

**Graveley Parish Council Meeting Minutes**  
of the Full Parish Council taken on Tuesday 16<sup>th</sup> April 2024 at Graveley Village Hall,  
High Street, Graveley, Hertfordshire, SG4 7LB at 8.00pm

<b>Council members present:</b>	Cllr J Atkinson Cllr M Griffin – Chair Cllr J Lumley
<b>In attendance:</b>	D Galvan (Clerk & RFO to the Council) 1 member of the public present
24/028	<b>Apologies</b> Cllr D Griffiths (NHDC)
24/029	<b>Interests</b> To receive declarations of Interest from Councillors on items on the Agenda and to consider any requests for dispensation. Cllr Griffin made a declaration of interest for agenda item 24/033, with limited dispensation granted (agenda item 21/068) and so that the meeting will not become inquorate he will participate in the discussion/vote.
24/030	<b>Minutes</b> (a) To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 19 <sup>th</sup> March 2024 as a true and accurate record of proceedings. <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson, that these Minutes be agreed as a true and accurate record of the proceedings and to be duly signed by the Chair. Unanimously agreed.

Graveley Parish Council minutes

Signed: \_\_\_\_\_

Meeting date: 16<sup>th</sup> April 2024

Dated: \_\_\_\_\_

24/031	<p><b>Public Issues</b></p> <p>On behalf of Waggon &amp; Horses pub/residents Cllr Atkinson raised the issue of Lister hospital staff parking on the High Street in Graveley all day, some 15+, having a negative impact on residents and the two pubs in Graveley. There is allocated parking at the Garden centre for staff and whilst it is understood that anyone can park on the High Street it was suggested that perhaps a note could be sent to the person who manages parking for the staff at the hospital. (<i>Action: - Clerk to send a note – Completed</i>). On behalf of a resident, Cllr Lumley asked about the hedge beyond the bus stop as it is overgrown. It was not certain as to the exact area as to whether it was the farmers or Highways responsibility.</p>
24/032	<p><b>Reports from County &amp; District Councillors, Police and others</b></p> <p>None.</p>
24/033	<p><b>Finance</b></p> <p>To authorise April payment schedule.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley. The April payment schedule was agreed to be paid. Unanimously approved.</p>
24/034	<p><b>Planning</b></p> <p>a) To consider planning applications received during the period (Wednesday 10<sup>th</sup> April to Tuesday 16<sup>th</sup> April 2024). None received.</p>
24/035	<p><b>Graveley Playground - Junior Multi activity (twist) equipment</b></p> <p>Quote for up to £250 plus VAT for its repair (supply and install 1 new vertical rope) by Broadmead Leisure Limited (Playground inspectors for Graveley Village Playground).</p> <p>After discussion, it was decided that it could be more cost effective to replace the whole net and for the Clerk to obtain a quote for this work. It was agreed that although there was no provision in the budget for such a replacement, a quote of up to £1,250 would seem reasonable. <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley. The Clerk to obtain a quote and would agree to go ahead with the work to the value up to £1,250 (including VAT). Unanimously approved.</p>
24/036	<p><b>Review of risk assessments for sub-contractors</b></p> <p>a) Litter picking. b) Playground maintenance.</p> <p>Both risk assessments had been reviewed and it was agreed that they were both considered to be satisfactory and to be re-issued and reviewed again next year, if necessary.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson. The risk assessments to be re-issued for litter picking and playground maintenance. Unanimously approved.</p> <p>The Clerk confirmed that the hedge cutter who only cuts the hedge of the playground on a yearly basis is spoken to before each cut to risk assess the work before it is carried out.</p>

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24/037	<p><b>Clerks report</b></p> <ul style="list-style-type: none"> <li>Spoken to the Enforcement Officer – 1a High Street and land up at Barking Mad, this has now been passed onto a new member of their team.</li> <li>Spoken to the decorator to ask for a quote for the other benches in the Village and sent a revised schedule of works.</li> <li>Road Closure on North Road – letter received from Houlihan &amp; Co.</li> <li>Cyber &amp; Fraud event at Hitchin Library, Fri 19th April 2024 between 10.45 and 3.30/4pm Talks on the day include rogue traders by Herts Trading Standards, scams and victim support by Beacon Victim Care, and cybercrime and fraud prevention.</li> <li>NHC will be sending out flyers to the Clerk in relation to Voter ID for 2<sup>nd</sup> May 2024 elections <i>[received &amp; distributed]</i>.</li> </ul>																
24/037 (continued)	<ul style="list-style-type: none"> <li>Councillor Code of Conduct training. North Herts will be producing a recorded/ quiz or LGA version is available for Councillors to undertake. The Clerk to advise the GPC when NHC have notified her.</li> <li>The Clerk received a note from a resident at Jacks Hill to say thank you to the people that helped out at the village hall at the Village Hall event. The Clerk replied to that she would pass on her thanks to the Parish Councillors and others that were involved.</li> <li>Hitchin Rural NPT - PC Greg Graham joined at the end of 2023 and has prime responsibility for the Chesfield ward.</li> </ul> <p><b><u>Breakdown of recorded crime in Graveley -April 2023 – March 2024</u></b></p> <table border="0"> <tr><td>Burglary</td><td>1</td></tr> <tr><td>Criminal Damage</td><td>6</td></tr> <tr><td>Theft</td><td>8</td></tr> <tr><td>Violence/Public Order</td><td>18</td></tr> <tr><td>Vehicle crime</td><td>3</td></tr> <tr><td>Drugs</td><td>1</td></tr> <tr><td>Other Crime</td><td>1</td></tr> <tr><td><b>TOTAL</b></td><td><b>38</b></td></tr> </table> <p>The rural policing team can be contacted by email on <a href="mailto:Hitchin@herts.police.uk">Hitchin@herts.police.uk</a>, calling 101, or online <a href="http://www.herts.police.uk/contact">www.herts.police.uk/contact</a> The Rural policing priorities for this year are:- Fly tipping, ASB related to drug usage and Speeding.</p>	Burglary	1	Criminal Damage	6	Theft	8	Violence/Public Order	18	Vehicle crime	3	Drugs	1	Other Crime	1	<b>TOTAL</b>	<b>38</b>
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24/038	<p><b>Items for consideration at next meeting</b></p> <p>To suggest agenda items for the Annual Parish Council meeting to be held on Tuesday 21<sup>st</sup> May 2024. None suggested. [Note that the Annual Parish Meeting for the electorate will be held on Tuesday 21<sup>st</sup> May 2024 at approximately at 8.30pm].</p>																

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	Meeting closed at 8.30pm
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