

Meeting of the Bovingdon Parish Council

Held in The Memorial Hall, High Street, Bovingdon

01 September 2025 starting at 7.00 p.m.

Present:

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

Also present:

Parish Clerk Gemma Coventry, Borough Councillor Gbola Adeleke

Press:

Gary Cullum, The Bovingdon Villager

Representatives from the Village:

Eight residents

1.	To Receive Apologies for Absence Apologies for absence were received from Councillor Michael Foulds and Councillor Hugh Schneiders	
2.	Elect a new Vice Chairman Following the resignation of Councillor Dave Stent an election was held for the position of Vice Chairman. Councillor Philip Walker was proposed by Councillor Pauline Wright and seconded by Councillor Karen Bregazzi-Jones There being no other nominations, Councillor Philip Walker was duly elected Vice Chairman and accepted the role. 2.1 Committee Membership Following the resignation of Councillor Dave Stent, the Council considered the appointment of new members to its committees. The following appointments were made: Finance & General Purposes Committee – Still one vacancy Memorial Hall Management Committee – Councillor Philip Walker proposed Councillor Graham Barrett and seconded by Councillor Julie Steer Outdoors Committee - Councillor Karen Bregazzi-Jones, proposed by Councillor Julie Steer and seconded by Councillor Caroline Barnett. Still one vacancy Personnel Committee - Councillor Philip Walker proposed Councillor Graham Barrett and seconded by Councillor Julie Steer	

	<p>Planning Committee - Councillor Karen Bregazzi-Jones, Councillor Graham Barrett and seconded by Councillor Philip Walker</p> <p>2.1.1 Call-Out Rota It was noted that there are currently insufficient Council members on the Memorial Hall call-out register. It was agreed that the Parish Office will email all members to request volunteers to join the rota.</p> <p>3. Specific Declarations of Interest There were no Declarations of Interest.</p> <p>4. Public Question Time 4.1 A member of the public asked for an update on the Newhouse Road hedge. It was confirmed that the landowners have been contacted and have agreed that the hedge will be cut back this month. It was also explained that the Parish Clerk had spoken with Highways and Dacorum Borough Council regarding road sweeping. Road sweepers cannot be ordered directly, as they operate on set routes throughout the year. Bovingdon is included in their schedule, but no specific timeframe could be provided. Consequently, it would not be possible to arrange for a road sweeper to attend immediately following the hedge works. There was a discussion regarding hedge cutting in general. It was explained that it is the responsibility of landowners to maintain their hedges, and the Council cannot carry out this work. If a hedge is causing an obstruction to the highway or pavement, it can be reported to Highways, who will then determine the appropriate action.</p> <p>5. Signing of Minutes: Bovingdon Parish Council Meeting, 23 June 2025 Those Councillors present agreed the minutes of the meeting of Bovingdon Parish Council held on 23 June 2025 were a true representation of the meeting and the minutes were signed by Councillor Barrett.</p> <p>6. Matters Arising from Minutes: Bovingdon Parish Council Meeting, 23 June 2025 6.1 Fly tipping This issue appears to have been resolved. The parish warden will inform the office if any further concerns arise. 6.2 Bench – Tesco Still ongoing. The Parish Clerk will write to the Tesco head office to request that a bench be installed outside the Tesco Express store. 6.3 Pedestrian crossing – Chesham Road It was agreed that Bovingdon Parish Council will provide match funding, using CIL monies, for a pedestrian crossing on Chesham Road (just before the Hyde Lane roundabout) in partnership with Hertfordshire County Council. Councillor Roberts agreed to liaise with his team and report back to Councillor Steer. As of the meeting, Councillor Steer had not yet received an update from Councillor Roberts. It was agreed that a meeting will be arranged with</p>	Parish office
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	<p>Councillors Roberts, Steer, and Barrett to further discuss funding and determine the best way to proceed. The matter remains ongoing.</p> <p>6.4 Daffodils removed by Taylor Wimpey The Parish Clerk has emailed Taylor Wimpey requesting an update on the replanting of daffodils, noting that September is the ideal planting time. Taylor Wimpey responded that their contractors will begin preparing the bulbs in the coming weeks, with planting scheduled for the first week of October. The Parish Clerk has instructed that the works be carried out as soon as the bulbs are available, and Taylor Wimpey has acknowledged the importance of completing the work promptly. Councillor Wright has also liaised with Taylor Wimpey to follow up on progress.</p> <p>6.5 The Ryder Memorial In August, the contractor informed the Parish Clerk that the timber mill supplying materials for the repair was closed for its summer shutdown. The contractor indicated that a new quote would need to be submitted once the mill reopens in September. The Parish Clerk has informed the insurer, who is content with this approach. The Parish Clerk will follow up with the contractor next week to ensure the matter has been actioned.</p>	<p>Councillor Wright/ Parish Clerk</p> <p>Parish Clerk</p>
7.	<p>To receive and adopt the following Committee reports:</p> <p>7.1 Planning Committee Meetings: (i) 23rd June 2025, (ii) 14th July 2025, (iii) 21st July 2025, (iv) 4th August 2025</p> <p>Resolved that the minutes of these meetings as circulated, be received and adopted.</p>	
8.	<p>Feedback from Chair of Committees:</p> <p>8.1 Finance & General Purposes Committee Resolutions to be considered from the Finance & General Purposes Committee.</p> <p>8.1.1 It was resolved to approve the National Pay Awards, as proposed by Councillor Steer and seconded by Councillor Barrett.</p> <p>8.1.2 It was resolved to approve the Disciplinary Procedure Policy, as proposed by Councillor Steer and seconded by Councillor Barrett.</p> <p>8.1.3 It was resolved to approve the Grievance Procedure Policy, as proposed by Councillor Steer and seconded by Councillor Bregazzi-Jones</p> <p>8.1.4 It was resolved to approve the Publication Scheme, as proposed by Councillor Steer and seconded by Councillor Bregazzi-Jones. It was agreed that the cost of photocopying would be set at 20p per sheet for black and white copies and 60p per sheet for colour copies.</p> <p>8.1.5 It was resolved to approve the revised Financial Regulations 2025, as proposed by Councillor Steer and seconded by Councillor Barrett.</p>	

