

**Graveley Parish Annual Council Meeting Minutes  
of the Full Parish Council taken on Tuesday 15<sup>th</sup> September 2020 at 8pm via video  
conferencing**

<b>Council members present:</b>	Councillor Martin Griffin – Chair Councillor Helen Lumley Councillor Gill Shenoy Councillor John (Johnie) Thorpe
<b>In attendance</b>	Danielle Galvan (Clerk/RFO to the Council) 1 Member of the public
<b>Agenda Item and minute number</b>	<b>Summary</b>
20/025	<b>Apologies</b> To receive and accept apologies for absence. Cllr Steve Jarvis, PCSO Becki O’Driscoll, Cllr Rob Millard & Cllr Terry Tyler.
20/026	<b>Interests</b> a) To receive declarations of interest from councillors on items on the agenda. None. b) To receive written requests for dispensations for declarable interests. None. c) To grant any requests for dispensation as appropriate. N/A.
20/027	<b>Minutes</b> To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 21 <sup>st</sup> July 2020 as a true and accurate record of proceedings. <b>Resolved.</b> Proposed by Cllr Griffin, seconded by Cllr Shenoy. Unanimously agreed.
20/028	<b>Public Issues</b> None were raised.
20/029	<b>Reports from County &amp; District Councillors, Police and others (The Clerk read out written reports sent via email from Cllr Steve Jarvis and Cllr Terry Tyler)</b> Cllr G Davies: No scheduled meeting but there was an extra ordinary meeting regarding moving the NHDC to a single unit authority for efficiency savings. (Due to technological issues Cllr Davies was unable to conclude his verbal report. He was to supply a written report but none have been received at the time of the minutes were ready to send). The Clerk summarised a report provided by Cllr Jarvis. Patching work is scheduled to be done on the High Street this financial year, prior to surface dressing next year. The HCC are to formalise the decision that it is not feasible to grit to Graveley school because the gritter lorry cannot be turned safely. The installation of some posts on the verge at the junction of Ashwell Close and Ashwell Common are to be in this year’s Highways Locality Budget. The conversion of street lights to LEDs is scheduled to be completed this year, like those in

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	Graveley High Street. The new lights should look the same but are capable of being dimmed where this is appropriate. The work should be done by December. HCC is consulting on changes to the speed management strategy which determines what speed limits can be introduced. The criteria remain that existing average speeds must be 25mph or less, which rules out a 20mph limit in many cases. The HCC is running a campaign to encourage people to keep up social distancing, hygiene routines and wearing of masks. Council staff to continue to work from home except where this is not possible, this will continue for the foreseeable future.
20/030	<b>Finance –</b> To authorise payments to: (a) Paul Baltruschat – Litter picking (March-September 2020) £96.00. <b>Resolved.</b> Proposed by Cllr Lumley, seconded by Cllr Griffin. Unanimously agreed.
20/031	<b>Planning</b> To consider planning applications received. a) 20/01706/FPH at Bow Cottage, 15 High Street, Graveley, Hertfordshire SG4 7LE. Full Permission Householder: Single storey rear extension to link main dwelling to existing outbuilding, first floor rear bay window and front porch canopy following demolition of existing rear conservatory. <b>GPC to support this planning application. Resolved.</b> Proposed by Cllr Lumley, seconded by Cllr Shenoy. Unanimously agreed. b) To consider planning applications received during the period (Wednesday 9 <sup>th</sup> September to Tuesday 15 <sup>th</sup> September 2020). None. c) To review and if agreed, for the GPC Planning working group to support the GPC for a further year. The GPC expressed their appreciation for the work and support of this working group. The Chair asked for Cllr Lumley to pass on his thanks on behalf of the GPC. It was agreed that the working group to support the GPC for a further year. <b>Resolved.</b> Proposed by Cllr Griffin, seconded by Cllr Shenoy. Unanimously agreed. d) To discuss and consider the GPC to start the process of producing a Neighbourhood Plan in 2020/2021. Cllr Davies was invited to comment and after some discussion, the Clerk was asked to contact the Great Ashby Community Clerk to find out their involvement in their Neighbourhood Plan. <i>Action:</i> Clerk to b/f to next GPC meeting.
20/032	<b>Clerks report –</b> Information only. Correspondence received and outstanding action points. <ul style="list-style-type: none"> <li>• A note of thanks has been received to the GPC from St Marys Church for the grant of £1,000.00.</li> <li>• A note of thanks to the GPC for the £50 donation from the Arthur Rank Hospice. Their auditor asked for them to make on her behalf instead of receiving a gift for her support in auditing the accounts. The note of thank you from the Arthur Rank Hospice Charity has been forwarded to the auditor.</li> <li>• Playground: <ul style="list-style-type: none"> <li>○ The manufacturers of the equipment have been chased up for a site visit date to assess the equipment asking for an advance date or another cancellation date. During this time, the Playground remains closed due on health &amp; safety grounds.</li> <li>○ Work has started on the grounds maintenance of the playground, the area</li> </ul> </li> </ul>

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	<p>has been strimmed and the grass cut.</p> <ul style="list-style-type: none"> <li>• A complaint was received from a resident regarding chalking/graffiti on the post box, NHDC bin and the wall belonging to No. 14 High Street. The matter was reported to the local police. One of the GPC councillors cleaned the wall outside No. 14 High Street.</li> <li>• An email was received from the NHDC Housing Supply Officer to inform the GPC that an independent rural housing needs survey has been posted to the residents in the parish and that the survey was not being undertaken in partnership with the district council.</li> <li>• 1a High Street – Another complaint was received from a resident regarding bits of plastic flying around on the site from the bales and 4 or 5 people living in the caravan and/or porta cabin. This had been followed up with the Environmental agency and the NHDC.</li> <li>• Naming of new development on 18 High Street. It was decided to call them 1-4 St Mary’s Court, a suggestion from the Chair of the GPC.</li> <li>• Over the summer, the Clerk has cleaned up in the bus shelter and cut back the hedges between the Waggon and Horses and George and Dragon public houses.</li> <li>• The block drains behind the garages at Turf Lane have been reported to settle. <i>Action: Clerk to chase up. Completed on 16.09.2020.</i></li> <li>• HCC Winter help - 15 bags of 20kg Salt have been ordered.</li> <li>• Web Accessibility compliance for Graveley.org.uk. GPC to publish an Accessibility Statement.</li> <li>• HCC - Speed Management Strategy - An email has been received from resident regarding the HCC document ‘Speed Management Strategy 2020’ and the resident asked if the GPC could respond to it for Oak Lane. The Clerk is to draft a response to the HCC to the possible introduction of a 20mph speed limit for Oak Lane. Individuals can respond too via this link. <a href="https://www.hertfordshire.gov.uk/about-the-council/consultations/transport-and-highways/speed-strategy-2020.aspx#">https://www.hertfordshire.gov.uk/about-the-council/consultations/transport-and-highways/speed-strategy-2020.aspx#</a></li> </ul>
20/033	<p><b>Items for consideration at next meeting</b></p> <p>To suggest agenda items for the next meeting of the Parish Council on Tuesday 18<sup>th</sup> August 2020 via video conferencing.</p> <p>Items for the agenda:</p> <ul style="list-style-type: none"> <li>• Rural Housing survey</li> <li>• Neighbourhood Plan</li> </ul>

**The meeting closed at 8.27pm.**

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