



GRAVENHURST

Parish Council

Minutes of an Ordinary Meeting of Gravenhurst
Parish Council held in the Village Hall, Gravenhurst
on Thursday 19th February 2026

Present: Councillors: Lockey (Chair), Cooper, Green-Noon, Robertson, Simkins and Thaneja
Clerk: Ms. A Marabese
Public: One member of the public

Meeting started at 7:54pm.

8338. Apologies for absence.

Apologies received and accepted from Councillor Sibley.

8339. Chair's announcements:

- a. A notice on openness and transparency of the meeting was read out.
- b. To resolve to extend the meeting finish time beyond 2 hours.
Councillors agreed that no extension to the meeting finish time was required.
- c. Other information.
None.

8340. Members interests

- a. To receive declarations of interest from councillors on agenda items, requests for dispensations and grant any requests for dispensations.
None.

PUBLIC SESSION

8341. The Chair suspended Standing Orders at 7:55pm to receive a report from the Ward Councillor and to allow members of the public to address the Council in relation to items on the agenda or request matters to be discussed at a subsequent meeting.

- a. Ward Councillor Report
 - None provided.
- b. Village organisations
 - None present.
- c. Questions and issues raised by the public:
 - Residents had contacted councillors regarding the filling of potholes on the High Street and Orchard Close. Workmen were seen filling the potholes but not sealing them or rolling over the area. *Clerk was asked to contact CBC Highways about this issue.*
 - A nearby resident to the Recreation Ground has raised the issue of litter (dog poo bags, cans and bottles) in the hedge line with their property and other residents have raised issues of litter in and around the play area. *The Clerk has added this as an agenda item for councillors to consider appropriate actions.*
 - A nearby resident to the Recreation Ground raised concerns regarding rotten trees around the boundary of the Recreation Ground and requested an inspection of the boundary hedgerow as he has concerns about branches falling into his property. In addition, the resident believes that trees in the Recreation Ground are causing issues with his barn / stable buildings that house livestock and would like the trees removed. The resident is happy for inspections to be carried out from his side of the boundary if required. *The Clerk to investigate.*

Standing orders were re-instated at 8:18pm

MINUTES



8342. Adoption of minutes of the Meeting of Gravenhurst Parish Council held on Thursday 15th January 2026.

Proposed Councillor Lockey/Seconded Councillor Robertson. Resolved that the minutes of the Parish Council Meeting held on 15th January 2026 having been previously circulated, were taken as read and signed as a correct record by the Chair. Carried.

PROCEDURES, CONSULTATIONS AND LEGAL

8343. Update on digital and data compliance actions.

The Clerk continues to work through the action and is updating policies as and when required.

8344. To approve / re-approve policies:

- a. Grant Funding Applications v2.0 (addition of DPA).
- b. Data Protection Policy v3.0 (section 5.10 updated to include more details on reporting data breaches).
- c. Privacy Notice v1.1 (no change).
- d. Co-option Policy v1.0 (no change).
- e. Engagement with Developers v2.0 (no change).
- f. Investment Policy v1.0 (no change).
- g. Reserves Policy v1.0 (no change).
- h. Biodiversity v1.0 (no change).
- i. Hire of Open Spaces, Pitch and MUGA v1.0 (no change).

Proposed Councillor Lockey/Seconded Councillor Thaneja. Resolved to approve Grant Funding Applications v2.0, Data Protection Policy v3.0, Privacy Notice v1.1, Co-option Policy v1.0, Engagement with Developers v2.0, Investment Policy v1.0, Reserves Policy v1.0, Biodiversity v1.0, Hire of Open Spaces, Pitch and MUGA v1.0. Carried

8345. To agree on response to National Planning Policy Framework: consultation.

Proposed Councillor Robertson/Seconded Councillor Simkins. Resolved that GPC respond to the NPPF consultation as proposed by adapting answers to question as provided by CPRE. Carried.

8346. To confirm Gallop meeting attendance on 26th February.

It was agreed that the Clerk and Councillor Lockey would attend the meeting.

8347. To confirm date of next meeting.

As the Clerk would not be available for the next scheduled meeting of Council, councillors agreed that the scheduled meeting on 19th March would be moved to 9th April.

