I hereby give notice that the Meeting of Graveley Parish Council will be held on Wednesday 14th January 2026 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. Johnson

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:

Sarah Phillips
Clerk & RFO
08/01/2026

AGENDA

25/26-99. To receive any apologies for absence

25/26-100. 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

25/26-101. 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 (if not done in Item 2) 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.

25/26-102. To approve the minutes of the Parish Council Meeting held on 5th November 2025.

25/26-103. 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.

25/26-104. To review and ratify the Delegated Decisions – No delegated decisions were made

Sarah Phillips, Clerk, Graveley Parish Council
2 Plough Row, Deeping St Nicholas, Spalding, PE11 3EW
Email: clerk@graveleycambspc.org.uk
www.graveleycambspc.org.uk

Operational Matters

25/26-105. To receive an update regarding highways
25/26-106. To receive an update regarding East West Rail
25/26.107. To receive and update on Village Beds and Community Growing Fund
25/26.108. To receive an update on Just Giving
25/26.109. To receive an update regarding the film night
25/26.110. To agree a plan for annual litter pick

Finance Matters

25/26-111. To discuss and receive the Financial Reports (November and December 2025)
25/26-112. To agree reconciled accounts (April to September 2025)
25/26-113. To note payments received

Minute Ref	Payee	Description	Amount
25/26-113.1	D Munday	VH Contribution	£75.00
25/26-113.2	V Peck	VH Hire	£25.00
25/26-113.3	S Abbott	VH Contribution	£103.00

25/26-114. To approve payments already made:

Minute Ref	Payee	Description	Amount	Method	Legislation
25/26-114.1	YU Energy	Electricity – Street Lighting	£27.85	DD	Parish Councils Act 1957 s.3 Power to light roads and public places
25/26-114.2	YU Energy	Electricity – Street Lighting	£74.93	DD	Parish Councils Act 1957 s.3 Power to light roads and public places
25/26-114.3	HMRC	PAYE	£161.60	BACS	Local Government Act 1972 s.112 Appointment of Staff
25/26-114.4	Alexandra Wilson	Final curtain payment	£2304.00	BACS	Local Government Act 1972 s.133 Community Buildings
25/26-114.5	Newflame	Fire equipment check	£54.42	BACS	Local Government Act 1972 s.133 Community Buildings
25/26-114.6	Unity Bank	Service Fee	£6.00	DD	Local Government Act 1972 s.111 Subsidiary powers
25/26-114.7	Pennon Water Services	Water Rates	£118.13	DD	Local Government Act 1972 s.133 Community Buildings
25/26-114.8	YU Energy	Electricity – Street Lighting	£85.31	DD	Parish Councils Act 1957 s.3 Power to light roads and public places
25/26-114.9	YU Energy	Electricity – Village Hall	£43.72	DD	Parish Councils Act 1957 s.3 Power to light roads and public places
25/26-114.10	YU Energy	Electricity – Street Lighting	£15.05	DD	Parish Councils Act 1957 s.3 Power to light roads and public places
25/26-114.11	Valda	Electricity – Street Lighting	£75.94	DD	Parish Councils Act 1957 s.3 Power to light roads and public places

25/26-114.12	Unity Trust	Service Fee	£6.00	DD	Local Government Act 1972 s.133 Community Buildings
25/26-114.13	Small Ecology Ltd	Bat inspection	£528.25	BACS	Local Government Act 1972 s.133 Community Buildings
25/26-114.14	The Lawn Ritual	Weeding of the parking area of the VH	£240.00	BACS	Local Government Act 1972 s.133 Community Buildings
25/26-114.15	PKF Littlejohn	External audit fee	£252.00	BACS	Local Government Act 1972 s.111 Subsidiary powers

25/26-115. To approve payment schedule detailed below:

25/26-115.1	Sarah Phillips	Payroll – January	£404.56	S/O	Local Government Act 1972 s.112 Appointment of Staff
25/26-115.2	Sarah Phillips	Payroll - February	£404.56	S/O	Local Government Act 1972 s.112 Appointment of Staff
25/26-115.3	Parish Council Websites	Website and Email hosting	£262.80	BACS	Local Government Act 1972 s.142 Provision of information
25/26-115.4	L Abbott	VH Cleaning and Expenses from September to December	£140.28	BACS	Local Government Act 1972 s.133 Community Buildings

25/26.116. To approve Budget and Precept

25/26.117. To discuss planning proposal

25/26.117.1 25/04768/OUT Outline application for the erection of up to 4no self-build/ custom build dwellings including vehicular access.
Site address: Manor Farm Papworth Road Graveley

25/26.117.2 25/04871/HFUL Two storey side and rear extension, following demolition of existing single storey elements.
37 Church Lane Graveley Cambridgeshire PE19 6PW

25/26.118. To approve policies

25/26.118.1 Advice for New Councillors
25/26.118.2 Asset Management Plan
25/26.118.3 Children and Adults at Risk - Safeguarding
25/26.118.4 Code of Conduct
25/26.118.5 Complaints Procedure
25/26.118.6 Correspondence
25/26.118.7 Disclosable Pecuniary Interest Dispensation
25/26.118.8 Disciplinary Grievance
25/26.118.9 Equal Opportunities
25/26.118.10 Expenses
25/26.118.11 Financial Regulations
25/26.118.12 Freedom of Information
25/26.118.13 Standing Orders

25/26-119. To accept notices and matters for the next agenda

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

25/26-120. To receive an update of the village hall

25/26-121. To discuss staffing matters

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