

Annual Meeting of the Bovingdon Parish Council

Held in The Memorial Hall, High Street, Bovingdon

12 May 2025 starting at 8.30 p.m.

Present:

Councillor Graham Barrett (Chairman)
Councillor Caroline Barnett
Councillor Karen Bregazzi-Jones
Councillor Michael Foulds
Councillor Nic Leon
Councillor Julie Steer
Councillor Philip Walker
Councillor Pauline Wright

Also present:

Herts County Councillor Richard Roberts
Dacorum Borough Councillor Stewart Riddick
Parish Clerk Gemma Coventry
PC Max Robinson

Press:

Gary Cullum, The Bovingdon Villager

Representatives from the Village:

Ten residents

1.	To elect a Chairman to hold office until the next Annual Meeting of the Council Councillor Graham Barrett was elected Chairman. Proposed by Councillor Steer. Seconded by Councillor Wright.	
2.	To receive the Chairman's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received The Parish Clerk received the newly elected Chairman's Declaration of Acceptance of Office.	
3.	To elect a Vice-Chairman to hold office until the next Annual Meeting of the Council Councillor David Stent was elected Vice-Chair. Proposed by Councillor Wright. Seconded by Councillor Foulds.	
4.	To receive the Vice-Chairman's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received The Parish Clerk received the newly elected Vice-Chairman's Declaration of Acceptance of Office.	
5.	Co-option of new councillor to fill vacancy Caroline Barnett was welcomed to the council.	
6.	To receive apologies for absence	

	Apologies for absence were received from Councillors Schneiders and Stent.	
7.	Specific Declarations of Interest There were no Declarations of Interest.	
8	To nominate/appoint representatives to serve on outside bodies to hold office until the next Annual Meeting of the Council:	
8.1	Bovingdon Primary Academy It was agreed Councillor Nic Leon will continue to be the Council's representative.	
8.2	Friends of HMP The Mount It was agreed Councillor Nic Leon will continue to be the Council's representative.	
8.3	Police Liaison Councillor Dave Stent was appointed as the Council's representative.	
8.4	Bovingdon Community Library It was agreed that Councillor Julie Steer will continue to be the Council's representative.	
8.5	Chilterns Conservation Board No Council representative appointed.	
9.	To appoint Councillors to serve on the following Committees until the next Annual Meeting of the Council:	
9.1	Finance & General Purposes Committee Resolved that Councillors Barrett, Foulds, Leon, Steer, Stent and Walker will be appointed to serve on the Finance & General Purposes Committee.	
9.2	Memorial Hall Management Committee Resolved that Councillors Bregazzi-Jones, Foulds, Steer, Stent and Wright will be appointed to serve on the Memorial Hall Management Committee.	
9.3	Outdoors Committee Resolved that Councillors Barrett, Bregazzi-Jones, Schneiders, Stent and Wright will be appointed to serve on the Outdoors Committee.	
9.4	Personnel Committee Resolved that Councillors Bregazzi-Jones, Foulds, Steer and Stent will be appointed to serve on the Personnel Committee.	
9.5	Planning Committee Resolved that Councillors Barrett, Leon, Schneiders, Stent, Walker and Wright will be appointed to serve on the Planning Committee.	
10.	Public Question Time	
10.1	A member of the public raised concerns about the amount of dust being emitted from the new developments. Councillors Walker and Wright agreed	Councillor Walker/

	to speak with Taylor Wimpey and Cala Homes to find out what measures each development has, or could put in place, to address the issue.	Wright
10.2	A member of the public asked about the current status of the former Bobsleigh Hotel site, expressing the view that there is a strong need for a hotel in the area. Councillor Barrett explained that planning permission for housing on the site was granted approximately four to five years ago. He also confirmed that the Council had supported the retention of a hotel on the site at that time.	
11.	Signing of Minutes: Bovingdon Parish Council Meeting, 3 March 2025 Those Councillors present agreed the minutes of the meeting of Bovingdon Parish Council held on 3 March 2025, were a true representation of the meeting and the minutes were signed by Councillor Barrett.	
12.	Matters Arising from Minutes: Bovingdon Parish Council Meeting, 3 March 2025	
12.1	Grange Farm Hedge Councillor Wright reported that the hedge was cut on 5 th March 2025,	
12.2	Clearance of Pond Councillor Wright reported that she had looked in to a Dacorum Borough Council grant for a new footpath around the pond; however, the application process is now closed and will need to be revisited next year. She also advised that work to clear the foliage in the pond is expected to begin in August this year, although this is dependent on rainfall levels between now and then.	
12.3	Bench – Tesco The Parish Clerk has written to Tesco's head office to request that a bench be installed outside the Tesco Express store. No response has been received to date. Councillor Steer noted that she may have an alternative contact and will pass the details on to the Parish Clerk.	Councillor Steer
12.4	Grasscrete – Old Dean and Bovingdon Green Councillor Steer reported that she had spoken with Rob Cassidy at Dacorum Borough Council regarding Bovingdon Parish Council's proposal to install grasscrete at both Old Dean and Bovingdon Green. Rob Cassidy had no objections to the proposal, but advised that utility surveys would need to be carried out for both areas. Councillor Wright will confirm the measurements so that quotes for the work can be obtained.	Councillor Wright
12.5	Disabled Parking Bay – Memorial Hall These works have now been completed.	
13	Crime Report PC Max Robinson attended the meeting and provided an update on policing in Bovingdon. He informed members that he would unfortunately be leaving the community policing team, and that PC Will Sweeting would be taking over his role. PC Robinson acknowledged the current budget constraints facing the police, but emphasised his commitment to prioritising community policing. He also addressed recent incidents of antisocial behaviour in the	

