



## 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 04 December 2017 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

28 November 2017

Members: 9 Quorum: 3

### Agenda

**92-12/17 To receive and approve apologies for absence.**

**93-12/17 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.

**94-12/17 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.

94-12/17.1 Presentation on Community Resilience by Mr Mark Jones, Community Safety Officer, Huntingdonshire District Council.

**95-12/17 To receive and approve the minutes of the parish council meeting held on 06 November 2017.**

**96-12/17 To receive reports from county and district councillors.**

**97-12/17 Matters arising or carried forward from the previous meeting.**

97-12/17.1 To review actions taken with regard to matters arising from the November risk assessment (item 89-11/17):

- Removal of a post propping up a leaning fence along the path from Ailwine Road to Glebe Paddock.
- Removal of dead branches overhanging the churchyard.
- Repair/renovation of two numbers in the Bentley Close play area matting.

**98-12/17 Notification of planning items.**

98-12/17.1 17/01800/FUL | Proposed erection of a detached chalet bungalow with parking facilities | Land at Highfield Raveley Road, Great Raveley.

98-12/17.2 17/02326/REM | All 5 reserved matters (access, appearance, landscaping, layout, scale) | 65 High Street, Upwood PE26 2QE.

**99-12/17 Finance**

99-12/17.1 To approve accounts for payment: 04 December 2017.

Date	Ref. No.	Payee	Description	Amount
04.12.17	307532990	Mrs C. Silverstone	Clerk/RFO Salary. November 2017	707.38
			Expenses: Working from home allowance, travel, postage	43.26
04.12.17	588137953	Mr B.C. Edwards	Cemetery Officer Salary. October-December 2017	89.23
04.12.17	719193380	HMRC	PAYE/NI	31.07
04.12.17	DD	SALVUS Master Trust	Employee + Employer Pension Contributions. November 2017	75.40
04.12.17	273153776	Rotary Club of Ramsey	Donation. Purple Crocus Appeal (minute ref. 72-10/17.10)	50.00
04.12.17	124721841	Canalbs Ltd.	Internal Audit. Mid-Year Review	136.50
04.12.17	75024416	SLCC, Cambridgeshire	Branch Meeting & Data Protection Training	10.00

99-12/17.2 To note income received: 04 December 2017:

21.11.17	000011	Dignity Funerals Ltd.	Exclusive Right of Burial x 2 + Interment Fee x 1	355.00
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99-12/17.3 To receive the internal auditor's mid-year report.

**100-12/17 Traffic, Highways & Road Safety**

100-12/17.1 To receive an update from Cambridgeshire County Council regarding Local Highway Initiative plans (2017/2018) for traffic calming on Ramsey Road.

100-12/17.2 To receive an update on the council's application to the Local Highway Initiative 2018/2019 for a speed indicator device (SID) and to review details of a draft memorandum of understanding which would need to be adopted at a later date to enable the application to proceed.

**101-12/17 Youth Involvement & Engagement**

101-12/17.1 To consider a proposal from Huntingdonshire District Council for the provision of their "Active Lifestyles" summer activity programme for young people.

101-12/17.2 To consider strategies to promote youth involvement and engagement in its broader sense.

**102-12/17 Correspondence and Communications**

102-12/17.1 General Data Protection Regulations: An update from NALC/CAPALC.

**103-12/17 To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.**

*No decisions can be made under this item.*

**104-12/17 Matters for future consideration. No decisions can be made under this item.**

**105-12/17 Date of next meeting:** 08 January 2018, Upwood Village Hall, 7:00pm.

**Close of meeting**