

MINUTES
Graveley Parish Council's Meeting
Tuesday 18th October 2011 8pm
held at Graveley Village Hall

Present: Chairman -Mr Alan Lines (AL).Vice Chair- Mr Peter Bracey (PB) Tony Bracey (TB), Steve Firth (SF) and Mrs Joyce Andrews (JA)

No members of the public were present

Apologies – NHDC Cllr. Cathryn Henry

Declarations of interest None

Approval of minutes - The Minutes of the 20th September were approved and signed.

Matters Arising

a) New Notice Board – The total cost of the Notice Board was £1,534.24 (incl VAT) plus £300 installation (No VAT) This has now been erected by the Bus Shelter. The NHDC grant of £1,300.00 has been received.

1) Highways Report.

Peter Bracey

a) Sewer problem-PB has received a reply from Liz McBreen at Anglia Water who will be checking monthly for any problems and also the feasibility of a sensor at the pumping station is still under review. The GPC requested this sensor to be fitted 3 years ago. The Complaint Resolution form, supplied by Anglia Water, will be filled in by PB. Also he will contact Liz McBreen to find out when the feasibility study will commence.

PB

b) New Mower-a new mower will cost in the region of £450.00 plus vat and PB to put in an application under the NHDC Environmental Improvement Fund and add to it grass cutting and hedge cutting (playground) £590.00 and request a grant total of £900.00. PB to let JA have the completed forms for her to deliver, with her application for Wet Pour surfacing etc for the Play Ground to Stuart Izard at NHDC Letchworth. (4d below).

PB/JA

c) Village Sign- This has now been reset so it is now upright.

d) Environment Group-JA and Joanna Bottomley attended the Allocation Meeting and successfully presented the case for a grant for bulbs etc. The amount awarded was £500.00

e) High Street- The resurfacing work is scheduled for 2012 and we hope for confirmation of this in February 2012.

f) Hedge cutting- overhanging footpath between the two PH in High Street this has now been trimmed back.

g) Car Parking Old Forge-Clerk to contact Chrillian Pronto, Parking Services Manager regarding the unlicensed car at the Old Forge.

JT

h) GPC agreed to invite Cllrs. Tony Hunter & Cathryn Henry to the next meeting to give an update on PB's message re H Highways complacent/inadequate reports.

2 Planning

Tony Bracey

Planning Applications

a) None received

b) Waste Bins- email received from Jamie Sells Contracts Manager Waste-. *As discussed this has been purely due to awaiting a large number bin delivery. We do have some bins in stock for emergency installs (ie if a bin is damaged etc) but as we are looking to exchange the Parish installed bins I am looking to get these completed from the new delivery. The bins as discussed will be exchanged at the Pond locations and a new litter bin installed near the junior school. As also discussed I am happy to ask Veolia to carry out adhoc collections as required at the recreation ground as this area does not fall under a specific Council section to empty.*

c) Key for Bins- Clerk to contact Earth Anchors and get two keys for the lockable bins around the pond etc as they will be easier to empty and keep clean. Cost about £7 each.

JT

3) Financial Report

Steve Firth

a) Bus Shelter Grant money and 106 Money- the grant of £2387.00 has been paid but we are still awaiting the Section 106 money (£1,000.00) due from the development in Oak Lane.

SF

b) Trade Refuse Invoice/Credit Note- The refund of £38.20 has been received from the NHDC Finance Dept

c) Transfer of monies- from the GPC's savings account (£5,000.00) to the current account this has been carried out.

d) Precept- NHDC second payment of £3,000.00 has also been paid

e) Audit Date for 2011-12 We to request 21 May 2012 with BDO receiving the papers by 6 July 2012.

f) Precept for 2012/13-We have been requested by NHDC to forward our Precept requirements for next year. SF to draw up a plan of our needs and present at the next GPC meeting.

SF

4) Playground

Joyce Andrews

a) Playground Inspection It was agreed to get CPM to do three Operational Inspections (£40.00 plus vat each visit) and one Annual Inspection of Risk Assessment (£65.00 plus vat) Clerk to write

to Derek Clements at CPM confirming this.

JT

b) Repairs to playground equipment- JA has requested estimates from three contractors (Playdell, Wickstead and CPM) and will have them ready for the November GPC meeting.

JA

c) Funding- The contents of the NHDC grant form have been approved and JA/JT will finalise and JA will deliver to Stuart Izard at NHDC Letchworth together with PB's forms (1b above)

JA/JT

d) Play Ground Safety Matting- JA has investigated the cost of the wet pour system and from the three quotes it was decided to go ahead, grants permitting, with CPM at an approx. cost of £8830. This includes reinstatement to grass of the excess barked area not needing to be rubberised. Grant from NHDC to be requested up to £2500 (maximum) and the Lottery Fund to apply to also. It was hoped that the redundant bark would be made available for villagers to take away when the contract begins.

JA

5) Any Other Business.

a) Parking/Garages Ashwell Close- *Reply from Victoria Hisgrove Director of Operations HHAfua O'Leary, Neighbourhood Manager for the Hitchin area will be looking at temporary measures to clear and clean up the garage compound. The Hitchin Neighbourhood team will be carrying out a further consultation to look into this. With regards to parking on the grass verges in Ashwell Close I have been advised that the main culprit who was doing this is now parking in the garage compound. Clerk to draft a letter for AL to approve.*

JT

6) Correspondence Received.

a) CPRE re NPFF Funding help asked for.-Noted.

b) Boundary Commission Review 2013 information. Clerk to distribute.

c) Queens Diamond Jubilee Beacons Catalogue. Noted.

d) SLCC government Decision for zero increase in Council Tax Clerk to write supporting.

e) 22 November Networking Parish & TC seminar/ conference Letchworth. PB offered to attend.

7) Cheques Issued

a) JDL Construction erecting noticeboard £300.00 no vat

b) BDO Audit fees £192.00

8) Congratulations- The GPC would like to congratulate Cllr Cathryn Henry on the birth of a baby girl and send all of their best wishes.

**The next GPC meeting will be at Graveley Village Hall
on Tuesday 15th November 2011 at 8pm.**