

UPWOOD AND THE RAVELEYS PARISH COUNCIL

Minutes of the meeting of Upwood and the Raveleys Parish Council
Held in the Village Hall on Monday 5th March 2012

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

Also present: Ms T Rogers (Clerk) and 15 members of the public.

13/02-12 To receive and approve apologies for absence
District Councillor Lucas

14/02-12 Declaration of Interests

a) Councillors to declare any personal interest in any items on the agenda.
Cllr Shelford declared a personal interest in item 15 and 21/02-12.1

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

15/02-12 Presentation by Karen Kenny from the National Society of allotments and Leisure Gardeners

15/01-12.1 Karen Kenny gave an interesting and informative presentation about the setting up and running of allotments and the benefits they can bring to the community.

15/02-12.2 During the presentation it was agreed that the allotment holders would be invited to a separate meeting to consider and agree upon the setting up of an allotment association. A draft report of the monies that will be transferred to the association, once in place, has been prepared and subject to future scrutiny the monies will be transferred from the Parish Council into a separate allotment account once an association is in place and has proven itself to be serious about accepting delegation from the Parish Council for the administration of the allotments.

15/02-12.3 Discussion to determine next steps necessary to ensure progress is made to settle historic issues and to progress into the future.

Cllr Bryce continues to work from historical paperwork in order to bring further information to future meetings.

15/02-12.4 Allotments in poor condition- letter received from parishioner regarding 3 allotments at the entrance from Meadow Road – decision required, will the Parish Council clean the plots and charge the holder as per the new regulations?

Progress is being made into identifying allotment plot numbers and once it is ascertained who is responsible for the unkempt sites the Parish Council will make contact and inform the lessee of what needs to be done. The complainant will be kept informed of progress.

Chairman thanked Karen Kenny for attending the meeting.

16/02-12 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.

2 applications for the vacant post of councillor had been received. Both applicants gave a short presentation in support of their applications.

- 17/02-12** **To approve the minutes of the meeting held on the 09 January 2012.**
There was one amendment at 07/01-12.5, 'Wellington Road' should read 'Wellenton Road'. Following this correction Cllr Bryce proposed the minutes be accepted as a true record of the meeting, Cllr Sisman 2nd, one councillor abstained, a motion was passed to accept the minutes.
- 18/02-12** **Actions Report**
Items for action from the previous meeting
17/01-12.1, Cllr Brown to be approached regarding the best position for a tree to be placed to recognise Mr Racey's time as tree warden. It was decided this should be deferred until 2013, as there are currently drought conditions in the Parish therefore it is not a good time to plant trees.
All other items have been actioned.
- 19/02-12** **Matters arising or carried forward from the last or previous meeting**
19/02-12 05/01-12.1 Maintenance of the National Grid building on Longholme Road
This is ongoing, the clerk continues to endeavour to make contact with the National Grid contact.
- 20/02-12** **To receive reports from County and District Councillors**
To receive verbal reports from district and county councillors
The County Councillor was not present and there was nothing to report from the District Councillor.
- 21/02-12** **Planning**
21/02-12.1 1200048FUL – Two storey extension to front of house – 10 Bentley Close, Upwood
Cllr Sisman declared a personal interest in this application. It was decided that a property near by had had a similar extension erected in the past. The current application would result in bringing the property further forward however it would still remain in keeping with other existing dwellings therefore Cllr Perkins proposed the application, Cllr Paxton 2nd, 2 abstained, a motion was then passed to approve the application.
- 21/02-12.2 1101515FUL – Garage in the front garden of 19a Bentley Close, Upwood – decision made following an appeal against previous refusal of application.
The planning authority had dismissed the appeal.
- 21/02-12.3 1200166FUL – Erection of new steel framed grain store, High Holborn Farm, Upwood Road, Great Raveley
Cllr Perkins reported that he had seen the plans for this application and saw no reason to contest it. Cllr Brown proposed approval, Cllr Paxton 2nd, a motion was carried to this effect.
- 22/02-12** **Parish Council Matters**
22/02-12.1 Cemetery Regulations – regarding the previously circulated regulations adhered to by another Parish, a decision is required as to whether Upwood and The Raveleys Parish would adopt similar as their own. Charges to be considered.
It was decided that a small working party consisting of Cllrs Shelford, Kirkby and Brown would review the document and report back to the next meeting.
- 22/02-12.2 Cambridgeshire Celebrating London 2012, a decision is required regarding the Parish undertaking any celebrations to commemorate the Olympic and Paralympic Games.

