



## 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 10 January 2022, 7.00pm. 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.**

*Attendance is subject to compliance with the risk assessment, the guidance for users, and the conditions of hire produced by the management committee of Upwood Village Hall. Please see: <http://www.upwood.org/index.php/parish-council>.*

Carol Bilverstone – Clerk and Responsible Financial Officer to Upwood and the Raveleys Parish Council. 04 January 2022

Members: 9 Quorum: 3

### Agenda

**89-01/22 To receive and approve apologies for absence.**

**90-01/22 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.

**91-01/22 To receive and approve the minutes of the parish council meeting held on 06 December 2021.**

**92-01/22 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.

**93-01/22 To receive reports from county and district councillors.**

**94-01/22 Notification of planning items.**

94-01/21.2 21/00572/FUL | Application for full planning permission for demolition of existing redundant buildings 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).

**95-01/22 Finance**

95-01/22.1 To approve accounts for payment: 10 January 2022

Reference	Description	Payee	Amount
SO	Clerk/RFO Salary. December 2021	Mrs C. Bilverstone	£1043.68
SO	Clerk/RFO Salary PAYE/NI	HMRC	£41.42
SO	Employer National Insurance December 2021	HMRC	£55.92
DD	Employee & Employer Pension Contribution	SALVUS Master Trust	£114.22
DD	Pension Administration Fee	SALVUS Master Trust	£24.00
992228158	Clerk's Expenses: Working from Home Allowance, printing costs (December).	Mrs C. Bilverstone	£11.75

Debit Card	Monthly Fee.	Unity Trust Bank	£3.00
Debit Card	Mobile Phone Monthly Top-Up	Unity Trust Bank / Tesco.com	£7.50
Debit Card	Monthly Subscription. Acrobat Pro DC. 27/11/21	Unity Trust Bank / store@adobe.com	£15.17
Debit Card	Monthly Subscription. Acrobat Pro DC. 27/12/21	Unity Trust Bank / store@adobe.com	£15.17
714096634	Newsletter Inserts. December 2021	Micromac Printers	£82.00

95-01/22.2 To note income received: 10 January 2022.  
None at the time of publication.

95-01/22.3 To consider a grant application from Upwood and the Raveleys Newsletter.

95-01/22.4 To consider an application for funding from the “strategic portion” of Community Infrastructure Levy (CIL) collected by Huntingdonshire District Council.

#### **96-01/22 Governance**

96-01/22.1 To consider the development of an emergency plan for the parish.

#### **97-01/22 Traffic, Highways & Road Safety**

97-01/22.1 To review data gathered from the Moveable Vehicle Activated Signs (MVAS) during December 2021.

97-01/22.2 To receive an update on speed management strategies.

#### **98-01/22 Community**

98-01/22.1 Further to minute reference: 57-10/21.2, to receive an update on strategies to improve the provision of play and recreation facilities for children and young people.

98-01/22.2 To consider ideas for the celebration of the Queen’s Platinum Jubilee.

#### **99-01/22 Parish Maintenance**

99-01/22.1 To consider quotations for a new parish maintenance contract to commence in the spring of 2022.

99-01/22.2 To record the destruction of the bench at the junction of Longholme/Ramsey and Huntingdon Roads (a parish council asset). To consider the implications of an insurance claim and to consider options for its replacement.

#### **100-01/22 Correspondence and Communications.**

None received at the time of publication.

#### **101-01/22 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.

**102-01/22 Date of next meeting:** Monday 07 February 2022.

**Close of meeting**