



Upwood and the Raveleys Parish Council

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A meeting of Upwood and the Raveleys Parish Council was held on Monday 06 June 2022 at 7.00pm in Upwood Village Hall.

Present: Councillors D. Awit, G. Bonnett-Kolakowska, J. Burgess (Chairman), J. Edwards (from item 21-06/22), J. Milner, R. Mashford, M. Tew.

In Attendance: Mrs. C. Bilverstone (Clerk), Councillor A. Costello and four members of the public.

Minutes

17-06/22 To receive and approve apologies for absence.

Councillors D. Awit: work commitment; R. Howe: personal commitment; C. Lowe (Huntingdonshire District Council): attendance required at another meeting.

18-06/22 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. There were no declarations of interest.

19-06/22 To consider the advertisement of a casual vacancy.

All were in favour of the advertisement of one casual vacancy. The clerk agreed to make the necessary arrangements.

20-06/22 To receive and approve the minutes of the annual parish council meeting held on 09 May 2022.

The minutes of the Annual Parish Council Meeting held on 09 May 2022 had been circulated in advance following the informal approval of the chairman. Councillor Mashford proposed that the minutes be approved. Councillor Bonnett-Kolakowska seconded the proposal. All were in favour and it was **resolved** to do so.

21-06/22 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. There was no public participation.

22-06/22 To receive reports from county and district councillors.

Councillor Costello (Huntingdonshire District Council) introduced herself and noted that she had received correspondence from a resident objecting to the planning application for the Cross Keys Public House (see item 23-06/22.2 below).

23-06/22 Notification of planning items.

23-06/22.1 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 (deferred from minute ref.: 154-04/21.1).

This application remains in abeyance.

23-06/22.2 22/00077/FUL | Erection of 3 attached dwellings | The Cross Keys, High Street, Upwood, PE26 2QE.

Councillors noted the receipt of three letters of concern regarding this application and raised the following concerns:

The proposal to build on the existing car park leaving only nine spaces for The Cross Keys Public House; together with inadequate parking provision for the proposed new homes would inevitably leading to increased parking along an already congested high street which currently serves as a bus route and mobile library site. This would be likely to cause vehicle access, exit and manoeuvring issues for properties opposite and adjacent to the site. Further congestion of the street scene is not only undesirable in aesthetic terms (the site lies in the heart of an attractive village and in a conservation area). It is also a safety concern both for motorists and pedestrians. The inherent noise and cooking odours from the public house would be unpleasant for those living in such close proximity.

Councillors compared this proposed development with the recent development in Church Lane which includes four 2-bedroomed properties. They are of a generous size; they have sufficient off-street parking and generous gardens. In contrast, this proposed development is for three very small 3-bedroomed properties that are simply not fit for purpose. The proposed room sizes are incredibly small with combined kitchen/dining and living areas. They would have very limited garden space and inadequate parking provision.

Councillors also considered the impact of this proposed development on the future of The Cross Keys. Given the difficulties that the current owner of the pub has had with keeping it open, the development which would result in insufficient parking and little or no outside hospitality space would make it an unattractive proposition for any prospective landlord. It was noted that "The Grand" in Ramsey was closed when new residents complained about the noise and councillors all agreed that The Cross Keys as the last remaining public house remains a much needed and much wanted asset in a community with very few facilities.

The proposed modern red-brick finish is completely incongruous with the street scene and particularly with the adjacent traditional white-washed cottages.

Councillor Burgess proposed that the parish council oppose this application on the grounds listed above. Councillor Bonnett-Kolakowska seconded the proposal. All were in favour and it was **resolved** to do so.

23-06/22.3 22/00556/FULTDC | Design, visual amenity and impacts upon the character and appearance of the area. Residential amenity Highway safety, access and parking. Flood risk. Trees and biodiversity | 29 Farm Close Upwood PE26 2QB

The parish council objected to this application at its "planning in principle" stage. Councillors noted (minute reference: 115-01/21.1) 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.

The current application is almost identical to that which the parish council refused.

