



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 09 January 2023 at 7.00pm in Upwood Village Hall.

Present: Councillors, D. Awit (from item 115-01/23), J. Edwards, R. Howe, R. Mashford, E. Staples (from item 111-01/23).

In Attendance: Mrs. C. Bilverstone (Clerk), Councillor C. Lowe (Huntingdonshire District Council) and three members of the public.

Minutes

In the absence of the chairman, this meeting was presided over by Councillor Howe, Vice-Chairman.

109-01/23 To receive and approve apologies for absence.

Councillor Burgess & Councillor Chatfield: Personal. Councillor Milner was absent.

Councillor Costello (Huntingdonshire District Council) & Councillor Corney (Cambridgeshire County Council): attendance required at other meetings.

110-01/23 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.

111-01/23 To consider applications for two casual vacancies one arising from the resignation of Councillor Bonnett-Kolakowska; and one arising from the death of Councillor Tew.

Members reviewed an application from Mrs Emma Staples and she was invited to address the council. Mrs Staples has lived with her family in Upwood village for eight years. Her children attend Upwood to Tall and she is chairman to the committee. Her professional background is in writing and communications. She is passionate about supporting the parish council particularly with its traffic management strategies. Councillor Howe proposed that Mrs Staples be co-opted to the council. Councillor Mashford seconded the proposal. All were in favour and it was **resolved** to do so. Councillor Staples signed her declaration of acceptance of office and this was countersigned by the clerk.

112-01/23 To receive and approve the minutes of the parish council meeting held on 05 December 2022.

The minutes of the meeting of Upwood and the Raveleys Parish Council held on 05 December 2022 had been circulated in advance following the informal approval of the chairman. The clerk noted a correction to item 101-12/22.1: Clerk/RFO Expenses for November 2022 had been listed as £12.93. The correct figure is £14.24. The vice-chairman proposed that the minutes be approved on this basis. Councillor Edwards seconded the proposal. No other councillors had been present so it was **resolved** to do so.

113-01/23 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.

114-01/23 To receive reports from county and district councillors.

Councillor Lowe noted that further to item 85-11/22 a bill is due to be discussed in the Houses of Parliament regarding the affordability (reduction of import duties and tax) of hydrogenated vegetable oil (HVO).

Councillor Corney had forwarded details of the Cambridgeshire and Peterborough Combined Authority's consultation [There's still time to have your say on how we spend our money in the future - Cambridgeshire & Peterborough Combined Authority \(cambridgeshirepeterborough-ca.gov.uk\)](https://www.cambridgeshirepeterborough-ca.gov.uk)

Councillor Corney also highlighted an issue with bulky waste disposal, whereby a new directive from the Environment Agency means that items such as sofas must now be incinerated and not taken to landfill. Cambridgeshire County Council is currently unable to facilitate this and Huntingdonshire District Council has limited capacity to continue to collect and store old sofas until a solution is agreed with a neighbouring authority.

115-01/23 Notification of planning items.

115-01/23.1 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.

115-01/23.2 22/02437/HHFUL | Construction of a detached garage | Old Manor Farm House, Great Raveley. PE28 2QX.

Members reviewed this application, noting the proposed demolition of a dilapidated building to make way for a new garage in keeping with the design of the farmhouse. All agreed that no issues had been raised in the biodiversity study. The vice-chairman proposed that the parish council supports this application. Councillor Awit seconded the proposal. All were in favour and it was **resolved** to do so.

116-01/23 Finance

116-01/23.1 To approve accounts for payment: 09 January 2023

Reference	Description	Payee	Amount
SO	Clerk/RFO Salary. December 2022	Mrs C. Bilverstone	£1116.35
SO	Clerk/RFO Salary PAYE/NI	HMRC	£42.87
SO	Employer National Insurance. December 2022	HMRC	£63.79
DD	Employee & Employer Pension Contribution	SALVUS Master Trust	£122.02
DD	Pension Administration Fee	SALVUS Master Trust	£24.00
32157276	Clerk/RFO Expenses. December 2022	Mrs C. Bilverstone	£15.60
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
827682460	Grant (minute ref.: -101-12/22.4)	Upwood Small to Tall	£1,000.00
687584253	Newsletter Insert. December 2022	Parrot Print Ltd.	£320.00
632129483	Defibrillator pads (minute ref.: 105-12/21.1)	The Community Heartbeat Trust (Solutions) Ltd.	£52.80

116-01/23.2 To note income received: 09 January 2023.

Reference	Description	Received From	Amount
000054	Cemetery Fees	Dignity Funerals Ltd.	£150.00
BACs	Cemetery Fees	A.J. Mills Master Masons	£60.00
BACs	Sale of book. (minute reference: 87-11/22.5)	eBay	£13.22

Councillor Mashford proposed that the accounts be approved for payment and the income received be acknowledged. Councillor Edwards seconded the proposal. All were in favour and it was **resolved** to do so. The vice-chairman signed the list of payments on the agenda; Councillor Mashford signed each of the invoices and agreed to authorise the online payments. In the absence of a second signatory, the chairman was asked to countersign the invoices and authorise the online payments after the meeting. The vice-chairman signed the bank reconciliation and this was countersigned by Councillor Mashford.

