



Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Louise Clowery, 6 Manor Farm Cottages, Warboys Road, Pidley, Cambridgeshire, PE28 3DA
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A meeting of Upwood and the Raveleys Parish Council was held on Monday 3 July 2023, 7.30pm at Upwood Village Hall

Councillors present: Councillor Burgess (Chairman), Councillor Awit (Vice Chairman), Councillor Mashford, Councillor Staples, Councillor Edwards, Councillor Milner, Councillor Costello, Councillor Lowe, L. Clowery (Clerk)

Public: 6 members of the public were also present.

This meeting started at 7.39pm due to the overrunning of an informal meeting arranged for the residents to consider our plans for an upgrade to the Bentley Close play area.

Members: 8 Quorum: 3

193-07/23 To receive and approve apologies for absence

Councillor Corney, Councillor Macartney Ward, Councillor Chatfield.

194-07/23 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.

None were received.

195-07/23 Wildflowers

Resident Paul Charman gave an interim presentation to the Parish Council on his report, detailing the number and type of insects landing on the wildflower plots in Upwood. His report, together with an explanation of his methodology can be accessed at: <https://btcloud.bt.com/web/app/share/invite/nRzVJaBA9R>. The Parish Council thanked Paul for his work on this project and his presentation and look forward to the full report at the September meeting.

196-07/23 To receive and approve the minutes of the annual Parish Council meetings

196-07/23.1 Meeting held on 15 May 2023.

Proposer: Councillor Mashford, **Seconder:** Councillor Awit, all were in favour.

196-07/23.2 Meeting held on 5 June 2023.

Proposer: Councillor Burgess, **Seconder:** Councillor Milner, all were in favour.

197-07/23 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.

There was no public participation.

198-07/23 To receive reports from County and District Councillors

Report from Councillor Costello

Community Ownership Fund

A Government initiative providing funding (up to max £1m) for community groups to help them buy or renovate assets that would be lost to the community. Match funding has been reduced from 50 to 20% of total capital funds, and 10% for projects in areas of greatest need.

Further info can be found: www.gov.uk/government/publications/community-ownership-fund-prospectus

Report from Councillor Lowe

Take the pledge to reduce food waste

The initiative starts on 1 July 2023 and runs until 31 December 2023.

71% of food waste comes from households, in Huntingdonshire 20% of food waste is still edible. If you are interested in making changes to the amount of food waste you generate visit: www.recap.co.uk/pledge-to-fight-food-waste and sign-up to receive tips and advice on reducing waste, a chef clinic with Tristan Welch, plus a chance to win a £60 food voucher every month you are taking in the pledge.

Waste minimisation in Huntingdonshire

There is a waste minimisation meeting being held on 12 July from 17:30 to 18:30 at Pathfinder House (Councillor Lowe will be attending and it will also be on the Huntingdonshire Recycles YouTube Channel: <https://www.youtube.com/@huntingdonshirerecycles1226>). The meeting will discuss current trends and activities, and how we can work to reduce waste in Huntingdonshire.

199-07/23 Notification of planning items

199-07/23.121/00572/FUL | Application for full planning permission for demolition of existing redundant building and infrastructure and residential development of 321 dwellings with associated highways, infrastructure and open space | Upwood Hill House and part of RAF Upwood (deferred from minute ref.: 154-04/21.1).

Comments – No updates on this application. Deferred until the September meeting.

199-07/23.223/00698/FUL | Erection of detached dwelling with detached garage | Land at Highfield, Raveley Road, Great Raveley.

Comments – Approved with no further comments.

Proposer: Councillor Burgess, **Seconder:** Councillor Milner, all were in favour.

199-07/23.323/00938/FUL | Development of a specialist dementia care home (Use Class C2) together with associated access, car and cycle parking, structural landscaping and amenity space provision | Upwood Hill House and part of RAF Upwood House, Ramsey Road, Upwood.

