

# UPWOOD AND THE RAVELEYS PARISH COUNCIL

Minutes of the meeting of Upwood and the Raveleys Parish Council  
Held in the Village Hall on Monday 5<sup>th</sup> December 2011

**Councillors present:** Mr R Brown, Mr C Bryce, Mr R Howe (Chairman), Mrs J Kirkby, Mr A Perkins, Mrs J Paxton, Mrs P Rignall, Mrs G Shelford and Mr K Sisman.

**Also present:** County Councillor V Lucas, Ms T Rogers (clerk) and 8 members of the public.

**01/12-11 To receive and approve apologies for absence**  
There were none

**02/12-11 Declaration of Interests**

a) Councillors to declare any personal interest in any items on the agenda.

i) Cllr Bryce regarding agenda item 08/12/11-1.1

ii) Cllr Shelford regarding agenda item 08/12/11-2

b) Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.

None

**03/12/11 Representatives from Fivestone Ltd - a brief presentation regarding planning application 11/01865/FUL made to HDC for 4 new wind turbines next to that already existing at St Mary's road, Ramsey.**

Nick Sutton and Amelie Treppass from the company Fivestone (being the company handling the public affairs for the company developing the wind turbine site at Ramsey St Mary's) were present and gave a brief presentation in favour of the above planning application currently awaiting a decision. Councillors asked a number of questions including concerns regarding how the turbines would affect the landscape and the financial benefits to the local communities. In conclusion the Parish Council was not in favour of the project.

**04/12-11 To approve the minutes of the meeting held on the 7<sup>th</sup> November 2011.**  
Cllr Shelford proposed that the minutes be accepted as a true record and signed by the Chairman, this was seconded by Cllr Rignall and unanimously agreed.

**05/12-11 Actions Report**

Items for action from the previous meeting.

05/12-11.1 5) Third quote for tree works in the closed churchyard – ongoing.

05/12-11.2 8e) FOI and DPA requests -See agenda item 13

05/12-11.3 9a) Checksheets for the play areas, noticeboards and benches – on going.

05/12-11.4 9c) Cllr Sisman volunteered to organise the necessary corrections to the signs at the play area in Bentley Close and at Glebe paddock.

05/12-11.5 11a) The tap at the allotments has been isolated but still requires frost proofing.

All other actions have been completed

**06/12-11 Matters arising or carried forward from the last or previous meeting**

06/12/11-1 Maintenance of the closed churchyard

Decision required to pay an additional donation to the church in recognition of the voluntary work undertaken by Mr Peckover in the churchyard for the period 2008 to 2010.

The Parish Council had made a donation to the church at the last meeting in recognition of Mr Peckover's voluntary work during 2010 to 2011. Cllr Perkins had proposed a further donation be made for previous years. After discussion a resolution was passed to pay a further donation of £500.00. 1 councillor abstained from the vote

- 06/12/11.2 Missing fence at Glebe Paddock  
The clerk had sent a further e mail to Mr Buttery at Joliffe Daking to which there had been no reply therefore she will make contact by telephone.
- 06/12/11.3 Requests under The Freedom of Information Act and Data Protection Act  
Chairman reported that as yet the Parish Council is not free to disclose the information requested.
- 06/12/11.4 Maintenance of the National Grid building on Longholme Road  
Chairman reported that this work is still to be carried out.
- 06/12/11.5 13, I Letter from resident regarding a potential request to have a piece of grass verge stopped up.  
A letter had been received regarding a piece of land on the corner of Ailwine Road and the High Street in Upwood. The residents concerned wished to cultivate the land as garden. After discussion Cllr Brown proposed against this action being allowed, seconded by Cllr Sisman, all were in agreement therefore a resolution not to allow the resident to proceed was passed. The clerk will write and inform the residents of this decision.

County Councillor Lucas joined the meeting at 8.00 pm

- 07/12-11 To receive reports from County and District Councillors**  
To receive verbal reports from district and county councillors  
Cllr Lucas mentioned some traffic concerns which are covered at item 8/12-11.4 when Cllr Sisman spoke regarding his position as Highways Warden.  
Cllr Howe had nothing to report.
- 08/12-11 Parish Council Matters**  
**08/12/11-1 Planning**  
08/12/11-1.1 H/05010/11/CW, Erection of a glass reinforced plastic (GRP) kiosk to house control and dosing equipment. Upwood sewage treatment works. Meadow Lane, Upwood, PE26 2QL - Decision received.  
Councillors were informed that the District Council had agreed this application
- 08/12/11.1.2 1101782FUL, Change of use of existing buildings from agriculture to B1 (office) Common Farm, Chapel Road, Ramsey heights, Huntingdon, PE26 2QE. Amended plans. – Decision received  
Councillors were informed the the District Council had agreed this application
- 08/12/11-2 **Allotments – update from Cllr Bryce**  
Cllr Bryce passed a large map of the allotments to the clerk. He reported that:  
a) There are no obvious health and safety concerns.  
b) A few areas of hedge bordering the road required tidying  
c) The occupancy of the plots had been mapped with Alison Miles

- d) There are a couple of plots whose occupancy is in doubt.
- e) There are a few plots which have not been tended for some time.
- f) Invoices for the annual rent due have been sent to plot owners.
- g) Great Raveley has 4 allotments partitioned out of the full allotment area, one remains unoccupied.

Cllr Bryce reported the way forward.

- h) An outline plan has been conceived and is very much in the interests of the allotment holders.
- i) The plan is under review with outside experts on allotments and the PC rules will be reviewed by these experts before being presented at a future Parish Council meeting.
- j) A meeting with Karen Kenny of the National Society of Allotment and Leisure Gardens will take place on the 15<sup>th</sup> December.