8.1.6 It was resolved to approve that Councillor Walker, Councillor Barrett, Councillor Steer & The Parish Clerk will be account holders for all Skipton accounts as proposed by Councillor Bregazzi-Jones and seconded by Councillor Barnett

8.1.7 Concurrent Services Grant 26/27

Councillor Steer explained that Dacorum Borough Council (DBC) has been reviewing all council spending over the past two years. As part of this review, DBC has provided the Warden and Concurrent Services grants. DBC now proposes to consolidate these existing grants into a single Town and Parish Council Support Grant, with phased reductions over the next three years. This would result in an approximate 50% reduction for 2026/27, followed by a further 25% reduction in 2027/28 and 2028/29 based on current grant levels.

The proposed annual grant for Bovingdon Parish is:

- 2026/27: £12,447.00
- 2027/28: £6,223.50
- 2028/29: £0

8.2 Memorial Hall Management Committee

8.2.1 The new oven has now been installed and the old one has been disposed of. Councillor Steer advised that a splash back still needed to be installed but this was going to happen within the next couple of weeks.

8.2.2 The memorial clock at the Memorial Hall is currently not working. The company that originally installed it is no longer in business. The Parish Office has received a quote of £2,568.20 to repair the fault, plus an additional £460 to have the hands regilded.

As the original cost of the clock was just over £1,000, it was agreed that the Parish Office should obtain quotes to replace the clock.

8.3 Outdoors Committee

8.3.1 Daffodils/Wildflower Planting

Councillor Wright advised that she would be meeting with Rob Cassidy from DBC in the coming days to identify additional potential locations for daffodil planting.

8.3.2 The Bovingdon Pond

Councillor Wright advised that she had met with Rob Hillier at the pond to discuss reed removal. Rob Hillier confirmed that the water was at a suitable depth for the work but, due to the clay bottom, he was reluctant to remove all the reeds at once. It was agreed that the reeds would be removed gradually, in small sections.

8.3.3 Watering Planters

Following the resignation of Councillor Stent, it was agreed that the Village Warden would take over the maintenance and watering of the planter outside the Archway. The Parish Office will add this responsibility to the Warden's job list.

