



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 was held on Monday 04 January 2021 at 7.00pm. The Local Authorities and Police and Crime Panel Meetings (England and Wales) Regulations 2020 came into force on 04 April 2020 enabling local councils to hold remote meetings (including by video and telephone conferencing) until May 2021. This meeting took place via “Zoom Meetings”.

Present: Councillors J. Burgess, D. Chattaway, J. Edwards, R. Howe (Chairman), N. Maddocks, R. Mashford, A. Perkins.
In Attendance: Mrs. C. Bilverstone (Clerk), Councillor G. Bull (Huntingdonshire District Council).

Minutes

108-01/21 To receive and approve apologies for absence.

Councillor G. Bonnett-Kolakowska: Work Commitment. Councillor T. Rogers (Cambridgeshire County Council).

109-01/21 To consider applications for one casual vacancy. No applications had been received.

110-01/21 To receive declarations of interest.

Members are invited to declare disclosable pecuniary 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. There were no declarations of interest.

111-01/21 To receive and approve the minutes of the parish council meeting held on 07 December 2020.

The minutes of the meeting of Upwood and the Raveleys Parish Council held on 07 December 2020 had been circulated in advance following the informal approval of the chairman. Councillor Maddocks proposed that the minutes be approved. Councillor Burgess seconded the proposal. All were in favour and it was **resolved** to do so.

112-01/21 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.

113-01/21 To receive reports from county and district councillors.

Councillor Bull noted that the district council is trying to formulate its role alongside other agencies in response to emergency incidents. Householders who have been impacted by the recent floods are invited to contact him at: graham.bull@huntingdonshire.gov.uk
Further to minute reference: 105-12/20.1 regarding the consultation on Luton Airport flight paths, the district council’s Overview and Scrutiny Panel is preparing to formulate its response.

114-01/21 Matters arising or carried forward from the previous meeting. Included as individual agenda items.

115-01/21 Notification of planning items.

115-01/21.1 20/02074/PIP | Proposed 3 bed dwelling | 29 Farm Close Upwood Huntingdon PE26 2QB

Councillors noted that only issues relevant to “in principle” matters (i.e. location, land use and amount of development) may be considered at this stage. Councillors agreed that although building on unused or unwanted garden space is generally considered acceptable, and in some cases encouraged in planning terms; the construction of a detached three-bedroom/two-storey property in the garden/hardstanding space of no. 29 would have a detrimental impact on the dynamics and density of Farm Close as well as the aesthetics and symmetry of the street scene. Property numbers 29 and 40 are relatively equally balanced against the central grassed area) which is currently one of three/four-bedroom semi-detached properties with generous gardens and green space between properties. The proposed dwelling with a total area of approximately 152m² (9m x 17m) including a garden space of approximately 64m² (8m x 8m) would be in close proximity to no. 30 and less than 1m from no. 29, unacceptably impacting on two of its side windows and ultimately giving the appearance of congestion. Councillor Chattaway proposed that the parish council objects to the application on this basis. Councillor Perkins seconded the proposal. All were in favour and it was **resolved** to do so.

116-01/21 Finance

116-01/21.1 To approve accounts for payment: 04 January 2021:

Reference	Description	Payee	Amount
SO	Clerk/RFO Salary. December 2020	Mrs C. Silverstone	£1034.48
SO	Clerk/RFO Salary PAYE/NI	HMRC	£50.62
SO	Employer National Insurance December 2020	HMRC	£56.61
DD	Employee & Employer Pension Contribution	SALVUS Master Trust	£114.22
DD	Pension Administration Fee	SALVUS Master Trust	£24.00
286276528	Clerk's Expenses: Working from Home Allowance, printing costs (December)	Mrs C. Silverstone	£11.75
Debit Card	Monthly Fee.	Unity Trust Bank	£3.00
Debit Card	Monthly Subscription. Acrobat Pro DC. November	Unity Trust Bank / store@adobe.com	£15.17
Debit Card	Monthly Subscription. Acrobat Pro DC. December	Unity Trust Bank / store@adobe.com	*£15.17
172971672	Glebe Paddock Rent	Jolliffe Daking LLP	£224.00
877641844	Councillor Training (Cllr. Bonnett-Kolakowska)	CAPALC	£75.00
92570357	Virtual Practitioners' Conference	SLCC Enterprises Ltd.	90.00
839227412	Lamp Post Signs (traffic calming)	Parrot Print Ltd.	£187.20

*November and December payments included on the card statement which was received after publication of the agenda.

Councillor Burgess proposed that the accounts be approved for payment. Councillor Maddocks seconded the proposal. All were in favour and it was **resolved** to do so. The chairman agreed to sign the list of payments on the agenda; Councillor Burgess and Councillor Chattaway agreed to sign each of the invoices and authorise the online payments. The chairman agreed to sign the bank reconciliation and Councillor Chattaway agreed to countersign this. (All documentation was signed and returned to the clerk after the meeting).

116-01/21.2 To note income received: 04 January 2021. None received.