Following this meeting it is anticipated that Parish Council allotments representatives will meet to discuss the present and future policy for the allotments.

08/12-11.3 Restoration of the BT telephone box – proposal by Cllr Howe. Cllr Howe had previously circulated a report outlining his proposal for work necessary for the restoration of the telephone box. He said that all the work would be undertaken by volunteers and there would be no financial outlay required from the Parish Council. The volunteers would indemnify the Parish against the effect of accident. It is envisaged that the box will be used as a book and DVD exchange and will be supervised on a rota basis by volunteers. Cllr Howe proposed that the Parish Council approve the restoration of the telephone box according to the specification and terms laid out in his report. Cllr Paxton seconded, all agreed therefore a resolution was passed to this effect.

08/12-11.4 Councillor Sisman to give a brief presentation regarding the role of the Highway Warden

Cllr Sisman reported that he had received the necessary training to enable him to undertake the role of Highway Warden and had been appointed as such for Upwood and the Raveleys. Cllr Paxton asked if this included the Wistow area? Cllr Sisman said he would check but felt this area was outside of his responsibility. Chairman thanked Cllr Sisman for undertaking this role. Cllr Sisman asked County Councillor Lucas the procedure necessary to attend a gritting course. He was told that he needed to lodge a request with the County Council.

Cllr Sisman asked Councillor Lucas if salt would be available for the salt bin he had managed to have positioned at Fairmead. The clerk is to inform the County Council that the bin is in position as currently they are unaware. They will then fill it.

Cllr Shelford reported that the fence between the Chartered ditch and the farm remains broken. It would appear the Highways department has marked this up for repair but no further action has been taken. The clerk is to remind Highways about this.

Cllr Bryce profiled the safety hazard occurring upon driving through Great Raveley at the bend. Cllr Sisman said he would write to the Highways department regarding this.

Cllr Perkins reported that there is bad subsidence between the Longholme Road turning and the Farm Close turning following work carried out by Highways. Cllr Sisman said the ground is very soft but that he will investigate the situation.

Cllr Howe reported a sewerage outfall in Great Raveley. Mr Robinson, owner of the property, is awaiting a new design survey aimed at curing the problem.

Martyn Sturgess from HDC is monitoring progress. This is ongoing and will be kept under surveillance.

**09/12-11 Correspondence and Communications**

To receive general correspondence and agree any responses and actions (at this or a following meeting)

i) Huntingdon Community Infrastructure Levy Draft Charging Schedule  
A letter regarding this document had been received from Huntingdon District Council and displayed on the public notice boards whereby members of the parish are invited to air their views regarding the document which can be accessed via the District Council's website [www.huntingdonshire.gov.uk/SupplementaryPlanningDocuments](http://www.huntingdonshire.gov.uk/SupplementaryPlanningDocuments). This is perhaps consequential to the reduction of the bus subsidies.

ii) Cambridgeshire Future Transport Franchise Pilots  
3 local pilot schemes are being set up by Cambridgeshire County Council trialling a franchising approach to providing local public transport. The pilots are to run for 6 months during which time services will be developed in other areas and if successful will continue beyond the 6 months. The Clerk will research this further and compose a reply to the informant.

**10/12-11 Finance and Procedure**

10/12-11.1 To approve accounts for payment as at 1<sup>st</sup> December 2011

|  |         |
|--|---------|
| T Rogers, salary and expenses                    | £395.98 |
| Mr B C Edwards, cemetery maintenance Sept to Dec | £63.24  |
| HMRC period 8                                    | £57.60  |
| Micromac Printers – newsletter                   | £150.00 |

10/12-11.2 To discuss the draft budget as handed out at the last meeting. If approved a resolution is necessary to accept the budget and apply for the 2012/13 precept.

The draft budget stands at £16,560.00 with expected income of £1,160.00 therefore after discussion Cllr Brown proposed a precept of £15,400.00 be requested for the 2012/13 financial year, seconded by Cllr Paxton, 5 councillors agreed therefore a motion was passed to action this request.

**11/12-11 Matters for future consideration**

11/12-11 Chairman presented large scale maps showing different areas of the Parish and by whom they are owned. The maps had been provided by the District Council and their framing and placement will need to be discussed.

11/12-11.2 Cllr Bryce said a discussion is necessary regarding the possibility of reducing speed limits in Great and Little Raveley from 40 mph to 30 mph before an accident occurs. Also to discuss the possible change of priorities at the junction of Wellington Road and Little Raveley, perhaps a mini roundabout could be introduced using a £10,000.00 input from the County Council should the Parish Council be prepared to pay 10% of the cost.

11/12-11.3 Cllr Perkins would like to put forward a proposal that Parish Council meetings commence at 7.00 pm instead of 7.30 pm.

11/12-11.4 Discussion necessary regarding the way forward should the cemetery become full.

11/12-11.5 The necessity for a Parish Plan will be discussed at the February meeting.

**12/12-11 Date of next meeting(s)**

Parish Council Meeting 09.01.2012

**It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next agenda items, the Chairman asks that in the public interest, the public and press are temporarily excluded from this meeting and are herewith instructed to withdraw.**

**13/12-11 Confidential Issues**

**13/12-11.1** Letter received from a parishioner regarding confidential matters currently ongoing.

**13/12-11.2** Decision notice received from Democratic Services regarding case 44

**13/12-11.3** Decision from Democratic Services regarding failure to declare a declaration of interest (if received)

**Close of meeting**

The meeting was closed at 10.00 pm.

Signed: .....

Date: .....