

**Graveley Parish Annual Council Meeting Minutes
of the Full Parish Council taken on Tuesday 21st July 2020 at 8pm via video conferencing**

Council members present:	Councillor Martin Griffin – Chair Councillor Helen Lumley Councillor Rob Millard – Vice Chair Councillor Gill Shenoy
In attendance	Danielle Galvan (Clerk/RFO to the Council) 1 Member of the public
Agenda Item and minute number	Summary
20/012	Apologies To receive and accept apologies for absence. Cllr Steve Jarvis, PCSO Becki O’Driscoll, Cllr Terry Tyler
20/013	Interests a) To receive declarations of interest from councillors on items on the agenda. Cllr Shenoy declared an interest in the 20/022 as she is a member of Graveley Parochial Church Council. She will not take part in the vote. b) To receive written requests for dispensations for declarable interests. None c) To grant any requests for dispensation as appropriate. N/A.
20/014	Minutes To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 19 th May 2020 as a true and accurate record of proceedings. Resolved. Proposed by Cllr Griffin, seconded by Cllr Shenoy. Unanimously agreed.
20/015	Public Issues Members of the public can raise matters of concern. None were raised.
20/016	Reports from County & District Councillors, Police and others (The Clerk read out written reports sent via email from Cllr Steve Jarvis and Cllr Terry Tyler) Cllr Jarvis: ‘I have asked for some posts on the verge at the corner of Ashwell Close to be added to the list of highways locality projects’. Cllr Tyler: ‘All NHDC Playgrounds have now reopened. Equipment has been cleaned and hand sanitizer made available and replenished every day via the usual inspections. Local plan: NHDC have been informed that the number of houses to be built to 2031 is now 6000 less than planned for. This reduction in number will hopefully mean a 6000 reduction of homes to be built in the present Green Belt. The inspector will be conducting further online consultation hopefully before September. The NHDC administration is working on possible options to the local plan to take advantage of the reduction and the desire to save

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	as much of the present Green Belt as possible. Brown bins: For subscribers there will be a two month extension of the service due to non-collection during the current Covid-19 crises. As Chair of NHDC I had the great pleasure to attend the Hitchin facility of Feed up Warm Up last week with the High Sheriff and his partner. This was my first face to face Covid friendly civic function hosted by Shane Cole, the organisation CEO?
20/017	<p>Finance</p> <p>To authorise payments to:</p> <p>a) A Eaton – Playground grass cutting £120.00. Resolved. Proposed by Cllr Griffin, seconded by Cllr Lumley. Unanimously agreed.</p> <p>b) CPM Playgrounds. Playground inspection and replacement bungs. £90.00. Resolved. Proposed by Cllr Shenoy, seconded by Cllr Griffin. Unanimously agreed.</p> <p>c) NHDC - £100 lease of the playground. Resolved. Proposed by Cllr Millard, seconded by Cllr Shenoy. Unanimously agreed.</p> <p>d) To receive Annual Internal Auditor report 2019/20. Resolved. Proposed by Cllr Griffin, seconded by Cllr Millard. Unanimously agreed.</p> <p>e) To approve the AGAR Section 1 Annual Governance Statement 2019/20. Resolved. Proposed by Cllr Griffin, seconded by Cllr Shenoy. Unanimously agreed.</p> <p>f) To approve the AGAR Section 2 Annual Accounting Statements 2019/20. Resolved. Proposed by Cllr Griffin, seconded by Cllr Millard. Unanimously agreed.</p> <p>g) To approve the Certificate of Exemption AGAR 2019/20 to be submitted to the External Auditors. Resolved. Proposed by Cllr Griffin, seconded by Cllr Shenoy. Unanimously agreed.</p> <p>Cllr Griffin thanked the Parish Clerk for all of the work involved in preparing the GPC accounts.</p>
	8.10pm Cllr George Davies joined the meeting.
20/018	<p>Planning</p> <p>To consider planning applications received.</p> <p>a) 20/01310/FPH: - Crow End, Church Lane, Graveley, SG4 7LU. Councillors supported this application, but commented to look out for rainwater drainage due to potential flooding problems in the area. Resolved. Proposed by Cllr Lumley, seconded by Cllr Shenoy. Unanimously agreed.</p> <p>b) 20/01437/FP: - Land and Stables at Milksey Lane, Graveley, Hertfordshire, SG4 7LA. Councillors objected to this application and agreed to wait until the outcome of the local plan discussions are known. Resolved. Proposed by Cllr Lumley, seconded by Cllr Griffin. Unanimously agreed.</p> <p>To consider planning applications received during the period (Thursday 16th July and Tuesday 21st July 2020). None.</p>
20/019	<p>Agenda items and supporting information</p> <p>To agree agenda items to be submitted to the Clerk by the first Friday of every month plus supporting information for items to be heard at that month's GPC meeting (reminders will no longer be sent out). Cllr Griffin explained that it takes time to gather things together and would help if GPC councillors, can be thorough when submitting items, present a package so the Clerk doesn't miss anything, a little background so the Clerk doesn't have to do it all, not just a quote or a photo. Resolved. Proposed by Cllr Griffin, seconded by Cllr Lumley. Unanimously agreed.</p>

