

**Meeting of the Bovingdon Parish Council
held in The Memorial Hall, High Street, Bovingdon
12th January 2026 starting at 7.00 p.m.**

	<p>Present: Councillor Caroline Barnett Councillor Graham Barrett (Chairman) Councillor Bregazzi -Jones Councillor Ian Field Councillor Nic Leon Councillor Hugh Schneiders Councillor Philip Walker Councillor Pauline Wright</p> <p>Also present: Parish Clerk</p> <p>Press: 1</p> <p>Representatives from the Village: 1 resident</p>	
1.	<p>To Receive Apologies for Absence Apologies for absence were received from Councillor Mike Foulds, Councillor Julie Steer, Borough Councillor Stewart Riddick, Borough Councillor Gbola Adeleke and Herts County Councillor Richard Roberts.</p>	
2.	<p>Specific Declarations of Interest There were no declarations of interest.</p>	
3.	<p>Public Question Time A resident expressed her concern and asked if the council would consider putting some form of barrier or posts alongside the pavement at the top of the High Street from the doctors surgery up to Tesco, as increasing numbers of vehicles are mounting the pavement and driving along it. A friend of hers had to get out of the way when a 4x4 drove entirely on the pavement with while she was walking along it with her children. The Council said that this has been attempted before but was rejected by Highways as the pavement is too narrow however they will refer the matter to Councillor Richard Roberts and Hertfordshire county council again.</p>	Councillor Roberts
4.	<p>Signing of Minutes: Bovingdon Parish Council Meeting, 3rd November 2025 Those Councillors present agreed the minutes of the meeting of Bovingdon Parish Council Meeting held on 3rd November 2025 were a true representation of the meeting and the minutes were signed by Councillor Barrett.</p>	
5.	<p>Matters Arising from Minutes: Bovingdon Parish Council Meeting, 3rd November 2025 See separate spreadsheet - action planner County Councillor update</p>	
6.	<p>As Councillor Roberts was not present there was no update.</p>	
7.	<p>Borough Councillor update Councillor Walker reported that there was no update.</p>	
	<p>To receive and adopt the following Committee minutes:</p>	

8.	<p>(8.1) Planning Committee Meetings (i) 3rd November 2025 (ii) 24th November 2025 (iii) 15th December 2025</p> <p>(8.2) Finance & General Purposes Committee (i) 19th November 2025</p> <p>It was resolved that the minutes of these meetings, as circulated, be received and adopted.</p>	
9.	<p>Feedback from Chairman of Committees:</p>	
9.1	<p>Finance & General Purposes Committee</p>	
	<p>9.1.1 Resolutions to be considered from the Finance & General Purposes Committee:</p> <p>(a) It was proposed by Councillor Walker and seconded by Councillor Field and resolved that the Council adopts the draft budgets for the Parish for 2026/2027 as set out in the attached papers.</p> <p>(b) It was proposed by Councillor Leon and seconded by Councillor Breggazi Jones and resolved that the Council adopts the draft budgets for the Memorial Hall for 2026/2027 as set out in the attached papers.</p> <p>(c) It was proposed by Councillor Barnett and seconded by Councillor Walker and resolved that the Council adopts the proposed precept for 2026/2027.</p> <p>(d) It was proposed by Councillor Wright and seconded by Councillor Barnett and resolved that the Council adopts the revised Memorial Hall hire charges to take effect from 1st April 2026.</p> <p>(e) It was proposed by Councillor Walker and seconded by Councillor Field and resolved that the Council approves the instruction of <i>Hertfordshire Internal Audit Service</i> for 3 years.</p>	
9.2	<p>Memorial Hall Management Committee There was no update as Councillor Steer was not at the meeting.</p>	
9.3	<p>Outdoors Committee Councillor Wright provided an update on the work of the Outdoors Committee including the following:</p> <p>Pond - An application is being made to Dacorum Borough Council for a £10,000 grant to support the regeneration of the pond on Bovingdon Green. The proposed works would include the installation of a new accessible pathway and the clearing and restoration of the pond.</p> <p>Daffodils - New daffodils have been planted along Chipperfield Road and Hempstead Road. Councillor Wright also advised she will be speaking with Rob Cassidy at Dacorum Borough Council regarding potential wildflower planting areas.</p> <p>Champion Litter Pickers - Councillor Barnett said she is hoping to start the litter picking in April and has been in talks with the Dacorum Community litter picking champions.</p> <p>The Docks - There is no further update. The Parish Clerk agreed to chase up the matter with Rob Hiller.</p> <p>Tree – Newhouse Road - Councillor Wright is still looking into this.</p> <p>Tree on Bovingdon Green - Councillor Wright advised that Dacorum Borough Council is unlikely to relocate the tree that has been planted in the incorrect location. She agreed to approach the Tree Officer to establish whether a replacement tree could be planted instead, should Bovingdon Parish Council be willing to fund it.</p> <p>Litter Picking - Councillor Barrett confirmed that Kevin Furness is no longer working for the Parish Council.</p> <p>Personnel Committee</p>	<p>Councillor Wright</p> <p>Councillor Barnett</p> <p>Parish Clerk</p> <p>Councillor Wright</p>

