

**Graveley Parish Council Meeting Minutes**  
of the Full Parish Council taken on Tuesday 18<sup>th</sup> June 2024 at Graveley Village Hall,  
High Street, Graveley, Hertfordshire, SG4 7LB at 8.00pm

<b>Council members present:</b>	Cllr J Atkinson Cllr M Griffin – Chair Cllr J Lumley Cllr J Thorpe
<b>In attendance:</b>	D Galvan (Clerk & RFO to the Council) 1 member of the public present
24/048	<b>Apologies</b> Cllr D Griffiths (NHDC)  8.05pm Cllr Lumley joined the meeting.
24/049	<b>Interests</b> Cllr Griffin made a declaration of interest in Agenda Item 24/053(g)
24/050	<b>Minutes</b> (a) To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 21 <sup>st</sup> May 2024 as a true and accurate record of proceedings. <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Thorpe, that these Minutes be agreed as a true and accurate record of the proceedings and to be duly signed by the Chair. Unanimously agreed.
24/051	<b>Public Issues</b> Via email, a member of the public raised concerns with the noise levels from the event hosted at The George & Dragon pub on Saturday 15 <sup>th</sup> June. Cllr Lumley did make an enquiry. They advised residents to report any nuisance to <a href="mailto:env.health@north-herts.gov.uk">env.health@north-herts.gov.uk</a> or call 01462 474000, whereby any complaint/enquiry would be picked up and further investigation would be carried out.

Graveley Parish Council minutes

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24/052	<p><b>Reports from County &amp; District Councillors, Police and others</b></p> <p>Cllr Jarvis advised that the B197 North of the village, from Graveley Lane to A505 would be closed overnight due to night works. The work on the footway between Milksey Lane and Graveley Lane to be carried out in October.</p> <p>Regarding Ashwell Common to Coreys Mill footpath looking to see if how this area can be improved/reconstructed and whether this can be done within budget. He has chased up for an update on 20mph speed limit within certain areas of Graveley.</p>
24/053	<p><b>Finance</b></p> <p>a) To receive Annual Internal Auditor report 2023/24.  <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson, to note the Annual Internal Auditor report 2023/24. Unanimously agreed.</p> <p>b) To approve the AGAR Section 1 Annual Governance Statement 2023/24.  <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson, to approve the AGAR Section 1 Annual Governance Statement 2023/24. Unanimously agreed.</p> <p>c) To approve the AGAR Section 2 Annual Accounting Statements 2023/24.  <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson, to approve the AGAR Section 2 Annual Accounting Statements 2023/24. Unanimously agreed.</p> <p>d) To approve the Certificate of Exemption AGAR 2023/24 to be submitted to the External Auditors.  <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson, to approve the Certificate of Exemption AGAR 2023/24. Unanimously agreed.</p> <p>e) To approve the dates for the Period for the Exercise of Public Rights of Wednesday 19<sup>th</sup> June to Tuesday 30<sup>th</sup> July 2024 and to confirm the date the Notice is to be published on the Council's website.  <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Thorpe, that the period for the exercise of public rights will be Monday 19th June to Friday 30th July. Unanimously agreed.</p> <p>f) To consider making a donation to The DX Club at Duxford for £50.00 on behalf of the Tracey Nicholls (of HFL auditors) for her work.  <b>Resolved.</b> 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 23/053 (g).</p> <p>g) To authorise the payment schedule in accordance with the budget for June 2024.  <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Thorpe. June 2024 payment schedule was authorised. Unanimously approved.</p> <p>8.23pm – Cllr Griffin re-joined the meeting.  8.25pm – Cllr Jarvis left the meeting.</p>

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24/054	<p>a) 24/01037/FP - Use of existing hard standing storage yard for the storage of empty skips and empty roll-on roll-off bins (Continued change of use of land) at Graveley Fruit Farm, Jacks Hill, Graveley.</p> <p>It was agreed that a comment of an objection be sent to the NHC Planning office and for the Clerk to submit with photos of the yard from the roadside to show to the Planning office on how high the skips were being stacked. <b>Resolved.</b> Proposed by Cllr Lumley. Seconded by Cllr Griffin. Unanimously agreed.</p> <p>b) 24/01037/FP – Discussion on whether to ‘call in’ this application. After some discussion, it was agreed that Graveley Parish Council will not ask for this application to be ‘called in’. <b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson. Unanimously agreed.</p> <p>(c) To consider planning applications received during the period (Wednesday 12<sup>th</sup> June 2024 to Tuesday 18<sup>th</sup> June 2024). None received.</p>
24/055	<p><b>Council Documents</b></p> <p>To consider, review and agree council policies and documents:</p> <ul style="list-style-type: none"> <li>a) Standing Orders Policy</li> <li>b) Financial Regulations Policy</li> <li>c) Code of Conduct Policy</li> <li>d) Environment Policy</li> </ul> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Lumley to agree items a) to d). Unanimously agreed.</p>
24/056	<p><b>Benches</b></p> <p>To consider quote received for the painting/repair of the remainder of the benches.</p> <p>The councillors discussed the quote received and came to a decision for two benches that needed the most work to be worked on first. The Clerk to go ahead and accept the cost of those two benches (Church Lane by the information board and Ashwell Close) and also qualify that the wood to be replaced would be hardwood.</p> <p><b>Resolved.</b> Proposed by Cllr Griffin. Seconded by Cllr Atkinson. Unanimously agreed.</p>
24/057	<p><b>Clerks report</b></p> <ul style="list-style-type: none"> <li>• <b>Code of Conduct training</b></li> </ul> <p>A link to Code of Conduct training has been sent to the Councillors via the Clerk. It is a You Tube training session and is mandatory. Councillors were asked to let the Clerk know once they had watched it.</p> <ul style="list-style-type: none"> <li>• <b>Noise from George &amp; Dragon</b></li> </ul> <p>The Clerk had received an email from a resident on Monday 17<sup>th</sup> June regarding the event at the pub on Saturday 15<sup>th</sup> June. The Clerk advised that whilst the local pubs are hosting these outdoor events this summer, if residents feel that they are too loud and above the statutory levels then there is an app on North Herts web site that allows you to record the noise and the details of the</p>

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	<p>disturbance and allows you to send the complaint via the app. <a href="https://www.north-herts.gov.uk/noise-app">https://www.north-herts.gov.uk/noise-app</a>.</p> <ul style="list-style-type: none"> <li>• <b>Parking in the village</b> The Clerk has sent a reminder note to Cllr Jarvis as he was going to obtain a boundary plan to ascertain about the highway outside No. 2 &amp; 4 High Street being adopted.</li> <li>• <b>Footpath 17</b> The Clerk has sent a reminder note to Cllr Jarvis as he is looking into who should be maintaining the vegetation of the footpath between the George &amp; Dragon and the Waggon &amp; Horses pub.</li> </ul>
24/058	<p><b>Items for consideration at next meeting</b> To suggest agenda items for the next Parish Council meeting to be held on Tuesday 16<sup>th</sup> July 2024. None suggested.</p>
	Meeting closed at 8.45pm

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