PLANNING AND HOUSING

8348. Planning applications to consider.

- a. None

ENVIRONMENT AND LEISURE

8349. Recreation Ground - To receive update on all matters concerning the Recreation Ground and consider any actions.

- a. Update on Recreation Ground Improvement project and any actions required to include:
 - i. Signage.
This is in progress.



- b. To review Recreation Ground Inspection Reports and schedule for those inspecting.
- Councillor Cooper advised that he has conducted regular inspections using the new checklist and will continue to conduct inspections until he goes on holiday when Councillor Lockey will take over.
 - Fly-tipping of building waste (cement, rubble and soil) has been found dumped on the Recreation Ground behind 37, 49 and 51 Clophill Road homes that back onto the Recreation Ground. It is also evident that trees in the Recreation Ground have been removed. Councillors requested that the Clerk write to all Clophill Road homeowners to remind them that they must not dump waste of any sort on the Recreation Ground else GPC will request closure of all back gates leading from gardens into the Recreation Ground.
- c. CPRE hedge planting.
CPRE completed planting of a new hedge boxing in the children's play area on 28th January. Whilst on site repairs were made to the hedge planted last year. The Clerk and Councillor Cooper will now arrange to install fencing to prevent damage to the hedge plants.
- d. To receive report on Recreation Ground Use Survey and agree on actions.
The Clerk presented results of the survey to Council. Key summary:
- 60 respondents.
 - Over 50% of respondents use the Rec either weekly or daily.
 - Most people visit the Rec for exercise, walking a dog or using the play area.
 - 46% of respondents said the Rec meets their needs fully, 27% said mostly.
 - 60% of respondents support the installation of a footpath.
 - Respondents want:
 - More seating benches and picnic benches.
 - More bins.
 - Better signage.
 - New football goal posts.
 - Play area enclosed to prevent dog access.
- Council asked the Clerk to investigate cost and funding for new 9-a-side football goals and line markings.
- e. CPRE Celebratory Oak Tree offer and donation of £30 to cost of plaque is successful.
Proposed Councillor Robertson/Seconded Councillor Lockey. Resolved that request planting of a CPRE celebratory oak and provide a donation of £30 for a plaque if successful. Carried.
- f. Proposal for Spring Clean and litter pick up session.
The Clerk reported that residents have raised issues of litter in and around the Recreation Ground and especially the play area. It is suggested that GPC:
- 1) Arrange a spring clean / litter pick in the Recreation Ground over the Easter holidays so that children can also attend with parents and carers. GPC would need to provide litter pickers, hoops, gloves and refreshments.
Proposed Councillor Robertson/Seconded Councillor Lockey. Resolved that Clerk arrange a Community Litter Pick on Saturday 11th April between 2 –



*4pm and purchase 16 litter pickers, 8 hoops, 20 pairs of gloves and bin bags.
Carried.*

- 2) Investigate installation of additional litter bins in the Recreation Ground although it is noted that the Parish Council does not have a place to put the bagged litter or someone who would collect.
Councillors asked the Clerk to contact CBC to see if they will install another bin near the end of the newly laid hedge and provide a bigger bin at the Rec. entrance.

- g. All other items.
None.

8350. Allotments – To receive update on allotments and consider any actions:
Clerk to focus on allotments in April.

HIGHWAYS AND LIGHTING

8351. To receive update on any Highways matters and consider any actions.

- a. Application to CBC for alterations to the Definitive Map so that footpath across St Giles and behind 53 & 53A High Street is added to FP4.
The Clerk reported that the interviews are being arranged with those residents to submitted witness statements to support the application for alterations to the Definitive Map.

- b. Other matters arising.

The Clerk suggested that GPC engage the assistance of residents to ensure that all current Right of Way in and around Gravenhurst are recorded on the Definitive Map. Clerk to gain copy of the map to start work.

The Clerk reported that in liaison with the Anglian Water engineer who found the source of the water leaks on the High Street and Campton Road repairs have been made and no other issues have been raised. Potholes have been reported to CBC via Fix-My-Street by the Clerk and Councillor Lockey.

8352. Update on CBC request for assistance with EV charging in Gravenhurst and GPC owned lampposts.

The Clerk has advised CBC that of the 30 streetlights in Gravenhurst that the Parish Council maintain only 4 are on 5mt steel posts owned by the Parish Council.

