

UPWOOD AND THE RAVELEYS PARISH COUNCIL

Minutes of the meeting of Upwood and the Raveleys Parish Council
Held in the Village Hall on Monday 9th January 2012

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

Also present: Ms T Rogers (Clerk) and 9 members of the public.

01/01-12 To receive and approve apologies for absence

Received from County Councillor Lucas and Councillor Brown.
The Clerk informed the Parish Council of a telephone call she had taken from Cllr Rignall as verbal intention to resign her position, a letter to this effect will be forthcoming. The Clerk will notify Democratic Services and post the regular vacancy notice on the Parish Council notice board.

02/01-12 Declaration of Interests

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

Cllr Sisman – Transport
Cllr Shelford - Allotments

03/01-12 To approve the minutes of the meeting held on the 5th December 2012.

03/01-12.1 08/12-11.4 Cllr Sisman had said that the road to Wistow was outside of his responsibility but on further investigation it would appear that it is within his area, however he will seek further clarification.

03/01-12.2 11/12-11.2 Cllr Bryce reported that he had not meant that measures should be taken to reduce the speed limit rather to introduce traffic calming measures within Great and Little Raveley.

With these two amendments taken into consideration a resolution was passed to accept the minutes as a true record of the meeting.

04/01-12 Actions Report

Items for action from the previous meeting.

04/01-12.1 06/12-11.2 The Clerk will continue to liaise with Mr Buttery at Joliffe Daking to ensure the missing fence at Glebe paddock is replaced.

04/01-12.2 08/12-11.4 Cllr Sisman will e mail the Clerk with the details of the additional salt bins now in place.

04/01-12.3 08/12-11.4 Cllr Sisman is to inform Highways of the safety hazard at the bend when driving through Great Raveley.

04/01-12.4 08/12-11.4 Cllr Sisman is checking 3 places of subsidence within the Longholme Road area.

04/01-12.5 09/12-11 ii The Clerk is awaiting further information from CCC.

05/01-12 Matters arising or carried forward from the last or previous meeting

05/01-12.1 Maintenance of the National Grid building on Longholme Road
The Clerk has received contact details from highways and will contact the National Grid regarding the poor appearance of the building.

06/01-12 To receive reports from County and District Councillors

- 06/01-12.1 Cllr Howe reported that the footpath at Longholme Road had been repaired. He had initiated this some five months previously. It has been retarmaced, however not to the satisfaction of one local resident who has mentioned the drainage is not right. Further investigation will take place.
- 06/01-12.2 Cllr Howe reported on the Secret Garden party to take place at Abbots Ripton in July. He said that the local crime rate increases around this time and that there were measures being considered to regulate the noise level
- 06/01-12.3 Cllr Howe reported that he and Cllr Bryce were working hard to produce a strategy document for the allotments and they were seeking legal advice regarding the correct procedure for the future administration of the allotments.
- 06/01-12.4 Cllr Howe reported that the Parish Council was still unable to provide full disclosure regarding the case against the former clerk and would be unable to do so until sentencing takes place. At this time the Parish Council will publish a report describing what took place and detailing the remedial action now in place to prevent any further reoccurrence.

07/01-12 Parish Council Matters

07/01-12.1 Planning

- 07/01-12.1.1 **1101516FUL, Erection of a garage in front garden of house at 9 Bentley Close, Upwood** – an appeal has been made to the Secretary of State against the decision of HDC to refuse planning permission for the garage. The Parish Council decided that it had no wish to withdraw its representations made in relation to this application.
- 07/01-12.1.2 **H1100568FUL** – Appeal decision – 69 High Street, Upwood, PE26 2QE. The appeal is allowed and planning permission is granted for the replacement of an existing derelict bungalow with new bungalow, associated parking and gardens.
Although at the time there were strong objections made against this application these had been overruled.
- 07/01-12-2 **Allotments** – update from Cllrs Bryce and Howe to include ownership and future plans.
Cllr Bryce tabled the following report:-

Report on the Allotments and Land Held in trust, In Great Raveley and Upwood:-

Visit by Karen Kenny :- [Eastern Region Representative of the National Society of Allotment & Leisure Gardeners.]

