



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 04 September 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

29 August 2017

Members: 9 Quorum: 3

Agenda

50-09/17 To receive and approve apologies for absence.

51-09/17 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.

52-09/17 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.

53-09/17 To receive and approve the minutes of the parish council meeting held on 03 July 2017.

54-09/17 To receive reports from county and district councillors.

55-09/17 To receive reports from neighbouring parishes.

56-09/17 Matters arising or carried forward from the last or previous meeting.

56-09/17.1 To receive an update on considerations for the provision of community defibrillators.

56-09/17.2 To re-visit the concerns of Upwood and the Raveleys Allotments Association regarding the removal of a section of the boundary hedge from the Upwood allotments site.

57-09/17 Notification of planning items.

57-09/17.1 17/01435/TREE | Removal of dead wood and epicormics growth, and lifting of crowns to various trees | Fairmead Park. *The closing date for consultation on this application was 01 August and a time extension was not possible. The planning officer advised that comments would be accepted from individual councillors on this occasion.*

58-09/17 Finance

58-09/17.1 To approve accounts for payment: 04 September 2017.

Date	Ref. No.	Payee	Description	Amount
04.09.17	527896901	Mrs C. Silverstone	Clerk/RFO Salary. August 2017	687.42
			Expenses: Working from home allowance, stationery	24.24
04.09.17	97374104	Mr B.C. Edwards	Cemetery Officer Salary. July – September 2017	87.34
04.09.17	92430583	HMRC	PAYE/NI	27.59
04.09.17	DD	SALVUS Master Trust	Employee + Employer Pension Contributions. August 2017	73.00
04.09.17	905721613	Mr A Davis	Parish Grass Cutting (no. 9, 10, 11)	1185.00
04.09.17	899905096	Little Paxton Parish Council	Councillor Training (Councillor Smith)	30.00
04.09.17	739711237	Kompan Ltd.	Special tool for the swings on Bentley Close Play Area.	10.80
04.09.17	278098014	Huntingdonshire District Council	Printing Services: ID cards & lanyards	31.45
04.09.17	853014907	SLCC/ALCC	Annual Membership Renewal	121.00
04.09.17	430662933	SLCC Enterprises Ltd.	Regional Training Seminar 2017	82.80
04.09.17	574951972	PKF Littlejohn LLP	Audit Fee	120.00

58-09/17.2 To note income received: 04 September 2017: None received at the time of publication.

58-09/17.3 To review the annual appraisals and to consider recommendations for the salary review of the clerk and the cemetery officer (to take effect from 01 August 2017).

58-09/17.4 To receive the communication working party's application to the Ramsey Wind Farm Community Benefit Fund (re. minute reference: 44-07/17.5).

58-09/17.5 To consider a grant application from Upwood and the Raveleys Newsletter for the continued provision of a newsletter to every household in the parish.

58-09/17.6 To consider a grant application from Upwood Village Hall for ongoing running costs, principally the cost of the insurance renewal.

58-09/17.7 To acknowledge receipt and publication of the notice of conclusion of audit and the completed annual return for the year ended 31 March 2017.

58-09/17.8 To review correspondence from St. Peter's Parochial Church Council regarding the safety of the church gates and to consider quotations for their repair.

59-09/17 Traffic, Highways & Road Safety

59-09/17.1 To receive an update from Cambridgeshire County Council regarding Local Highway Initiative plans (2017/2018) for traffic calming on Ramsey Road.

59-09/17.2 To consider making an application to the Local Highway Initiative 2018/2019 (closing date = 15 October 2017)

60-09/17 Correspondence and Communications

60-09/17.1 Huntingdonshire District Council Parking Survey (details posted on the parish council's Facebook page and on the noticeboards. (closing date = 11 August).

60-09/17.2 An invitation from Cambridgeshire County Council to host "Keeping Safe Online" courses.

61-09/17 To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.

No decisions can be made under this item.

62-09/17 Matters for future consideration.

No decisions can be made under this item.

63-09/17 Date of next meeting: 02 October 2017, Upwood Village Hall, 7:00pm.

Close of meeting