

**Graveley Parish Council Meeting Minutes  
of the Full Parish Council taken on Tuesday 17<sup>th</sup> October 2023 at Graveley Village Hall,  
High Street, Graveley, Hertfordshire, SG4 7LB at 8.00pm**

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| <b>Council members present:</b> | Cllr J Atkinson<br>Cllr M Griffin – Chair<br>Cllr J Lumley                                                                                                                                                                                                                                                                                                                                   |
| <b>In attendance:</b>           | D Galvan (Clerk & RFO to the Council)<br>Cllr S Jarvis (HCC)<br>Cllr D Griffiths (NHC)<br>4 Members of the public present                                                                                                                                                                                                                                                                    |
| 23/083                          | <b>Apologies</b><br>Cllr J Thorpe                                                                                                                                                                                                                                                                                                                                                            |
| 23/084                          | <b>Interests</b><br>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 23/088, with limited dispensation granted (agenda item 21/068) and so that the meeting will not become inquorate he will participate in the discussion/vote.                      |
| 23/085                          | <b>Minutes</b><br>To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 19 <sup>th</sup> September 2023 as a true and accurate record of proceedings.<br><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 be duly signed by the Chairman. Unanimously agreed. |
| 23/086                          | <b>Public Issues</b> None, but members of the public wanted to raise their concerns on the Agenda Item covering the Planning applications received.                                                                                                                                                                                                                                          |

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| Meeting date: 17 <sup>th</sup> October 2023 | Dated: _____  |

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| 23/087 | <p><b>Reports from County &amp; District Councillors, Police and others</b></p> <p>Cllr Griffiths read out an email received regarding NHC election uncontested fee proposals, effective from May 2024. Cllr Griffiths would be representing the GPC on any comments. The GPC had already been made aware of this proposal (GPC due to respond to the Clerk by 2<sup>nd</sup> November 2023). Councillors of GPC commented that overall they did not have an objection and found it to be fair that it was tiered charging.</p> <p>Cllr Jarvis spoke about the 20mph proposal that will include Graveley. It will include Grinders End and he suggested that the scheme could go further up Church Lane. The footpath at Graveley Lane and Milksey Lane is due to be resurfaced in December 2023.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 23/088 | <p><b>Finance</b></p> <p>To authorise payments made in accordance with the budget.</p> <p>a) To authorise the payment schedule for October 2023.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson. October 2023 payment schedule was authorised. Unanimously approved.</p> <p>b) To consider and agree draft budget proposal for financial year 2024/25.</p> <p>The Clerk explained that she had reviewed expenditure and the potential increases, but she was trying to keep the budget in line with previous years due to the cost of living crisis. She stated that although there might be some unexpected increases/changes, there was some money in reserve that could help should this arise.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley. It was agreed that the draft budget be the final one to be used for the financial year 2024/2025. Unanimously approved.</p> <p>Cllr Griffin extended his thanks on behalf of GPC to the Clerk for the work involved in preparing the 2024/2025 budget.</p>                                                                                                                                                                                                                                                                                                                                                                  |
| 23/089 | <p><b>Planning</b></p> <p>To consider planning applications received.</p> <p>(a) 23/01392/FP - Land Rear of 33, High Street, Graveley, SG4 7LA.<br/>Erection of four detached 4-bed dwellings, including parking, landscaping and creation of vehicular access off Turf Lane (as amended by plans received 21/08/2023).</p> <p>Cllr Lumley read out comments and recommendations made from the GPC working planning group and members of the public made their comments to the GPC and County/District Councillors. Cllr Griffiths confirmed that he had called for this matter to be discussed at a full planning committee meeting. Cllr Lumley asked for residents to comment on the NHC portal or write into the NHC Planning Office.</p> <p>It was agreed that a comment of Objection with reasons be made to the NHC Planning office. <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Griffin. Unanimously agreed. [<i>Action: Submitted by the Clerk on 18<sup>th</sup> October 2023</i>].</p> <p>(b) 23/02221/FP at Land to The West Of High Street, Graveley, SG4 7LE.<br/>Change of use of field to dog walking field, including installation of fencing. Retention and completion of existing agricultural track and visitor parking area.</p> <p>After discussion between councillors and members of the public, it was agreed that a comment of Objection with reasons be made to the NHC Planning office.</p> |

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|        | <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson. Unanimously agreed. [<i>Action: Submitted by the Clerk on 18<sup>th</sup> October 2023</i>].</p> <p>(c) To consider planning applications received during the period (Wednesday 11<sup>th</sup> October to Tuesday 17<sup>th</sup> October 2023). None</p> <p>(d) To discuss and consider the GPC to start the process of producing a Neighbourhood Plan.</p> <p>It was agreed between the GPC not to start the process of producing a Neighbourhood Plan and therefore not bring this item forward for any future meetings.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson.</p> <p>(e) To review and consider the GPC Planning working group to continue to support the GPC for a further year.</p> <p>It was agreed that the GPC planning working should continue for a further year.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson.</p> <p>Cllr Griffin extended his thanks on behalf of the GPC to those members for all their work.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 23/090 | <p><b>Clerks report</b></p> <ul style="list-style-type: none"> <li>• Redecorating/Maintenance of the two benches at Pondsides are complete and the Clerk will receive quotes in spring 2024 for the other work to be completed on the benches.</li> <li>• HCC have been chased again regarding the Graveley Footpath 017, Graveley. The hedge between the two pubs. The Clerk has asked again for HCC to either maintain the hedge or ask the farmer to do so as it is overgrown.</li> <li>• NHC Planning office have declined to attend the invitation to a Parish Council meeting, but are available for any one that would like to discuss planning matters over the telephone.</li> <li>• The new lawnmower has been delivered and the leaf blower is due to be collected this week for a service.</li> <li>• The proposal for notice of Polling Districts and Polling places review has been added to the Graveley Parish web site for residents to read and comment via the NHC.</li> <li>• It has been reported that the litter bin by the bench at the Waggon and Horses smelt foul as it is a litter/dog litter waste bin. The Clerk has spoken to the NHC about moving this bin and has revisited her suggestion to move the bin up by 2 &amp; 4 High Street, as there is an increase in the number of cars parking in that locality. The nearest litter bin to this location is High Street near the layby, adjacent to the cricket pitch. She has requested that it be moved to near the entrance of that area/near the footpath so that it is easily visible and allow refuse collection lorries to access it without difficulty. There are still two other bins by the Waggon &amp; Horses. NHC have agreed to move it and at no cost to the Parish Council.</li> </ul> |
| 23/091 | <p><b>Items for consideration at next meeting</b></p> <p>To suggest agenda items for the next meeting of the Graveley Parish Council on Tuesday 21<sup>st</sup> November 2023. None raised.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|        | Meeting closed at 8.40pm                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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