

## UPWOOD AND THE RAVELEYS PARISH COUNCIL

A Meeting of Upwood & the Raveleys Parish Council was held at Upwood Village Hall, High Street, Upwood, PE26 2QE, on Monday 4<sup>th</sup> February 2013 at 7.00.pm.

Present: Councillors R Howe (Chairman); C Bryce; F Hopkins; A Perkins; J Paxton; Noble; G Shelford & K Sisman.

In attendance: Claire Tunnicliffe, (Parish Clerk) & one member of the public.

### **165/01-13 APOLOGIES**

Apologies were received from County Councillor Victor Lucas DL.

### **166/01-13 DECLARATIONS OF INTEREST**

None were declared.

### **167/01-13 VACANT COUNCILLOR POSITION**

Members were advised that Mrs Carol Bilverston had registered an interest in the vacant position. Mrs Bilverston would be invited to attend the next meeting of the Parish Council on 4<sup>th</sup> March when Members would hold a vote. If the vote should be a majority, Mrs Bilverstone would be eligible to take part in the meeting after the signing of the 'Declaration of Office.

*Clerk's note: A copy of Mrs Bilverston's CV had been e-mailed to Members for their perusal.*

### **168/01-13 PUBLIC PARTICIPATION**

Former Councillor Colin Racey informed Members that a tree would be delivered at later date from Huntingdonshire District Council to commemorate his years of services as the Parish Tree Warden.

### **169/01-13 MINUTES**

Copies of the minutes of Upwood & the Raveleys Parish Council meeting held on 4<sup>th</sup> February 2013 had been circulated in advance of the meeting following their informal approval by the Chairman. It was then proposed, seconded and

**RESOLVED** that these were a correct record and they were duly signed by the Chairman.

### **170/01-13 MATTERS ARISING OR CARRIED FORWARD FROM THE PREVIOUS MEETING**

#### **170/01-13.1 PARISH PLAN**

There had been no Parish Plan Working Party Meeting since the last Council meeting. Following Councillor Shelford's article in the Village Newsletter, three Upwood residents had expressed an interest in becoming Members of the Working Party. The Chairman asked Councillors to speak with residents of Little & Great Raveley, Farm Close and Fairmead Estate Close to encourage involvement.

Members were then informed that Councillor Hopkins had agreed to manage the project.

A discussion then followed regarding the outline of the Parish Plan which would be discussed at the next Working Party and the development of the questionnaire designed to encourage resident's feedback.

Members agreed that good communication would be the key to the success of the plan, including the internet and advertised around local events, such as a Parish Council stand at the village fete.

#### **170/01-13.2 BENTLEY CLOSE PLAY AREA**

Members were asked to consider an additional £35 to the £65 approved for the RoSPA April Inspection, which would allow the Clerk and a Councillor to meet on site with the RoSPA inspector. It was

**RESOLVED** to approve the additional cost.

**170/01-13.3 PAY BACK SERVICES**

The Parish Clerk informed Members that she would be meeting with a supervisor of the Payback team to discuss the possible use of their services in the parish.

**170 /01-13.4 GRASS CUTTING**

Members next discussed a possible tender process for future grass cutting contracts in the parish. It was recommended that a minimum of three applications should be sought from local contractors including Huntingdonshire District Council for a two and three year period.

**170/01-13.5 ASSET REGISTER**

Members had before them an updated asset register which showed an increase in quantity of village notice boards. It was

**RESOLVED** to note with thanks.

**171/01-13 REPORTS FROM COUNTY AND DISTRICT COUNCIL**

The Chairman informed Members that Huntingdonshire District Council had agreed a loan of £25,000 to the Huntingdon Gym Club for expansion works. The Council were currently looking at ways to increase their revenue; the biggest income would be from house building as the Council would receive money from developers under the Community Infrastructure Levy.

Members were informed that HDC had formed a working party to look at ways in which the District Council’s five ‘One Leisure’ centres could be restructured to increase their income.

Consultation was now finished on the draft SPD (supplementary planning documents):Landscape Sensitivity to Wind Development.

**172/01-13 PLANNING**

Members considered the following planning application;

**172/01-13.1** Planning application 1300071FUL

Erection of buildings previously approved, for use as dwelling as opposed to office accommodation. No 1, High Street, Upwood.

Members noted the design of the building had not changed and would not have a negative impact on the surrounding area. A Member did express concern that the build had had on the local wildlife. It was then

**RESOLVED** to recommend approval.

**173/01-13.2 PLANNING ITEMS RECEIVED SINCE PUBLICATION OF THE AGENDA**

None were received.

