

Graveley Parish Council Meeting Minutes
of the Full Parish Council taken on Tuesday 10th June 2025 at Graveley Village Hall,
High Street, Graveley, Hertfordshire, SG4 7LB at 9.15pm

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| Council members present: | Cllr J Atkinson Cllr M Griffin – Chair Cllr H Lumley |
| In attendance: | D Galvan (Clerk & RFO to the Council) Cllr Jarvis |
| 25/040 | Apologies None received. |
| 25/041 | Interests Cllr Griffin made a declaration of interest for agenda item 25/045, with limited dispensation granted (agenda item 21/068) and so that the meeting will not become inquorate he will participate in the discussion/vote. |
| 25/042 | Minutes (a) To confirm the Minutes of the Graveley Parish Council Meeting held on Tuesday 13 th May 2025 as a true and accurate record of proceedings. Resolved. 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. |
| 25/043 | Public Issues Concerns about the water on Oak lane. (See Clerks report) Vandalism at Pondsides. Cllr Jarvis to investigate into security camera/s on the pond. |
| 25/044 | Reports from County & District Councillors, Police and others - None |

Graveley Parish Council minutes

Signed: _____

Meeting date: 10th June 2025

Dated: _____

25/045

Finance

- a) To receive Annual Internal Auditor report 2024/25.
Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley, to note the Annual Internal Auditor report 2024/25. Unanimously agreed.
- b) To approve the AGAR Section 1 Annual Governance Statement 2024/25.
Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley, to approve the AGAR Section 1 Annual Governance Statement 2024/25. Unanimously agreed.
- c) To approve the AGAR Section 2 Annual Accounting Statements 2024/25.
Resolved. Proposed by Cllr Griffin. Seconded by Cllr Atkinson, to approve the AGAR Section 2 Annual Accounting Statements 2024/25. Unanimously agreed.
- d) To approve the Certificate of Exemption AGAR 2024/25 to be submitted to the External Auditors.
Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley, to approve the Certificate of Exemption AGAR 2024/25. Unanimously agreed.
- e) To approve the dates for the Period for the Exercise of Public Rights of Wednesday 11th June to Friday 11th July 2025 and to confirm the date the Notice is to be published on the Council's website.
Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley, that the period for the exercise of public rights will be Wednesday 11th June to Friday 11th July. Unanimously agreed.
- 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.
Resolved. Proposed by Cllr Griffin. Seconded by Cllr Atkinson, agreed 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.
- g) To agree an additional signatory (D Galvan) to become a cheque signatory with NatWest Bank.
Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley, agreed that D Galvan to become a cheque signatory with NatWest Bank. Unanimously agreed.
- h) To authorise the payment schedule in accordance with the budget for June 2025.
Resolved. Proposed by Cllr Griffin. Seconded by Cllr Atkinson, June 2025 payment schedule was authorised. Unanimously approved.
- i) To approve for a replacement GPC printer for the Clerk.
Resolved. Proposed by Cllr Lumley. Seconded by Cllr Griffin. A replacement printer was authorised. Unanimously approved.

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| 25/046 | <p>Planning</p> <p>a) Planning Consultation 23/02935/OP at Land to the East Of High Street And North Road, Graveley, Hertfordshire. In preparing the draft of a S106 in conjunction with the developer for this application – There are two additional issues (Allotments and Sports facility) that North Hertfordshire Council's would like the GPC to comment on. The GPC discussed this matter and decided that at this early stage that it would be reasonable for Graveley Parish Council to take responsibility for the allotments. With regards to the sports facilities, Cllr Lumley would make enquiries with the other local sports activities in the village. No vote taken.</p> <p>b) To consider planning applications received during the period (Wednesday 4th June to Tuesday 9th June 2025). None received.</p> |
| 25/047 | <p>To consider a flyer for the two casual vacancies for Graveley Parish Council and agree their distribution</p> <p>It was agreed that the flyer would be circulated to residents with the Graveley Parish. Cllr Atkinson and Cllr Lumley to knock on doors to speak to residents and to give more information about the role, etc.</p> <p>Resolved. Proposed by Cllr Griffin. Seconded by Cllr Lumley that the flyer be distributed.</p> |
| 25/048 | <p>Clerks report</p> <ul style="list-style-type: none"> • The leak in Oak Lane has been reported several times by different residents. Ringway have come out and cleared the gulleys, they will be putting a camera down the drains to see and in the past it has been the roots from the trees that have blocked the drains. They will return on Friday 13th June if they need to complete their work. • Car Parking in Church Lane – Cllr Jarvis has checked the highway boundaries whilst the garden is highway land the area of hardstanding to the east (adjacent to the wall of The Forge) is not. That means that it is private land and there is no right for the public to park there. The Clerk has asked for a copy of the highway boundaries. • The plaque for the water pump on Oak Lane has been made and delivered and Cllr Griffin will put it up at the weekend. • Bins in the Pond. End of May Two bins by the pond, plus someone's food waste candy were thrown in the pond. This has been reported to both NHC and the Police. North Herts have said that their waste contractor and green space team are not able to clear the fly tip due to the fact it is In Graveley pond. The Clerk has asked for NH to call her about this. • The Clerk has chased up the painting of the railings along Pondsides and is also looking for advice on how best repair the bent railing in this area. |

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| 25/049 | Items for consideration at next meeting To suggest agenda items for the next meeting of the Graveley Parish Council meeting on Tuesday 19 th August 2025. None. |
| | Meeting closed at 9.50pm |

DRAFT

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| Graveley Parish Council minutes | Signed: _____ |
| Meeting date: 10 th June 2025 | Dated: _____ |