



Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Jo Russel, 2 Hatchet Lane, Stonely, St Neots, Cambridgeshire PE19 5EG.
Telephone: 07835 939547. Email: parishclerk@upwood.org

A meeting of Upwood and the Raveleys Parish Council was held on Monday, 3 March 2025, 7.30pm at Upwood Village Hall.

Present: Councillors D Awit (Vice Chair), J Edwards, M Tasker, J Milner

Also in attendance:

Jo Russel – Clerk, Councillor Adela Costella - CCC

One member of the public was also present.

Members: 6 Quorum: 3

Minutes

126-03/25 To receive and approve apologies for absence.

Councillors Burgess, Rebecca Mashford, Charlotte Lowe - HDC

127-03/25 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.

No declarations of interest were received.

128-03/25 To consider any applications received as a result of the advertisement for three casual vacancies.

Ian Ward resigned from the parish council as from 12 February. The parish council thanked him for his hard work. No further applications received.

129-03/25 To receive and approve the minutes of the meeting held on 3 February 2025.

The draft minutes had been circulated to all councillors after being approved by the Chair, Councillor Burgess. The minutes require her signature and she will be asked to sign these at the April meeting.

130-03/25 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.

131-03/25 To receive reports from county and district councillors.

Adela Costella reported that HDC had voted to increase the precept by 3.99%. She also provided an update on the devolution plans. The idea is that new Unitary Authorities of 500k people will be formed. At present it seemed that Fenland are talking to North Norfolk, Peterborough is looking at joining with Rutland and Kesteven and Huntingdon are looking at South Beds. Cambridge City wants to remain alone. The timeline for these changes is very quick but there are many issues to consider such as will the current buildings, for example, the New shire Hall, be large enough to house these new Unitary Authorities.

132-03/25 Notification of planning items

M11

132-03/25.1 21/00572/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.
No update.

132-03/25.2 25/00201/FUL Erection of 4 dwellings to replace 3 former agricultural barns, Lodge Farm Raveley Road Great Raveley Huntingdon PE28 2QZ

The parish council had no observations in favour or against the proposal. Councillor Awit proposed and Councillor Edwards seconded. All who were present were agreed and it was resolved to do so.

132.03.25.3 25/00244/TREE Fell Pine. Remove overhanging branches from Ash trees and Oak trees. Upwood House 58A High Street Upwood Huntingdon PE26 2QE

Councillor Awit proposed and Councillor Edwards seconded and all who were present agreed that this application be approved as a matter of urgency and it was resolved to do so. The work to the trees needed doing quickly as the playground is currently closed for safety reasons.

133-03/25 Finance

133-03/25.1 To approve accounts for payment: March 2025

Councillor Edwards proposed that the accounts be paid and Councillor Tasker seconded. All who were present agreed and it was resolved to do so.

Reference	Description	Payee	Amount
DD	Bank Charges	Unity Trust	£6.00
DD	Adobe Acrobat monthly payment	Lloyds debit card	£19.97
B/P	Clerk February 2024 expenses home as office	Mrs J Russel	£10.00
	Employers NI Contribution (deducted from credit amount held by HMRC)	HMRC	£52.40
SO	Clerk/RFO Salary February 2025	Mrs J Russel	£798.40
SO	Clerk/RFO PAYE February 2025	HMRC	£67.80
SO	Cemetery Officer Salary February 2025	Mr BC Edwards	£168.25
SO	Cemetery Officer PAYE February 2025	HMRC	£42.20
DD	Commercial card monthly fee	Lloyds debit card	£3.00
Credit card	Mapping software yearly fee auto renewal	Parish Online	£120.00
B/P	Website Hosting fee IONOS	Stephen Howes	£206.39

133-03/25.2 To note income received:

No income received in February.

133-03/25.5 Approve and sign bank reconciliation dated 03 March 2025.

Councillors Edwards and Tasker signed the bank reconciliation.

133.03/25.6 To discuss renewal of Cambridgeshire ACRE membership

Councillor Awit questioned whether this membership was required. The clerk confirmed that she had not consulted with them since she started her employment in November 2023. More information was required as to how they could benefit the parish council and so this issue was carried forward to the April meeting to allow the relevant enquires to be made.

134-03/25 Traffic, Highways and Road Safety

134-03/25.1 To review data gathered from the Moveable Vehicle Activated Signs (MVAS)

Carried forward as no data available at present due to the signs being moved temporarily.

134-03/25.2 To receive an update on speed management strategies (privately funded LHI application and 20mph application).

See correspondence section below.

134-03/25.3 Speedwatch

Councillor Tasker will contact Wistow Parish council to ask for the speed gun equipment.

135/03-25 Community

M11

135-03/25.1 To receive an update on plans to purchase Glebe paddock.

We have now received the Licence and this was signed at the meeting. The clerk will return this to Jolliffe Daking as a matter of urgency.

135-03/25.2 To receive an update from the Glebe paddock grant planning working party

Carried forward to the April meeting.

135-03/25.3 To receive an update from Councillor Awit on the new website

Councillor Awit reported that there is a small amount of information that still needs to be transferred to the new website.

135-03/25.4 To discuss/agree new contractor for parish maintenance

The clerk will make enquiries about obtaining the two further quotes that are required.

135-03/25.5 To discuss CCC verge maintenance

There are two areas that the parish council may wish to take over from CCC. Namely, the path between the school and Fairmead and the corner leading up to Church Road. Carried forward to the April meeting.

136-03/25 Correspondence and Communications

- A resident of Little Raveley has reported that the speed limit restrictions and signage were changed last week and had questioned whether this was all correct. There is now a reduction to 40mph as the village is approached from Wennington, further reducing to 20 mph on Wennington road up until the junction at St James Church where it joins the Huntingdon Road. The 40mph buffer zone and 20mph speed limit on Wennington Road, was part of the original design approved by the parish. There has been an error with the signage on Huntingdon Road. This should be a 40mph sign and not 50mph so the contractor will now change.
- Street Signing at HDC had contacted parish council to say that a developer had suggested Edgar Close for the development of houses in Great Raveley. The parish council had no objection to this.
- An email had been received from the insurance company regarding checks on the play equipment. Councillor Tasker will perform weekly checks on the play equipment with assistance from other parish councillors when he is unavailable or on holiday. The parish councillors will forward their weekly check forms to the clerk who will keep these on file.

137-03/25 Governance

There were no items to discuss.

138-03/25 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.

Councillor Edwards reported that he had now installed the new bench. He has notified the family.

He will also contact the tree officer at HDC to look at the three horse chestnut trees in the churchyard.

Councillor Milner reported the Fairmead residents were pleased about the new bin being installed.

The new build was causing havoc at the entrance to the site. There is lots of mud on the road.

139-03/25 Date of next meeting: Parish Council Meeting - Monday, 7 April 2025.

The meeting closed at 8.40pm