

**Graveley Parish Council Meeting Minutes  
of the Full Parish Council taken on Tuesday 3<sup>rd</sup> August 2021 at Graveley Village Hall,  
High Street, Graveley, Hertfordshire, SG4 7LB at 8pm.**

<b>Council members present:</b>	Cllr Martin Griffin – Chair Cllr Helen Lumley Cllr Gill Shenoy Cllr Johnie Thorpe
<b>In attendance</b>	Danielle Galvan (Clerk & RFO to the Council)
<b>Agenda Item</b>	<b>Summary</b>
21/053	<b>Apologies</b> Cllr Steve Jarvis, Cllr Rob Millard
21/054	<b>Interests</b> To receive declarations of Interest from Councillors on items on the Agenda and to consider any requests for dispensation. <ul style="list-style-type: none"> <li>• Cllr Griffin for agenda item 21/058 item. Cllr Griffin will not take part in the discussion/vote.</li> </ul>
21/055	<b>Minutes</b> <p>a) To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 29<sup>th</sup> June 2021 as a true and accurate record of proceedings and be duly signed by the Chairman.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley. One abstention. Majority approved, motion carried.</p>
21/056	<b>Public Issues.</b> None.
21/057	<b>Reports from County &amp; District Councillors, Police and others.</b> Written report from Cllr Jarvis. The installation of posts on the corners of Ashwell Common in this year's Highways Locality Budget will be installed during the current financial year. There will be some "aftercare" work following the resurfacing of the High Street, dealing with the few bare patches which have appeared. The provisional list of highways projects for next financial year includes resurfacing Church Lane. Graveley is within the area to be covered by the Herts Lynx demand responsive bus service (which covers North Herts villages east of the A1(M) plus some of East Herts). Given that there is a bus service to Stevenage and Letchworth it may be of limited use, although it could be of use to villagers wanting to travel to Hitchin or Baldock or another village. Scheduled to start operating in September.

Graveley Parish Council	Signed: _____
3 <sup>rd</sup> August 2021	Dated: _____

21/058	<p>8.05pm – Cllr Griffin left the meeting room.</p> <p><b>Finance</b></p> <p>a) To authorise payments made in accordance with the budget.  <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Shenoy. Unanimously agreed.</p> <p>b) To review schedule of payments to the Clerk in accordance with the budget.  <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Shenoy. Unanimously agreed.</p> <p>c) To review and approve the contract of employment for Clerk.  <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Shenoy. Unanimously agreed.</p> <p>8.12pm – Cllr Griffin re-joined the meeting.</p>
21/059	<p><b>Planning</b></p> <p>21/01920/FP - Installation of glazed infill screen to replace the timber doors on the West elevation. The Old Forge, Church Lane, Graveley, Hitchin, Hertfordshire, SG4 7LR.</p> <p>Recommendation: No Objection. Comment to be added: No objection to change in door material, however if the change of store to office requires NHDC Planning approval, the GPC recommend a restriction should be placed on any approval that sale of cars from The Old Forge is not permitted as it causes a nuisance in the village where parking is so restricted and insufficient.</p> <p><b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Thorpe. Unanimously agreed.</p>
21/060	<p><b>Playground</b></p> <p><b>a) Signage</b></p> <p>To consider options surrounding the signage for the playground.  After discussion it was decided that the suppliers of the pond signage be contacted for alternative pricing (<i>Action: Cllr Lumley</i>). B/f Item to September’s meeting for further discussion on the options for the signage.</p> <p><b>b) Playground Inspections</b></p> <p>To consider options surrounding inspections for the Graveley Playground.  After consideration of the three quotes supplied, the GPC voted in favour of Broadmead Leisure Ltd.  <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Shenoy. Unanimously agreed.</p> <p><b>c) Hedge cutting</b></p> <p>To consider using Mr Gibb’s services to cut the playground hedge. Quote for £70 including the removal of the hedge cuttings.  <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Shenoy. Unanimously agreed.</p>

Graveley Parish Council	Signed: _____
3 <sup>rd</sup> August 2021	Dated: _____

21/061	<p><b>Clerks report – Info only.</b> Correspondence received and outstanding action points:-</p> <ul style="list-style-type: none"> <li>• DriveSafe – The lead volunteers have completed their induction and are now in a position to begin roadside monitoring. Hertfordshire constabulary are currently trying to arrange for equipment to be stored more locally but in the meantime they are finding out if the lead volunteers would be happy to temporarily use the equipment from Hitchin Police Station. Once this is confirmed they can move forward with the date for their first session.</li> <li>• Land behind Graveley House – The Clerk wrote a letter to the development company and received an email back to say that they were will be more than happy to assist if they could, but on visiting the land they do not feel that there are any tree trunks that will be suitable.</li> <li>• Results of the water sampling:-  Sustrans (Cycle path) The larger pond (labelled south) for the two sites returned a positive result for Great Crested Newts, indicating that they use this pond. The smaller pond (labelled north) in the returned a negative result.  Croudace (promoting land north of Stevenage, but in the Graveley Parish) Both ponds returned a negative result, indicating that there would not appear to be any Great Crested Newts living in these ponds at present.</li> </ul>
21/062	<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> September 2021.  b/f Playground signage.  Possible road signage for playground.</p>

Meeting ended at 8.30pm

---

Graveley Parish Council  3 <sup>rd</sup> August 2021	Signed: _____  Dated: _____
--	-----------------------------------