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**Graveley Parish Council Meeting Minutes  
of the Full Parish Council taken on Tuesday 18<sup>th</sup> November 2025 at Graveley Village Hall,  
High Street, Graveley, Hertfordshire, SG4 7LB at 8.00pm**

<b>Council members present:</b>	Cllr M Griffin – Chair Cllr H Lumley Cllr J Risbridger
<b>In attendance:</b>	D Galvan (Clerk & RFO to the Council)
25/073	<b>Apologies</b> Cllr J Atkinson, Cllr S Jarvis (HCC) & Cllr D Griffiths (NHC)
25/074	<b>Interests</b> Cllr Griffin made a declaration of interest for agenda item 25/066, with limited dispensation granted (agenda item 21/078) and so that the meeting will not become inquorate, he will participate in the discussion/vote.
25/075	<b>Minutes</b> To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 21 <sup>st</sup> October 2025 as a true and accurate record of proceedings. <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Risbridger, that these Minutes be agreed as a true and accurate record of the proceedings and to be duly signed by the Chair. Unanimously agreed.
25/076	<b>Public Issues</b> The Public Right of Way signage (public bridleway) by St Marys Church in Church Lane that leads to Weston was mentioned as needing a clean. Cllr Lumley said that she would go and take a look and clean it.
25/077	<b>Reports from County &amp; District Councillors, Police and others</b> The Clerk read out Cllr Jarvis's report in his absence: The consultation on the 20mph limits has been completed. There were no objections and it is going ahead, although I don't yet have a date. The steps and barrier where the footpath 2 joins the High Street have been inspected and will be replaced. The double yellow lines up by 2-4 High Street were raised as they were previously discussed. <i>Action: Clerk to follow this up with Cllr Jarvis.</i>

25/078	<p><b>Finance</b></p> <p>a) To consider and agree draft budget proposal for financial year 2026/2027.  <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley, that the draft budget proposal was authorised and set to be the GPC budget for the financial year for 2026/2027. Unanimously approved.  The Chair expressed his thanks on behalf of the entire Parish Council for all of the work carried out by the Clerk on the 2026/2027 budget and for recent policy work.</p>
25/079	<p><b>Planning</b></p> <p>a) B/f from October's meeting. Planning Consultation 25/02481/FPH – Single storey rear extensions – 5 Ashwell Common. (Development has commenced). Comments by the GPC were sent via email due to time constraints.</p> <p>b) 25/02646/S73: Land To The West Of, High Street, SG4 7LE Removal of Condition 1 (Use of agricultural land for the siting of a Dog Walking Facility) of planning permission reference 23/02221/FP granted on 08/01/2024 for Change of use of field to dog walking field, including installation of fencing. Retention and completion of existing agricultural track and visitor parking area (as amended by plan received 15th November 2023).  Cllr Lumley commented that there were 29 comments made on the NHC planning web site. Some included comments saying that this permanent structure was a blight on the village and adversely affected those that live close by. After some discussion with varying views from the working party and councillors, the GPC voted no objection.  <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley. No objection. Unanimously agreed.</p> <p>c) 25/02750/LBC - Manor Farm, Church Lane - Installation of 1no.door and window (Utility Room) to East Elevation to regularise Listed Building Consent 24/02342/LBC granted on 08.05.2025 and replacement of 2no.standard double-glaze timber windows (windows 12 and 18) with slimline double-glazed timber windows.  Cllr Risbridger gave some background information with regards to previous planning/alterations to this property and advised that the proposed alterations would not be visible from the road and would support this application.  <b>Resolved.</b> Proposed by Cllr Risbridger. Seconded by Cllr Lumley. No objection to this planning application. Clerk to send out response to NHC Planning Office. Unanimously agreed.</p>

25/080	<p><b>Clerks report</b> – Information only. Correspondence received and outstanding action points.</p> <ul style="list-style-type: none"> <li>• HCC have put off the request for the post in Ashwell Close to have some sort of reflective material on it – as not a priority. The Clerk has resubmitted this request again and stressed the hazard it presents.</li> <li>• <b>Painting the bollards in the High Street</b> The Clerk raised this matter with Cllr Jarvis and he commented that he thought that highways will not give the parish permission to do this, although he thought that they probably wouldn't complain if it were done. He did suggest that the parish could pay for highways to paint them, but doing it this way is not cheap. The Clerk has sent an email to Highways asking them for permission. Waiting to hear back from them.</li> <li>• <b>Trade bins</b> The Clerk followed up on the NH trade bin that the litter picker uses and irregular collections, as reported last month. It has been confirmed that the account has now been set up correctly with the new contractors. The Clerk requested for a refund for the weeks that the Parish Council have not had this refuse bin collected due it not set up on their system. She explained that Graveley residents are paying for this service and therefore should only pay for a service they have received. A refund has been agreed.</li> <li>• <b>Winter salt</b> 4 x 20kg bags of salt have been ordered. To be delivered in November.</li> <li>• <b>Cheque signatory for the Clerk.</b> The Clerk has followed this up and is waiting to receive confirmation from Nat West bank.</li> </ul>
25/081	<p><b>Items for consideration at next meeting</b> To suggest agenda items for the next meeting of the Graveley Parish Council meeting on Wednesday 21<sup>st</sup> January 2026. None.</p>

Meeting closed at 8.30pm