9.4	Councillor Foulds was not in attendance at the meeting and therefore no update was provided.	
9.5	<p>Planning Committee</p> <p>Councillor Barrett confirmed that the Planning Committee has met three times.</p> <p>It was discussed that a planning application for the land behind Duckhill Farm has been submitted and will be on the next Planning agenda.</p>	
10.	<p>Report from the Council's representatives on outside bodies/groups</p>	
	<p>HMP The Mount</p>	
10.1	<p>Councillor Leon and Councillor Walker met with the new Governor at HMP The Mount, who advised that the prison is exploring ways for prisoners to undertake litter picking around the prison and potentially assist with gardening where required. This is an ongoing project, and Councillor Leon will report back to the Council with any future updates.</p> <p>The Governor also advised that one wing at a time will be closed to allow for fire safety works. It was noted that the additional parking required by contractors may present issues for local residents, and the prison is aware of these concerns.</p>	
10.2	<p>Bovingdon Community Library</p> <p>As Councillor Steer was not at the meeting there is no report.</p>	
10.3	<p>Bovingdon Primary Academy</p> <p>Councillor Leon has no update due to school Christmas holidays.</p>	
10.4	<p>Police Liaison</p> <p>Councillor Barnett reported that she has had no reply from the police liaison officer. Councillor Walker suggested that she tries the Police Commissioner.</p>	
11.	<p>Reports from the current Working Groups</p>	
11.1	<p>Grange Farm - Councillor Barratt reported that a meeting of the Grange Farm Working Group had been held, during which the new Bowls Club and Scout Hut leases were discussed. Councillor Ian Field will prepare a heads of terms document ahead of the working group's meeting with the Bowls Club and Scouts at the end of March.</p>	
11.2	<p>Communications - There have been no meetings yet of the communications group. Councillor Barnett will set one over the next couple of weeks. This will be organised over email.</p>	
11.3	<p>The High Street Working Group - Before Christmas, Councillors Barratt and Walker met with an architect to discuss a proposal for the redevelopment of the Memorial Hall. Councillor Barratt agreed to provide the Council with an update once more information has been received from the architect initial drawings are available.</p>	
12.	<p>Clerks Report</p> <p>Administration: The Clerk and Assistant to the Parish Clerk have continued to manage the day-to-day administration of the Council, ensuring compliance with statutory requirements and supporting council business throughout the month.</p> <p>Councillor Training: Training has been undertaken to support professional development, ensuring councillors remain informed in their roles, responsibilities, and best practice.</p>	

	<p>Data Protection Training: Office staff will complete this training over the next few weeks. All councillors will also be required to undertake the training.</p> <p>New Clock: The new clock has been ordered; a delivery date is expected in January.</p> <p>Ryder Memorial: Works to repair the Ryder Memorial have been completed.</p> <p>Richard Briden’s Bench: The memorial bench has been repaired by the Village Warden and re-installed.</p> <p>Hall Bookings: Bookings have continued as normal, with regular usage maintained.</p> <p>VAT and Bank Reconciliations: VAT is fully up to date. All invoice and deposit payments and bank reconciliations are current.</p> <p>Website Work: Ongoing updates are being made to ensure documents are compliant and current.</p> <p>Internal Audit: Nikki Budgen has carried out her initial visit. As part of the audit, the production of agendas and minutes is being reviewed and will be updated as required over the coming months.</p> <p>Bleed Kits: Bleed kits have been installed in the defibrillators. The cricket club box was a tight fit; a smaller bag, similar to the Memorial Hall, would be preferable.</p> <p>Bovingdon News: All copies have been sorted and distributed.</p> <p>Wall Kettle: The wall-mounted kettle in the club room has been repaired and is fully operational.</p> <p>Public Toilets: Toilets were temporarily closed due to misuse and are scheduled to reopen next week. Monitoring will continue.</p> <p>Parking Tickets and School Parking: Parking tickets continue to be issued. Issues with inappropriate school parking are ongoing; a list of vehicle registration numbers has been provided to the school.</p> <p>Security System: Black and White will take over from ADT for monitoring and maintenance. Costs will reduce from £2,007 to £975 per year. Surveying is on Wednesday, installation on Friday. Quotes for a new system from Black and White and TJ Fire & Security are awaited.</p> <p>Emergency Contact List: As part of the new fire alarm system, the emergency contact list process will be reviewed.</p> <p>Staff Update: The Assistant to the Clerk will be off at the beginning of February for personal reasons and is expected to be off for up to eight weeks. Julie Bell from the pre-school will assist in the afternoons during this period.</p>	
13.	<p>Review of Governance documents None.</p>	
14.	<p>Events Team Update Christmas Window Display Competition Gary Cullum reported that the Christmas window display competition was once again a success. It has been decided that for 2026, the competition will expand to include all homes and viewable gardens, with winners to be voted on by local residents. Additionally, the shop window competition will now be judged by local residents rather than a small dedicated team. Results of the Competition:</p> <ul style="list-style-type: none"> • 1st: Whitewood Estates • 2nd: White Rose Funeral Directors • 3rd: K’s Café <p>Commended:</p> <ul style="list-style-type: none"> • Halo Hearing Solutions • Fyfe Family Butchers • Jarman’s • Barbers of Bovingdon 	

