

101295 A Davis, grass cutting £ 610.00  
101296 Village Hall hire £ 93.53

It was also agreed that at the next meeting a cheque would be written for £50.00 to the village newsletter, being outstanding monies owing to that committee following the agreement to pay a donation in the previous financial year, all of which has not yet been paid across.

KS proposed the above accounts be paid, CB seconded. Agreed unanimously, therefore a motion was passed to this effect.

**87/07-12.2 To review the financial regulations**

Hard copies had been sent to all councillors by post. As not all had had the opportunity to analyse these, the matter will be deferred to the next meeting.

**88/07-12 Matters for future consideration**

88/07-12.1 KS and AP will view maps of all the areas within the parish that are cut (map to be provided by RH) and will analyse by whom these are maintained and will report back at the next meeting.

88/07-12.2 Use of land by farmers

**89/07-12 Date of the next meeting**

3<sup>rd</sup> September 2012

The meeting was closed at 21.20

Signed: .....

Date: .....

85/07-12.1 To consider any report received from Mr Papworth regarding the sycamore tree in the cemetery and to view his final written quote for the first phase of the tree works to which the Parish Council gave verbal agreement at the last meeting.

No report has yet been received. No written quote has been received; RB will follow up on these matters.

85/07-12.2 To agree the recruitment process for a new Parish Clerk following the resignation of the current clerk.

RH asked for two other councillors to assist him with the interview process of any short listed candidates following any applications received. GS and CB agreed to this and RB will be a reserve. RH will contact any possible suitable candidates who are already in a clerking position and who may be interested in the vacancy. The current clerk will advertise the position on the CAPALC website, on the notice boards and on the village website.

### **86/07-12 Correspondence and Communications**

86/07-12.1 Request from parishioners to place 2 stalls at separate locations within the village during the Olympic Quest event to be held on the 15<sup>th</sup> July.

A request had been received from a parishioner, holding an event in the village, that she be able to place stalls on Parish owned property. RH proposed that the playing field and the playground be suggested as suitable locations as they are safer areas away from traffic. KS seconded after wishing it recorded that the Parish Council would have no responsibility for any liability. Agreed unanimously therefore a motion was passed to this effect.

86/07-12.2 Letter received from Messrs Carrington and McLeod following the Parish Council's recommendation that they attend the Queen's Jubilee picnic at Burghley House.

The Clerk read out the letter which noted the agenda for the day and the appreciation for being nominated as representatives for the Upwood and The Raveleys parish.

86/07-12.3 New Standards Regime – to review the information forwarded by HDC relating to the new Code of Conduct.

Within the paperwork received was advice that Parish Councils should adopt the new code as per their district council which has not yet been finalised. New forms for the declaration of councillors interests were also included which will need to be completed and returned to HDC by the 30<sup>th</sup> July.

86/07-12.4 To consider a donation to be made to the parish church towards the increased insurance cost necessary to insure 100% of the value of the church.

This request was refused as there is no movement within the current year's budget from which funding can be found.

87/07-12 Finance and Procedure

87/07-12.1 To approve the finance report to the 2<sup>nd</sup> July and sign the necessary cheques for payment.

Cheques were presented for payment as follows:-

101291 T Rogers, salary and expenses	£325.05
101292 Anglian Water – allotments	£ 4.40
101293 HMRC period 3	£ 15.80
101294 T Rogers telephone expenses	£ 10.53

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edition of the village newsletter and consideration of the field will be made when a village plan is developed.

81/07-12.5

Jubilee Event – breakdown of the Parish Council’s donation  
RH read out a report from Ms Smith which stated how the donation was spent.

**82/07-12**

**To receive reports from County and District Councillors**

In his absence the clerk mentioned that Cllr Lucas had reported that he trusted the two parish council nominees had enjoyed their attendance at the Queen’s Jubilee Picnic held at Burghley House.

82/07-12.2

District Councillor Howe reported that the views of Parish Councils to the new proposals for Neighbourhood forums have been forwarded to the District Council and will be passed through cabinet later in the month. He mentioned that plans for the development of the Alconbury site are to be submitted this month.

**83/07-12**

**Matters for information only**

83/07-12.1

Nene & Ouse Community Transport Trip Guide  
The clerk passed this to GS.