Comments – Councillors opposed this proposed development on several grounds. Councillors raised concerns that, as with previous proposed large developments, there was insufficient infrastructure to support this development. Concerns were raised that the traffic modelling used was inaccurate and relied, unrealistically, on the use of bicycles and car-pooling for staff working at the proposed care home, to travel



to work. Traffic volumes are already at their highest level locally with further significant development already approved and underway. Further development will only increase these already high levels through the parish with no support to address the speeding, traffic volumes and continual damage to the roads caused by heavy construction vehicles. Concerns were raised regarding the insufficient parking spaces for onsite staff and visitors and that as such, excess traffic will encroach (park) on local roads leading to congestion of the neighbourhood. Concerns were also raised about the impact on availability of GP and dentist appointments given the current issues residents are already facing. Residents with complex care needs will understandably require more care more frequently and as such, there is concern that this will negatively impact and already unacceptable level of GP and dental provision locally. There is also no provision for emergency vehicles.

Proposer: Councillor Staples, **Seconded:** Councillor Milner, all were in favour.

200-07/23 Financial

200-07/23.1 To approve accounts for payment: 3 July 2023.

Reference	Description	Payee	Amount
SO	Clerk/RFO Salary. July 2023	Mrs L. Clowery	TBC*
SO	Clerk/RFO Salary PAYE/NI	Mrs L. Clowery	TBC*
	Monthly Fee.	Unity Trust Bank	£3.00
DD	Information Commissioner's Office (approved in May, but invoice only presented now)	Annual membership payment	£35.00

*To be confirmed following verification from HMRC.

Proposer: Councillor Mashford, **Seconded:** Councillor Staples, all were in favour.

200-07/23.2 To note income received as of 3 July 2023 – none received.

200-07/23 Traffic, Highways and Road Safety

200-07/23.1 To review data gathered from the Moveable Vehicle Activated Signs (MVAS) during June 2023.

40 mph limit	No. of cars	41–45 mph	46–50 mph	51–55 mph	56 mph +	Highest recorded speed (mph)
Huntingdon Road by the allotments	27,515	2390	442	79	18	75
Huntingdon Road/Ailwine Road junction	43,633	4387	1237	345	150	91
Little Raveley	26,460	2991	506	80	20	71
30 mph limit	No of cars	31–35 mph	36–40 mph	41–45 mph	46 mph +	Highest recorded speed (mph)
Great Raveley	5579	1163	322	61	11	59

200-07/23.2 To receive an update on speed management strategies.

The update was covered in the next item.



200-07/23.3 To receive an update on the privately funded LHI application.

Councillor Burgess reported that statutory notices have yet to be advertised regarding the proposed reduction of the current speed limit, from 40 to 30 mph, along a section of Huntingdon Road. The delay is due to Cambridgeshire County Council's (CCC) Highways Projects, Project Manager having inspected the ground at one of the proposed locations of the 30 mph signage and deemed it unsuitable due to the ditch being too deep and the ground unsuitable. The Project Manager proposed a more suitable location near 108 Huntingdon Road and requested that this new proposal be approved by the Parish Council. The Parish Council approved the proposed location, but have asked whether, given that the new proposal extends the overall area of speed reduction, that the speed reduction be extended further to begin at the entrance to the village. Councillor Burgess will make this request, but if declined, the Parish Council resolved to accept the Project Manager's proposed location. An update will be provided at the September meeting.

200-07/23 Community

200-07/23.1 To discuss the refurbishment of the Bentley Close Play area

Further to the residents meeting which took place in advance of the Parish Council meeting, Councillor Mashford updated the Parish Council on the status of the grant with HDC. HDC have sent us a contract to review and sign.

Councillor Mashford has reviewed and had some changes and asked if Councillor Burgess could review as well. Councillor Burgess agreed.

200-07/23.2 Glebe Paddock – To provide an update on the licence

Councillor Burgess gave an update on a recent discussion with those representing the Diocesan of Ely Asset Committee (DEAC) who currently lease the paddock to the Parish Council. The Parish Council had been advised to obtain a valuation for the land although this was proving difficult to obtain and would come at an additional cost to the Parish Council. Previous correspondence with DEAC confirmed that they would not sell the land for less than £50,000. Given DEAC's position and their decision not to lease the land further, it was agreed that the Parish Council offer £50,000 to purchase the land, with a licence to be granted in the interim to allow for funds to be raised through funding grants. Councillors agreed to make the offer to the DEAC. If accepted by DEAC, then a licence will be drafted for council's approval in due course. Councillor Burgess agreed to review the licence when drafted in her capacity as a lawyer (pro bono), rather than the Parish Council having to incur legal costs.