	<ul style="list-style-type: none"> • Bovingdon Owned <p>A Special Trophy for displays both inside and outside the premises, celebrating tradition and nostalgia, was awarded to Gentlemen’s Lounge Barber.</p> <p>Bovingdon Car Show Gary Cullum advised that plans for the Car Show and Summer Fair, scheduled for 5th July 2026, are progressing. Volunteers are still needed to support the event. To date, 71 vehicles have been confirmed to attend.</p> <p>Bovingdon Scarecrow Trail Councillor Leon confirmed that the trail will take place again this year between 30th May to 14th June.</p> <p>Bovingdon in Bloom Gary Cullum advised that he is working with the Bovingdon Horticultural Society to establish a Bovingdon in Bloom competition. He confirmed that the initiative already has the support of Shantock Nurseries and the Boxmoor Trust.</p> <p>Christmas Lights/Tree The council thanked Councillor Schneiders for his donation of the village Christmas tree which has now been taken down. It was suggested that the council look into the costs of planting a real Christmas tree on the land. Councillor Schneiders will contact Majestics to get a cost.</p> <p>15. Litter Picking Councillor Barrett and the Parish Clerk met with the Village Warden, Paul Hartwell, and litter picker Sam Hartwell to confirm the litter picking routes: Paul Hartwell: Monday and Tuesday: High Street and King George V Playing Fields. Sam Hartwell: Monday: Hempstead Road, Chesham Road, Green Lane. Tuesday: Old Dean, Hyde Meadows, Hyde Lane, Ley Hill Road, Shantock Hall Lane. Thursday: High Street, Chipperfield Road, Flaunden Lane, Water Lane, Middle Lane, Bovingdon Green, Venus Hill. Friday: High Street, King George V Playing Fields, Church Lane, Vicarage Lane, plus revisiting areas from the street list as necessary.</p> <p>It was discussed that every few weeks Paul and Sam will have a ‘Blitz’ of the village with the trailer to remove larger items and to cover other areas in the village. It was also noted that there has been a definite increase in the amount of litter in the village. Councillor Wright reported that, following a complaint from a local resident regarding rubbish and possible rodent activity at the Nisa on High Street, she had spoken with the shop and requested a clean-up. Councillor Walker confirmed he had also received complaints and had visited the shop before Christmas. He will follow up with the shop owners to ensure the matter is addressed.</p>	
<p>16.</p>	<p>Lamppost survey – Hanging Baskets & Christmas Lights The Parish Clerk reported that a quote has been received for a survey of lampposts for Christmas lights and hanging baskets. The cost is £80 per post, with an additional £30 per post for hanging baskets if required. Councillors Walker and Field have agreed to walk the High Street and provide the Parish Clerk with a list of lampposts they would like included in the survey. The Parish Clerk will supply them with a copy of the current surveys.</p>	<p>Councillors Walker/ Councillor Field</p>

<p>17.</p> <p>18.</p> <p>19.</p>	<p>Notice Boards Councillor Barrett explained that currently, council minutes are only displayed on the notice board at the Memorial Hall and asked whether the Council wished to display them on other village notice boards. The Council agreed this was not necessary, as all minutes are also published on the Council website.</p> <p>Any other urgent business None.</p> <p>To note the date of the next Bovingdon Parish Council meeting: Monday, 2nd March 2026 at 7.30 p.m. to be held in the Memorial Hall.</p> <p>Meeting closed at 9.15pm</p>	
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