The location of these is as follows:

- 2 on Recreation Rise
- 1 at the junction of Barton Road / Clophill Road and the High Street
- 1 outside St Marys church, Lower Gravenhurst.

All other streetlights GPC maintain are on UKPN wooden poles that have overhead cables attached to them. The location of GPC owned lampposts would therefore not be suitable for EV charging because of their location on the road or short distance from other EV charging (e.g.: village hall car park). GPC's streetlighting contractor also has concerns servicing EV charging streetlights with a cherry picker due to cars parked under them and compromising the columns strength and structural integrity with EV charges attached.

CEMETERY

8353. Update on St Mary's Churchyard replacement gate posts.

Cllr Cooper has collected the new gate posts and refurbished gate and will install when weather and time permits.



FINANCE MATTERS

8354. To approve purchase orders

a. Training requests.

The Clerk advised that councillors have attended minimal training this year. It would be appropriate for councillors to consider training on offer through BATPC for the coming financial year and let the Clerk know if any training needs to be booked

b. Gate stop for pedestrian gate in play area - £75.

The clerk advised that the stop post for the gate would be a free-standing post at least 600mm out of the ground like a bollard. Cost of this would be around £75 (while carrying out the viper works). The Clerk was asked to check that it would not be a trip hazard.

Proposed Councillor Lockey/Seconded Councillor Cooper. Resolved to approve purchase and installation of gate stop for pedestrian gate in play area. Carried.

8355. To consider application for Unity Trust Corporate Pay Card.

The Clerk advised that currently GPC can only pay for items via bank transfer or cheque. A Corporate Pay Card would avoid the Clerk having to use personal funds to pay for purchases where bank transfer is not possible. Fees are as follows:

Set-up fee	£50
Monthly fee	£3
Reissue fee (excluding lost, stolen, damaged or expired cards)	£10
Urgent card request	£25 (excluding delivery)
Returned payment fee	£30

Proposed Councillor Thaneja/Seconded Councillor Lockey. Resolved to approve application for Unity Trust Corporate Pay Card (via Lloyds Bank) with Clerk as cardholder and councillor Lockey as joint administrator. Carried.

8356. To consider opening a CCLA Public Sector Deposit Fund.

Unity Trust Bank have advised that the interest rate on the GPC deposit account will reduce from 2.10% / 2.12% to 1.95% / 1.96% in March 2026. By moving funds to a CCLA Public Sector Deposit Fund GPC could attain circa 3.7% interest. Note GPC would need to retain a balance and initial investment of £25k.

Proposed Councillor Thaneja/Seconded Councillor Lockey. Resolved to approve application for CCLA Public Sector Deposit Fund with the Clerk and Councillors, Cooper, Lockey and Robertson as signatories. Carried.

8357. To approve bank reconciliations to 31st January 2026.

Proposed Councillor Simkins/Seconded Councillor Cooper. Resolved to approve bank statements and bank reconciliations to 31st January 2026, and that they be signed by councillors at the meeting. Carried.

8358. To approve payments to be made and those to be made in between meetings.

Payment No:	Payee	Purpose	Amount	Posted
Direct Debits and payments made before agenda issued				
DD107	SSE	Lighting Electricity Supply - December 2025 (21/01/25)	£105.60	
DD108	SSE	Lighting Electricity Supply - January 2026 (21/02/26)	£102.08	
DD109	Unity Trust Bank	January 2026 Bank Charges (28/02/26)	£6.00	
DD110A	Everflow	Cemetery Water 14/03-13/04/26	£15.49	In credit
DD110B	Everflow	Cemetery Water 14/03-13/04/27	£24.50	£151.25



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Payments requested with distribution of agenda				
BACS840	Gravenhurst Village Hall	Meeting Hall Hire 15/01/26	£27.00	
BACS841	A Marabese	Salary (19/02/26)		
BACS842	Gravenhurst Village Hall	Meeting Hall Hire 19/02/26	£27.00	
BACS843	A Marabese	Expenses - Amazon	£79.59	

Proposed Councillor Robertson/Seconded Councillor Thaneja. Resolved that payments, as presented to Council, be approved for payment. Carried.

MEETING CLOSE

8359. Close of meeting

There being no further business the meeting was declared closed at 10:00pm

Certified a true copy of the Minutes of the Parish Council Meeting held on 19th February 2026.

Signed
(Chairperson)

Date