



GRAVENHURST

Parish Council

Minutes of an Ordinary Meeting of Gravenhurst
Parish Council held in the Village Hall, Gravenhurst
on Thursday 20th June 2024

Present: Councillors: Lockey (Chair), Cooper, Robertson, Sibley and Simkins
Ward Councillor: Stephenson
Clerk: A Marabese
Public: 5 members of the public

Meeting started at 7:50pm.

8012. Apologies for absence.

No apologies for absence received.

8013. Receipt of Vice-Chairman Declaration of Acceptance of Office.

Councillor Robertson signed the Vice-Chairman Declaration of Acceptance of Office before the Proper Officer and Clerk of the Council.

8014. 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 this was not required this evening.

c. Other information.

None.

8015. 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

8016. The Chair suspended Standing Orders at 7:52pm 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

i. The country is currently in 'purdah' therefore everything slows down in both local and national government, even though officers are still working.

ii. The new Police and Crime Commissioner has been encouraged to attend parish council meeting to listed to issues. The PCC is currently putting together his plan ready for consultation after the national elections. It has been suggested that he focuses on anti-social behaviour, speeding, knife crime, shop lifting and rural crime. There is a worry that money will be focussed on Luton and Bedford issues.

iii. The CBC Highways Officer has taken a tour of the village and now has a long list of issues to consider.

iv. In September the CBC Sustainable Communities Overview and Scrutiny Committee will receive a report from the Highways Task and Finish group on whether the CBC Highways department is fit for purpose. They will also receive a report on Implementation of charging for green bin waste.

b. Village organisations

None present.

c. Questions and issues raised by the public with council members:

i. Residents living in Red Row houses on the High Street requested support from the Parish Council and Ward Councillor in addressing the issues of parking they are experiencing. They advised that they have no front drives therefore must park on the road. There is barely enough room for vehicles belonging to residents to park on the High Street near the Red Row homes



and inconsiderate parking by school visitors is now causing huge issues. These drivers often sit in cars with their engines running, headlights on and music playing loudly from 8:10am – they arrive early to secure a parking space. They continue to park on the double yellow lines and no parking enforcement has ever been seen. It was noted that the school does not have any pavement parking buddies. Residents have tried to speak to school visitors and asked them to park elsewhere (further up High Street, behind village hall) but the response has been quite abusive. *Councillors thanked residents for bringing this matter to their attention and noted that this issue was an agenda item (8026) and they would consider input from residents made at the meeting and provided by email previously.*

MINUTES

8017. Adoption of minutes of the Meeting of Gravenhurst Parish Council held on Thursday 9th May 2024.

Proposed Councillor Lockey/Seconded Councillor Simkins. Resolved that the minutes of the Parish Council Meeting held on 9th May 2024 having been previously circulated, were taken as read and signed as a correct record by the Chair. Carried.

PROCEDURES, CONSULTATIONS AND LEGAL

8018. To re-approve GPC Press & Media Relations Policy v1.0.

Proposed Councillor Robertson/Seconded Councillor Simkins. Resolved to re-approve GPC Press & Media Relations Policy v1.0. Carried.

8019. To consider attendance at Beds Police Priority Setting meeting on 10th July at Beds Police HQ from 6pm.

The Clerk was asked to attend the meeting on behalf of the Council.

8020. To consider response to CBC Arts and Culture Strategy 2024 to 2029 consultation. Councillors agreed that they would respond as individuals and advertise the consultation via social media.

PLANNING AND HOUSING

8021. Planning applications to consider
a. None.

ENVIRONMENT AND LEISURE

8022. Recreation Ground - To receive update on all matters concerning the Recreation Ground and consider any actions.

- a. Update on Recreation Ground Improvement project – play equipment orders, removal of old play equipment and communication with residents.
 - The Clerk confirmed acceptance of the s106 £75k funding application submitted to CBC and placement of order for play equipment with HAGS totalling £100k. HAGS will also install and manage the whole project for GPC in conjunction with 2 other play installation projects for Meppershall Parish Council. Working with Meppershall has been hugely beneficial and provided more value and play equipment for money. Installation is expected to be in September. The Clerk showed councillors a pictorial representation of the equipment to be installed.
 - GPC will be responsible for removal of the old play equipment. It was agreed that the Clerk and Councillor Cooper would lead on this but would request assistance from councillors and residents to remove the equipment when an install date for the new equipment is confirmed.



- It was agreed that the Clerk would include a pictorial view with an article for the Grapevine on the new play area equipment.
- b. To review Recreation Ground Inspection Reports and schedule for those inspecting.

Councillor Cooper has advised the Clerk that he has conducted regular inspections and will complete inspections until the next GPC meeting. The monkey wall is missing a bolt and the Clerk will arrange for one to be sent to us by the supplier. The tennis net is being checked. Councillor Lockey will arrange for weed spraying of the MUGA.

- c. All other items.
 - Councillor Cooper has installed the new bollard at the Recreation Ground after damage to the previous bollard meant it could not be repaired. The new bollard only came with 2 keys and 3 additional keys have been purchased. Key holders include Councillors Cooper and Lockey, grass cutting contractors and the Clerk.
 - Councillor Lockey will liaise with the Gallop regarding opening and closing of the bollard.

8023. Grass cutting:

- a. Update on repair of GPC mower.
Clerk was asked to chase for an update on mower repairs.
- b. Addition of memorial grass cutting to grass cutting schedule.
Councillors agreed that memorial grass cutting was to be added to the grass cutting schedule for the village.