The urban design officer's comment in the actions agreed from the urban design forum essentially agree with comments made by landscape colleagues with regards to the position of the entrance and the size of the side boundary fencing. Concerns were raised that the view from the adjacent open space would be dominated by a 1.8m high fence and a blank first floor. The recommendation is to move the entrance to the side (facing the adjacent open space) and replace the 1.8m fence with either a low brick wall or hedging. Councillors agreed that whilst this may address the relationship with the adjacent open space, it exacerbates the concern with regards to the symmetry of the street scene from Ramsey Road and from the entrance to Farm Close. Currently no. 29 and no. 40 are relatively symmetrical in terms of garden space to the side abutting the footpath and adjacent to the central open space. To essentially fill the side garden space at No 29 with a two storey extension will create an imbalance that will undoubtedly affect the street scene and may lead to a feeling of overcrowding or congestion. Councillors noted the significant number of new properties being built in this and surrounding parishes. Given that the properties on Farm Close are known to have generous garden space, they questioned the need for a cramped development of this nature when the risks outweigh the benefits.

Councillor Burgess proposed that the parish council opposes this application on the grounds listed above. Councillor Mashford seconded the proposal. Two councillors abstained from voting, all others were in favour and it was **resolved** to do so.



24-06/22 Finance

24-06/22.1 To approve accounts for payment: 06 June 2022

Reference	Description	Payee	Amount
SO	Clerk/RFO Salary. May 2022	Mrs C. Bilverstone	£1048.15
SO	Cemetery Officer Salary. April – June	Mr. B. C. Edwards	£128.02
SO	Clerk/RFO Salary PAYE/NI	HMRC	£87.74
SO	Employer National Insurance May 2022	HMRC	£60.83
DD	Employee & Employer Pension Contribution	SALVUS Master Trust	£116.22
DD	Pension Administration Fee	SALVUS Master Trust	£24.00
99844287	Clerk's Expenses: Working from Home Allowance, printing costs, postage, travel (May).	Mrs C. Bilverstone	£17.24
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.	Unity Trust Bank / store@adobe.com	£15.17
747158833	Parish Maintenance	BEAM	£700.00
Debit Card	Gorilla Tape (ref. 14-05/21.1)	Amazon EU	£14.60
291947865	Insurance Renewal	Arthur J. Gallagher	£712.48
698524785	Internal Audit	Canalbs Ltd.	£130.62
410171969	Parish Newsletter Insert	Parrot Print Ltd.	£140.00

Further to minute reference 11-05/22.1, an overpayment of £42.46 was made to HMRC on 30 April 2022 and an adjustment of £42.46 has been made at the end of the last pay period (31 May). The correct figures are listed in the table above.

24-06/22.2 To note income received: 06 June 2022.

Reference	Description	Received From	Amount
000047	Cemetery Fees (Interment)	Dignity Funerals Ltd.	50.00

The chairman proposed that the accounts be approved for payment and the income received acknowledged. Councillor Tew seconded the proposal. All were in favour and it was **resolved** to do so. The chairman signed the list of payments on the agenda; the chairman and Councillor Mashford signed each of the invoices and agreed to authorise the online payments. The chairman signed the bank reconciliation this was countersigned by Councillor Milner.

24-06/22.3 To review the internal audit report 2021/2022.

There were no matters arising from the internal audit. The clerk suggested that it would be prudent to seek a new auditor as Canalbs Ltd. has served this parish council for the last five years. Councillors agreed that the clerk should approach CAPALC for a quotation.

24-06/22.4 To consider a retrospective request for financial assistance to cover the cost of bunting (£202.30) for the community Platinum Jubilee Celebrations.

Councillor Milner proposed that the chairman be reimbursed with £202.30 at the next meeting. Councillor Edwards seconded the proposal. All were in favour and it was **resolved** to do so.

24-06/22.5 To consider making an application for CIL (Community Infrastructure Levy) funding from Huntingdonshire District Council.

Councillor Bonnett-Kolakowska volunteered to prepare a survey to enable consultation with residents regarding priorities for investment. Links will be posted via the parish website and social media. It will also be promoted through the parish newsletter and the Ramsey and Warboys Informer.

25-06/22 Traffic, Highways & Road Safety

25-06/22.1 To review data gathered from the Moveable Vehicle Activated Signs (MVAS) during April & May 2022.