	<p>area, stating that once these were brought to his attention, he increased patrols accordingly.</p>	
14	To receive and adopt the following Committee minutes:	
14.1	Planning Committee Meetings: (i) 3 & 24 March 2025 (ii) 14 & 28 April 2025	
14.2	Finance & General Purposes Committee (i) 18 February 2025	
	Resolved that the minutes of these meetings as circulated, be received and adopted.	
15	Feedback from Chair of Committees:	
15.1	<p>Finance & General Purposes Committee</p> <p>Resolutions to be considered from the Finance & General Purposes Committee. Proposer – Councillor Julie Steer.</p> <p>(a) To receive and approve the Annual Accounts 2024-2025 for the Parish Council including the Revenue Account and Balance Sheet</p> <p>It was proposed by Councillor Steer and seconded by Councillor Wright and resolved that the Council approves the Annual Accounts 2024-2025 for the Parish Council, including the Revenue Account and Balance Sheet.</p> <p>To receive and approve the Annual Accounts 2024-2025 for the Memorial Hall including the Revenue Account and Balance Sheet</p> <p>(b) It was proposed by Councillor Steer and seconded by Councillor Foulds and resolved that the Council approves the Annual Accounts 2024-2025 for the Memorial Hall, including the Revenue Account and Balance Sheet.</p> <p>(c) To approve the receipts and payments for the Parish Council for 2024-25 It was proposed by Councillor Steer and seconded by Councillor Wright and resolved that the Council approves the receipts and payments for the Parish Council for 2024-2025.</p> <p>To approve the receipts and payments for the Memorial Hall for 2024-2025</p> <p>It was proposed by Councillor Steer and seconded by Councillor Wright and resolved that the Council approves the receipts and payments for the Memorial Hall for 2024-2025.</p> <p>(e) To approve the Community Infrastructure Levy (CIL) report for 2024-2025 circulated 23/04/25</p> <p>It was proposed by Councillor Steer and seconded by Councillor Foulds and resolved that the Council approves the Community Infrastructure Levy (CIL) report for 2024-25 circulated 23/04/25</p> <p>(f) A CIL payment of £23,352.19 for the period 1/10/24-31/3/25 was received. Current CIL funds are £177,214.36.</p> <p>(g) To approve the revised the Parish Council Asset Register circulated 18/05/25</p> <p>It was proposed by Councillor Steer and seconded by Councillor Walker and resolved that the Council approves the revised Parish Council Asset Register</p> <p>(h) To approve the revised Memorial Hall Asset Register circulated 29/04/25</p> <p>It was proposed by Councillor Steer and seconded by Councillor Wright and resolved that the Council approves the revised Memorial Hall Asset Register.</p> <p>(j) To approve the new Equality and Diversity policy circulated 15/04/25</p>	

