

Graveley Parish Council Minutes
of the Full Parish Council taken on Tuesday 21st May 2019 at 8pm held at Graveley Village
Hall, High Street, Graveley, Hertfordshire, SG4 7LB.

Council members present:	Councillor Luke Crouch Councillor Martin Griffin - Chair Councillor Helen Lumley Councillor Rob Millard - Vice Chair Councillor Gill Shenoy
In attendance	Danielle Galvan (Clerk to the Council) 14 members of the public were also present
Agenda Item and minute number	Summary
19/043	To elect a Chair of the Graveley Parish Council Resolved. Proposed Cllr Griffin seconded Cllr Lumley. Unanimously agreed. Cllr Griffin – Chair.
19/044	To elect a Vice Chair of the Graveley Parish Council Proposed Cllr Crouch seconded Cllr Millard. Vote: three votes and two abstained – Cllr Lumley and Cllr Shenoy. Resolved. Proposed Cllr Millard, seconded Cllr Griffin, unanimously agreed. Cllr Millard – Vice Chair.
19/045	Apologies To receive and accept apologies for absence. <ul style="list-style-type: none"> • Cllr George Davies, Cllr Steve Jarvis, Cllr Terry Tyler and PC Matt Jenkins.
19/046	Interests <p>a). To receive declarations of interest from councillors on items on the agenda.</p> <ul style="list-style-type: none"> • None. <p>b). To receive written requests for dispensations for declarable interests.</p> <ul style="list-style-type: none"> • None. <p>c). To grant any requests for dispensation as appropriate.</p> <ul style="list-style-type: none"> • N/A.
19/047	Minutes To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 16 th April 2019 as a true and accurate record. Resolved. Proposed Cllr Crouch, seconded Cllr Griffin that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

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19/048	<p>Public Participation.</p> <p>A member of the public raised concerns about unlawful/anti-social parking on the corner of Ashwell Close and Ashwell Common leading to poor visibility, mainly during school drop off but also other times. Clerk to raise this with Cllr Jarvis – parking assessment. Raise with him the possibility of double yellow lines, physical barriers to deter parking. A member of the public raised that there used to be a subcommittee for planning items. [Item to go on the agenda for discussion next month].</p>
19/049	<p>Reports from County & District Councillors, Police and others.</p> <ul style="list-style-type: none"> • None.
19/050	<p>Culvert by Waggon and Horse PH.</p> <p>John Rumble, a representative from Hertfordshire County Council was invited to speak to the Parish Council about the Culvert. The Ashbrook river that runs through Graveley is an ordinary watercourse regulated by Hertfordshire County Council (HCC). It is the responsibility of the HCC to ensure owners of a watercourse are maintaining it in a sufficient standard in order to carry the flow of water. The smell coming from the culvert is not a nuisance or health hazard in terms of the legislation, but the HCC will raise this with the NHDC (Environmental department). The Management of watercourse is the joint responsibility of the adjoining landowners, so possibly the Brewery and could be Highways.</p> <p>The odour is due to there not being a sufficient flow due to the culvert's width to carry the water downstream. It drops the silt, vegetation grows and the silt gives off an odour, particularly when it is part dry and part wet, it is the biological process that creates the smell.</p> <p>There was some discussion about the possibility of creating clear meandering channels in order to help the flow and also the possibility of the surface water coming from the construction site of 18 High Street could improve it.</p> <p>It is deemed a long term maintenance issue. HCC will be liaising with the NHDC on the environmental matter, with the Brewery and Highways to ascertain who the riparian owners are and to find out about possible grants from locality budgets at County Council level.</p>
19/051	<p>Finance</p> <p>The bank statement dated 01/05/2019 has a balance of £ 7,262.63 Which includes 50% of the precept for 2019/20.</p> <p>a) To authorise payments:</p> <ul style="list-style-type: none"> - Paul Baltruschat - Litter and Glass Picking £180.00 (March, April and May 2019). <p>Resolved. Proposed by Cllr Crouch, seconded by Cllr Griffin. Unanimously agreed.</p> <p>To confirm arrangements for Insurance cover. Best quotation Ecclesiastical at £789.44 plus admin fee of £50 - Total £ 839.44.</p> <p>Resolved. Proposed by Cllr Griffin, seconded by Cllr Crouch. Unanimously agreed.</p>