116-01/21.3 Further to minute reference: 101-12/20.3, to consider external funding opportunities.

Councillor Mashford shared details of a seminar attended by herself and the chairman. Both agreed that it had stimulated ideas for innovative and creative methods for fundraising events and sourcing of grants. The parish council has set up a profile with “Funding Central” which provides access to a database of opportunities together with support and advice which can be tailored to the parish council’s business plan and future aspirations.

117-01/21 Traffic, Highways & Road Safety

117-01/21.1 To review data gathered from the Speed Indicator Devices (SIDs) during December 2020.

SID 1 was located on Huntingdon Road opposite the junction with Ailwine Road to record vehicles travelling towards the Raveleys. 14,675 vehicles were recorded (a significant reduction due to the November/December Covid-19 restrictions). Of these, 1,033 registered speeds in violation of the 40 mph limit. 844 vehicles were travelling at speeds between 41–45 mph, 159 between 46-50 mph, 25 between of 51-54mph and 5 in excess of 55 mph. The highest recorded speed was 75 mph. December’s data indicate that there has been a 1% decrease in the overall speed violations in this location compared to the data gathered in November.

SID 2 was located on Huntingdon Road by the allotments to record vehicles approaching from the Raveleys. 35,628 vehicles (slightly higher than November but still a significant reduction on previous months due to the

November/December Covid-19 restrictions). Of these, 3,488 registered speeds in excess of the 40 mph limit. 2,559 registered speeds between 41–45 mph, 661 between 46-50 mph, 186 between 51-54 mph and 83 in excess of 55 mph. The highest recorded speed was 89 mph. The data indicates an increase in all speed violations at this location, with 9.8% vehicles travelling in excess of the speed limit (an increase of 1.8% compared to November's data).

117-01/21.2 To receive an update from the Speed Management Working Party. This was deferred until the next meeting.

118-01/21 Parish Maintenance

118-01/21.1 To consider the purchase of replacement parts for the baby swing and slide in Bentley Close Play Area. Further to vandalism of the play area, Councillor Maddocks presented a quotation for £177.60 inclusive of VAT and delivery for the relevant replacement parts. Councillor Mashford had expressed concerns for safety on the platform and the higher steps of the slide which can be slippery. She suggested that the parish council purchase two rolls of friction tape from Amazon at £12.59 inclusive of VAT. The chairman proposed that both purchases be made and that Councillor Maddocks be authorised to spend up to £230 for this purpose. Councillor Burgess seconded the proposal. The clerk offered to purchase the tape using the parish council's debit card. All were in favour and it was **resolved** to do so. Councillor Maddocks noted his appreciation of Mr. Slater's support during the handover of responsibility for the play area. He will seek further assistance from Mr. Slater regarding installation of the parts and make arrangements to pressure wash the play equipment. Councillor Maddocks confirmed after the meeting that the parts had been ordered with an expected arrival date in the UK of 19 February.

119-01/21 Correspondence and Communications.

119-01/21.1 An invitation to participate in a statutory consultation on proposals for Sunnica Energy Farm, a new solar energy farm and battery storage facility connecting to the Burwell National Grid Substation.

119-01/21.2 An update and invitation from the chairman of Upwood and the Raveleys Newsletter.

With continuing restrictions on parish activities due to the Covid-19 pandemic, the parish newsletter team has decided not to publish an edition in February 2021. It will review the need for an April 2021 edition nearer the time. The chairman of Upwood and the Raveleys Newsletter had therefore offered the parish council technical help, templates and the use of its distribution team as well as covering the printing costs (which are supported by an annual parish council grant) to produce an "Upwood and the Raveleys Parish Council special edition". Councillors considered this thoughtful offer, but all agreed that it would be a significant undertaking. They noted that residents have full access to parish council minutes and other documentation via the parish website with links to the parish council's own, and the "Upwood Community" Facebook pages and thus declined the offer.

120-01/21 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.

The chairman confirmed that further to a change in her personal circumstances, Councillor Chattaway would relinquish her portfolio responsibilities with immediate effect. Councillors were pleased to learn that she will continue in her role as a councillor, albeit in a limited capacity for the time being.

Councillor Maddocks enquired about the provision of litter bins along the path between Farm Close and Fairmead. The clerk referred him to minute reference: 138-01/20.2 where enquiries had been made of Huntingdonshire District Council regarding the provision of litter bins at this location. The initial response suggested that the path would be too narrow and that councillors agreed to accept the district council's offer of monitoring the area for a three-month period to identify the source of the litter in the first instance. Almost a year has passed since the last correspondence and the chairman suggested that this matter should be raised with Councillor Bull for review at the next meeting.

Councillor Edwards referred to minute reference: 104-12/20.1 regarding the tree works in Glebe Paddock. He suggested that the replanting of a native hedge could be carried out at the same time as the work and offered to approach Manor House Care Home to invite sponsorship of new hedging along the boundary. All were in favour of this approach.

121-01/21 **Date of next meeting:** 01 February 2021 at 7:00pm.

Close of meeting: 8:05pm