



## Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Carol Bilverstone. Kilimanjaro, 9 Meadow Road, Upwood, Huntingdon, Cambs. PE26 2QJ  
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**A meeting of Upwood and the Raveleys Parish Council will be held on Monday 05 March 2018 at 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

27 February 2018

Members: 9 Quorum: 3

### AGENDA

- 135-03/18 To receive and approve apologies for absence.**
- 136-03/18 To receive declarations of interest.**  
Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Upwood and the Raveleys Parish Council Code of Conduct for Members and by the Localism Act 2011.
- 137-03-18 To receive a presentation from Ms. Zaria Bettles, Public Rights of Way Officer, Cambridgeshire County Council.**
- 138-03/18 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.
- 139-03/18 To receive and approve the minutes of the parish council meeting held on 05 February 2018.**
- 140-03/18 To receive reports from county and district councillors.**
- 141-03/18 Matters arising or carried forward from the previous meeting.**
  - 141-03/18.1 To confirm plans for maintenance work to the boundaries of Glebe Paddock.
- 142-03/18 Notification of planning items.**
  - 142-03/18.1 18/00270/HHFUL | Erection of annex | 39 Farm Close, Upwood. PE26 2QB
- 143-03/18 Finance**

143-03/18.1 To approve accounts for payment: 05 March 2018.

Date	Ref. No.	Payee	Description	Amount
05.03.18	6361822302	Mrs C. Silverstone	Clerk/RFO Salary. February 2018	707.38
			Expenses: Working from home allowance, postage.	10.55
05.03.18	412701035	Mr B.C. Edwards	Cemetery Officer Salary	89.23
05.03.18	107812170	HMRC	PAYE/NI	31.07
05.03.18	DD	SALVUS Master Trust	Employee + Employer Pension Contributions. February 2018	75.40

143-03/18.2 To note income received: 05 March 2018:

Date	Ref. No.	Payee	Description	Amount
12.02.18	000013	Dignity Funerals Ltd.	Interment Fee	75.00

143-03/18.3 To acknowledge receipt of correspondence from Salvus Master Trust announcing the introduction of a small employer charge of £20 per month, plus VAT with effect from 01 March 2018.

143-03/18.4 To acknowledge a reminder from RoSPA Playsafety that the annual inspection of Bentley Close Play Area will take place during March or April (minute reference: 148-03/17.1).

143-03/18.5 To consider a request from Wyton on the Hill Parish Council to engage the temporary services of the parish clerk/RFO on a consultancy basis and to facilitate payment and associated pension costs through Upwood and the Raveleys Parish Council payroll and pension scheme.

143-03/18.6 To consider the purchase of nets for the goal posts in Glebe Paddock.

143-03/18.7 To receive an update from the finance working party.

#### 144-03/18 Traffic, Highways & Road Safety

144-03/18.1 To receive updates from Cambridgeshire County Council regarding Local Highway Initiative plans (2017/2018) for traffic calming on Ramsey Road and (2018/2019) for a speed indicator device (SID).

#### 145-03/18 Public Involvement & Engagement

145-03/18.1 To review the success and impact of Huntingdonshire District Council's provision of a free "Active Lifestyles" session during the February half-term holiday and to consider further provision of such activities for young people during the summer holiday.

145-03/18.2 To receive an update from the youth involvement and engagement working party.

#### 146-03/18 Parish Land

146-03/18.1 To review ongoing correspondence with DLA Piper UK LLP regarding its intention to claim for adverse possession of the legal title of the parcel of land which hosts operational equipment belonging to National Grid Gas PLC at Charter's Spinney.

#### 147-03/18 Parish Issues

147-03/18.1 To consider strategies to address increasing vandalism and anti-social behaviour in the parish.

#### 148-03/18 Correspondence and Communications

NALC Briefing: Reporting Personal Data Breaches. New obligations for parish councils under the General Data Protection Regulation.

149-03/18 **To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.**  
*No decisions can be made under this item.*

150-03/18 **Matters for future consideration.** *No decisions can be made under this item.*

151-02/18 **Date of next meeting:** 09 April 2018, Upwood Village Hall, 7:00pm. Please note that owing to the Easter Bank Holiday weekend and the clerk's personal commitments the agenda for this meeting will be published one working day earlier than usual on Thursday 29 March. **Close of meeting**