

UPWOOD AND THE RAVELEYS PARISH COUNCIL

Minutes of the meeting of Upwood and the Raveleys Parish Council
Held in the Village Hall on Monday 2nd April 2012

Councillors present: Mr C Bryce, Mr R Howe (Chairman), Mrs J Noble, Mrs J Paxton, Mrs G Shelford, Mr K Sisman.

Also present: Mr V Lucas, County Councillor, Ms T Rogers (Clerk) and 6 members of the public.

- 31/04-12 To receive and approve apologies for absence
Received from Cllrs Perkins and Brown
- 32/04-12 Declaration of Interests
Councillors to declare any personal interest in any items on the agenda.
Cllr, Shelford, allotments
Cllr Sisman, public transport
items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- 33/04-12 Public Participation
Any member of the public wishing to speak on any matter should contact the Clerk or Chairman at least 24 hours prior to the meeting. A member of the public spoke briefly regarding his interest in purchasing a property within the village albeit with the premise that he could extend the property onto Parish Council land. This matter was discussed by the council, see below.
- 34/04-12 To approve the minutes of the meetings held on the 5th and the 15th of March 2012.
It was agreed unanimously to accept the minutes as a true record of the meeting as it happened therefore a motion was passed to accept them as such.
- 35/04-12 Actions Report
Items for action from the previous meeting.
All items had been actioned.
- 36/04-12 Matters arising or carried forward from the last or previous meeting(s)
- 36/04-12.1 To receive the recommendations of the working party tasked with reviewing the cemetery regulations presented at the previous meeting, with a view to a resolution being made regarding their acceptance for administering the Churchyard/cemetery at Upwood.
Cllr Shelford reported the changes made to the regulations to fit to the Upwood and The Raveleys Parish Council. Whilst being reviewed the working party did not have a list of the current prices charged, this was provided by the clerk and the working group are to review these against those recommended within the new regulations. The group will report back to the next meeting before the regulations are finally accepted.
- 36/04-12.2 Report following the meeting held on the 26th March with the newsletter committee followed by the necessary resolution to approve any recommendation(s) made to the Parish Council following that meeting.

Cllr Shelford read her report of the meeting which she had previously circulated. It was agreed that the £50.00 outstanding to the Newsletter from the amount agreed earlier in the year would be paid over. Cllr Howe reported that he had attended the meeting and had viewed their accounts which showed a positive balance derived from advertising and the contribution made by the Parish Council. He reported the meeting had been positive, that he had written an update for the Newsletter from the Parish Council, which had been included with the latest edition. It was agreed that the Parish Council should include a report to be included in each edition of the newsletter

Cllr Shelford was proposed as the representative to liaise between the Newsletter committee and the Parish Council, this was agreed unanimously and a motion passed to this effect.

36/04-12.2

Report from the meeting held on the 22nd March with the allotment holders following the presentation given by Karen Kenny at the Parish Council meeting held on the 5th March.

To discuss and make any resolutions necessary following recommendations from the meeting.

Cllr Bryce reported that an allotments association had been formed and that it would be applying for membership to the National Society of Allotments and Leisure Gardeners. He said he would ensure the tap at the allotments was turned on that coming weekend and the allotments association would be asked if they would agree to supply water from the tap to those requiring water for cemetery purpose.

The allotments association would be mentioned in the next addition of the newsletter.

The clerk will write to allotment holders who have allowed their allotments to fall into neglect – once the allotment numbers have been identified.

The Parish Council have given the allotment association authority to clear untenanted allotments.

Cllr Sisman proposed the association be given the Parish Council's approval to agree to half plots, Cllr Bryce seconded all were in agreement therefore a motion was passed to this effect.

The latest allotment agreement will be circulated as will the association's constitution. The agreement requires review before being adopted as the final version.

Karen Kenny of NSALG will be approached for advice on how best to administer monies owing by the parish council to the allotments association.

Other land owned by the Parish Council for allotment use needs review. The land needs to be identified and its governance decided upon. Cllrs Howe and Bryce will continue work on this issue.

37/04-12

To receive reports from County and District Councillors

To receive verbal reports from district and county councillors

37/04-12.1

Cllr Lucas reported that the issue surrounding the withdrawal of the subsidised bus service for the Parish is not due for consideration until 2014 by which time information will be available from areas from which it has already been withdrawn. Therefore the issue will be re considered in eighteen months' time.

37/04-12.2

Cllr Lucas said that local authorities are seeking Olympic leaders to organise various events to celebrate the Olympic and Paralympic games

