



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 10 January at 7.00pm in Upwood Village Hall.

Present: Councillors D. Awit, J. Burgess, J. Edwards, R. Howe (Chairman), N. Maddocks, A. Perkins, M. Tew.

In Attendance: Mrs. C. Bilverstone (Clerk), Councillor M. Haines (Huntingdonshire District Council) from item 95-01/22.2 No members of the public were in attendance.

Minutes

89-01/22 To receive and approve apologies for absence.

Councillors Bonnett Kolakowska and Mashford: Personal.

Councillor G. Bull (District Councillor) & Councillor S. Corney (County Councillor): Attendance required at other meetings.

90-01/22 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.

91-01/22 To receive and approve the minutes of the parish council meeting held on 06 December 2021.

The minutes of the meeting of Upwood and the Raveleys Parish Council held on 06 December 2021 had been circulated in advance following the informal approval of the chairman. Councillor Burgess proposed that the minutes be approved. Councillor Maddocks seconded the proposal. All were in favour and it was **resolved** to do so.

92-01/22 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.

93-01/22 To receive reports from county and district councillors. No reports had been received.

94-01/22 Notification of planning items.

94-01/21.2 21/00572/FUL | Application for full planning permission for demolition of existing redundant buildings 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.

95-01/22 Finance

95-01/22.1 To approve accounts for payment: 10 January 2022

Reference	Description	Payee	Amount
SO	Clerk/RFO Salary. December 2021	Mrs C. Bilverstone	£1043.68
SO	Clerk/RFO Salary PAYE/NI	HMRC	£41.42
SO	Employer National Insurance December 2021	HMRC	£55.92
DD	Employee & Employer Pension Contribution	SALVUS Master Trust	£114.22

M. Tew.

DD	Pension Administration Fee	SALVUS Master Trust	£24.00
992228158	Clerk's Expenses: Working from Home Allowance, printing costs (December).	Mrs C. Bilverstone	£11.75
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. 27/11/21	Unity Trust Bank / store@adobe.com	£15.17
Debit Card	Monthly Subscription. Acrobat Pro DC. 27/12/21	Unity Trust Bank / store@adobe.com	£15.17
714096634	Newsletter Inserts. December 2021	Micromac Printers	£82.00

95-01/22.2 To note income received: 10 January 2022. None received.

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

95-01/22.3 To consider a grant application from Upwood and the Raveleys Newsletter.

Councillor Awit proposed that the application for £1,000 be approved. Councillor Burgess seconded the proposal. All were in favour and it was **resolved** to do so.

95-01/22.4 To consider an application for funding from the "strategic portion" of Community Infrastructure Levy (CIL) collected by Huntingdonshire District Council.

Councillors noted the recent rejection of the parish council's 30mph speed limit application for Huntingdon Road and Ramsey Road. Whilst the MVAS already employed in the parish act as a deterrent, councillors recognise the need to gather accurate traffic data which could be more readily aggregated with that gathered by Cambridgeshire County Council if this scheme is to be successful in the future. Councillor Tew suggested that purchase of one "SDR Radar Traffic Classifier" at a cost of approximately £4,000, would fulfil this requirement. These are now utilised by Bury Parish Council. One monitor collects data from vehicles travelling in both directions; and records different vehicle types. The chairman together with Councillor Burgess and Councillor Tew agreed to attempt to make an application to the district council but it was noted that the process is onerous and this may need to be deferred until the next opportunity in April. Councillor Tew suggested that Bury Parish Council may consider the loan of a device to this parish in the shorter term.

96-01/22 Governance

96-01/22.1 To consider the development of an emergency plan for the parish.

The chairman thanked Councillor Tew for sharing this document which has been produced by Cambridgeshire County Council and Huntingdonshire District Council. Councillor Tew proposed that the parish council adopts the document. The chairman seconded the proposal. All were in favour and it was **resolved** to do so.

97-01/22 Traffic, Highways & Road Safety

97-01/22.1 To review data gathered from the Moveable Vehicle Activated Signs (MVAS) during December 2021.

MVAS 1 was located on Huntingdon Road opposite the junction with Ailwine Road to monitor traffic approaching from Bury. Of the 27,355 vehicles recorded, 2,433 registered speeds in violation of the 40 mph limit. 1,973 registered speeds between 41-45 mph; 370 between 46-50 mph; 77 between 51-54 mph and 13 were travelling at speeds in excess of 55 mph. The highest recorded speed was 74 mph.