8024. Allotments

- a. Update on installation of water on allotments.
The Clerk reported that backfilling of trenches and installation of the access chamber to the onsite stop cock has been completed. Troughs could now be ordered and installed subject to s106 application. An invoice from Anglian Water has been received for water supply but this requires amendment and review of best contract for supply.
Proposed Councillor Robertson/Seconded Councillor Lockey. Resolved that the Clerk arrange for appropriate water supply contract at allotments subject to Chair and Vice-Chair approval. Carried.
- b. Other updates.
The Clerk and Mr Beer conducted an inspection of the allotment site earlier this week with findings as follows:
 - i. Council intervention required to reduce overgrown areas as this has become unmanageable for tenants. Clerk has received quotation for works.
Proposed Councillor Cooper/Seconded Councillor Lockey. Resolved that the Clerk arrange to have allotment overgrown areas flailed, weed sprayed twice and then rotovated / deep ploughed end of September / beginning of October. Carried.
 - ii. A tenant has been sent a notice to quit but has not removed items from the plot. Clerk to make contact.
 - iii. Rent notifications for 2024 allotment year to be sent shortly.
 - iv. Clerk and Mr Beer will start work on Community Orchard costings and funding shortly.



- v. Clerk and Mr Beer to measure plots and propose new plot pricing to include contribution to water costs.

HIGHWAYS AND LIGHTING

8025. To receive update on any Highways matters and consider any actions.

Councillors noted that the dragons' teeth around the school have been re-painted. They also noted that the new Clophill roundabout is confusing and potentially worse than before – there are no right turn arrows, traffic is too fast on the approach and drivers are using both lanes irrespective of where they are going.

8026. To consider request for support of resident only parking on High Street in front of Red Row houses.

Residents of the Red Row homes on the High Street have asked GPC to support their request to CBC for permit parking in front of their homes. The Clerk advised that she had received feedback regarding a potential TRO on Orchard Close included in original granted planning permission. Receipt of funding for a TRO does not mean implementation is planned. Should CBC find it necessary to introduce restrictions that allow for the free flow of traffic then they will need to consider the option, but we will have to advertise our intent to be able to make a Traffic Regulation Order to allow enforcement of the restrictions. Should restrictions be required, a consultation process would be required. Councillors agreed that they were not sure what the solution to the issue of parking on this section of the High Street was but that GPC and the Ward Councillor would contact CBC to request intervention and ideas on the best way forward.

CEMETERY

8027. Update on Cemetery inspection actions and St Marys Churchyard mapping.

Councillor Cooper has continued to carry out improvement works in the Churchyard and Cemetery. Councillors agreed that the removal of the border in the Cemetery near the wall would be the best option to facilitate improvements in this area.

FINANCE MATTERS

8028. To approve purchase orders.

- a. Play Area fencing.

The Clerk has obtained pricing from Greyhound Leisure for the supply of fencing in galvanised steel to enclose the new toddler play area. The Clerk has suggested painting the fencing in green (gates in orange) and has found a local company Perfect Coatings who can do this for us.

Proposed Cllr Cooper/Seconded Cllr Robertson. Resolved to approve purchase of fencing in galvanised steel and painting as per quotes received with funding from play area reserves (Local Government (Miscellaneous Provisions) Act 1976, s19). Carried

- b. Defib replacement pads.

Proposed Cllr Cooper/Seconded Cllr Lockey. Resolved to approve purchase of replacement defib pads due to expiry date (Public Health Act 1936, s234). Carried

- c. Allotment Water troughs.

Proposed Cllr Robertson/Seconded Cllr Lockey. Resolved to approve purchase of allotment troughs and parts (Small Holdings and Allotment Act 1908). Carried.

8029. To approve standing orders and direct debit payments for financial year 2024-2025.

Proposed Councillor Lockey/Seconded Councillor Robertson. Resolved to approve standing orders and direct debit payments to ICO, SSE and the Clerks monthly salary.



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8030. To approve bank reconciliations to 3rd June 2024.

Proposed Councillor Robertson/Seconded Councillor Simkins. Resolved to approve bank statements and bank reconciliations to 3rd June 2024, and that they be signed by councillors at the meeting.

8031. To approve payments to be made.

Proposed Councillor Lockey/Seconded Councillor Sibley. Resolved that payments, as presented to Council, be approved for payment.

Payment No:	Payee	Purpose	Amount
Payments authorised prior to meeting			
BACS691	Seton	Recreation Ground Replacement bollard	£212.33
BACS694	CloudNext	Weebbsite hosting (3 years)	£305.96
Direct Debits			
DD68A	SSE	Street Lighting (to be taken 31/05/24)	£35.58
DD68B	SSE	Street Lighting (to be taken 31/05/24)	£8.39
Payments requested with distribution of agenda			
BACS692	Frank Redman & Sons	Brake shoes for Tractor	£255.31
BACS693	BATPC	Affiliation Fees 2024-25	£140.00
BACS695	A&B Gardening Ltd	May grass cuts	£758.88
BACS696	A Marabese	Salary	
Payments requested after distribution of agenda			
BACS697	HMRC	Qtr 1 PAYE	£326.20
BACS698	Unity Trust Bank	Qtr 1 Bank Charges	£18.00
BACS699	D Cooper	Expenses - Autopa Ltd - bollard keys	£43.20

MEETING CLOSE

8032. Close of meeting

There being no further business the meeting was declared closed at 9:30pm

Certified a true copy of the Minutes of the Parish Council Meeting held on 20th June 2024.

Signed
(Chairperson)

Date