



GRAVENHURST

Parish Council

Minutes of an Ordinary Meeting of Gravenhurst
Parish Council held in the Village Hall, Gravenhurst
on Thursday 17th October 2024

Present: Councillors: Lockey (Chair), Cooper, Robertson, Sibley and Thaneja
Clerk: A Marabese
Public: 2 members of the public

Meeting started at 7:47pm.

8073. Apologies for absence.

Apologies for absence were received and accepted from Councillor Simkins and Ward Councillor Stephenson.

8074. 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.

8075. 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

8076. The Chair suspended Standing Orders at 7:48pm 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 with council members:
 - i. Mr Burton of Cainhoe Manor expressed his concern about the safety of walkers from Gravenhurst to Castle Hill. He would like to introduce a permissive path on the inside of the hedge (as opposed to going through the field). It was also noted that walkers using the bridleway to Wrest Park are not accessing the area via the correct route and are disturbing the privacy of residents by walking on the green wildflower strip of land. GPC was asked for support in assisting to resolve both these matters. *The Council agreed to support resolution of both issues.*

Standing orders were re-instated at 8:20pm

MINUTES

8077. Adoption of minutes of the Meeting of Gravenhurst Parish Council held on Thursday 19th September 2024.

Proposed Councillor Lockey/Seconded Councillor Robertson. Resolved that the minutes of the Parish Council Meeting held on 19th September 2024 having been previously circulated, were taken as read and signed as a correct record by the Chair. Carried.

PROCEDURES, CONSULTATIONS AND LEGAL

8078. To re-approve Dignity at Work Policy v1.0 (no changes).

Proposed Councillor Thaneja/Seconded Councillor Robertson. Resolved to re-approve Dignity at Work Policy v1.0. Carried.



8079. To consider attendance at BATPC AGM on Thursday 24th October – 7pm, Rufus Centre, Flitwick.

It was agreed that Councillor Lockey would attend on behalf of GPC.

8080. To consider response to CBC consultation on the Policy and Principles to inform the draft School Organisation Plan 2025-2030.

It was agreed that the Clerk would respond on behalf of GPC.

PLANNING AND HOUSING

8081. Planning applications to consider.

a. None

8082. To consider actions required to ensure the Parish benefits from future s106 funding of desired projects.

It was agreed that ideas for projects that could meet future s106 requirements should be sent to the Clerk for collation and review before starting on business cases.

ENVIRONMENT AND LEISURE

8083. 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.

- Existing play equipment removed w/c 23/09. Surfacing to horse sanctuary.
- Wooden fencing removed w/c 30/09. Fencing to be reused at allotments.
- Works on site commencing w/c 14/10. Contractor has been given bollard key. Councillor Cooper and the Clerk have asked the contractor to move the Roty so that the new fenced play area is not in a wet patch.
- Fencing sent to Perfect coatings on 04/10 and pending collection by contractor.
- One of the memorial wooden benches is split and needs to be relocated to allow install of the new play area. Contractor to review work required.

b. To review Recreation Ground Inspection Reports and schedule for those inspecting.

Councillor Cooper has advised that he has conducted regular inspections and will complete inspections until the next GPC meeting.

The Play Inspection Company have completed an inspection of the Recreation Ground play and sports equipment. Issues to resolve include:

- One of the memorial wooden benches is split and needs to be relocated to allow install of the new play area. *Play contractor to review work required and reinstall.*
- Wooden trail has multitude of issues. Contractor does not believe there is value for money in repair and recommends removal. *It was agreed that the wooden trim trail would be removed.*
- Bin is unlocked and corroding. *Clerk to report to CBC.*
- MUGA – *Clerk and Councillor Cooper to review issues highlighted.*
- Signs – *Clerk to arrange for purchase and install of signs.*

c. Hedgerow planting update.

CPRE's Hedgerow Planting Officer has confirmed dates for hedge planting will be 28th and 29th November and hedge laying will be on 9th to 12th December. *The Clerk was asked to request volunteers via social media.*

d. All other items.



Mr Alderman has identifying trees to be felled in the Recreation Ground Conservation Area where forty oaks were planted in 1992 to commemorate HM Queen Elizabeth II's 40th anniversary of her ascension to the throne. The Clerk has requested quotation to complete work to fell trees, coppice walkways and cut felled trees into logs for distribution to residents. *The Clerk was asked to issue a request via social media to contact the Council if anyone wants logs from the felled trees.*

8084. Grass cutting:

- a. Update on repair of GPC mower.

Mr G Redman advised the Council that the GPC tractors last service was on 2/4/2016 and it now requires a service to resolve various issues (new tubes, new battery, oil filters, oil seal in rear axle, split seat, lights do not work, roof canopy is split). We also need confirmation on whether the tractor can use red or white diesel.

Proposed Councillor Lockey/Seconded Councillor Cooper. Resolved that the Clerk contact nearby tractor mechanics to see who could carry out a service on the tractor and carry out works required as this work is required for safe use of the tractor (Open Spaces Act 1906 s10). The Clerk was also asked to confirm whether the tractor should be using red or white diesel and report back at next meeting. Carried.

