

**Graveley Parish Council Meeting  
Tuesday 17<sup>th</sup> July 2018 at 8pm  
Held at Graveley Village Hall**

**Present:** Chair Cheryl Norgan (CN) Vice Chair Rob Millard (RM), Steve Firth (SF), Tony Bracey (TB) and HCC Steve Jarvis (SJ)

Members of the public were also present.

**1. Apologies** – none

**2. Approval of minutes** - The Minutes of the 19<sup>th</sup> June 2018 were approved and signed.

**3. Declarations of interest** – TB regarding item 10 below.

**4. Matters Arising**

**a) GPC Parish Elections** – CN elected as Chair. RM elected as Vice Chair.

**b) Training-** CN recommended training and personal development courses run by Hertfordshire Association of Parish and Town Councils (HAPTC), of which GPC is a member. These courses are informal and also offer the opportunity to meet other Parish Councillors and Clerks from neighbouring areas. There will be a short morning course on 7 September 2018 covering Finance for Councillors and a Basic Councillor Training Course in November 2018.

**All**

**c) Parish vacancy** – The notice has run out and there was no interest received, we can now co-opt a new member to take on the role of Responsible Financial Officer. All GPC members are asked to see if they know anyone in the Parish who wishes to take on this interesting position for which full training is offered.

**All**

**d) Certificate of Exemption-** This is on hold until we get back the last year's accounts from the selected Accountant who will sign the relevant section of the Agar 2 form. Rest of form needs to be back for our next Parish Council meeting so GPC can formally approve accounts and the form sent off to External Auditors. To be discussed at the next meeting. CN to contact External Auditors regarding deadline.

**5. Highways Report**

**a) NHDC and Stevenage Local Plan** - Scoping Opinion : Residential development of up to 900 dwellings, education provision and other social Infrastructure provision, provision of open space, landscaping and green infrastructure and vehicular access Land North Of Stevenage ref 18/01610/SCOP.

Jack Rigg, CN and Dr Scott have prepared the GPC's response to this Scoping document which although there are separate reports containing different information and biodiversity charts must come from GPC as the statutory consultee. The Scoping Report contains pages relating to Forster Country and Forster Country walks therefore Friends of Forster Country have been asked if they wish to contribute to GPC's response. The deadline for sending GPC's response to the Scoping document has been extended to 25 July 2018 with the Planning Officer's agreement due to the large

volume of material necessary to examine, 300 pages of which was not immediately available to view. CN to co-ordinate response.

**b) Sound Recordings of NHDC Local Plan Examination:** CN asked SJ for an update on whether the recordings of all the NHDC Local Plan Examination hearings are available yet.

**SJ/CN** to chase.

c) NHDC Local Plan Examination Action Lists were discussed. Although it is known that NHDC has now responded to all the Planning Inspector's requests for further information, 50% of the information submitted by NHDC has not yet been put on the NHDC Local Plan Examination website for the public to view.

**SJ**

## **6. Planning Report**

*Tony Bracey*

a) None

## **7. Financial Report**

a) **Bank Account-** Our current and savings account total is £3,993.86.

## **8. Playground Report**

*Cheryl Norgan*

a) **Repairs-** CPM have repaired the Playdale Twist - Climbing wall backboard. All is in order otherwise.

b) **Hedge Cutting-** The hedge needs trimming back. Clerk to ask Sheila Reed to quote.

**JT**

## **9. Correspondence received**

a) -None

**10. S106 Money-** Clerk has written to Stuart Izzard (NHDC). GPC wishes to draw down developer contributions collated funds under Pitch Sports & Leisure categories, totalling £2,278.12 to assist with enhancements & improvements at Graveley Cricket Club in order to encourage greater use and provide better user experiences. Works to include a Sight Screen and the provision of an Electronic scoreboard. The costs are - Scoreboard £2,279.99 plus Sight Screen £1,249.99 - a total of £3,529.98, any shortfall would be met by Graveley Cricket Club and from Graveley Parish Council's funds. Volunteers from Graveley Environment Group have completed excellent planting work on certain areas of land in the village eg in the central reservations but as this land is regarded by NHDC as 'amenity land' it cannot be considered for further funding in the given category.

**JT**

**11. Accidents-**Gary Henning (Hertfordshire Highways) emailed '*....I will, however, discuss this site at my next liaison meeting with your County Councillor, Steve Jarvis, to see if there are any low cost improvements funded from Highway Locality Budgets that could be undertaken.*'

**SJ**

**12. Parking in Ashwell Close-** This was discussed. There are few occasions when vehicles persistently obstruct driveways with dropped kerbs and Graveley Primary School regularly distributes information to parents, including parents of new entrants not to park and obstruct nearby

residents' driveways when they drop/pick up children at school time. Local PCSO has been made aware and will investigate the problem.

**13. Cycle Route Potholes** - Clerk has reported to Hertfordshire Highways the large potholes that have appeared on the Cycle route 12/footpath leading up from the Corey's Mill roundabout up to Ashwell Common and received an email- *Thank you for reporting a highway fault on 10/07/2018 10:37:43 ref 401000003407* The potholes have been marked. Clerk to keep an eye on progress.  
**JT**

**14. a) Overgrown Hedges in High Street** - Clerk reported this problem to Hertfordshire Highways and they have trimmed back some of the overhanging tree branches.

**b) Over Hanging Trees in Church Lane-** a member of the public reported that the overhanging trees are obscuring the Street Lights on the right hand side before the Kissing Gate. Clerk to report to Hertfordshire Highways.

**JT**

**16. Smiley Face Cameras-** SJ reported that things are moving forward; the two sites have been ascertained, SJ to keep an eye on progress.

**SJ**

**17 . Cheques Issued**

a) NHDC Playground rent one year £100.00 (no VAT)

b) CPM Repair to Playground equipment £390.00 + £78.00 VAT.

**The meeting closed at 9.00 pm**

**The next GPC Meeting will be at Graveley Village Hall  
On Tuesday 21<sup>st</sup> August 2018**

