

**Graveley Parish Council Meeting
Tuesday 16th October 2018 at 8pm
Held at Graveley Village Hall**

Present: Chair- Cheryl Norgan (CN), Vice Chair- Rob Millard (RM) Martin Griffin-Responsible Financial Officer, (MG) Jeremy Atkinson (JA), Reg Norgan (RN), NHDC Cllr Terry Tyler and HCC Steve Jarvis (SJ)

Members of the public were also present.

Apologies – PCSO Heather Burrows.

Approval of minutes - The Minutes of the 19th June 2018 and 28th September 2018 were approved and signed.

Declarations of interest - None

Matters Arising

a) Co-option- After the statutory NHDC notices were displayed on the Parish Notice and there were no applicants the GPC were inquorate so that the business of GPC could continue Terry Tyler was selected by NHDC to become a temporary member of GPC so that a quorum was established. Before the main meeting a panel of Cheryl Norgan, Rob Millard and Terry Tyler held a meeting, not open to the public, to interview one by one the five applicants for election to GPC after this process took place all the applicants retired and three were chosen by a secret ballot. The Clerk issued them with the forms 'Acceptance of Office' and 'Declaration of Interests' before he could take up their position on GPC. (See above).

b) Resignations -After the July meeting two parish council members resigned-Tony Bracey who has served the GPC for over thirty years and Steve Firth for over five years. GPC would like to record their valuable contribution to the council and the residents of Graveley.

c) Certificate of Exemption- see 3b below

1. Highways Report

Cheryl Norgan

a) NHDC and Stevenage Local Plan - the plan is on hold until the Inspectors report is published no further information at this stage.

2. Planning Report

Clerk

a) Full Permission Householder: Erection of 2-bed detached annex 6 Ashwell Common, Graveley, Hitchin, Hertfordshire, SG4 7LJ reference: 18/02343/FPH
GPC has no objection-Clerk to action.
JT (done)

b) Full Permission Householder: Two storey rear extension 1 High Street, Graveley, Hitchin, Hertfordshire, SG4 7LE reference: 18/02410/FPH
GPC have no objection-Clerk to action
JT (done)

3. Financial Report**Martin Griffin**

- a) Bank Account-** Our current and savings account total is £6,554.83
- b) Audit Approval-** our accounts for the last year were approved by GPC members CN to sort out the Certificate of Exemption
CN

4. Playground Report**Cheryl Norgan**

- a) Hedge trimming** – Clerk to raise an order for Plants Galore to carry out this work for £200.00 including removal of all rubbish.
JT
- b) Rope repairs** - As this was a matter of urgency as a Health and Safety issue Clerk raised the order for CPM to carry out this work for £145.00 plus vat in the meantime CN arranged for the piece of equipment to be fenced off so it could not be used CN to keep an eye on progress.
CN

5. Correspondence received

- a) S106 Money-** Clerk has written to Stuart Izzard requesting the release of S106 money to purchase equipment for the Graveley Cricket Club as the GPC could not conduct business during the time the GPC was inquorate so this was not followed up Clerk to send a copy of his letter of request to TT who will look into it and report back
TT/JT
- b) Footpath changes NHDC** – Clerk has put up on the Parish noticeboard changes from footpath to bridleway that affect the village. These have to be displayed until 15th November 2018.
- c) Smiley Face Cameras** – One will soon be in situ in the High Street and moved from time to time so that the High Street is covered on both ways. Clerk received an email from the Neighbourhood Watch and it may be possible for us to get a grant so we have two permanent Cameras – CN to investigate.
CN
- d) Blocked Drains-** Clerk to contact HH to chase up a local residents complaint about a blocked drain on the approach to the garages off Turf Lane.
JT
- e) Allotments** - Clerk to contact HH to ascertain if they are owners of the land behind the car parking space in Ashwell Common.
JT

6 . Cheques Issued

- a)-none**

The meeting closed at 9.15 pm

**The next GPC Meeting will be at Graveley Village Hall
On 20th November 2018 at 8pm.**