

GRAVENHURST PARISH COUNCIL

At an Ordinary Meeting of Gravenhurst Parish Council held at the Village Hall, Gravenhurst on Monday, 18th February 2019.

Present: Councillors: N Lockey (Chairman), R Barnard, R Brewer, P Robertson,
P Sibley and C Tearle
Ward Councillor: A Graham
Clerk: A Marabese
Public: 8 member of the public

Meeting commenced at 8:15 pm

6783. Apologies for absence

Apologies for absence were received and accepted from Cllr Furniss.

6784. Chairman's announcements

The Chair reminded councillors and members of the public of the procedure for public participation during the meeting.

6785. Members interest

a. To receive declarations of interest from councillors on items on the agenda

None received

b. To receive written requests for dispensations for disclosable pecuniary interests

c. To grant any requests for dispensation as appropriate

No new dispensations requested or granted.

PUBLIC SESSION

6786. The Chairman suspended Standing Orders at 20:20 to receive reports from Ward Councillor Graham, the Neighbourhood Plan Steering Group 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. Cllr Graham reported the following:

- Ward boundaries – CBC will be reviewing ward boundaries after the May 2019 elections. The Silsoe and Shillington ward is large and therefore the review may look to increase the number of ward councillors to 2.
- There is still a small water leak near St Mary's church; a larger leak has been resolved. Anglian Water is investigating the small leak.
- CBC is setting up its own housing development company which will build on its own land the wider range of dwellings required to suit the needs of local residents. It is hoped that the company will pilot modular builds.

b. Mr Blackwell reported the following on behalf of the NP Steering Group:

- The housing needs survey is currently in circulation. BRCC have received 55 responses so far, of which only 10 have indicated a housing need. The NP Steering Group will share with BRCC feedback from the NP questionnaire.
- Green Infrastructure Plan (GIP) workshop went well with a good attendance and responses. The draft GIP will be presented to residents at the Gallop for comment and review.
- Focus for the group is now on building the evidence base

c. Members of the public addressed the Council as follows:

- What is happening at the allotments? *Clerk confirmed that a working group made up of councillors, the Clerk and an allotment plot holder has been set up with a view to creating an improvement plan. The group is due to meet for the first time later this week.*

- How did the question of charging for use of the recreation ground come about? *The Chair advised that this was an agenda item to be discussed later.*
- A member of the Recreation Committee raised a concern and surprise that the Parish Council was making the recommendation about charging for use of the recreation ground as this and any decisions on maintenance etc. should be solely for the Recreation Committee.

Standing orders re-instated at 20:37pm.

MINUTES

6787. Adoption of minutes of the Ordinary Meeting of Gravenhurst Parish Council held on Monday, 7th January 2019

Proposed Cllr Brewer/Seconded Cllr Tearle. Resolved that the minutes of the Parish Council Meeting held on 7th January 2019 having been previously circulated, were taken as read and signed as a correct record. Carried

CLERKS REPORT

6788. Review of the Clerks report - points to note:

- CBC Planning Enforcement team are investigating the closure of the footpath across St. Giles.
- Allotments Working Group to meet 22nd February 2019.
- A standalone GPC Code of Conduct will not be required if the Parish Council resolve to adopt the CBC Code of Conduct.
- Meeting planned with CBC Elections Officer to review election paperwork and procedures.
- St. Giles war memorial board is on display at the Methodist Church.
- Changes required to the Parish Councils documentation and management of the cemetery and in particular the 'exclusive rights of burial'.
- Costs of static and mobile CCTV are expensive and may be too costly for the Parish Council.

PLANNING AND HOUSING

6789. Planning applications to consider

- None received.

6790. To consider representation at forthcoming CBC Development Management Committee meeting regarding Oakridge planning application (possibly 6th March)

Proposed Cllr Tearle/Seconded Cllr Robertson. Resolved that Cllr Brewer represent the Parish Council and that Cllr Sibley assist with the creation of the speech. Carried

6791. Neighbourhood Plan

Members of Council requested clarification as to why the survey does not seem to ask about residents wants and desires but simply their needs. The Chair suspended standing orders from 21:06 to 21:10 so that Mr Blackwell could provide a response to the concern. Mr Blackwell confirmed that the housing needs survey was a standard template and requests information on resident's needs. The NOP questionnaire concentrated on resident's wants and desires. Responses and outcomes of both will complement each other and BRCC will include results of the questionnaire in their report. BRCC have confirmed that the 55 responses received to date represent a 20% response rate which is acceptable to CBC for data purposes.