	<p>8.3.4. Hanging Baskets All members agreed that the hanging baskets in the High Street have been very successful and looked beautiful. The expenditure for the window flower rental has been approved, and the invoice for £2,832.00 plus VAT has now been paid.</p> <p>8.3.5. Richard Briden's Bench The bench on the High Street has been temporarily removed while the Village Warden carries out repairs.</p> <p>8.4 Personnel Committee There have been no meetings of the Committee.</p> <p>8.5 Planning Committee The Committee has met three times since the last meeting of the Parish Council and considered 25 applications.</p> <p>8.5.1 Councillor Barrett advised that the Committee, along with many residents, had submitted objections to the proposed solar farm at Pudd's Cross. The matter will now be considered by Dacorum's Planning Committee; however, no timescale has yet been provided for when this will be discussed. Councillor Barrett noted that the Council will aim to notify residents of any updates via the Parish Council website.</p> <p>8.5.2 Councillor Steer enquired about the current situation at Greymantle. It was confirmed that, as far as the Planning Committee is aware, the building work that has commenced is in accordance with the planning permissions that have been granted for the property.</p>	
9.	<p>Report from the Council's Representative on outside groups/bodies</p> <p>9.1 HMP The Mount Councillor Leon advised that he had nothing to report.</p> <p>9.2 Bovingdon Community Library Councillor Steer reported that she had nothing to report.</p> <p>9.3 Bovingdon Primary Academy Councillor Leon said there have been no formal meetings with the school due to the summer holidays, however he will be arranging a meeting once the holidays are over.</p> <p>9.4 Police Liaison Following the resignation of Councillor Stent, it was agreed that Councillor Barnett will assume the role of Police Liaison.</p>	
10.	<p>Events Team Update</p> <p>10.1 The Bovingdon Classic Car Show The Bovingdon Classic Car Show took place on Bovingdon Green on Sunday, 6 July. The event was a tremendous success, attracting approximately 4,000 attendees and raising £10,010.66. The funds will be shared equally among the four named beneficiaries:</p>	

	<ul style="list-style-type: none"> • 1st Bovingdon Scout Group • Bovingdon Academy Parents Association • St Lawrence Church • Essex & Herts Air Ambulance <p>It was noted that the 2026 show is scheduled to take place on Sunday, 5 July.</p> <p>10.2 Christmas Fayre Councillor Leon advised that, due to timescales, there will be no Christmas Street Fayre this year. However, the BAPA School Fayre and the Christmas Tractor Event will still take place.</p>	
11.	<p>Christmas Lights/Christmas Tree The Parish Clerk advised that the license application is currently with Ringway. As previously agreed, the Christmas light switch-on will take place on 16 November. The Parish Office will contact any sponsors with outstanding payments. The installation of the Christmas tree will also go ahead this year.</p>	
12.	<p>Memorial Hall booking for events and use of equipment including table and chairs It was agreed that the tables and chairs in the Memorial Hall would not be loaned out for community events. If the hall is used for a community event, as it is a charitable venue, the usual hire charges would still apply. This could potentially be covered through a grant application from the Council. The Parish Office will draft a policy regarding the use of other Parish assets for community events.</p>	
13.	<p>Mayor of Dacorum Cllr Catherine McAreyvee parish visit The Council agreed to invite the Mayor to Bovingdon. It was discussed that a visit could include both HMP The Mount and Bovingdon Airfield Studios. The Parish Clerk will liaise with Gary Cullum and Councillor Nic Leon to make the necessary arrangements.</p>	
14.	<p>Community infrastructure levy (CIL) Updates</p> <p>14.1 Memorial Hall Redevelopment Councillor Barrett explained that the redevelopment of the Memorial Hall remains an aspiration of the Council. Following the resignation of Councillor Stent, Councillor Walker agreed to take over his role on the working group.</p> <p>14.2 Chesham Road crossing See 6.3</p> <p>14.3 Grasscrete The Parish Clerk presented the Council with two anonymous quotes for the installation of Grasscrete at Old Dean and Bovingdon Green. After discussion, the members opted for Option 1 and agreed to proceed with this quote, subject to approval from Dacorum Borough Council (DBC). Councillor Steer will liaise with DBC and report back to the Council with an update.</p>	

	<p>14.4 Posts on Bovingdon Green/Old Dean The Council is exploring the possibility of replacing 288 posts on Bovingdon Green and 20 posts at Old Dean. Councillor Barrett is in the process of obtaining quotes. Once the quotes are received, Councillor Steer will liaise with Dacorum Borough Council to confirm whether their funding is still available.</p> <p>14.5 The Docks refurb As only one quote has been received for the redevelopment of the docks, the Council agreed that the work can commence. It was also agreed to pay additional costs to have the posts powder coated. The Parish Clerk will liaise with Dacorum Borough Council to confirm whether any planning permissions are required before the works begin.</p> <p>14.6 Pavements and road improvements This will be discussed at the meeting with Councillor Richard Roberts.</p>	
15.	<p>Any Other Urgent Business None</p>	
16.	<p>To note date of the next Bovingdon Parish Council meeting: Monday, 3rd November 2025 at 7.30 p.m. to be held in the Memorial Hall</p> <p>Meeting closed at 9.25 p.m.</p>	
17.	<p>Exclusions of the Press & Public: To consider that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 that the public and press should be excluded from item 17 of the agenda of this meeting in view of the confidential nature of the business to be transacted</p> <p>Meeting closed 9.40 p.m.</p>	