



Email to: Parishclerk@graveley.org.uk
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Graveley Parish Council Meeting Minutes
 of the Full Parish Council taken on Tuesday 6th June 2023 at Graveley Village Hall, High Street, Graveley, Hertfordshire, SG4 7LB at 8.00pm

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| Council members present: | Cllr J Atkinson Cllr M Griffin – Chair Cllr H Lumley Cllr J Thorpe |
| In attendance: | D Galvan (Clerk & RFO to the Council) Two members of the public. |
| 22/052 | Apologies None received. |
| 23/053 | Interests To receive declarations of Interest from Councillors on items on the Agenda and to consider any requests for dispensation. Cllr Griffin made a declaration of interest in Agenda Item 057 (g). |
| 23/054 | Minutes To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 9 th May 2023 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 be duly signed by the Chairman. Unanimously agreed. |
| 23/055 | Public Issues. A member of the public enquired about the repair of the benches in particular the one outside the Village Hall. Cllr Griffin confirmed that there had been a delay due to the bad weather and dry days were needed for the coats of varnish to dry but it had been fully repaired. The hedge on Church Lane was discussed as it has grown outwards and making it difficult for people to walk on the pathway including people with push chairs. Cllr Lumley explained that as it was still bird nesting season, it would be better for this to be cut back at the end of July by the farmer. |

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| 23/056 | <p>Reports from County & District Councillors, Police and others</p> <p>Cllr Jarvis reported on the North Road junction. There have been meetings with Highways regarding traffic lights to be installed and street lights at the junction for 2024. The footpath work at Corey’s Mill has been cancelled as the monies set aside for this project needs to be spent in Stevenage; the cost to resurfacing was in the region of £50K. Cllr Jarvis to find out if patch repairs can be made instead and whether this can be done by Highways or Right of Way.</p> |
| 23/057 | <p>Finance</p> <p>To authorise payments made in accordance with the budget.</p> <p>a) To receive Annual Internal Auditor report 2022/23. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley, to note the Annual Internal Auditor report 2022/23. Unanimously agreed.</p> <p>b) To approve the AGAR Section 1 Annual Governance Statement 2022/23. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Atkinson, to approve the AGAR Section 1 Annual Governance Statement 2022/23. Unanimously agreed.</p> <p>c) To approve the AGAR Section 2 Annual Accounting Statements 2022/23. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Atkinson, to approve the AGAR Section 2 Annual Accounting Statements 2022/23. Unanimously agreed.</p> <p>d) To approve the Certificate of Exemption AGAR 2022/23 to be submitted to the External Auditors. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley, to approve the Certificate of Exemption AGAR 2022/23. Unanimously agreed.</p> <p>e) To approve the dates for the Period for the Exercise of Public Rights of Monday 12th June to Friday 21st July 2023 and to confirm the date the Notice is to be published on the Council’s website. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Thorpe, that the period for the exercise of public rights will be Monday 12th June to Friday 21st July and that the notice is published on Friday 9th June. Unanimously agreed.</p> <p>f) To consider making a donation to The DX Club at Duxford for £50.00 on behalf of Tracey Nicholls (of HFL, auditor) for her work. Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley, to agree that a cheque be raised for £50.00 as a donation to the DX Club on behalf of the auditors for their work. Unanimously agreed.</p> <p>8.20pm – Cllr Griffin left the meeting and Cllr Lumley chaired Agenda item 23/057 (g).</p> <p>g) To authorise the payment schedule for June 2023. Resolved. Proposed by Cllr Lumley. Seconded by Cllr Thorpe. June 2023 payment schedule was authorised. Unanimously approved.</p> <p>8.22pm – Cllr Griffin re-joined the meeting.</p> <p>Cllr Griffin expressed his thanks of behalf of Graveley Parish Council for all of the work the Clerk has carried out to prepare the GPC Accounts. Cllr Griffin passed the auditors letter received commending her work to the other councillors.</p> |

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| 23/058 | <p>Planning</p> <p>To consider planning applications received during the period (Wednesday 31st May to Tuesday 6th June 2023). None received.</p> |
| 23/059 | <p>Council Documents</p> <p>To consider, review and agree council policies and documents:</p> <ul style="list-style-type: none"> a) Standing Orders Policy b) Financial Regulations Policy c) Code of Conduct Policy d) Environment Policy <p>Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley to agree items a) to d). Unanimously agreed.</p> |
| 23/060 | <p>Clerks report – Information only. Correspondence received and outstanding action points.</p> <ul style="list-style-type: none"> • The Clerk reported that the Playground lawnmower is wearing out and is rusty and will be need to be replaced. The Clerk will look into giving some options/costings for the Parish council to consider as a replacement. • Village benches. The Clerk has send out four requests for quotes and has received three replies. The document drafted listed the benches in village and a map for their location. All benches require difference amounts of repair/re-decoration and suppliers have been requested to cost out each bench. The Clerk will forward costings to GPC once these have been received. • The Clerk received a complaint about the increase in traffic in Back Lane, the drivers speed and how discourteous the drivers are towards other drivers, walkers and people on horseback. It was felt that it was a Highways/Police matter; the Police have been informed and have agreed to have more presence in this area. (After some discussion, Cllr Jarvis agreed to look into two ‘horse-riding’ triangle signs and then to measure the actual speeds of traffic in this Lane with a view to reducing the speed limit in this area). • Broken glass was reported on Pondsides and Ashwell Close after the grey bin collection on 6th June 2023. The Clerk reported this to Urbaser. Completed: <i>Urbaser cleared up the glass the following morning.</i> Any glass or litter seen on the roadside after a grey bin collection should be reported by residents to Urbaser. The Clerk has asked for Urbaser to look into why this is happening and to work with them to avoid this reoccurring. |
| 23/061 | <p>Items for consideration at next meeting</p> <p>To suggest agenda items for the next meeting of the Graveley Parish Council on Tuesday 18th July 2023. None.</p> |
| Meeting closed at 8.45pm | |

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