- 37/04-12.3 Cllr Lucas reported that he has complained about the speed of the broadband service in the area as many small businesses depend on a reliable broadband service. He said that both BT and Virgin had signed up to provide a service of at least 8mg per minute over the coming year.
- 37/04-12.4 Cllr Lucas reported that with the cuts being made to the police force individuals are being encouraged to stand to represent their parishes. Police and Crime Commissioner elections are taking place on the 15th November and nominations are being accepted from individuals with gravitas in their communities to stand under the police 'umbrella'. The Home Office has recognised this will be a different method of policing. It is suggested that every two months the police crime committee write to Parish Councils asking for any issues concerning the police authorities and their work. One councillor considered this to be a retrograde step.
- 37/04-12.5 Cllr Howe as District Councillor said he had very little to add. He said the planning reform laws for have now been circulated, the government have issued a fifty page document detailing the planning regulations for England. Their aim is to push planning issues down to more local levels.
Cllr Howe mentioned rules regarding travellers sites. He said the District Council has an obligation to make sites available and sixty pitches are required in the Huntingdon area there are currently twenty five. There are currently two candidate sites in Upwood.
- 38/04-12 Matters for information only
- 38/04-12.1 The Co-option of the successful candidate to the position of councillor following the previous meeting
Mrs Jean Noble was co-opted on to the Parish Council and has completed all the necessary forms.
- 39/04-12 Planning
- 39/04-12.1 Ref: 1200376FUL Erection of conservatory to rear 36 Farm Close, Upwood
Although not present at this meeting Cllr Perkins has reviewed the application. Cllr Shelford declared an interest at this point as her son is a neighbour of the applicant therefore she took no part in voting. It was agreed the building was consistent with others in the immediate vicinity and a majority of the council approved it going ahead therefore a motion was passed to this effect.
- 40/04-12 Parish Council Matters
- 40/04-12.1 Consideration to be given to the purchase of a public notice board and a resolution for this and to decide upon its' positioning.
It was decided that prices be sought for the cost of a board with the consideration of it being purchased in commemoration of the 'Jubilee'. One possible site for a board would be near the telephone box on the High Street.
- 40/04-12.2 Allotment update if not covered at 36/04-12.2
As at 36/04-12.2

- 40/04-12.3 Her Majesty's Diamond Jubilee at Burghley House, Stamford 13.06.12
 You are invited to nominate 2 people from your Parish to attend the picnic, each of whom will be able to bring a guest. It is important that those who play a part in the life of the community are represented.
 The total attendance is limited and each person will be issued with a ticket. The tickets are free but there will be a £20 charge per vehicle for parking. Blue Badge holders will have access to a designated disabled parking area. Participants are encouraged to bring picnics. – Resolution for 2 attendees if agreed.
 It was agreed that councillors would make nominations to the clerk by the 4th of April, who would then take 2 names at random and forward these as requested.
- 40/04-12.4 The Small Road Improvement at the Little Raveley Junction
 The County Council have replied that our suggestion, previously forwarded, would not be feasible or comply with traffic regulations and the general directions 2002 but it may be possible to remove the grass triangle and re-align the junction at a cost of approximately £11,000. The Parish Council would be expected to pay 10% of the costs. A resolution is required if the council still wish to pursue this.
 This was discussed and decided this suggestion was not acceptable. It was agreed that the grass triangle should remain. Cllr Howe said that the original proposal from the Parish Council of a stop sign and speed reduction was purely a simple traffic management scheme. Cllr Sisman said this was a genuine safety issue.
 It was agreed that Cllr Sisman will revisit the Council's original proposal with a view to making an alternative approach to the County Council.
- 40/04-12.5 Resolution required to set a date for the Annual Parish Meeting. It was decided that the Annual Parish Meeting will take place on the 14th May along with the Annual General Meeting and the usual monthly meeting.
- 40/04-12.6 Resolution to agree to extra hours necessary for the clerk to complete the Annual Return.
 2011/12
 Cllr Sisman proposed the clerk be allowed the appropriate extra hours necessary to prepare the annual accounts, Cllr Paxton seconded, agreed unanimously therefore a motion was passed to this effect.
- 41/04-12 Correspondence and Communications
 An e mail had been received from a member of the public wishing to purchase a property in the parish that has a tennis court but it appears a provision of the purchase is the extension of the tennis court to a full sized court, it currently falls short of the standard length. The extension would be onto parish council land which is laid to allotments. The Parish Council discussed this at length and finally resolved that they wouldn't support the purchase of the property by giving assurances that the would be purchaser would be granted permission to extend onto the allotment area because:
 The land is charitable
 The land is currently leased out and as such the tenant would be entitled to twelve months notice from the next rental period.
 The land would be subject to planning permission as it would require a change of use
 This would set a precedent to other parishioners with properties backing onto the land
 The clerk would advise the applicant of the council's decision.
- 42/04-12 Finance and Procedure
 42/02-12.1 To approve accounts for payment as at 1st April 2012

CALC-CTP (standing orders)	£25.00
CAPALC annual membership	£424.05
Mijan 2010/11 internal audit	£144.00
P.E.P.C training and printing	£38.52
Salaries	£271.65
Micromac printing	£38.00
HMRC period 12	£56.00
Clerk's expenses	£21.60
Village hall	£134.58

It was agreed unanimously to accept and pay the above therefore a motion was passed to that effect.

- 43/04-12 Matters for future consideration
- 43/04-12.1 To consider the adoption of the 2010 standing orders as per NALC
It was considered this was done whilst the acting clerk Denise Banham was in post.
- 43/04-12.2 Bus subsidiaries review – Cllr Lucas e mail dated 26/02/2012 – to consider a case for the retention of our bus services due to be abandoned in 2014.
Cllr Lucas had discussed this in 37/04-12.1
- 44/04-12.3 Date of next meeting(s)
Parish Council Meeting/Annual Parish Meeting/AGM – 14 May 2012

Close of meeting – 21.35

Signed:

Date: