



I hereby give notice that the Meeting of Graveley Parish Council will be held on Wednesday 10th January 2024 at 7.30pm, in Graveley Village Hall, 100 High Street, Graveley

The Public & Press are cordially invited to be present (except for any item labelled confidential).

The order of business may be varied at the Chairman's discretion.

Members: Cllrs C. Bentley, A. Carver, S. Chapman (Chairman), K. Munday, M. Owen

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below:

Nicola Webster
Clerk & RFO
05/01/2024

AGENDA

- 23/24-143. To receive any apologies for absence
- 23/24-144. To receive Councillors' declarations regarding disclosable pecuniary and/or other registrable interests along with the nature of those interests in relation to any agenda item
- 23/24-145. To note any dispensation requests made to the Clerk in accordance with the Disclosable Pecuniary Interest Dispensation Procedure, and declare the nature and existence of any dispensations granted

Comments and observations from members of the public and to receive reports from the County and District Councillors

Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda. Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting. Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure and leave the meeting.

Members of the public are reminded that the period which is designated for public participation shall not exceed 15 minutes and each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 5 minutes. Please note that members of the public may not address the Council for the remainder of the meeting without the express approval of the Chair.

Standing Items

- 23/24-146. To approve the minutes of the Parish Council Meeting held on Wednesday 8th November and Wednesday 13th December.
- 23/24-147. Matters arising from the last meeting including Clerk's report – information only. No discussion and no decisions can be made – Local Government Act 1972 s12 10(2) (b) states that business must be specified.
- 23/24-148. To review and ratify the Delegated Decisions

Operational Matters

- 23/24-149. To note the success of the application to the CCF Coton Farm Wind Farm grant and consider any actions
- 23/24-150. To receive an update regarding the future development of the Village Hall and decide upon any actions

- 23/24-151. To receive an update regarding the village sign plinth repair
- 23/24-152. To receive an update regarding flood prevention including drains
- 23/24-153. To receive an update regarding the village verges
- 23/24-154. To consider the response to the consultation regarding the verge repairs and decide upon an application to the CCC Local Highways Improvement Fund – deadline Friday 12th January
- 23/24-155. To discuss and decide upon actions regarding the village fete on Saturday 15th June
- 23/24-156. To note the cracks in the coronation shelter and decide upon any actions
- 23/24-157. To receive the correspondence regarding the area around the village sign and decide upon any actions
- 23/24-158. To note the 2023/24 NALC salary award – additional cost to council £26.78 per month
- 23/24-159. To agree the back pay for the salary award to 1st April 2023 – cost to council £240.60
- 23/24-160. To discuss and adopt the advice for new councillors document
- 23/24-161. To consider the new Fire Safety (England) Regulations 2022 and decide upon any actions
- 23/24-162. To consider and decide upon the request for a donation for St Neots Museum
- 23/24-163. To discuss the training needs for the Council

Finance Matters

- 23/24-164. To appoint an internal auditor for the 2023/24 financial year
- 23/24-165. To discuss and receive the Financial Reports
- 23/24-166. To note payments received:

Details	Amount
CCF Grant	-£9,743.00
Village hall hire	-£15.00
Village hall hire	-£10.00
Village hall hire	-£45.00
Interest	-£140.09

- 23/24-167. To approve payments already made:

Minute Ref	Payee	Description	Amount	Method	Legislation
23/24-167.1	Yu Energy	Street lighting energy - Nov	£20.79	DD	Parish Councils Act 1957 s.3 Power to light roads and public places
23/24-167.2	Yu Energy	Street lighting energy - Dec	£91.97	DD	Parish Councils Act 1957 s.3 Power to light roads and public places
23/24-167.3	Yu Energy	Village Hall Electricity - Nov	£40.53	DD	Local Government Act 1972 s.133 Community Buildings
23/24-167.4	Yu Energy	Village Hall Electricity - Dec	£66.45	DD	Local Government Act 1972 s.133 Community Buildings
23/24-167.5	Microsoft	Office Package	£11.28	Equals	Local Government Act 1972 s.111 Subsidiary powers
23/24-167.6	Microsoft	Office Package	£11.28	Equals	Local Government Act 1972 s.111 Subsidiary powers
23/24-167.7	Joliffe Daking	Village Hall Lease Fee	£278.75	BACS	Local Government Act 1972 s.133 Community Buildings
23/24-167.8	Unity Trust	Bank charges	£18.00	BACS	Local Government Act 1972 s.111 Subsidiary powers
23/24-167.9	Newflame	Fire extinguisher maintenance	£74.40	BACS	Local Government Act 1972 s.133 Community Buildings

Minute Ref	Payee	Description	Amount	Method	Legislation
23/24-167.10	Safe Place Electrical	New socket for TV	£174.00	BACS	Local Government Act 1972 s.133 Community Buildings
23/24-167.11	Pennon Water	Village Hall water	£108.33	BACS	Local Government Act 1972 s.133 Community Buildings
23/24-167.12	Brown & Co	Land registration fee	£90.00	BACS	Local Government Act 1972 s.111 Subsidiary powers
23/24-167.13	Amazon	TV	£755.00	BACS	Local Government Act 1972 s.133 Community Buildings

23/23-168. To approve payment schedule detailed below:

Minute Ref	Payee	Description	Amount	Method	Legislation
23/24-168.1	Nicola Webster	Payroll - Jan	£654.36	S/O	Local Government Act 1972 s.112 Appointment of Staff
23/24-168.2	Nicola Webster	Payroll - Feb	£413.76	S/O	Local Government Act 1972 s.112 Appointment of Staff
23/24-168.3	Lynette Abbott	Village Hall Cleaning	£65.00	BACS	Local Government Act 1972 s.133 Community Buildings
23/24-168.4	Michael Hall	Coronation Crown	£800.00	BACS	Local Government Act 1972 s.144 Attract visitors
23/24-168.5	Simon Abbott	TV Cabinet	£103.49	BACS	Local Government Act 1972 s.133 Community Buildings

23/24-169. To accept notices and matters for the next agenda

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

RECOMMENDED In terms of Schedule 12a of the Local Government Act 1972, the following items will be likely to disclose exempt information relating to legal matters and it is, therefore, RECOMMENDED that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded

23/24-170. To receive an update regarding the negotiations for the new lease for the village hall and decide upon any actions

23/24-171. To receive an update regarding the lease of the PC land on the Graveley/Offord Road and decide upon any actions

23/24-172. To appoint an appraisal panel for the Clerk and agree an appraisal date

Date of next meeting: Wednesday 13th March 2024