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**Graveley Parish Council Meeting Minutes**  
**of the Full Parish Council taken on Tuesday 22<sup>nd</sup> April 2025 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)
25/021	<b>Apologies</b> None.
25/022	<b>Interests</b> Cllr Griffin made a declaration of interest for agenda item 25/026, with limited dispensation granted (agenda item 21/068) and so that the meeting will not become inquorate he will participate in the discussion/vote.
25/023	<b>Minutes</b> (a) To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 18 <sup>th</sup> March 2025 as a true and accurate record of proceedings. <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley, that these Minutes be agreed as a true and accurate record of the proceedings and to be duly signed by the Chair. Unanimously agreed.
25/024	<b>Public Issues</b> - None
25/025	<b>Reports from County &amp; District Councillors, Police and others</b> - None
25/026	<b>Finance</b> a) To authorise the payment schedule in accordance with the budget for April 2025. <b>Resolved.</b> Proposed by Cllr Atkinson. Seconded by Cllr Lumley. Unanimously approved. The April 2025 payment schedule was agreed.

Graveley Parish Council minutes

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

Meeting date: 22<sup>nd</sup> April 2025

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

25/027	<p><b>Planning</b></p> <p>a) Planning Application 25/00571/FP - Erection of 24 dwellings, including creation of vehicular access off High Street, associated parking, drainage, amenity space and landscaping.</p> <p>Cllr Lumley read out the response from the GPC Planning working party. Graveley Parish Council voted no objection with comments.</p> <p>Comments to be submitted to the Planning Office. The increase from 10 to 24 is significant and too large. Their understanding is that various unknown materials were used to build up the ménage on the site, a contamination report should be required before any development is started. A condition should be made that burning of wood and rubbish on the site (which has created noxious smoke on occasion) must be stopped.</p> <p><b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Griffin. Clerk to send out response to NHC Planning Office. Unanimously agreed.</p> <p>b) Planning Application - 24/02889/FP (Amended). Land At Roundwood, Back Lane, Graveley - Residential development of 281 dwellings and associated roads, parking, realignment of Back Lane, drainage, landscaping, open space, servicing facilities and associated works (as amended).</p> <p>Cllr Lumley reported that there are no additional comments to add to this application from Graveley Parish Council. No vote taken.</p> <p>c) To consider planning applications received during the period (Wednesday 16<sup>th</sup> April to Tuesday 22<sup>nd</sup> April 2025). None.</p>
25/028	<p><b>Insurance Pre Renewal Questionnaire</b></p> <p>To review the insurance pre renewal questionnaire in relation to the policy renewal in June 2025.</p> <p>The pre renewal questionnaire for the June policy renewal was reviewed. It was agreed by all that no changes need to be made.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson. Unanimously agreed.</p>

Graveley Parish Council minutes	Signed: _____
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25/029

**Clerks report**

- Community Governance Review has been forwarded to GP Councillors. The council is inviting residents to have their say on the draft proposals, formulated from the comments received from the first consultation (that closed in October) as part of the ongoing Community Governance Review (CGR). The deadline for the new consultation and responses is 9 May 2025.
- The Clerk reported that the Simpler Recycling waste duties have now come into force. From 31 March 2025 (or 31 March 2027 for micro firms) all workplaces (businesses and non-domestic premises) in England have a legal duty to separate recycling and food waste from their non-recyclable waste. "Micro-firms" are workplaces with fewer than 10 full-time employees in total. Offices and premises used only or mainly for public meetings are included within the relevant non-domestic premises to which the rules apply. NALC is seeking urgent clarification from government as to whether parish councils are included within the definition and micro-firm definition. NALC thinks that most councils will meet the micro-firm definition and be exempted until 31 March 2027.
- An email was received on 31/03/2025. Planning Enforcement Complaint Land North of the Depot At 1A, High Street, Graveley, Hertfordshire, SG4 7LE, acknowledging receipt of recent enquiry concerning the above location.
- 08/04/2025 23/00225/1ENF - TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 174 Site Address: 1A High Street, Graveley, Hitchin, Hertfordshire, SG47LE Alleged breach: Without planning permission, the material change of use to a mixed use of the land for Metal Recycling, Open Commercial Storage and for the Sale and Display of Motor Vehicles and associated operational development Appellant's name: McMahon Commercial Properties Ltd Appeal reference: APP/X1925/C/25/3362386 Appeal start date: 2nd April 2025
- The Clerk received an email on behalf of Graveley PCC, thanking the Parish Council for the grant of £1,000 towards the cost of grass cutting in St Mary's churchyard, Graveley.

**Hitchin Rural Police Report – April 2024-March 2025****GRAVELEY**

Theft	1
TOMV	1
TFMV	1
Violence against the person	6
<b>TOTAL</b>	<b>9</b>

Graveley Parish Council minutes

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

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

25/030	<b>Items for consideration at next meeting</b> To suggest agenda items for the next meeting of the Graveley Parish Council meeting in May. None. Next meeting dates to be agreed – 27 <sup>th</sup> May and 10 <sup>th</sup> June 2025.
	Meeting closed at 8.35pm

Graveley Parish Council minutes	Signed: _____
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