117-01/23 Personnel

117-01/23.1 To receive an update from the chairman and vice-chairman regarding plans to recruit a new parish clerk/RFO. Two strong applications had been received and both applicants were interviewed on 06 January. The vice-chairman confirmed that the position had been offered to and accepted by Mrs. Louise Clowery who is currently clerk/RFO for Pidley-cum-Fenton Parish Council. Mrs. Clowery has a background in financial services; is ambitious to develop her career as a clerk; and is willing to undertake training for CiLCA (Certificate in Local Council Administration). The vice-chairman proposed that Mrs. Clowery be formally appointed at LC2 scale point 27 on the National Joint Council (NJC) salary scale for 45 hours per month to include 5 hours per month to cover

bank and public holidays, statutory holidays and annual leave (pro-rata) with effect from 01 April 2023. Councillor Staples seconded the proposal. All were in favour and it was **resolved** to do so.

118-01/23 Traffic, Highways & Road Safety

118-01/23.1 To review data gathered from the Moveable Vehicle Activated Signs (MVAS) between June and December 2022. Data for June, July, November and December is not available at this time.

August 2022:

MVAS 1 was located on Huntingdon Road opposite the Ailwine Road junction to monitor vehicles travelling towards the Raveleys. Of the 22,359 vehicles recorded, 2,125 registered speeds in violation of the 40 mph speed limit. 1,726 registered speeds between 41-45 mph, 319 between 46-50 mph, 60 between 51-54 mph and 20 vehicles were travelling at speeds in excess of 55 mph. The highest recorded speed was 87 mph.

MVAS 2 was located on Huntingdon Road by the allotments to monitor vehicles travelling towards Bury. Of the 34,706 vehicles recorded, 4,512 registered speeds in violation of the 40 mph speed limit. 3,221 registered speeds between 41-45 mph, 915 between 46-50 mph, 262 between 51-54 mph and 113 vehicles were travelling at speeds in excess of 55 mph. The highest recorded speed was 99 mph.

MVAS 3 was located by the post box in Great Raveley to monitor vehicles approaching from Woodwalton. Of the 5,203 vehicles recorded, 1,276 registered speeds in violation of the 30 mph speed limit. 983 registered speeds between 31-35 mph, 242 between 36-40 mph, 41 between 41-45 mph and 3 vehicles were travelling at speeds in excess of 50 mph. The highest recorded speed was 70 mph.

MVAS 4 was located on Huntingdon Road, Little Raveley to monitor vehicles travelling towards Huntingdon. Of the 18,551 vehicles recorded, 2,914 registered speeds in violation of the 40 mph speed limit. 2,405 registered speeds between 41-45 mph, 426 between 46-50 mph, 66 between 51-54 mph and 17 vehicles were travelling at speeds in excess of 55 mph. The highest recorded speed was 67 mph.

September 2022:

MVAS 1 was located on Huntingdon Road opposite the Ailwine Road junction to monitor vehicles travelling towards the Raveleys. Of the 25,732 vehicles recorded, 2,183 registered speeds in violation of the 40 mph speed limit. 1,775 registered speeds between 41-45 mph, 326 between 46-50 mph, 64 between 51-54 mph and 18 vehicles were travelling at speeds in excess of 55 mph. The highest recorded speed was 78 mph.

MVAS 2 was located on Huntingdon Road by the allotments to monitor vehicles travelling towards Bury. Of the 34,053 vehicles recorded, 4,424 registered speeds in violation of the 40 mph speed limit. 3,191 registered speeds between 41-45 mph, 869 between 46-50 mph, 248 between 51-54 mph and 116 vehicles were travelling at speeds in excess of 55 mph. The highest recorded speed was 103 mph.

MVAS 3 was located by the post box in Great Raveley to monitor vehicles approaching from Woodwalton. Of the 6,529 vehicles recorded, 1,632 registered speeds in violation of the 30 mph speed limit. 1,247 registered speeds between 31-35 mph, 315 between 36-40 mph, 57 between 41-45 mph and 4 vehicles were travelling at speeds in excess of 50 mph. The highest recorded speed was 65 mph.

MVAS 4 was located on Huntingdon Road, Little Raveley to monitor vehicles travelling towards Huntingdon. Of the 19,433 vehicles recorded, 3,475 registered speeds in violation of the 40 mph speed limit. 2,848 registered speeds between 41-45 mph, 523 between 46-50 mph, 86 between 51-54 mph and 18 vehicles were travelling at speeds in excess of 55 mph. The highest recorded speed was 72 mph.

October 2022:

MVAS 1 was located on Huntingdon Road opposite the Ailwine Road junction to monitor vehicles travelling towards the Raveleys. Of the 27,896 vehicles recorded, 2,402 registered speeds in violation of the 40 mph speed limit. 1,961 registered speeds between 41-45 mph, 354 between 46-50 mph, 70 between 51-54 mph and 16 vehicles were travelling at speeds in excess of 55 mph. The highest recorded speed was 78 mph.