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	<p>b) To approve to take GPC 2018/19 Accounts to same accountant that audited them last year - and for a provisional sum of up to £100 for that audit. Probably in the form of a voucher for the Wine Society or similar. Resolved. Proposed by Cllr Millard, seconded by Cllr Shenoy. Unanimously agreed.</p> <p>c) To approve, subject to that audit being satisfactory for a VAT claim for GPC in the region of £2,000 to be submitted to HMRC. Resolved. Proposed by Cllr Crouch, seconded by Cllr Griffin. Unanimously agreed.</p> <p>d) Subject to that audit being satisfactory would seek to handover role of RFO over to Parish Clerk. Resolved. Proposed by Cllr Griffin, seconded by Cllr Crouch. Unanimously agreed.</p> <p>e) To agree to the addition of signatories to the Nat West Mandate (Luke Crouch, Helen Lumley, Gill Shenoy). Resolved. Proposed by Cllr Griffin, seconded by Cllr Millard. Unanimously agreed.</p> <p>f) To agree that the Parish Clerk has permission to speak to the Nat West Bank on behalf of the Graveley Parish Council. Resolved. Proposed by Cllr Crouch, seconded by Cllr Griffin. Unanimously agreed.</p>
19/051	<p>Planning</p> <p>a) To consider planning applications received.</p> <ul style="list-style-type: none"> • None. <p>b) To consider planning applications received during the period (Wednesday 15th May and Tuesday 21st May 2019).</p> <ul style="list-style-type: none"> • None.
19/053	<p>Roles and responsibilities</p> <p>To agree roles within the Parish Council, the following was agreed</p> <ol style="list-style-type: none"> 1. Finance - Clerk 2. Highways – Cllr Crouch 3. Planning – Cllr Lumley 4. Playground – Cllr Millard <p>Cllr Shenoy to help support where needed.</p>
19/054	<p>Future meeting dates</p> <p>It was agreed that the Parish Council would continue to meet at 8pm on the third Tuesday of each month in the Village Hall. Typically, a December meeting is not held.</p>
19/055	<p>Parish Council Election results article for the next Graveley Matters magazine to be agreed. Resolved. Proposed by Cllr Griffin, seconded by Cllr Shenoy. Unanimously agreed.</p>
19/056	<p>Clerks report – Information only.</p> <p>To include outstanding action points from previous meetings and correspondence received. Correspondence received:-</p>

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	<ol style="list-style-type: none"> 1. A complaint from a resident about the anti-social parking around Ashwell Common at school drop off/collection times. <i>Action:</i> The Clerk has sent an email and followed up with a phone call to the School to ask for some proactive action. The school secretary will forward the note to Head Teacher for a reply. 2. Refuse collectors leaving bins obstructing access for residents at Oak Lane. <i>Action:</i> The Clerk reported this to Urbaser and it was reported that this matter is now resolved. 3. A resident has reported damage to the soft verge/damage overrun on the junction of Oak Lane and Turf Lane. <i>Action:</i> The Clerk has reported this to Highways. 4. A resident has brought to our attention 1a High Street – Goods Vehicle Licence. <i>Action:</i> The Parish Clerk has sent a letter with agreement of the Parish Council to the Traffic Commission and to U Skip Ltd. <ul style="list-style-type: none"> o The Clerk has offered to give a copy of the letter to residents so that they too can raise their concerns. Deadline date of 8th June. UPDATE: GPC’s letter is posted in the Graveley Village web site. 5. It has been reported that there is a Hydrant/man made hole without a cover near the entrance of 1a High Street which could be a hazard. <i>Action:</i> This matter has been reported to Highways. Update 22/05/19. Matter resolved. Case closed. <p>Outstanding action points:-</p> <ol style="list-style-type: none"> 1. Illegal encampment at Grinders End – Wymondley – The Clerk is still chasing NHDC on this matter. 2. 1a High Street Planning Enforcement complaint – The Clerk read out the response from NHDC. In summary, the NHDC are pursuing the matter as a caravan sited for security reason is still deemed as a breach of planning control. They are awaiting a response. 3. S106 Monies for the Cricket Club have now been received. Clerk to b/f for Agenda in June in order to raise a cheque. 4. Neighbourhood plan – The Clerk is working with Great Ashby Parish Council to have a joint presentation from Great Wymondley. 5. Update on 18, High Street - A-Z Auto’s. Summary: The developers have confirmed that decommissioned petrol tanks are filled with concrete, so no danger of petrol being present and are being removed by specialist contractors. If there is any smell noticed, it may be due to the soil being disturbed after many years. ‘The environmental reports state there is absolutely zero risk in the area’. <ul style="list-style-type: none"> • DriveSafe update – Hertfordshire Constabulary have confirmed that the Graveley Drivesafe Scheme is in the process of being set up. They would like to know if there is a specific place for the monitoring and to confirm the lead volunteers. Clerk to action.
19/057	<p>Items for consideration at next meeting To consider the requirement of a Planning subcommittee.</p>

The meeting closed at 8.55pm.

The next GPC Meeting will be at Graveley Village Hall on Tuesday 18th June at 8pm.

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