- Cllr Kirkby reported that the village fete is being themed around the Olympic Games therefore would be the celebration for the Parish. The clerk will forward the application form for grants being offered by Cambridgeshire County Council towards the funding of these community events for 2012 to Cllr Kirkby.
- 22/02-12.3 The previous clerk has been sentenced to 1 year's imprisonment following having been found guilty of defrauding the Parish Council of £6000.00. Chairman will give a report describing how this happened and explain remedial action now in place to prevent any further reoccurrence. The Chairman read out a report he had prepared on the Parish Council's behalf and previously circulated to the councillors for comment. The report cited actions since put in place to ensure similar occurrences did not happen in the future. At this point a member of the public representing The Hunts Post newspaper left the meeting.
- 22/02-12.4 Report from Cllr Sisman following the meeting held by Cambridgeshire Constabulary regarding the new policing model for the Constabulary and Huntingdonshire. Cllr Sisman reported that the Policing budget has been cut resulting in a reduction in senior police officers and back room staff with a claimed number of police constables remaining at 1150. The Chairman reported that he had attended a meeting where Chief Inspector Chris Mead voiced his intention that the number of police officers 'on the beat' would remain as at present. Cllr Brown had attended the meeting held at Hinchingsbrooke Headquarters and reported that the policing management structure will be simplified. Cllr Sisman suggested the situation would be made more clear during the next 6 months. Instances of crime and other policing information can be found on the ECOPS website and at www.police.co.uk
- 22/02-12.5 Resolution required to meet with the Village Newsletter committee to agree the future proceedings regarding finance and inserts into the newsletter by the Parish Council. It has been felt that past relationships with the Newsletter Committee have been strained and the Parish Council would like to build upon improving this in the future. Discussions are needed regarding how the Parish Council can participate in the editorial of the newsletter and how donations towards the publication will be made in the future. It was proposed that the clerk write to the newsletter committee to invite it to a meeting whereby useful discussions can be held. A motion was passed for this action to be taken
- 23/02-12 Correspondence and Communications
To receive general correspondence and agree any responses and actions (at this or a following meeting).**
- 23/02-12.1 HDC Public Meetings Schedule – for information.
- 23/02-12.2 E mail received from Steve Douglas regarding the sycamore tree in the Churchyard – a resolution is required as to whether the Parish Council is prepared to undertake any work necessary as advised by Brian Ogden of HDC in order to prevent further structural damage to the North wall of the church. Cllr Brown agreed to produce a report to be brought to the next meeting.
- 23/02-12.3 Resolution required following communication from a parishioner requesting the charge outstanding following a deposit made on a grave space in 1975. It was proposed that the current cemetery prices should be levied on this purchase, this was agreed unanimously and a motion passed to this effect. The clerk will write to the parishioner with the Parish Council's decision.

- 23/02-12.4 HDC – Hunts Community Infrastructure Levy - Draft Charging Schedule – for information.
- 23/02-12.5 CCC –no charge for Street Parties, for information only
- 23/02-12.6 Protected Road Verge Management – would the Parish Council be willing to consider, and be able to undertake, the cutting of the PRV within the Parish? It was agreed that at the present time the Parish Council does not have the funding to undertake this responsibility and the clerk will write to CCC informing them that the verge will require maintenance as if left it could become a danger, it is situated on a bend and as it grows up will obscure the vision of drivers in certain vehicles. The council agreed to ask CCC to defer the decision by one year to enable the Parish council to develop the correct budgetary provision for the work.
The meeting was closed at this point whilst a member of the public was consulted on this issue and reopened a few minutes later. Cllr Sisman proposed 2 quotes were sought for the cutting of the verge, 1 for just the corner and one for the whole verge be sought with a view to undertake the maintenance of the verge in 2013, Cllr Cryce 2nd, agreed unanimously
- 23/02-12.7 CCC – Anthony King – Application for a licence to cultivate the highway verge adjacent to 59 High Street 1 Ailwine Road. Resolution required to allow/disallow this licence.
A discussion was held whereby it was mentioned that allotments were available for any member of the Parish wishing to cultivate produce. It was decided that to allow highway verges to be cultivated would cause the Parish Council to begin to lose control of these areas therefore a resolution was reached to disallow this
- 23/02-12.8 Nene&Ouse community transport – for information only

24/02-12 Finance and Procedure

- 24/02-12.1 To approve accounts for payment as at 1st March 2012 (to include those from the cancelled February meeting)
Cllr Kirkby proposed the accounts be approved, Cllr Brown 2nd, agreed unanimously therefore a motion was passed to this effect.
- 24/02-12.2 Resolution agreed to fund a member of the Parish Council to attend the Allotments training to be held by CAPALC on the 17th March at a cost of £55.00.
The clerk suggested that as she was intending to attend the course on behalf of the other Parish to which she is clerk that Upwood share the cost of the course with that council. Cllr Sisman proposed this, Cllr Brown 2nd, agreed unanimously. A motion was passed to this effect.
- 24/02-12.3 Resolution required to sign the letter of appointment of internal auditor Mr Michael Williamson.
This was agreed

25/02-12 Matters for future consideration

- 25/02-12.1 To consider if the Parish Council wish to proceed with any of the quotations received regarding tree works necessary in the churchyard, if so which and whether the work would be undertaken as one job or piecemeal
- 25/02-12.3 To consider undertaking the cutting of the verges on the road between Upwood and Ramsey Heights

Signed:

Date:

Minutes of the meeting of
The Upwood & Raveley Parish Council
05.03.2012