

Upwood and the Raveleys Parish Councillors: Trustees' Meeting

Parish Clerk – Mrs Carol Silverstone. Kilimanjaro, 9 Meadow Road, Upwood, Huntingdon, Cambs. PE26 2QJ
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**A meeting of Upwood and the Raveleys Parish Councillors, the Trustees of:
Upwood & the Raveleys Allotments (Charity no. 264373)
was held on Monday 07 September 2020 at 6:30pm via "Zoom" at: <https://us02web.zoom.us/j/4576035493>**

This meeting was originally scheduled for 06 April 2020 but delayed by the restrictions of the Covid-19 Pandemic.

Present: Councillors J. Edwards (from item 06-04/20), R. Howe (Chairman), A. Perkins, P. Chegwiddden.
In Attendance: Mrs C. Silverstone (Clerk), Mr. T. Brown (URCAA Chairman)

Minutes

- 01-04/20** **To receive and approve apologies for absence.**
Councillor Burgess: Holiday; Mrs L Carter: Holiday.
- 02-04/20** **To receive and approve the minutes of the trustees' meeting held on 01 April 2019.**
The minutes of the meeting held on 01 April 2019 had been circulated in advance following the informal approval of the chairman. The chairman proposed that the minutes be approved. All those who had been present were in favour and it was **resolved** to do so.
- 03-04/20** **To receive an update from Upwood and the Raveleys Community Allotment Association (URCAA): strengths and challenges to date.**
- 04-04/20** **To receive an updated business plan from URCAA.**
- 05-04/20** **To receive a financial statement from URCAA.**
Extensive reports (see attached) had been prepared by URCAA committee members and these had been circulated in advance of this meeting. Mr. Brown presented the reports and gave trustees the opportunity to ask questions. The chairman noted that the parish council has endured ongoing challenges with the same grounds maintenance contractor and offered support if the association wishes to attempt to continue its contract. All agreed that the management of the association is in good hands and sound financial health and that it continues to thrive.
- 06-04/20** **To receive an update from Councillor Edwards (trustee with a portfolio responsibility for the allotments).**
Councillor Edwards noted that he is in regular contact with the secretary of the association and that the management of the site is in good hands and its financial management in good health.
- 07-04/20** **To consider the renewal of the formal agreement (due to expire 05 October 2020) between the Trustees and URCAA enabling URCAA to continue the operational management of the allotment sites on behalf of the Trustees for a further 6 years.**
The chairman proposed that the agreement be renewed. Councillor Edwards seconded the proposal. All were in favour and it was **resolved** to do so. All agreed that the document would be signed remotely and scanned in accordance with current Covid-19 social distancing guidelines.
- 08-04/20** **Matters for future consideration.**
No decisions can be made under this item.
- 09-04/20** **Date of next meeting: 05 April 2021.**

Close of meeting: 6:50pm



06-01-21