



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 November 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

30 October 2018

Members: 9 Quorum: 3

AGENDA

- 89-11/18 To receive and approve apologies for absence and to acknowledge the resignation of Councillor Smith.**
- 90-11/18 To consider the advertisement of a casual vacancy.**
- 91-11/18 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.
- 92-11/18 To receive and approve the minutes of the parish council meeting held on 01 October 2018.**
- 93-11/18 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.
- 94-11/18 To receive reports from county and district councillors.**
- 95-11/18 Matters arising or carried forward from the previous meeting.**
- 96-11/18 Notification of planning items.**
 - 96-11/18.1 18/02020/LBC | Replacement windows and doors | 56A High Street, Upwood. PE26 2QE
 - 96-11/18.2 18/01982/FUL | Erection of detached garage and new vehicular access | Plot 1 Red House Farm, Great Raveley.
 - 96-11/18.3 18/01983/HHFUL | Erection of detached garage | Agricultural Buildings Red House Farm, Great Raveley
- 97-11/18 Finance**
 - 97-11/18.1 To approve accounts for payment: 05 November 2018

| Date | Ref. No. | Payee | Description | Amount |
|----------|-----------|---------------------------------|---|--------|
| 05.11.18 | 131064317 | Mrs C. Silverstone | Clerk/RFO Salary. October 2018 | 728.57 |
| | | | Expenses: Working from home allowance, stationery, travel, postage. | 28.30 |
| | | | Reimbursement for cost of witnessing statutory declaration by PDR Property Lawyers, Whittlesey. | 3.00 |
| 05.11.18 | N/A | HMRC | PAYE/NI. October 2018 | Nil |
| 05.11.18 | DD | SALVUS Master Trust | Employee + Employer Pension Contributions. October 2018 | 76.70 |
| 05.11.18 | DD | Salvus Master Trust | Small Employer Fee | 24.00 |
| 05.11.18 | 251954538 | Serjeant and Son Client Account | Legal Fees: Upgrade of the land registry title to Charter's Spinney | 430.00 |
| 05.11.18 | 695228814 | Joliffe Daking LLP | Glebe Paddock. Rent | 200.00 |
| 05.11.18 | 938706 | RAMSHED | Book Exchange Refurbishment. Materials @ £37.68 + £75 donation (minute ref. 67-09/18.3) | 112.68 |

97-11/18.2 To note income received: 05 November 2018:

| Date | Ref. No. | Payee | Description | Amount |
|----------|----------|----------------------------------|---|---------|
| 01.10.18 | BACS | C. Holmes | Commercial Land Rent. "Gravel Pits" | 168.00 |
| 23.10.18 | 000022 | Mr A. Perkins | Donation for laptop (minute ref. 83-10/18.3) | 50.00 |
| | | A.J. Mills Master Masons Ltd. | Cemetery Fee (Memorial Stone) | 60.00 |
| | | P. Harper & Sons Ltd. | Commercial Land Rent. "Dockfields" & "3-2-20" | 1416.00 |
| 23.10.18 | BACS | Huntingdonshire District Council | Community Infrastructure Levy. 15/00049/FUL | 7006.45 |
| 29.10.18 | 000023 | Dignity Funerals Ltd. | Cemetery Fee: Exclusive Right of Burial + Interment | 110.00 |
| | | A.J. Mills Memorial Masons Ltd. | Cemetery Fee (Memorial Stone) | 35.00 |

97-11/18.3 To receive recommendations from the finance working party regarding the proposed business plan and budget requirements for 2019/2020 to 2021/2022.

97-11/18.4 To consider the precept requirement for 2019/2020.

97-11/18.5 To consider the purchase of the 11th edition of Arnold-Baker on Local Council Administration ("The Clerk's Bible") at an SLCC member price of £103.99 and to consider authorising a potential sale on eBay of the 10th edition.

98-11/18 Traffic, Highways & Road Safety

98-11/18.1 To consider revised plans for traffic calming measures in Great Raveley (Local Highway Initiative 2019/2020).

98-11/18.2 To receive an update from Cambridgeshire County Council regarding completion of the refurbishment of the public right of way leading from Bentley Close towards Upwood Meadows (minute ref. 64-09/18.1).

99-11/18 Public Involvement & Engagement and Parish Council Development

99-11/18.1 To receive an update from the youth involvement and engagement working party.

99-11/18.2 To receive a review of the success of the "Active Lives" summer activity programme from Huntingdonshire District Council and to consider future provision.

100-11/18 Parish Land and Assets.

100-11/18.2 To receive an update from Serjeant and Son Solicitors on progress to upgrade the title of Charter's Spinney.

101-11/18 Parish Maintenance.

101-11/18.1 To review quotations for a three-year parish maintenance contract to take effect from Spring 2019.

101-11/18.2 To receive an update on the refurbishment of the telephone kiosk (Upwood Book Exchange).

102-11/18 Correspondence and Communications.

- 102-11/18.1 Notification of the launch of “Stronger for Longer”, activity sessions by Huntingdonshire District Council’s Active Lifestyles Team, in conjunction with Cambridgeshire County Council and other partners including Cambridgeshire and Peterborough NHS Foundation Trust (CPFT).
- 102-11/18.2 Invitation to attend the Cambridgeshire & Peterborough Independent Economic Review Roadshow on 23 October at Pathfinder House.
- 102-11/18.3 Invitation from Bury Parish Council to attend a parish meeting regarding development in Bury on 24 November at 2:00pm.
- 103-11/18 To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.**
No decisions can be made under this item.
- 104-11/18 Matters for future consideration.** *No decisions can be made under this item.*
- 105-11/18 Date of next meeting:** 03 December 2018, 7:00pm. Upwood Village Hall.

Close of meeting