

**Graveley Parish Council Meeting Minutes
of the Full Parish Council taken on Wednesday 15th July 2026 at Graveley Village Hall,
High Street, Graveley, Hertfordshire, SG4 7LB at 8.00pm**

Council members present:	Cllr J Atkinson Cllr M Griffin – Chair Cllr H Lumley
In attendance:	D Galvan (Clerk & RFO to the Council) Cllr S Jarvis (HCC) Member of the public.
26/061	Apologies None.
26/062	Interests Cllr Griffin made a declaration of interest for agenda item 26/066, with limited dispensation granted (agenda item 26/057(h)) and so that the meeting will not become inquorate, he will participate in the discussion/vote.
26/063	Minutes To confirm the Minutes of the Graveley Parish Council Meeting held on Wednesday 10 th June 2026 as a true and accurate record of proceedings. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Atkinson, that these Minutes be agreed as a true and accurate record of the proceedings and to be duly signed by the Chair. Unanimously agreed.
26/064	Public Issues None.
26/065	Reports from County & District Councillors, Police and others Cllr Jarvis reported that there will be a Team's meeting on 16 th July to discuss Arriva with regards to making the bus service more reliable with the possibility of fewer buses. Cllr Jarvis will look into the matter regarding the hedges up at Grinders End raised by the Clerk addressed to him and will report back.

Graveley Parish Council minutes

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26/066	Finance To authorise the payment schedule in accordance with the budget for July 2026. Resolved. Proposed by Cllr Atkinson. Seconded by Cllr Lumley, July 2026 payment schedule was authorised. Unanimously approved.
26/067	Planning To consider planning applications received during the period (Thursday 9th July to Tuesday 14th July 2026). None.
26/068	Litter Picking Service Provision – Review of Schedule, Costs and Contract Arrangements a). Litter picking schedule. The revised litter picking schedule was approved. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley. Litter picking schedule was approved. Unanimously approved. b). Review of Litter Picking Costs. The review of the litter picking costs was approved. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley. The review of the litter picking costs was approved. Unanimously approved. c). Contract for Services. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Atkinson. The Contract of Services was approved for issue. Unanimously approved. d). Lone working procedure. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Atkinson. The Lone working procedure was approved for issue. Unanimously approved. e). Review of existing risk assessment. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley. The review of the existing risk assessment was approved. Unanimously approved. The GPC noted their thanks to the litter picker for all of his work over the years.

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26/069	Playground gardening Service Provision – Review of Costs, volunteering and general Playground discussion. a. Review of Gardening/grass cutting costs. After a discussion it was agreed that the Clerk will speak to the gardener with regards to the cutting costs. To be reviewed. No vote taken. b. Volunteer from the GPC to check on Playground. Cllr Atkinson to periodically check on the Playground and to inform the Clerk if any work needed doing. Resolved. Proposed by Cllr Atkinson. Seconded by Cllr Griffin. Cllr Atkinson to periodically check on the Playground. Unanimously agreed. c. General discussions points. Sign for the biodiversity section of the playground. Children in the playground are supervised by adults and the area is well away from the playground equipment. The Clerk read out North Herts view that they do not have any signage around their Conservation Grass Areas and they do not deem areas to be unsafe just because it has been left long. Cllr Griffin has produced wording for a Welcome to the Graveley Playground. Cllr Griffin to reduce the wording and re-circulate. Cleaning of Playground equipment. Find out what other local parishes do/NHC, etc. Benches in the playground. Cllr Lumley felt that they were usable now that the Clerk had cut back the nettles/weeds, but they could be replaced by plastic benches. Suggestion for funding request from Southern Rural. Engagement/views from users of the playground. Cllr Lumley to draft a flyer to circulate to the GPC. Hedge cutting for the playground to be arranged for September, after the bird nesting season period.
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26/070	Clerks report • The HCC posts on the High Street that were agreed to be funded by the GPC have been painted. The Clerk is waiting to hear back from HCC regarding the fluorescent tape/band (red/white) around the top section. • The Clerk asked NHC if it is necessary to erect a warning sign in the area of the un-mowed grass (the biodiversity area) that runs the length of the fence area in the Playground. NHC have responded to say that they do not have any signage around their Conservation Grass Areas, and they would not deem the area unsafe just because it has been left long. • The Clerk has asked the Playground inspectors to check on the cleanliness of the equipment/bench in the playground. • The hedge up by Graveley School/Grinders End is still overgrown and a fault report has been submitted to HCC to try and get this resolved. HCC have said that they believe it is the landowner's responsibility to get this hedge cut back. The Clerk has sent a message to whom she believes the landowner to be, but has asked for support from Cllr Jarvis to get this matter escalated. She has spoken to Graveley School too, but they are not aware of who the landowner is. • Road markings at the junction of Pondsides and Oak Lane. These are heavily faded and difficult to see. This has been reported to HCC to request for them to be repainted, but Highways have closed this request down as it is not considered priority. • Correspondence received from members of the public have been considered and dealt with as appropriate.
26/071	Items for consideration at next meeting To suggest agenda items for the next meeting of the Graveley Parish Council meeting on Wednesday 16 th September 2026. Engagement/views draft flyer (HL)
	Meeting closed at 8.35pm

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