



## Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Jo Russel, 2 Hatchet Lane, Stonely, St Neots, Cambridgeshire PE19 5EG.  
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**A meeting of Upwood and the Raveleys Parish Council was held on Monday, 6 January 2025, 7.30pm at Upwood Village Hall.**

**Present:** Councillors J Burgess (Chair), D Awit (Vice Chair), R Mashford, J Edwards

**Also in attendance:**

Jo Russel – Clerk, Councillor Charlotte Lowe (HDC) – arrived 7.25pm.

One member of the public was also present.

Members: 6 Quorum: 3

### Minutes

- 101-01/25 To receive and approve apologies for absence.**  
I Ward, J Milner, Councillor Adela Costello (CCC)
- 102-01/25 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.  
None received.
- 102-01/25 To consider any applications received as a result of the advertisement for three casual vacancies.**  
None received.
- 103-01/25 To receive and approve the minutes of the meetings held on 11 November and 2 December 2024.**  
Both sets of minutes were circulated in advance, following the approval of the chairs. Councillor Awit proposed that the minutes of 11 November be approved and Councillor Burgess seconded. All who were present were in favour and it was resolved to do so. The minutes were signed by Councillor Burgess who chaired the meeting. Councillor Mashford proposed the minutes of 2 December be approved and Councillor Edwards seconded. All who were present were in favour and it was resolved to do so. The minutes were signed by Councillor Awit who chaired the meeting.
- 104-01/25 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.
- 105-01/25 To receive reports from county and district councillors.**  
Councillor Lowe reminded the parish council that the Net Zero Villages Fund was now open for applications. This can be used for retro fitting energy saving methods in community buildings. In addition, the East West Rail consultation is open until 24 January 2005. Councillor Mashford enquired about potential CIL monies the parish council may receive as a result of the new housing in the area. Councillor Lowe will raise with Head of Planning at HDC.
- 106-01/25 Notification of planning items**

## M9

106-01/25.1 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.

106-01/25.2 24/02280/HHFUL Single storey porch and side extension and changes to the render and fenestration 114 Huntingdon Road Upwood Huntingdon PE26 2QQ  
There were no comments or objections that the parish council wanted to submit to HDC. Councillor Burgess proposed and Councillor Awit seconded. All who were present agreed and it was resolved to do so.

### 107-01/25 Finance

107-01/25.1 To approve accounts for payment: January 2025. An additional payment was approved to pay the invoice to the village hall for hire charges - £52.25.

Reference	Description	Payee	Amount
DD	Bank Charges	Unity Trust	£6.00
DD	Adobe Acrobat monthly payment	Lloyds debit card	£19.97
B/P	Clerk December 2024 expenses	Mrs J Russel	£10.00
	Employers NI Contribution (deducted from credit amount held by HMRC)	HMRC	£10.77
SO	Clerk/RFO Salary – December 2024	Mrs J Russel	£774.23
SO	Clerk/RFO PAYE – December 2024	HMRC	£61.80
DD	Commercial card monthly fee	Lloyds debit card	£3.00

107-01/25.2 To note income received – no income received.

107-01/25.5 Approve and sign bank reconciliation dated 05 January 2025. Councillors Mashford and Edwards signed this.

107-01/25.4 Consider and approve financial planning following finance working party meeting and agree and set precept requirements for 2025/2026.

The working party met on 3 January to decide the budget for 25/26, which was then circulated to the rest of the parish councillors. The council are in a healthy position financially which will help with the planned purchase of the land at Glebe Paddock. The council noted that there is still the contribution to pay towards the private LHI bid. This could be in the region of £8000. The parish council will also be applying for grants to help fund the purchase of Glebe Paddock. Councillor Burgess proposed that the Budget 25/26 and precept request of £33,500 be accepted and Councillors Edwards seconded. All who were present agreed and it was resolved to do so.

### 108-01/25 Traffic, Highways and Road Safety

108-01/25.1 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. These will hopefully be moved next weekend, depending on the weather.

108-01/25.2 To receive an update on speed management strategies (privately funded LHI application and 20mph application). It is thought the 20mph work will be completed in February 2025. The roundels will be painted at the same time, this will save costs. Councillor Burgess has a meeting with Highways on 21 January to discuss the delays.

### 109-01/25 Community

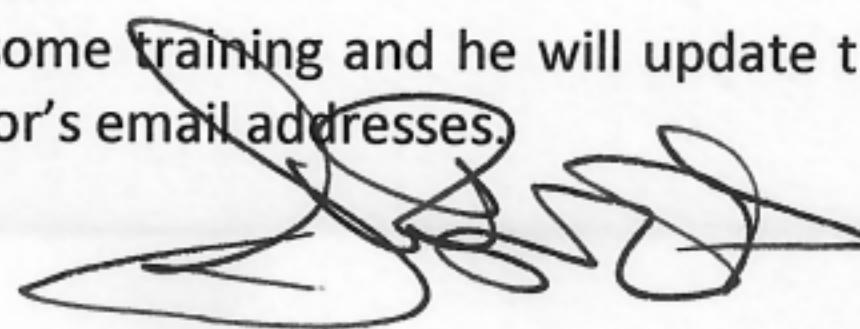
109-01/25.1 To receive an update on plans to purchase Glebe paddock.

We still require the Licence from Joliffe Daking. Councillor Burgess has chased this.

109-01/25.2 To receive an update from the Glebe paddock grant planning working party.  
See above.

109-01/25.3 To receive an update from Councillor Awit on the new website.

This is almost ready to go live. Councillor Awit is to finish some training and he will update the parish council next month. There will be no changes to the councillor's email addresses.



## M9

109-01/25.4 To discuss/agree new contractor for parish maintenance

Councillor Ward is dealing with this issue. The new contractor will be due to start in March 2025.

109-01/25.5 To discuss CCC verge maintenance.

The council do not currently cut any verges on behalf of CCC but there are some areas that they would like to add to the maintenance contractor's schedule.

### **110-01/25 Correspondence and Communications**

110-01/25.1 Email received from a Little Raveley resident regarding EE Wi-Fi coverage

It was agreed that the clerk would ask the resident if this could be raised via the Facebook page and then anyone with information can email him direct.

110-01/25.2 Email received from resident regarding dog fouling in Upwood

The council will post about this on Facebook – reminding people to pick up after their dogs. Councillor Burgess will purchase some more lamp post stickers.

110-01/25.3 Email received from resident regarding mud on road between Fairmead and Ramsey

This has been reported via the Highways reporting tool.

110-01/25.4 Email received from resident regarding new 30mph speed limit

Councillor Burgess will respond to the resident and the clerk will prepare a post for Facebook.

### **111-01/25 Governance**

No issues.

### **112-01/25 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 there were cars driving on the track at Charter's Spinney. Any further incidences will be report to the police.

Councillor Mashford reported that there was a broken tree branch in Charter's Spinney.

**113-01/25 Date of next meeting: Parish Council Meeting - Monday, 3 February 2025.**