**84/07-12**

**Planning**

84/07-12.1

1200881FUL 4 Upwood Air park, Ramsey Road, change of use to B2/B8 use. AP proposed this be accepted provided that no dangerous substances would be passed to this effect.

84/07-12.2

1200798FUL 49 High Street, Upwood. Rear and two side storey extension, alterations to dwelling and erection of replacement garage following demolition of existing garage.  
AP proposed this be accepted as it would improve the house therefore the village. RB seconded. Agreed unanimously therefore a motion was passed to this effect.

84/07-12.3

1200799CAC as above 49 High Street Upwood as this is in a conservation area, decision as 84/07-12.2.

84/07-12.4

1200881FUL The Paddock, Raveley Road, Great Raveley. The erection of 2 dwellings and construction of new vehicular access.  
RB proposed refusal as this is agricultural land and outside of the village envelope for development. JK Seconded. Agreed by all in a position able to vote, therefore a motion was passed to this effect.

pass a

84/07-12.5

1200887FUL and 1200888CAC . Erection of a two storey rear extension following demolition of existing rear extension and outbuildings.  
Although not on the agenda AP had received this application after the agenda had been published. Due to the date by which any recommendation was due to be received by HDC, the Parish Council agreed to bring it to this meeting.  
RB proposed refusal as the application is completely out of keeping with the appearance of the current building and would result in a trebling in size of the building. The application is an unsympathetic development of a building which stands in a conservation area. KS Seconded. Agreed unanimously therefore a motion was passed to this effect.

**85/07-12**

**Parish Council Matters**

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## UPWOOD AND THE RAVELEYS PARISH COUNCIL

Minutes of the meeting of Upwood and The Raveleys Parish Council  
Held in the Village Hall on Monday 2<sup>nd</sup> July 2012

Councillors present: Mr R Brown (RB), Mr C Bryce (CB) Mr R Howe (RH) chairman, Mrs J Kirkby (JK), Mrs J Paxton (JP), Mr A Perkins (AP), Mrs G Shelford (GS), Mr K Sisman (KS).

Also present: Ms T Rogers, clerk and 9 members of the public

- 76/07-12 To receive and approve apologies for absence**  
Cllr J Noble, District Councillor v Lucas
- 77/07-12 CB declared a personal interest in 84/07-12.4**  
JK declared a prejudicial interest in 81/07-12.5
- 78/07-12 Public Participation**  
78/07-12.1 A member of the public spoke regarding a recently received planning application appertaining to 96 The High Street, Upwood.  
78/07-12.2 A member of the public spoke regarding planning application 1200881FUL
- 79/07-12 To approve the minutes of the meeting held on the 11<sup>th</sup> June 2012**  
CB proposed the minutes be accepted as a true record of the meeting, GS 2<sup>nd</sup>, there was one abstention therefore a motion was carried to this effect.
- 80/07-12 Actions Report**  
All actions had been completed or appear in the agenda for this meeting.
- 81/07-12 Matters arising or carried forward from the last or previous meeting**  
81/07-12.1 66/06-12.1 Proposal to accept the finalised fees for the cemetery  
GS had researched prices charged by a number of other parishes and those advised by the Church of England. RH suggested that councillors review these and pass their views to the clerk, whereby RH as Chair and the clerk will discuss and bring back final recommendations to the next meeting. The other members thanked GS for her thorough research and presentation paper.  
81/07-12.2 72/06-12.3 To accept any changes to the asset register following KS' review.  
This item is deferred to the next meeting  
81/07-12.3 73/06-12.3 Cllr Howe to give an update on the sewerage problem in Great Raveley.  
RH reported that despite the work recommended by Martin Sturgess of Huntingdon District Council (HDC) being undertaken by the owner of the property, an unpleasant odour remains. This is more noticeable during wet weather conditions. Residents will be asked to monitor the odour level as the owner has an obligation to find a resolution to this problem.  
There will be a further update at the next meeting.  
81/07-12.4 73/06-12.3 Decision required – will the Parish Council continue to lease the playing field given how little it is used?  
There is little use made of the playing field however this may be due to the lack of signage therefore parishioners being unaware of its existence. JK advised that although the Paddock at the Cross Keys public house is often used for community events this is not owned by the Cross keys therefore it is wise to maintain another area for these events. It was decided that GS would include mention of the field when writing the Parish Council insert for the next