ENVIRONMENT AND LEISURE

6792. To consider fees for the use of the Recreational Ground.

The Chair reminded councillors that the Parish Council incurs considerable costs associated with the maintenance and running of the recreation ground that should be covered by the Recreation Ground Committee charity.

It was agreed that the Clerk should contact the Recreation Ground Committee to request a meeting. Cllrs Lockey, Tearle, Robertson and Brewer together with the Clerk to attend.

6793. To consider recommendations of the Allotment Working Group.
Item deferred to next meeting but request made that the Allotment Working Group produce an allotment improvement plan and market the plan to residents via the Grapevine.
6794. To appoint grass cutting contractor for 2019-2020.
Proposed Cllr Barnard/Seconded Cllr Sibley. Resolved to approve Tender A as grass cutting contractor for 2019/2020. Carried.
The Clerk confirmed after the resolution that Tender A was submitted by A & B Gardening Ltd.
6795. To consider taking part in the Great British Spring Clean between 22nd March to 23rd April 2019.
It was agreed that this was a good initiative and that it could be organised in conjunction with the local clergy and Shillington. The Clerk was asked to contact Rev. Richard Winslade about organising the event in Gravenhurst.

HIGHWAYS AND LIGHTING

6796. To approve 3 year street lighting maintenance contract with Andy Muskett Ltd.
Proposed Cllr Tearle/Seconded Cllr Robertson. Resolved to approve the 3 year street lighting maintenance contract with Andy Muskett Ltd at a cost of £390+VAT per year. Carried

PROCEDURES AND POLICIES

6797. To review GPC Code of Conduct.
Proposed Cllr Robertson/Seconded Cllr Brewer. Resolved to adopt the CBC Code of Conduct. Carried

OTHER MATTERS

6798. Update on 'Village Security' in the light of recent burglaries.
Cllr Robertson will provide the Grapevine with advisory leaflets on various security issues for publication on a regular basis. The Clerk will also create an article requesting volunteers interested in setting up a village neighbourhood watch scheme.
6799. To consider attendance at the Chairman of the Council's Civic Service on 10th March 2019 at 15:00 in St Mary's Church, Woburn
It was agreed that Cllr Barnard would attend on behalf of the Parish Council.
6800. To consider alteration to cemetery fees.
Proposed Cllr Barnard/Seconded Cllr Brewer. Resolved to approve alteration to cemetery fees as submitted by the Clerk. Carried
6801. To consider use of GPC reserves to fund PCSO.
CBC have recently announced the introduction of 10-12 new Community Officers therefore it was agreed that GPC would not use GPC reserves to fund PCSO's.

FINANCE MATTERS

6802. To approve reimbursement of payments to HMRC of £260.04.
Proposed Cllr Tearle/Seconded Cllr Barnard. Resolved that the Clerk contact HMRC and request the reimbursement of any overpayment. Carried
6803. To approve bank reconciliation(s).
Proposed Cllr Lockey/Seconded Cllr Robertson. Resolved that the bank reconciliation as presented to Council be approved. Carried
6804. To approve payments to be made.

Proposed Cllr Tearle/Seconded Cllr Lockey. Resolved that payments as presented to Council be approved for payment. Carried

Payment No:	Payee	Purpose	Amount
Payments authorised prior to agenda and meeting			
Payments requested with distribution of agenda			
266	Frank Redman & Sons	2018 Tractor Fuel and puncture labour	£111.84
267	BATPC	VAT training	£40.00
268	CPRE	Annual Membership	£36.00
274	Gravenhurst P3 Group	New Years Day Walk Grant	£70.00
269	MVI Corporate Merchandise Limited	NP Banners	£84.00
270	Anglian Water Business Ltd t/a Wave	Cemetery water Nov - Jan19	£12.10
271	A & B Gardening Ltd	Recreational Ground Work	£2,256.00
272	A Marabese	Feb Salary (6/3/19)	
Payments requested after distribution of agenda			
273	Gravenhurst Village Hall	NP Meeting 7/2/19	£35.00

MEETING CLOSE

6805. Close of meeting

There being no further business the meeting was declared closed at 22:40pm

Certified a true copy of the Minutes of the Parish

Council Meeting held on 18th February 2019

Signed
(Chairperson)

Date