



Email to: [Parishclerk@graveley.org.uk](mailto:Parishclerk@graveley.org.uk)  
Web: [www.graveley.org.uk](http://www.graveley.org.uk)

**Graveley Parish Council Meeting Minutes**  
**of the Full Parish Council taken on Tuesday 16<sup>th</sup> September 2025 at Graveley Village**  
**Hall, High Street, Graveley, Hertfordshire, SG4 7LB at 8.00pm**

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council members present:</b> | Cllr J Atkinson<br>Cllr M Griffin – Chair<br>Cllr H Lumley                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>In attendance:</b>           | D Galvan (Clerk & RFO to the Council)<br>J Risbridger – Co-opted during this meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 25/050                          | <b>To consider the co-option of Office for Parish Councillor &amp; Declaration of acceptance of office.</b><br>An application had been received and circulated for the Parish Councillor vacancy. Councillors asked questions to the candidate, Mr Jack Risbridger, and then a vote was taken.<br><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley, that Jack Risbridger be co-opted to the Office of a Parish Councillor. Unanimously agreed. Jack was welcomed to the Council, signed the Declaration of Acceptance of Office and took his place on Graveley Parish Council. Clerk to arrange Register of Interest form and photo for the web site.<br>The Clerk reminded the Parish council that there was one other casual vacancy to be filled. |
| 25/051                          | <b>Apologies</b><br>Cllr S Jarvis. Absent - apologies received after the meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 25/052                          | <b>Interests</b><br>None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

Graveley Parish Council minutes

Signed: \_\_\_\_\_

Meeting date: 16<sup>th</sup> September 2025

Dated: \_\_\_\_\_

|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25/053 | <p><b>Minutes</b></p> <p>(a) To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 10<sup>th</sup> June 2025 as a true and accurate record of proceedings.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley, that these Minutes be agreed as a true and accurate record of the proceedings and to be duly signed by the Chair. Unanimously agreed.</p> <p>(Jack Risbridger did not take part in the vote as he was not a councillor at the time of the previous meeting).</p>                                                                                                                                                                                                                                                                                                       |
| 25/054 | <p><b>Public Issues</b></p> <p>It was mentioned that the new footpath from Grinders End down to Coreys Mill had hoof marks and there was an enquiry if there was an update on the 20mph limit in the village.</p> <p>A councillor raised concerns regarding the use of illegal substances by youths near the Waggon and Horses pub/public areas of the village. The councillor reported the matter to the Police via their online reporting service.</p>                                                                                                                                                                                                                                                                                                                                                                             |
| 25/055 | <b>Reports from County &amp; District Councillors, Police and others - None</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 25/056 | <p><b>Finance</b></p> <p>To authorise the payment schedule in accordance with the budget for September 2025.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson, September payment schedule was authorised. Unanimously approved.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 25/057 | <p><b>Planning</b></p> <p>a) Planning Consultation 23/02935/OP at Land to the East Of High Street And North Road, Graveley, Hertfordshire.</p> <p>In preparing the draft of a S106 in conjunction with the developer for this application – The two additional issues (Allotments and Sports facility) were discussed by the GPC in June. North Hertfordshire Council's planning office would like to hear back with the GPC's comments with regards to local sports pitch needs.</p> <p>Cllr Lumley has been in touch with the cricket club and will also find out from the local table tennis club more information from them and in turn come back to the Clerk.</p> <p>b) To consider planning applications received during the period (Wednesday 10<sup>th</sup> September to Tuesday 16<sup>th</sup> September 2025).None.</p> |

Graveley Parish Council minutes

Signed: \_\_\_\_\_

Meeting date: 16<sup>th</sup> September 2025

Dated: \_\_\_\_\_

|        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25/058 | <p><b>Grounds Maintenance</b></p> <p>a) To discuss a schedule for grass cutting in the Playground.<br/>The grass cutting maintenance of the Playground was discussed and that it had some tidying up but the main cut was not carried out until after the summer holidays. The Clerk had made the GPC aware that the gardener had been unwell over the summer months. It was agreed for the Clerk to put some wording so that a schedule for grass cutting maintenance could be prepared for the councillors to review at the next meeting.</p> <p>b) To discuss the cleaning of the village benches.<br/>The bench up on Ashwell Close was reported as being dirty with bird droppings last month. The bench is under a tree, but it was discussed that the bench is in a good location for when villagers walk up from Pondsides to get some rest and some shelter/shade. Cllr Lumley has cleaned the bench. Cllr Lumley volunteered to clean the bench on Ashwell Close once a month, as necessary. Cllr Griffin volunteered to clean it next time. Cllr Lumley to keep an eye on the bench for when it needed a clean.</p>                                                                                                                                                                                                                                                                                                                                                                                                             |
| 25/059 | <p><b>Clerks report</b></p> <ul style="list-style-type: none"> <li>• The Village Hall have a booking for Tuesdays for 2026 and so they would like the GPC to move their meeting date to a Wednesday at 8pm. The Clerk will be adding this onto next month's agenda for voting on.</li> <li>• Most of the village benches have been painted and maintained. The railings around the pond have been painted.</li> <li>• September precept received from North Herts District Council - £5328.00.</li> <li>• The Clerk has sent a note to Steve Jarvis to ask if the bollards could be painted in the High Street.</li> <li>• Playground hedge cutting has been booked in for the end of September/beginning of October. The Clerk will contact the farmer to cut the tops once this work has been carried out.</li> <li>• Bollard up by Ashwell Close was reported and has been fixed. To report that it needs some sort of reflector strip added to it.</li> <li>• In August, the Clerk and Cllr Lumley received an email from the Planning Enforcement office reported in March 2025 regarding the felling of some trees adjacent to the site north of 1A High Street. They have completed their investigations and they have closed the case due to no breach being established. They stated that the tree removal in this section is in line with the work expected for this site on the planning history.</li> <li>• The Clerk will be updating the policies and drafting the budget for 2026/2027 for next month's meeting.</li> </ul> |

Graveley Parish Council minutes

Signed: \_\_\_\_\_

Meeting date: 16<sup>th</sup> September 2025

Dated: \_\_\_\_\_

|        |                                                                                                                                                                                                                                                                                                                                     |
|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25/060 | <b>Items for consideration at next meeting</b><br>To suggest agenda items for the next meeting of the Graveley Parish Council meeting on Tuesday 21 <sup>st</sup> October 2025. <ul style="list-style-type: none"> <li>• Change of meeting date for 2026</li> <li>• Draft Budget 2026/2027</li> <li>• Review of policies</li> </ul> |
|        | Meeting closed at 8.55pm                                                                                                                                                                                                                                                                                                            |

DRAFT

|                                               |               |
|-----------------------------------------------|---------------|
| Graveley Parish Council minutes               | Signed: _____ |
| Meeting date: 16 <sup>th</sup> September 2025 | Dated: _____  |