8085. Allotments

- a. Update on installation of water on allotments.

The Clerk is still chasing Anglian Water Business for a water bill.

- b. To consider pruning of overgrown trees.

The Clerk has received a quotation of £400+VAT from Scotts Ground Maintenance to cut back overgrown trees between the allotments and 1 Fishers Close. /councillors agreed that this work was required.

- c. Other updates.

Councillors noted that the footpath and dropped kerb access to the allotments is crumbling. *The Clerk was asked to add this issue to Fix My Street.*

HIGHWAYS AND LIGHTING

8086. To receive update on any Highways matters and consider any actions.

- a. Resident parking on High Street.

The Clerk was asked to chase for an update on this matter.

- b. Fix My Street reports.

Clophill Road has been patched but other issues reported to CBC and are either to be monitored as defect not bad enough or are pending a response. *Clerk to chase for updates.*

8087. To review CBC EV charging infrastructure for Gravenhurst and agree attendance to CBC online topic session on 29th October.

Councillors reviewed the data provided on EV charging infrastructure for Gravenhurst and council see no issue with the information collected and presented to them. No-one is available to attend the session on 29th October.

CEMETERY

8088. Update on Cemetery inspection actions and St Marys Churchyard mapping.

A tree planted in the Churchyard adjacent to the Cemetery wall that is causing the wall to bulge out has been removed for health and safety reasons and the hedge of the churchyard near the pedestrian gated entry has had the width reduced to



facilitate walking on the footpath. The Clerk and Councillor Cooper will conduct another Cemetery Inspection in the Spring.

8089. Update on pest control at St Mary's Cemetery and actions required.

A contractor has carried out a survey on the rabbit holes in the Churchyard and is recommending 3-4 shooting sessions to control the rabbits. Each session would cost £50 and would last at least 1 hour on site.

Proposed Cllr Cooper/Seconded Cllr Lockey. Resolved to approve cost to carry out 4 rabbit shooting sessions at St Mary's Graveyard (Local Government Act 1972, s215).

Carried

The Clerk confirmed that an uneven ground sign has been added to the noticeboard.

FINANCE MATTERS

8090. To approve purchase orders.

a. Cutting back of trees between allotments and 1 Fishers Close.

Proposed Councillor Lockey/Seconded Councillor Robertson. Resolved that the Clerk arrange for pruning of overgrown trees between the allotments and 1 Fishers Close at a cost of £400 (Small Holdings and allotments Act 1908, s.26).

Carried.

b. To approve cost to relocate play area Roty so that fenced play area is not in water pooling area.

Proposed Cllr Cooper/Seconded Cllr Robertson. Resolved to approve cost to relocate play area Roty(Public Health Act Amendments Act 1907 s76(1)). Carried

c. Other purchase orders.

None

8091. Grant applications to consider:

a. FROGS request for £350 (pond fencing).

Proposed Cllr Robertson/Seconded Cllr Lockey. Resolved to approve grant to FROGS for £350. Carried

b. Gravenhurst P3 Group for £100 (New Years Day Walk).

Proposed Cllr Cooper/Seconded Cllr Robertson. Resolved to approve grant to Gravenhurst P3 Group for £100. Carried

8092. To review budget v actual financial data.

Councillors reviewed the budget against actual spend to date. No issues identified.

8093. To approve bank reconciliations to 30th September 2024.

Proposed Councillor Thaneja/Seconded Councillor Lockey. Resolved to approve bank statements and bank reconciliations to 30th September 2024, and that they be signed by councillors at the meeting.

8094. To approve payments to be made.

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

Payment No:	Payee	Purpose	Amount
Payments authorised prior to meeting			
BACS724	A Marabese	Salary (paid 17/10/24)	
Direct Debits			
DD73A	SSE	Street Lighting (to be taken 01/10/24)	£36.76
DD73B	SSE	Street Lighting (to be taken 01/10/24)	£8.68
BACS723	Unity Trust Bank	Monthly banking fee (Sep 2024 - to be taken 31/10/24)	£5.40
Payments requested with distribution of agenda			
BACS720	Andy Mustkett Ltd	Qtr street lighting maintenance	£99.00
BACS721	A&B Gardening Ltd	Setember Grass Cutting	£167.80
BACS722	Forvis Mazars Ltd	External Audit Fee	£378.00



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Payments requested after distribution of agenda			
BACS725	The Community Heartbeat Trust (Solutions) Ltd	Replacemnet battery and pads for defib	£426.60
BACS726	Perfect Coatings	Play area fencing painting	£3,680.40
BACS727	G'Tecs	Grass mower repairs	£240.00
BACS728	Frank Redman & Sons	Rec tractor fuel	£79.56

MEETING CLOSE

8095. Close of meeting

There being no further business the meeting was declared closed at 9:23pm

Certified a true copy of the Minutes of the Parish Council Meeting held on 17th
October 2024.

Signed
(Chairperson)

Date