	<p>It was proposed by Councillor Steer and seconded by Councillor Bregazzi-Jones and resolved that the Council approves the new Equality and Diversity policy circulated 15/04/25.</p> <p>(k) To approve the new Schemes of Delegation and Terms of Reference policy circulated 15/04/25 (the Terms of Reference will need to be raised at the first meeting of each committee and any changes passed to the Parish Office, copies of the Terms of Reference, relating to each committees are in the relevant Councillors trays in the Parish office.)</p> <p>(l) To approve the revised Standing Orders circulated 02/05/25</p> <p>It was proposed by Councillor Steer and seconded by Councillor Foulds and resolved that the Council approves the revised Standing Orders circulated 02/05/25</p> <p>(m) To approve the revised Financial Regulations circulated 02/05/25</p> <p>It was proposed by Councillor Steer and seconded by Councillor Barrett and resolved that the Council approves the revised Financial Regulations circulated 02/05/25</p> <p>(n) The reinvestment of two 2-year Hampshire bonds for MH/PC which mature 02/06/2025</p> <p>All Councillors present agreed to reinvest the two 2-year Hampshire bonds held on behalf of the Council and the Memorial hall.</p> <p>(J) It was agreed that Bovingdon Parish Council will match fund, using CIL monies, a pedestrian crossing on Chesham Road (just before the Hyde Lane roundabout) in partnership with Hertfordshire County Council. Councillor Roberts agreed and will liaise with his team and come back to Councillor Steer.</p>	Councillor Richard Roberts
15.2	<p>Memorial Hall Management Committee</p> <p>(a) To approve the revised Memorial Hall Conditions of Hire circulated 24/04/25</p> <p>It was proposed by Councillor Steer and seconded by Councillor Foulds and resolved that the Council approves the revised Memorial Hall Conditions of Hire circulated 24/04/25</p> <p>(b) To approve the purchase of a new oven, details circulated 27/04/25</p> <p>It was proposed by Councillor Steer and seconded by Councillor Barrett and resolved that the Council approves the purchase of a new oven, details circulated 27/04/25</p>	
15.3	<p>Outdoors Committee</p> <p>The Docks – Councillor Wright explained that there were two options for refurbishing the Docks. The first option was to repair and make good the existing rails, with a rough quotation of approximately £4,000. The second option was to replace all the barriers entirely, with a quote of around £8,500. After discussion, the Councillors voted in favour of replacing all the barriers. It was agreed that the funds already donated by Carla Homes would be used towards the cost, with the remaining balance to be covered by CIL funds. Councillor Wright will now get three quotes for the replacement works.</p> <p>Hanging Baskets – The hanging baskets from Bovingdon Horticultural Society are scheduled to be installed on Thursday, 15th May. Councillor Walker will install the watering system for the Memorial Hall baskets on Friday, 16th May.</p> <p>The Parish Clerk advised that she is still awaiting paperwork from</p>	Councillor Wright

	<p>Windowflowers. Once received, the licence for the lamppost baskets can be applied for via Ringway.</p>	
15.4	<p>Personnel Committee</p> <p>There have been no meetings of the Committee.</p>	
15.5	<p>Planning Committee</p> <p>The Committee has met four times since the last meeting of the Parish Council and considered 31 applications.</p> <p>Members of the Planning Committee were reminded to double park when attending meetings to ensure that sufficient parking is available for other hall users.</p>	
16	<p>Report from the Council's Representative on outside groups/bodies:</p>	
16.1	<p>HMP The Mount</p> <p>Councillor Walker and Councillor Leon have a meeting scheduled with the new Governor on 28th May. They will be discussing ongoing issues related to parking at The Mount and the increase in litter in the area.</p>	
16.2	<p>Bovingdon Community Library</p> <p>Councillor Steer has nothing new to report.</p>	
16.3	<p>Chilterns Conservation Board</p> <p>In the absence of a representative there was no report available.</p>	
16.4	<p>Bovingdon Primary Academy</p> <p>Councillors Barrett, Walker and Leon met with the school and reported that the school is aiming to raise £100,000 for the refurbishment of their playground.</p> <p>Councillor Walker suggested that the school contact Hertfordshire County Council, as funding may be available through the Section 106 agreement associated with the Taylor Wimpey development.</p>	
17	<p>Events Team Update</p>	
17.1	<p>VE Day – The VE Day celebrations held on 8th May were a great success. The Council expressed its thanks to all those involved in the organisation of the event.</p>	
17.2	<p>Scarecrow Festival – The Scarecrow Festival will take place from 31st May to 14th June. To date, 38 entries have been received.</p>	
17.3	<p>Bovingdon Classic Car Show – The Car Show will be held on Bovingdon Green on Sunday, 6th July. Currently, 240 cars are booked to attend. The organisers have requested additional volunteers to assist on the day.</p>	
17.4	<p>Christmas Fayre – Councillor Leon will be liaising with Bovingdon Parents Association over the next couple of weeks and will report back at the next meeting.</p>	

18	<p>Any other urgent business</p> <p>None</p>	
19	<p>To note date of the next Bovingdon Parish Council meeting: Monday, 23 June 2024 at 7.30 p.m. to be held in the Memorial Hall</p> <p>Meeting closed at 10.35 p.m.</p>	

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