April: MVAS 1 was located on Huntingdon Road opposite the junction with Ailwine Road to monitor traffic approaching from Bury. Of the 22,517 vehicles recorded, 2,467 were travelling at speeds in violation of the 40 mph limit. Of these, 1,988 registered speeds between 41 – 45 mph; 368 between 46-50 mph; 89 between 51-54 mph; and 22 were travelling at speeds in excess of 55 mph. The highest recorded speed was 73 mph. Cambridgeshire County Council testing was in place so the MVAS was not active for the full month.

MVAS 2 was located on Huntingdon Road by the allotments to monitor traffic approaching from Great Raveley. Of the 28,210 vehicles recorded, 3,852 were travelling at speeds in violation of the 40 mph limit. Of these, 2,776 registered speeds between 41 – 45 mph; 735 between 46-50 mph; 235 between 51-54; and 107 were travelling at speeds in excess of 55 mph. The highest recorded speed was 91 mph.

MVAS 3 was located by the post box in Great Raveley to monitor traffic approaching from Woodwalton. No data was recovered due to battery failure.

May: MVAS 1 was located on Huntingdon Road opposite the junction with Ailwine Road to monitor traffic approaching from Bury. Of the 16,264 vehicles recorded, 1,498 were travelling at speeds in violation of the 40 mph limit. Of these, 1,232 registered speeds between 41 – 45 mph; 215 between 46-50 mph; 41 between 51-54 mph; and 9 were travelling at speeds in excess of 55 mph. The highest recorded speed was 69 mph. Cambridgeshire County Council testing was in place so the MVAS was not active for the full month.

MVAS 2 was located on Huntingdon Road by the allotments to monitor traffic approaching from Great Raveley. Of the 29,208 vehicles recorded, 4,017 were travelling at speeds in violation of the 40 mph limit. Of these, 2,903 registered speeds between 41 – 45 mph; 777 between 46-50 mph; 228 between 51-54; and 109 were travelling at speeds in excess of 55 mph. The highest recorded speed was 88 mph.

MVAS 3 was located by the post box in Great Raveley to monitor traffic approaching from Woodwalton. Of the 6,192 recorded, 1,571 were travelling at speeds in violation of the 30 mph limit. Of these, 1,208 vehicles registered speeds between 31 – 35 mph; 297 between 36-40 mph; 53 between 41-45 mph; and 9 were travelling at speeds in excess of 50 mph. The highest recorded speed was 60 mph.

The new (fourth) MVAS (LHI 2021/2022) will soon be operational.

25-06/22.2 To receive an update on speed management strategies.

The Cambridgeshire County Council approved MVAS devices were placed in two locations (Huntingdon Road and Ramsey Road) to monitor vehicles travelling in both directions for seven days from 27 April to 04 May. The parish council's MVAS devices were turned off during this period. The parish council is waiting for confirmation that it can progress with a speed reduction application.

Interestingly, although Huntingdon Road is a weight restricted (7.5 tonne) road, 1,181 heavy goods vehicles were recorded travelling along Huntingdon Road during the seven day period, with a maximum speed of 76mph!

The data gathered on Huntingdon Road indicates a higher percentage of speed violations than the parish MVAS devices with 37.7% of vehicles travelling in excess of 41 mph. Of the 25,865 vehicles recorded, 6034 (23.3%) were travelling at speeds between 41-45 mph; 2545 (9.8%) between 46 – 50 mph; 817 (3.2%) between 51 – 55 mph; and 366 (1.4%) at speeds in excess of 56 mph. The inbound and outbound results are as follows (where V85 = 85th percentile velocity recorded): inbound from the Raveleys, the V85 was 41mph and the average was 36mph; outbound to the Raveleys, the V85 was 47mph and the average was 41mph.

The data gathered on Ramsey Road indicates that 10.6% of vehicles (2,919) were in violation of the 40mph speed limit. Of the 27,667 vehicles recorded, 2,360 (8.5%) were travelling at speeds between 41-45 mph; 424 (1.5%) between 46 – 50 mph; 104 (0.4%) between 51 – 55 mph; and 31 (0.1%) at speeds in excess of 56 mph. The inbound and outbound results are as follows (where V85 = 85th percentile velocity recorded): inbound from Bury, the V85 was 38mph and the average was 33mph; outbound to Bury, the V85 was 40mph and the average was 34mph. The chairman thanked Councillor Bonnett-Kolakowska for her detailed analysis of the data.