MVAS 2 was located on Huntingdon Road by the allotments to monitor traffic approaching from Great Raveley. (the significant increase in the volume of traffic on Huntingdon Road means that the batteries now need to be changed every five days, thus seven days-worth of data was missed during December). Of the 24,298 vehicles recorded 2,674 registered speeds in violation of the 40 mph limit. 1,916 registered speeds between 41-45 mph; 548 between 46-50 mph; 153 between 51-54 mph; and 57 were travelling at speeds in excess of 55 mph. The highest recorded speed was 85 mph.

MVAS 3 was located by the post box in Great Raveley to monitor traffic approaching from Woodwalton. Of the 4,908 vehicles recorded, 1,086 registered speeds in excess of the 30 mph speed limit. Of these, 841 registered speeds between 31-35 mph, 203 between 36-40 mph, 33 between 41-45 mph, 7 between 46-50 mph; and 1 was travelling at 55 mph.

97-01/22.2 To receive an update on speed management strategies.

Please see item 95-01/22.4 above.

98-01/22 Community

- 98-01/22.1 Further to minute reference: 57-10/21.2, to receive an update on strategies to improve the provision of play and recreation facilities for children and young people.
Councillor Maddocks (on behalf of Councillor Mashford) reminded councillors of the consultation which had led to a design brief and the sourcing of three quotations for the refurbishment of Bentley Close Play Area. Councillors agreed that the quotation from Kompan (£44,425.95 + VAT) was competitive but also that the service provided from the company was exceptional. Councillors were impressed by the sustainable nature of the products; a design which would extend the age range of users from 0-5 years to 0-8 years; and the proposed method of removal of the existing equipment which could potentially be sold or used elsewhere. The quotation from Kompan was the only one which was fully inclusive of landscaping, equipment removal, ground works and re-surfacing. All agreed that this would be a significant financial commitment which would only be possible through one or more successful grant applications to top-up the £9,000 which is currently held in reserve for this purpose. Councillor Maddocks proposed that the parish council accepts the quotation from Kompan providing that external funding is secured. Councillor Awit seconded the proposal. All were in favour and it was **resolved** to do so. Grants will be pursued in the coming months.
- 98-01/22.2 To consider ideas for the celebration of the Queen's Platinum Jubilee.
Councillor Awit and Councillor Burgess agreed to coordinate a working party and invite members of the public to join them in considering how best to celebrate this historic event.

99-01/22 Parish Maintenance

- 99-01/22.1 To consider quotations for a new parish maintenance contract to commence in the spring of 2022.
Further to discussion at the previous meeting, a total of eight companies had been approached, resulting in five quotations. Three of these were particularly competitive; references had been followed up and on this basis Councillor Awit proposed that "BEAM Groundscare" be awarded a three-year contract at an annual cost of £6,980 (the company is not VAT registered) with a one-year break clause. Councillor Burgess seconded this proposal. All were in favour and it was **resolved** to do so.
- 99-01/22.2 To record the destruction of the bench at the junction of Longholme/Ramsey and Huntingdon Roads (a parish council asset). To consider the implications of an insurance claim and to consider options for its replacement.
The clerk confirmed that this incident had not been reported to the police and that a claim of this nature on the parish council's insurance policy would be subject to an excess of £400.00. Councillors considered quotations for its replacement but prior to making a decision, agreed to enquire whether the organisers of the fundraising campaign to purchase benches for the parish would be interested in placing a bench at this location

100-01/22 Correspondence and Communications.

- 100-01/22.1 To acknowledge receipt of Cambridgeshire County Council's "Localised Flood Advice" document.
- 100-01/22.2 Notification of the launch of Cambridgeshire County Council's "Local Heritage List Project".
- 100-01/22.3 Notification from The Wildlife Trusts for Bedfordshire, Cambridgeshire and Northamptonshire regarding seasonal access restrictions to local sites (including Lady's Wood).
The car park on Meadow Lane will be closed from mid-January 2022 to enable woodland management to take place in Lady's Wood. Guided bluebell walks will be offered in April with a discount for Wildlife Trust BCN members (the car park will be opened for these organised events).

- 101-01/22 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. There were no further reports.

- 102-01/22 Date of next meeting: Monday 07 February 2022.

Please note that for personal reasons, the agenda will be published one day earlier than usual, on Monday 31 January 2022.

Close of meeting: 8:40pm

D. Howie

7/2/22.