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**Graveley Parish Council Meeting Minutes  
of the Full Parish Council taken on Tuesday 21<sup>st</sup> September 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 Rob Millard – Vice Chair Cllr Gill Shenoy Cllr Johnie Thorpe
<b>In attendance</b>	Danielle Galvan (Clerk & RFO to the Council) One member of the public
<b>Agenda Item</b>	<b>Summary</b>
21/063	<b>Apologies</b> Cllr Steve Jarvis
21/064	<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>
21/065	<b>Minutes</b> To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 3 <sup>rd</sup> August 2021 as a true and accurate record of proceedings. <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Thorpe. One abstention. Majority approved, motion carried.
21/066	<b>Public Issues.</b> Two councillors raised issues on behalf of the public, one on waste collections and the other on actions by settle in the Turf Lane area.
21/067	<b>Reports from County &amp; District Councillors, Police and others.</b> Written report from Cllr Jarvis. The posts to be installed on the verge at the junction of Ashwell Common and Ashwell Close have now been ordered, no date on when the work will be done. Church Lane has been marked out for patching before surface dressing, including the road to the church. Surface dressing to probably commence next year. At some time soon the Speed Indicator Device will be moved to the other end of the village. Graveley is within the area covered by the Herts Lynx on demand bus service. The regular bus to Stevenage and Letchworth is still in place but the new service will allow people from the village to travel to Hitchin, Baldock or other villages.

Graveley Parish Council

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

21<sup>st</sup> September 2021

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

<p>21/068</p>	<p>8.12pm – Cllr Griffin left the meeting room. The meeting was chaired by Cllr Millard.</p> <p><b>Finance</b></p> <p>a) To authorise a change in the NatWest mandate to add Councillor Johnie Thorpe as a cheque signatory. This addition to the NatWest Mandate was agreed.  <b>Resolved.</b> Proposed by Cllr Millard. Seconded by Cllr Shenoy. Unanimously agreed.</p> <p>b) Existing signatories are Cllr Helen Lumley and Cllr Gill Shenoy. Any other previously named Graveley Parish Councillors are to be removed. This action was agreed.  <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Thorpe. Unanimously agreed.</p> <p>c) To authorise payments made in accordance with the budget. The payment schedule was agreed.  <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Thorpe. Unanimously agreed.</p> <p>d) Having considered the application of Cllr Martin Griffin for a Dispensation to participate in any decision to make a financial payment to his spouse, the Clerk, the Councillors (Cllrs Lumley, Millar, Shenoy and Thorpe) consider that it is appropriate, having regard to all the circumstances, including the number of elected or co-opted Councillors at this time, to recommend the granting of a <u>limited</u> Dispensation from the requirements under section 31(4) of the Localism Act for his ability to participate in that item. This Dispensation is conditional on the following:</p> <ul style="list-style-type: none"> <li>a. This will apply, if and only if, the matter/ meeting would become inquorate as a result of complying with the requirements under section 31(4) Localism Act 2011;</li> <li>b. Cllr Martin Griffin can then remain in the meeting for that item;</li> <li>c. Cllr Martin Griffin must then make a declaration of the Interest and the fact that there is a limited Dispensation (which is to be minuted); thereafter Cllr Martin Griffin can participate, or participate further, in any discussion of the matter at the meeting, and participate in any vote, or further vote, taken on the matter at the meeting.</li> <li>d. Such Dispensation to apply until Cllr Martin Griffin resigns, retires, or is not re-elected as a Councillor (as the case may be), or his wife is no longer the Clerk to the Parish Council, for a maximum period of 4 years from the date of granting this Dispensation.</li> </ul> <p><b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Millard. Unanimously agreed.</p> <p>8.20pm – Cllr Griffin re-joined the meeting.</p>
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<p>Graveley Parish Council</p> <p>21<sup>st</sup> September 2021</p>	<p>Signed: _____</p> <p>Dated: _____</p>
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21/069	<p><b>Planning</b></p> <p>a) 21/02331/FPH - 48 High Street, Graveley, Hitchin, Hertfordshire, SG4 7LA. Two story rear extension with covered walkway linking main dwelling to outbuilding. Single storey rear extension, alterations to fenestration and installation of access gates.</p> <p><b>Recommendation:</b> No Objection.</p> <p><b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Shenoy. Unanimously agreed.</p> <p>b) Planning applications received during the period (Wednesday 15<sup>th</sup> September to Tuesday 21st September 2021). 21/02624/FP -Land North of the depot, 1a High Street, Graveley.</p> <p>a) To review and consider the GPC Planning working group to continue 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.</p> <p><b>Resolved.</b> Proposed by Cllr Thorpe. Seconded by Cllr Shenoy. Unanimously agreed.</p>
21/070	<p><b>Playground - Hedge cutting</b></p> <p>To consider using Mr Gibb's services to cut the playground hedge on an ad hoc basis. £70 including the removal of the hedge cuttings.</p> <p><b>Resolved.</b> Proposed by Cllr Thorpe. Seconded by Cllr Lumley. Unanimously agreed.</p>
21/071	<p><b>Clerks report – Info only.</b> Correspondence received and outstanding action points:-</p> <ul style="list-style-type: none"> <li>• The developers of the land behind of Graveley House are looking to develop to the rear of the property as it is targeted in the proposed Local plan. They have teamed up with Gade Home to explore the possibilities for the land. Gade Homes are keen to be introduced to GPC so they can engage as the scheme evolves. Clerk to schedule meeting.</li> <li>• New LGA Code of Conduct training Code of Conduct training for Councillors from the NHDC took place on Friday 18<sup>th</sup> September via Zoom. The slides from this training event will be forwarded to Graveley Parish Councillors via email.</li> <li>• Winter help from HCC – Salt for the salt bins to be ordered.</li> <li>• Road signage for Church - Ringway have confirmed that the sign has been ordered from their sign supplier. Once it has been delivered to their Depot at Coreys Mill, Ringway will programme the works.</li> <li>• Possible road signage for playground. An email was sent to Cllr Jarvis after last meeting and followed up. Waiting to hear back if there is any budget from this year's HCC locality budget.</li> <li>• Garden waste subscription starts again from 1<sup>st</sup> October 2021. This can be renewed via the NHDC web site or by calling Urbaser on 01462 474000.</li> <li>• Drivesafe Initiative in Graveley started on 23<sup>rd</sup> August 2021. There have been 3 sessions so far.</li> </ul>

Graveley Parish Council	Signed: _____
21 <sup>st</sup> September 2021	Dated: _____

21/072	<b>Items for consideration at next meeting</b> To suggest agenda items for the next meeting of the Graveley Parish Council on Tuesday 19 <sup>th</sup> October 2021. Invitation to Gade Homes to a GPC meeting Sign for Playground (not road sign) (Clerk to look at options and get quotes).
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Meeting ended at 8.35pm

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Graveley Parish Council	Signed: _____
21 <sup>st</sup> September 2021	Dated: _____