26-06/22 Community

26-06/21.1 To consider the renewal of the lease for Glebe Paddock (due to expire in June 2023).

Councillor Tew noted that "Fields in Trust" recommend 5.35 hectares of total green space provision per 1,000 people (for play, outdoor sports and other outdoor provision, plus natural and semi-natural spaces). It was noted that other than the play areas in Bentley Close and Farm Close, Glebe Paddock is the only recreational space open to the public and freely available to residents and therefore a vital asset to this community. The chairman proposed that the clerk should make enquiries about the parish council potentially purchasing the land to ensure its future as a recreational area, but if this is not possible that the lease should be renewed for a further ten years. Councillor Bonnett-Kolakowska seconded this proposal. All were in favour and it was **resolved** to do so.

27-06/22 Correspondence and Communications.

27-06/22.1 Correspondence from Cambridgeshire County Council regarding the Draft Fenland Transport Strategy - <https://www.cambridgeshire.gov.uk/asset-library/Transport-Strategy-Fenland-2022-Engagement-Draft.pdf> and the Draft Active Travel Strategy for Cambridgeshire - <https://www.cambridgeshire.gov.uk/asset-library/Draft-Active-Travel-Strategy-Stakeholder-Engagement-version.pdf>

Councillor Tew noted that Peterborough University will open in September yet there is no public transport available to potential students from this parish who may wish to continue their education. Councillor Bonnett-Kolakowska and Councillor Tew agreed to formulate a response on the parish council's behalf.

27-06/22.2 Further to concerns raised by residents, the chairman and the clerk have agreed that the following text will be added to the minutes of the next parish council meeting (06 June) and to the minutes of the Annual Parish Meeting which will be reviewed next May. A correction will be made to the chairman's report which accompany those minutes. The text will also be published in the next edition of the parish council's newsletter: *Correction to the "Report from the Chairman" published as an attachment to the draft minutes of the Annual Parish Meeting held on 09 May 2022; and in Upwood and the Raveleys Parish Council's Annual Report 2021 – 2022: The sentence, "Upwood have agreed planning permission for a single home behind Fisherman's Close" should read, "Huntingdonshire District Council has granted planning permission for a single home on the land between Fisherman's Close and 71 & 77 High Street". The parish council resolved not to support this application (21/01421/FUL) at its meeting in October 2021 until such time as a satisfactory independent report (to assess the risks associated with building on sloped land on the type of soil identified; the effective management of surface water/domestic water drainage; and the suitability of the proposed methods of disposal of water and foul sewage) could provide reassurance for the integrity of the neighbouring properties and the High Street (minute reference: 54-10/21.2).*

27-06/22.3 Two letters of complaint regarding hedge-cutting on Meadow Road.
An additional letter had been received after publication of the agenda. Councillors acknowledged that there have been minor teething issues resulting from the new parish maintenance contract. Councillor Awit is liaising with the contractor and will continue to monitor the situation to ensure compliance with the contract and the scope of work.

28-06/22 **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.

Councillor Mashford confirmed that minor repairs have been affected to the play equipment in Bentley Close. The children's summer sports sessions (minute reference: 124-03/22.3) will take place on Friday 29 July, Wednesday 03 August and Friday 05 August from 10am to 12pm. Details will be published on the parish website and on the parish council and community facebook pages.

Councillor Milner suggested that the noticeboard at Farm Close is not fit for purpose. He agreed to approach Bedfordshire Pilgrims and Muir Group Housing Associations to request a suitable replacement.


The chairman confirmed that a memorial bench is to be installed on the highway verge at the junction of Church Lane and Huntingdon Road. The bench has been purchased and will be installed by private residents with the permission of Cambridgeshire County Council Highways Department.

Councillor Edwards asked that thanks be recorded to Mr Chris Burgess for his assistance in installing the new bench on Meadow Lane.

Councillor Bonnett-Kolakowska asked that thanks be recorded to Upwood Cricket Club and to the team of residents who organised the recent platinum jubilee celebrations. The event was a great success. The organisers will meet in the coming weeks to review and consider future events. All agreed that there is an appetite for community events such as this particularly in the wake of the Covid-19 pandemic.

29-06/22 **Date of next meeting:** Monday 04 July 2022.

Close of meeting: 8:40pm


04 July 2022