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20/020	<p>To consider the Co-opting of a new Parish Councillor Johnie Thorpe has declared his willingness to stand Parish Councillor. Declaration of acceptance of office to be signed & witnessed (<i>Completed 22.07.20</i>) Resolved. Proposed by Cllr Griffin and seconded by Cllr Millard. Unanimously agreed.</p>
20/021	<p>Playground</p> <p>a) The Spinner. To consider the quote of £560.00 plus VAT and decide on remedial actions. Cllr Griffin gave an update on condition of existing of the spinner stating that most of bolt holes were now clear, with one to drill and two to put a thread on. The large thread at the bottom has now been reworked and appears well; he is waiting for a new castle nut (the wrong size was ordered initially). It should be ok by the end of the weekend. It was proposed that the GPC do not purchase a replacement yet, see if it works when refitted, and to agree the costs, in the region of £50.00. Resolved. Proposed by Cllr Griffin and seconded by Cllr Millard. Unanimously agreed.</p> <p>b) The Adventure Frame. To consider organising a representative from the manufacturer to attend site, at a cost of about £105 plus VAT. Cllr Millard reported that there would be a 4-8 week lead time and the frame would be fenced off. Cllr Millard to arrange this site visit at a cost of £105 plus VAT. Resolved. Proposed by Cllr Griffin and seconded by Cllr Millard. Unanimously agreed.</p> <p>c) To consider to replace the cross beam and vertical wires of the Adventure Frame. It was decided to discuss this once the site visit had been carried out.</p> <p>d) To agree on J Devereux to carry out Playground grass cutting and maintenance. Cllr Griffin reported that a resident has kindly agreed to temporarily look after the playground maintenance equipment. It was agreed to give J Devereux a three month trial period. Resolved. Proposed by Cllr Griffin, seconded Cllr Shenoy. Unanimously agreed. The GPC thanked A Eaton for his service and storing of equipment.</p> <p>e) To consider the re-opening of the Graveley village playground and the actions required. After a full discussion, it was agreed that the playground remain closed and defer any decisions until after the outcome of the site visit/assessment.</p>
20/022	<p>St Marys Church – Grass mowing To consider a grant of £1,000.00 for 2020/2021. Cllr Millard expressed concerns over the potential costs of the playground equipment that the GPC would have to face. The Clerk stated that £1,000.00 had been budgeted/agreed for the grass cutting at the Church and that due to Covid19; the Church had, prior to July not been able to raise any monies from weddings and services but had still incurred the costs of grass mowing. The Clerk had ear marked reserves that may not be used this financial year for the playground use but this would not be thousands; the GPC would need to apply for a grant to cover for playground equipment replacement should be the case. £1,000.00 to be awarded to St Marys Church for grass mowing. Resolved. Proposed by Cllr Griffin, seconded by Cllr Millard. Unanimously agreed. Cllr Shenoy did not vote.</p>

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20/023	<p>Clerks report – Information only. Correspondence received and outstanding action points.</p> <ul style="list-style-type: none"> • During the GPC’s May meeting, agenda item 20/007 reported by Cllr Tyler that the local plan for the NHDC was put on hold but would be held on line and trials were in progress. The NHDC have been in touch and would like the GPC to make a correction from information supplied by Cllr Tyler at that meeting. <i>CORRECTION:</i> The local plan for the NHDC was put on hold. Holding the hearings on line is under consideration and trials are in progress with other local authorities. • Internal Auditor asked to give money that we set aside for their services to be donated to Arthur Rank Hospice charity on their behalf. • NHDC Brown bins collection has been extended until 30th September 2020. • The Government has temporarily removed the legal requirement for local authorities to hold public meetings in person. So councils have powers to hold public meetings virtually by using video or telephone conferencing technology until May 2021. • 1a High Street – reported bales of plastic being stored on site potentially without a permit or licence (09.07.20). <ul style="list-style-type: none"> ○ USKIPS are using a waste exemption to store waste in a secure place. USKIPS also has other exemptions registered at this site; including: storing waste in secure containers, manually treating waste and preparatory treatments (baling, sorting, shredding etc.). Due to Covid19 restrictions, the environment officer is waiting for the OK from his Manager to go out to ensure that the loads are not exceeding the storage limits. DG has sent some photo’s sent from a local resident to the environment officer.
20/024	<p>Items for consideration at next meeting To suggest agenda items for the next meeting of the Parish Council on Tuesday 18th August 2020.</p>

The meeting closed at 8.45pm.

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