MVAS 2 was located on Huntingdon Road by the allotments to monitor vehicles travelling towards Bury. Of the 34,018 vehicles recorded, 3,791 registered speeds in violation of the 40 mph speed limit. 2,717 registered speeds between 41-45 mph, 750 between 46-50 mph, 221 between 51-54 mph and 102 were travelling at speeds in excess of 55 mph. The highest recorded speed was 102 mph.

MVAS 3 was located by the post box in Great Raveley to monitor vehicles approaching from Woodwalton. (note that these results reflect 4 days of missing data). Of the 4,981 vehicles recorded, 1,262 registered speeds in violation of the 30 mph speed limit. 960 registered speeds between 31-35 mph, 243 between 36-40 mph, 47 between 41-45 mph and 30 vehicles were travelling at speeds in excess of 50 mph. The highest recorded speed was 67 mph.

MVAS 4 was located on Huntingdon Road, Little Raveley to monitor vehicles travelling towards Huntingdon. Of the 24,219 vehicles recorded, 4,274 vehicles registered speeds in violation of the 40 mph speed limit. 3,540 registered speeds between 41-45 mph, 612 between 46-50 mph, 98 between 51-54 mph and 23 vehicles were travelling at speeds in excess of 55 mph. The highest recorded speed was 70 mph.

118-01/23.2 To receive an update on speed management strategies.

The vice-chairman noted again that the MVAS devices act as a reminder to motorists but it is very unfortunate that the data, which is shared on a monthly basis, is not considered by the district or county councils in determining the outcome of planning applications or infrastructure strategies.

The vice-chairman confirmed that the Privately Funded Highway Improvement (PFHI) application to reduce the speed limit on Huntingdon and Ramsey Roads from 40 mph to 30mph (resolved under minute reference 56-10/21) had been submitted.

The vice-chairman has tried for many months to secure a meeting with Shailesh Vara MP but this has yet to happen. He noted that he has been invited to address Ramsey Town Council with a view to re-igniting the RUB (Ramsey, Upwood, Bury) Alliance and promoting consistency between the three councils in the handling of traffic management strategies relating to the demands on infrastructure by new development.

118-01/23.3 To consider the purchase of an android tablet for MVAS data downloads.

Councillors considered three quotations ranging from £99.00 to £119.00 All agreed that the purchase of the Acer ACTAB1022 with a 10" screen at £99.00 would be most cost effective and most practical. The vice chairman proposed that the clerk be authorised to use the parish council's debit card for this purpose. Councillor Awit seconded the proposal. All were in favour and it was **resolved** to do so.

119-01/23 Community

119-01/23.1 To review the terms of the renewal of the lease for Glebe Paddock and to consider approval in principle (subject to confirmation of the legal fees of the Ely Diocesan Board of Finance).

This item was deferred until the next meeting.

120-01/23 Correspondence and Communications

There was no additional correspondence or communications.

121-01/23 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 Awit reminded members of his two outstanding tasks arising from his risk management responsibilities: to renew the bird spikes on the Bentley Close play area swings and to re-affix the nets to the goal posts in Glebe Paddock. Purchase of the bird spikes using the parish council's debit card was authorised under minute reference: 56-09/22. No further progress has been made regarding the parish council's digital strategy and this will be reviewed at a later date. Councillor Awit agreed to check on the parish maintenance contractor's plans for trimming the allotments and cemetery hedges. Nothing further has been heard regarding the proposed donation of a memorial bench for the cemetery agreed under minute reference: 54-09/22.4. The clerk agreed to make enquiries as to the family's intentions.

Councillor Edwards noted that the remedial tree works in St. Peter's Churchyard agreed under minute reference: 85-12/21.2 has been delayed but that he is in touch with the contractor and will monitor the situation. He noted that the (second) memorial bench for the cemetery (minute reference: 90-11/21.3) has been delivered and that he will install it in the coming weeks. No further progress has been made regarding the purchase of a tree to be planted by the commemorative bench in Charter's Spinney (minute reference: 90-11/21.1) but Councillor Edwards agreed to action this in the coming weeks. He added that he plans to flail the wildflower areas along Huntingdon Road to promote growth and that there should be no need to purchase additional seed at this time. Councillor Mashford noted that she has obtained a revised quotation from Kompan for the refurbishment of Bentley Close Play Area. She and the clerk are waiting for a response from Huntingdonshire District Council regarding access to the Community Infrastructure Levy (CIL) grant accepted under minute reference: 87-11/22.6 and the subsequent progression of this project.

The vice-chairman informed members that former councillor, Mr David Paine, had recently died. Mr Paine joined Upwood and the Raveleys Parish Council in May 1999 and served as chairman from 2008 until his resignation in 2011. Members joined the vice-chairman in offering condolences to Mr Paine's family.

122-01/23 Date of next meeting: Monday 06 February 2023.

Close of meeting: 8:15pm

Handwritten signature
06/02/23.