Cllrs Bryce and Howe met Karen to discuss her planned visit to our next council meeting, planned for the first Monday in February. This proved to be a very useful and enlightening meeting.

The Main issues which emerged from the Meeting and from researches by Cllr. Bryce are as follows;

1. The Parish Council are the registered keepers of the Land held in Trust, and which was originally Allotted as Land for the Poor under the Inclosure Act of 1854.
- 2 The land should be administered as a distinct Trust, and now includes:
 - Land In Trust rented out as Agricultural land
Plus
 - Land In Trust held, and rented as Allotments
- i. The earnings from these two areas of land should be held by the Trustees in a separate Account, which contain reserves generated from Rental Paid, and the

money used to service the Land - e.g. Water Rates for the Allotments, Administrative costs; fencing costs, access costs; Parish Council Administration; etc.etc

- ii. Since 2000, when the Land was registered with the Parish council, the receipts have been paid directly into parish funds,

This money should have accrued in a separate account. for the trust, and not accrued in General Parish Funds.

The large proportion of the Rental payments have been made in the last 5 years, since 2006. Previously the amounts were relatively and significantly smaller.

Looking Forward

It is proposed that, the Net amount [Last 5 years of] Receipts from the trust (i.e the amounts received from rents less administrative costs and clerk's fees) is paid back into a separate account which will be managed by the Parish Council, separately from the Parish Council reserves. This will equate to approximately £1,800 for the allotments and approx £3,900 for the agricultural land, making a gross total of £5,600 (less costs). These figures are still under scrutiny, and are subject to review up or down.

Allotment Areas of cultivation

The areas of each allotment vary considerably, and differ markedly from the standard as defined by NSALG. Whilst the standard allotment is approx 250 sq m some of our allotments measured out at over 575 sq m.

This means that some allotment holders are paying much more relatively than others. It is intended to rationalise this situation over the next few months,

Allotment group

It is intended that the Allotment Holders form a fully functional Association, to manage the Affairs of the Allotments. This should gradually evolve towards a more independent group over the next 6- 9 months, when the PC will take a reduced role in Governing the affairs of the Allotments.

Membership of NSALG (National Society of Allotment & Leisure gardeners Ltd).

It is intended that both the Parish Council and the allotments group join as separate members.

Planned visit of Karen Kenny

Karen is a nationally recognized figure, and is considered as an allotment GURU. She is not only conversant with history of allotments, but she understands the law and how it applies to Parishes across the UK.

We have invited Karen to visit the village hall on the 5th March at 6.30 pm immediately prior to the monthly Parish Council meeting.

She will be asked to share with the Parish:

- Her vision for Allotments
- Answers to questions that councillors, allotment holders, villagers or farmers may have
- To discuss with allotment holders, if they wish, how they should increase their duties, needs, and their responsibilities over the next period, with progression to become,ng fully affiliated members of NSALG.

END OF REPORT_____

It was decided to delay Karen Kenny's visit until the first week in March to enable the Parish Council plenty of time to display posters informing the Parish of her visit thus enabling as many people to attend as possible.

07/01-12.3

Street Lighting PFI

A letter has been received from Chris Capps of Cambridgeshire County Council asking if the Parish Council will accept the proposed standard street lighting column and the fact that as part of the project, there will be a reduction in some lighting, if not, would the Council want in principle to take over some of the County Council's street lights and would it prefer an alternative column. This would be on the acceptance that, in both cases, any additional costs are borne by the Parish Council. A discussion was held where it was decided more information regarding cost and how many lights would be lost, was required before decisions were taken. The Parish is not due for columns to be replaced until 2015 and already, in some streets, have some of the proposed columns.

