



Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Carol Bilverstone. Kilimanjaro, 9 Meadow Road, Upwood, Huntingdon, Cambs. PE26 2QJ
Telephone: 01487 812447. E-Mail: parishclerk@upwood.org

A meeting of Upwood and the Raveleys Parish Council will be held on Monday 03 June 2019, 7.00pm at Upwood Village Hall.

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 hereunder.

The meeting is open to members of the public (to include the press) unless stated otherwise in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

Carol Bilverstone – Clerk and Responsible Financial Officer to Upwood and the Raveleys Parish Council. 24 May 2019

Members: 8 Quorum: 3

Agenda

20-06/19 To receive and approve apologies for absence.

21-06/19 To receive declarations of interest.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Upwood and the Raveleys Parish Council Code of Conduct for Members and by the Localism Act 2011.

22-06/19 To receive and approve the minutes of the Annual General Parish Council Meeting held on 13 May 2019.

23-06/19 To consider applications for one casual vacancy.

24/06/19 Public participation.

To allow up to 10 minutes (2 minutes per person) for any members of the public and councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business on this agenda.

25-06/19 To receive reports from county and district councillors.

26-06/19 Matters arising or carried forward from the previous meeting. Please see individual agenda items.

27-06/19 Notification of planning items.

27-06/19.1 19/00900/HHFUL: Demolition of single storey part and erection of two storey extension | 6 Lincoln Road, Upwood. PE26 2PP

27-06/19.2 19/00762/HHFUL: To erect a garden room/office in the rear garden | Upwood Manor, High Street, Upwood. PE26 2QE

28-06/19 Finance

28-06/19.1 To approve accounts for payment: 03 June 2019

Reference	Description	Payee	Amount
SO	Clerk/RFO Salary	Mrs C. Bilverstone	£754.42
SO	Cemetery Officer Salary	Mr B.C. Edwards	£99.70

DD	Employee & Employer Pension Contribution	SALVUS Master Trust	£80.50
DD	Pension Administration Fee	SALVUS Master Trust	£24.00
SO	Clerk/RFO Salary. PAYE/NI	HMRC	£35.12
606005473	Clerk's Expenses: WFH, Stationery.	Mrs C. Bilverstone	£14.49

28-06/19.2 To note income received: 03 June 2019: None received at the time of publication.

28-06/19.3 To consider a grant application for £300+ from a volunteer to contribute to the cost of cutting the grass and hedges along the path between Farm Close and Fairmead

29-06/19 Traffic, Highways & Road Safety

29-06/19.1 To receive an update regarding implementation of the traffic calming scheme for Great Raveley (LHI 2019/2020).

29-06/19.2 To review data gathered from the Speed Indicator Device (SID) during May 2019.

29-06/19.3 To consider the principle of procuring an additional portable mini speed indicator device (miniSID).

30-06/19 Parish Maintenance.

30-06/19.1 To consider strategies to combat fly-tipping, particularly with respect to the impact on private landowners (minute ref.: 15-05/19.1).

30-06/19.2 To re-visit the annual inspection report for Bentley Close Play Area and to consider a strategy for maintenance of the matting (minute ref.: 15-05/19.3).

31-06/19 Parish Land

31-06/19.1 To receive an update from Serjeant and Son Solicitors regarding land registration documents for the "new" cemetery, "The Butts" and land in Bentley Close (the play area) (minute ref.: 183-04/19.2).

31-06/19.2 To consider updating the parish council's address with Land Registry which would incur a cost of £100 + VAT for Serjeant and Son Solicitors to verify the parish council's identity.

32-06/19 Councillor Portfolio Responsibilities.

32-06/19.1 To review councillor portfolio responsibilities for the coming year (minute ref.: 179/04/19.1)

32-06/19.2 To consider attendance at CAPALC's annual conference "Share the Vision: Shape the Future" on 28 June 2019 at a cost of £50 per person; and to consider covering the cost of travel (to Hemmingford Abbots) for the clerk (there is no conference fee for CAPALC staff).

33-06/19 Community Engagement.

33-06/19.1 To consider authorisation of Huntingdonshire District Council's Service Level Agreement Terms of Business for the "Active Lives" summer sports programme.

34-06/19 Correspondence and Communications.

34-06/19.1 To consider a request for a refund for two Grants of Exclusive Rights of Burial purchased in 1975 and 2012 respectively at a total cost of £125.00 (less a transfer fee of £15.00).

35-06/19 To receive verbal reports from parish councillors on matters arising from their portfolio responsibilities and matters for future consideration. No decisions can be made under this item.

36-06/19 Date of next meeting: 01 July 2019 at 7:00pm

Close of meeting