**174/01-13 FINANCE**

174/01-13.1 Members were advised of the Bank Reconciliation Statement that showed a total of amount of £24,647.24, un-presented cheques of £240 and income not yet recognised at £1084.28. It was

**RESOLVED** to note the report with thanks.

174/01-13.2 Members noted the following account had been paid;  
Cheque No 101326: Anglian Water – payment for allotments for the period of 14<sup>th</sup> June 2012 to 6<sup>th</sup> December 2012.

It was **RESOLVED** to note with thanks.

174/01-13.3 Members were asked to approve the following accounts for payment.

174/01-13.4	Cheque No 101327: Hall hire charges and electricity	£82.79
174/01-13.5	Cheque No 101328: Clerks wages and Travel cost	£419.45

It was **RESOLVED** to approve the payments.

#### **174/01-13.6 ESTIMATES OF INCOME AND EXPENDITURE 2013/14**

Members had before them estimates of revenue and capital expenditure for the financial year 2013/14, which showed a recommendation for precept in the amount of £20,860, of which £1,121 was a grant offered by Huntingdonshire District Council, to offset the reduction of the Council tax base.

The accounts allowed for additional grass cutting, tree maintenance costs and the purchase of two new notice boards, plus a reserve for community projects and legal fees. This would equate to an increase in the precept to 39% which would equate to a rise of 0.94% to the band D tax payer in Upwood & the Raveleys. The higher precept would allow for greater protection against future capping.

Following a short discussion it was proposed, seconded and

**RESOLVED** that the Council levy a precept of £20,860 on the District Council for the financial year 2013/204.

#### **175/01-13 TELEPHONE BOX**

Members were advised that two members of the public had offered to ensure that the inside of the box would be kept tidy on a regular basis. It was

**RESOLVED** to send a letter of thanks on behalf of the Parish Council.

A conversation then followed regarding appropriate signage to advertise the book exchange. Councillor Perkins advised that he would investigate the cost and if reasonable would order the sign.

#### **176/01-13 CORRESPONDENCE AND COMMUNICATIONS**

Members had before a list of correspondence that had been sent by the parish clerk. With regards to the e-mail entitled 'Cambridge Future Transport', a Member stated that it seemed that Stagecoach had reverted to a previous timetable which would provide transport to Ramsey (though not stop at Tesco). There would also be a Community bus to Huntingdon once a week.

A conversation followed regarding local transport services and Members agreed it was important to advertise the bus services and routes available to residents.

With regards to the complaint of Dog Fouling in Upwood, the Chairman advised that the complainant had sent an e-mail of thanks for the immediate response and the issue had been highlighted in the Village Newsletter.

No further comments were made on the list of correspondence.

#### **177/01-13 MATTERS ARISING FROM COUNCILLORS**

Councillor Bryce stated that the Allotment Association were working to convert plot 1 to a community orchard and would be looking to re-map the plots for the following year. Unfortunately Membership to the Association was low and the Association relied on the support of the Parish Council. Members heard that an allotment holder had requested to reduce their plot to a half size and were asked to consider a suitable annual rent. It was

**RESOLVED** to approve an annual rent of £10 for half size allotment plots.

Councillor Sisman commented that Cambridgeshire County Council had done an excellent job on gritting the highways during the icy weather and asked if a letter of thanks could be sent. It was

**RESOLVED** to do so.

The Chairman advised Members that he would like to clarify the responsibilities of the portfolio holders and the following agreed

Councillor Sisman – Communities and Assets (including highways)  
Councillor Shelford – Newsletter; Village Environment (including the church yard).  
Councillor Noble – General Environment (including playing field & play area).  
Councillor Bryce – Allotments  
Councillor Perkins – Planning  
Councillor Hopkins – Parish Plan  
Councillor Paxton – Vice Chair / General Council.

**178/13-01 MATTERS FOR FUTURE CONSIDERATION**

Councillor Bryce requested that the allotments were placed on the next agenda as a resolution was required regarding the transfer of funds to the Allotment Association.

As the lease to the Glebe Paddock playing field was due to expire on 20<sup>th</sup> June 2013, it was requested that this item be placed on the agenda for March 2013.

**179/13-01 DATE OF NEXT MEETING(S)**

4<sup>th</sup> March 2013, Upwood Village Hall, The High Steet, Upwood, 7.00pm.

**CLOSE OF MEETING**

Chairman\_\_\_\_\_

Date\_\_\_\_\_