201-07/23 Correspondence and Communications

201-07/23.1 To consider correspondence received.

- 1) Community library telephone box – The Clerk was contacted by a member of the Upwood Book Exchange as the book exchange is in need of repair due to water damage. Previously Men's Sheds have provided their services. The Clerk will enquire as to whether they are able to support again and report back at the September meeting.
- 2) Verges next to the footpath between Upwood Primary Academy and Fairmead Park – A number of residents have contacted the Clerk about the condition of the verges. Councillor Milner also confirmed that Fairmead Park residents have also spoken to him regarding this issue. The verges have become so overgrown that they were impassable in places and made it dangerous for children to cycle on the footpath to school. The verges are the responsibility of CCC and were maintained more frequently by a volunteer; however, the volunteer is no longer able to assist with this. The Parish Council noted that due to a lack of response by CCC to residents' requests for the verges to be cut, some residents have since taken matters into their own hands and cut sections of the verges themselves. The Clerk, along with the Clerk from Bury Parish Council, have reported the concerns on CCC's website, but are as yet to receive a response. Residents are encouraged to report their concerns to CCC, if they haven't already done so,



at <https://highwaysreporting.cambridgeshire.gov.uk/>. The Parish Council are exploring whether they can take the verge maintenance responsibility from CCC. An update will be given at the September meeting.

- 3) Glebe Paddock grass cutting incident – Our parish maintenance contractor has reported on several occasions now, his increasing concern when cutting the grass at Glebe Paddock. On each occasion, our contractor has been interrupted from carrying out his contracted work by a resident who behaves in an unpleasant and intimidating manner towards our contractor. The behaviour is said to be due to the resident not being happy with the grass being cut, despite it being cut in line with our contract, as it impacts on their ability to use a remote-controlled toy car. Councillors noted that the resident's behaviour is such that we risk losing our maintenance contract if it continues. No contractor should be subjected to this type of behaviour when carrying out their work. Councillors Burgess, Awit and Ward agreed to contact the resident to discuss their concerns, but also to inform them of the steps they will take to involve the police, should this unacceptable behaviour continue. Councillor Burgess stated that if any of the residents have issues with the grass cutting, they should get in touch with the council and not approach the contractors directly.
- 4) Trees on Upwood playing field – Concerns were raised by residents whose properties border Glebe Paddock, regarding a tree which over the past few years has become very large. The tree has previously been pollard to keep it under control and the concern is that it needs to be done again. Councillor Edwards viewed the tree and confirmed that it, along with another tree, needs to be trimmed. Councillor Edwards will seek three quotes for the work to be carried out with a view to attending to this in the winter months. An update on the quotes will be given at the September meeting.

202-07/23 To consider the purchase of accounting and cemetery software

The Clerk provided the outcome of research undertaken for a new software package to assist with accounts management and a new system to store and update the cemetery records. The Clerk had previously raised concerns about the safety of the aging cemetery ledgers.

Councillors discussed the quotes provided but agreed that the parish is too small to justify the initial outlay and the annual costs of the software. It was agreed that the Clerk should obtain three quotes for purchasing a fireproof box for the ledgers to ensure their safety.

203-07/23 Website update

Councillor Awit was to provide an update on the research undertaken for a new parish website. As Councillor Awit is still waiting for one more quote, consideration of this item was deferred to the September meeting.

Councillor Staples recently had a positive experience with an AI site for website development. Councillor Staples will forward the information to Councillor Awit for consideration.

204-07/23 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.

- 1) Councillor Mashford updated the council on the Free Summer Sports sessions in association with Bury Parish Council and One Leisure. Due to an incredibly high uptake, two of the sessions in Bury are full already which is wonderful. Posters will be put out on the parish noticeboards and is already being advertised on our Facebook page.
- 2) Councillor Milner advised that the defibrillator installed in Fairmead was used for the first time recently.



- 3) Councillor Burgess confirmed Councillor Chatfield has taken the portfolio responsibility for school liaison, and Councillor Staples, the planning application portfolio.

205-07/23 Date of next meeting: Monday 4 September 2023

Close of meeting – 10pm

A handwritten signature in black ink, appearing to read 'J. Burgess', is written diagonally across the page.