with the current contractor will not be renewed. Alternative arrangements will be made to de-silt the Docks every two years.</p> <p><b>Trees on Bovingdon Green</b> – Councillor Wright confirmed that two trees have been ordered from Dacorum Borough Council and will be planted in due course.</p> <p><b>Hanging Baskets</b> – Councillor Wright confirmed that there will be hanging baskets this year, but no costs have been provided so far and there has been no further update regarding the suitability of the lamp posts along the High Street.</p> <p><b>Fallen Trees</b> – Councillor Steer asked Councillor Roberts if it would be possible to find out whether trees that have fallen or have been felled around the village will be replaced. Councillor Steer to send the request for information directly to Councillor Roberts for him to investigate further.</p> <p><b>9.4 Personnel Committee</b> There have been no meetings of the Committee. Councillor Stent confirmed that he had updated six policies relating to Personnel and these will be presented at the next Personnel Committee meeting. The Parish Clerk to confirm the date of the next meeting.</p> <p><b>9.5 Planning Committee</b> Councillor Barrett confirmed that the Planning Committee have met three times.</p> <p><b>10. Update from Hertfordshire County Council representative – Councillor Richard Roberts</b> Councillor Roberts provided an update on various different issues including the Locality Budget 25/26, road works and confirmation that the plans for a new hospital in Watford have been paused for the foreseeable future. Councillor Roberts also confirmed that the pavement from Tesco to Dudley House will be resurfaced. Ongoing issues are as follows:</p> <ul style="list-style-type: none"> <li>- Pavements on Hempstead Road</li> <li>- White lines outside Newhall Mews, the Archway, the shops and the bus stop on the High Street</li> <li>- Dropped Kerb outside the Halfway House</li> <li>- Pedestrian crossing at the top of the High Street</li> </ul> <p>Councillor Steer requested an update regarding the flooding in Flaunden Lane following an email from a concerned resident. Councillor Roberts explained he was unaware of the issue and asked if the Parish Clerk could forward the email to him for further investigation.</p> <p>A member of the public raised concerns about the quality of the re-surfacing works to the bottom of Green Lane. Councillor Barrett also expressed his concern regarding the works along Green Lane. Councillor Roberts agreed to investigate.</p> <p><b>11. Update from Dacorum Borough Council representatives – Councillor Gbola Adeleke, Councillor Stewart Riddick and Councillor Philip Walker</b> Councillor Riddick provided an update regarding Dacorum Borough Council and the challenging circumstances facing them at the current time.</p> <p><b>12. Update from the Community Events Team</b> The Community Events Team confirmed that they are currently working on a Scarecrow Festival, a Classic Car Show and a Christmas Fayre. The team confirmed that a website has been set up which will provide the dates and arrangements for each event - <a href="http://www.bovingdoncommunityevents.co.uk">www.bovingdoncommunityevents.co.uk</a>.</p>	<p>Councillor Steer/Councillor Roberts</p> <p>Parish Clerk</p> <p>Parish Clerk/Councillor Roberts</p> <p>Councillor Roberts</p>
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<p><b>13.</b></p>	<p><b>VE Day Celebrations/Beacon Lighting</b>  Gary Cullum confirmed that plans are underway for the VE Day celebrations on the 8<sup>th</sup> May 2025. A discussion followed regarding funding and it was agreed that the Parish Council would provide some financial support up to £2,000 for this important event. Councillor Roberts also agreed to provide a donation of £500. It was also agreed that Councillor Steer would arrange for a reserve to be set up for £2,500 within the Parish Council accounts to cover the costs. It was requested that the Parish Clerk purchase the VE Day flag.</p> <p>Councillor Riddick expressed his concern that the same level of recognition is not attributed to VJ Day in August and so it was agreed that this would be looked into to ensure that appropriate plans are made to commemorate this event too. Councillor Barrett suggested it would be a good idea to contact Chipperfield Parish Council regarding any possible plans.</p>	<p>Councillor Steer/Parish Clerk</p>
<p><b>14.</b> <b>14.1</b></p>	<p><b>Report from the Council’s representatives on outside bodies/groups</b>  <b>HMP The Mount</b></p>	
<p><b>14.2</b></p>	<p>Councillor Leon confirmed that a new Governor is now in post and following some additional funding, six new pods had been provided housing an additional 20 prisoners.</p>	
<p><b>14.3</b></p>	<p><b>Bovingdon Community Library</b>  Councillor Steer confirmed there was nothing to report.</p>	
<p><b>14.4</b></p>	<p><b>Chilterns Conservation Board</b>  In the absence of a representative there was no report available.</p>	
<p><b>14.4</b></p>	<p><b>Bovingdon Primary Academy</b>  Councillor Barrett confirmed that he and Councillor Walker had a meeting arranged with BPA to discuss the future development of the school in light of the additional funding being provided from the Grange Farm development.</p>	
<p><b>15</b></p>	<p><b>Any other urgent business</b>  Ladybirds – one of the residents attending the meeting informed the Council that at their meeting on the 10<sup>th</sup> March 2025 they will be celebrating 60 years of meeting in the Memorial Hall. All present agreed that this was a very special achievement.</p>	
<p></p>	<p>Councillor Barrett asked that the Parish Clerk provide him with information on the requirements for new Parish Councillors joining the Council and for any relevant training courses to help them in their new role.</p>	<p>Parish Clerk</p>
<p><b>16.</b></p>	<p><b>To note date of the next Bovingdon Parish Council meeting:</b>  Monday, 12<sup>th</sup> May 2025 at 7.30 p.m. to be held in the Memorial Hall</p>	
<p></p>	<p><b><u>Exclusion of the public and press</u></b></p> <p>To consider that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, the public and press should be excluded from items 17, 18, 19 and 20 of the agenda of this meeting in view of the confidential nature of the business transacted.</p> <p>.</p> <p>Meeting closed at 10.00 p.m.</p>	