07/01-12.4

Cllr Paxton proposes acceptance that a tree be planted and a plaque placed in an agreed position within the Parish, in recognition of the 15 years' service given by Mr Colin Racey as Parish Tree Warden, he has since retired. HDC had written expressing its wish to recognise Mr Racey in this way. The Parish Council agreed that as the cost was to be met by HDC then this should be allowed. Cllr Sisman seconded Cllr Paxton's proposal, there was one abstention from the general approval, therefore a resolution was passed that this should go ahead. Cllr Brown as Tree Warden will be asked as to the best position for the tree.

07/01-12.5

Resolution required, if the Parish Council agree, to submit a bid for funding to the County Council for the reduction in speed limits as discussed at the last meeting. (Great and Little Raveley from 40 mph to 30 mph). Also the possible change of priorities at the junction of Wellington Road and Little Raveley, perhaps a mini roundabout could be introduced.

Cllr Sisman tabled a map of the suggested layout of the junction at Little Raveley which would introduce a 'Stop' sign as drivers are leaving the junction without looking to the left. It was again mentioned of a possibility to change the speed limit from 40 mph to 30 mph in Little Raveley. Costings would need to be checked with CCC. Cllr Sisman proposed that the Parish Council move to the next stage of forwarding a bid to CCC, Cllr Bryce seconded, agreed unanimously. Cllr Sisman will not take forward the mini roundabout plan at this stage but will apply to CCC for reduced speed limits and improved junction signage.

07/01-12.6

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

This was because of the length of some of the meetings. Cllr Sisman seconded and it was agreed unanimously, a resolution was passed to this effect.

07/01-12.7

Discussion necessary regarding the way forward should the cemetery become full.

Cllr Perkins reported that the bottom row of the cemetery would soon be in use but there was some space at the top. It was agreed that this matter would be discussed later in the year.

07/01-12.8

At the last meeting the 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 requires discussion.

Cllr Howe said these were still work in progress. The maps were left in the hall to be looked at. Cllr Bryce with the help of another parishioner will investigate ownership of the various areas. Once done Cllr Howe will arrange for HDC to re print the maps and they will then be framed and placed accordingly in agreement with the village hall committee.

07/01-12.9 Resolution required for councillors to accept information and meeting documentation by e mail. For those without e mail facilities hard copies will still be sent.

A resolution was passed to this effect, Cllrs Perkins and Shelford requested hard copies of meeting minutes. Cllr Bryce suggested that e mails should be titled correctly when replies were required.

08/01-12 Correspondence and Communications

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

08/01-12.1 A14 wider study and the short term measures briefing note for local members – 22/12/11.

08/01-12.2 Presentation hand out on Community led plans (Parish Plans)

08/01-12.3 Dynamic fireworks re. the Queens Jubilee

08/01-12.4 Summary of the key issues in the County Council that directly impact on Parishes.

08/01-12.5 A plain English guide to the Localism act.

08/01-12.6 CPALC training courses 2012

The above were put into a folder for circulation by the Councillors to be returned to the clerk with any actions required at future meetings

09/01-12 Finance and Procedure

09/01-12.1 To approve accounts for payment as at 1st January 2012

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| 101253 Ellington PC | 416.26 |
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| 101254 Anglian Water | 60.36 |
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| 101255 Papworth PC | 56.75 |
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| 101256 Mrs T Rogers | 296.78 |
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| 101257 HMRC period | 40.20 |
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| 101258 CPALC | 105.00 |
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10/01-12 Matters for future consideration

10/01-12.1 Cemetery regulations

10/01-12.2 Insurance provider

10/01-12.3 Cambridgeshire celebrating London 2012

11/01-12 Date of next meeting(s)

Parish Council Meeting – 13/02/2012

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.

12/01-12 Confidential Issues

12/01-12.1 Decision from Democratic Services regarding failure to declare a declaration of interest.

The meeting was closed at 21.30

Signed:

Date: