



Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Louise Clowery, 6 Manor Farm Cottages, Warboys Road, Pidley, Cambridgeshire, PE28 3DA
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A meeting of Upwood and the Raveleys Parish Council was held on Monday 05 June 2023, 7.00pm at Upwood Village Hall.

Councillors present: Councillor Burgess (Chairman), Councillor Mashford, Councillor Awit (Vice Chairman), Councillor Edwards, L. Clowery (Parish Clerk), Councillor Costello

Public: 5 members of the public were also present.

The meeting started at 7.07pm due to not being quorate before then.

Members: 8 Quorum: 3

Agenda

179-06/23 To receive and approve apologies for absence.

Councillor Staples, Councillor Milner, Councillor Corney, Councillor Lowe

180-06/23 To receive declarations of interest.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by Upwood and the Raveleys Parish Council Code of Conduct for Members and by the Localism Act 2011.

None were received.

181-06/23 To consider the advertisement of a casual vacancy.

Applicant – Ian Macartney Ward expressed an interest to join the Parish Council. Ian has previously been a member of the Parish Council but left for personal reasons. He now feels that as he is retired and already helps with the maintenance of the chapel and churchyard, he would like to expand his responsibilities in the role of a Parish Councillor.

Proposed to approve this application – Councillor J. Burgess, Seconder – Councillor R. Mashford. All councillors welcomed Councillor Ward to the Parish Council and Councillor Ward was given the necessary documents to complete and return to the Clerk.

182-06/23 To receive and approve the minutes of the Annual Parish Council meetings:

182-06/23.1 Held on 15 May 2023.

Councillor Mashford had some amendments that she would like to make to one section. The Chairman asked that they be sent to the Clerk so that she can make the changes and present the minutes for signing again at the next meeting.

182-06/23.2 Held on 03 April 2023.

Proposer to approve the minutes – Councillor Burgess, Seconder – Councillor Mashford

183-06/23 Public participation.

To allow up to 10 minutes (2 minutes per person) for any members of the public and councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business on this agenda.

A question was asked with regards to Glebe Paddock and how the Parish Council intend to raise the funds to purchase it. The Chairman expressed confidence that this would be achievable over the next couple of years given the success of past funding applications. The licence option was explained to all present and it was further explained that the intention is to have an initial licence for 3 years; to be extended beyond that if required on a year by year basis. The Chairman is to report back to the Parish Council at the July meeting once a valuation has been obtained and we have confirmation that the Licence has been granted.

Councillor Awit joined the meeting.

184-06/23 To receive reports from county and district councillors.

Report from Councillor Costello:

- No mow May is now over so parishioners will see the grass verges start to be cut.
- An appeal for foster carers in Cambridgeshire is being made as there is a shortage. Parish Councils asked to advertise this where possible.
- A mentoring system has been set up for care leavers once they have left their care home. Details can be found on Cambridgeshire County Council website.
- Electric vehicle charging points are being installed all over the county.

185-06/23 Notification of planning items.

185-06/23.1 21/00572/FUL - Application for full planning permission for demolition of existing redundant building and infrastructure and residential development of 321 dwellings with associated highways, infrastructure and open space | Upwood Hill House and part of RAF Upwood (deferred from minute ref.: 154-04/21.1).

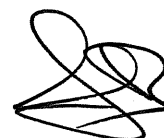
Comments – No updates on this application, so we will defer until next month's meeting.

185-06/23.2 23/00698/FUL - Erection of detached dwelling with detached garage/Land at Highfield, Raveley Road, Great Raveley.

Parish Council response – The Council considered this application against the previous application for a dwelling in this location. The Council felt that as the proposed development is set back from the main road, it is in a better position than the previous proposed location.

Proposer to approve the application – Councillor Burgess, Seconder – Councillor Awit. All councillors were in support of this application.

185-06/23.3 23/00252/HHFUL - Demolition of existing store and replace with a Garage and store, Upwood Manor, Upwood House and Ailwyn House, High Street, Upwood.



Parish Council response – The Council considered this application and agreed that the proposed garage does not protrude on to the access driveway, looks pleasant and is a great improvement to the existing building.

Proposer to approve the application - Councillor Burgess, Seconder – Councillor Awit. All councillors were in support of this application.

185-06/23 Financial

185-06/23.1 To approve accounts for payment: 05 June 2023

Reference	Description	Payee	Amount
SO	Clerk/RFO Salary May 2023	Mrs L Clowery	£661.50
SO	Clerk/RFO Salary PAYE/NI	HMRC	£108.00
	Monthly Fee	Unity Trust Bank	£3.00
	Parish Maintenance	BEAM	£450.00

185-06/23.2 To note income received: 05 June 2023

Reference	Description	Received From	Amount
319669	Cemetery Fees – Victor Edwards	Dignity Funeral Services	£75.00
522422	Cemetery Fees – Pamela Peach	CO-OP Funeral Services	£75.00
537092	Cemetery Fees – Iris Day	Funeral Services Limited	£75.00
001424	Cemetery Fees – EROB Extension and transfer	Mrs V Clarke	£15.00

Proposer – Councillor Burgess, Seconder – Councillor Mashford

186-06/23 Traffic, Highways & Road Safety

186-06/23.1 To review data gathered from the Moveable Vehicle Activated Signs (MVAS) during May 2023.

	No. of cars	41-45 mph	46-50 mph	51-55 mph	56 mph +	Highest recorded speed (mph)
40 mph limit						
Huntingdon Road by the Allotments	37672	3823	1008	289	125	97
Huntingdon Road/Ailwine Road junction	26289	2291	422	78	16	74
Little Raveley	24592	3380	607	92	21	73
30 mph Limit		31-35 mph	36-40 mph	41-45 mph	46 mph +	
Great Raveley	5948	1200	336	67	12	56

186-06/23.2 To receive an update on speed management strategies.

No update to give

186-06/23.3 To receive an update on the privately funded LHI application:

The Highways Officer is preparing the paperwork for the legal consultation period. Councillor Corney has confirmed his support for this application.

187-06/23 To discuss the Local Plan with the information that we have received thus far and following the first meeting with HDC on the matter.



The Clerk gave an overview of the meeting that was held on the 24th of May at HDC. It was felt that it was quite broad and that there was no discussion about individual parishes. General concerns were made about the lack of infrastructure such as, school places, doctors and dentists, all of which are oversubscribed.

Councillors noted that there was nothing specific for our Parish council at this time and agreed with the general concerns raised.

188-06/23 Community.

188-06/23.1 To discuss the refurbishment of the Bentley Close Play area:

Councillor Mashford confirmed that the relevant paperwork is with the lawyers at HDC.

There were discussions on sound attenuation and possible measures that could be implemented to help such as plants, shrubs or fencing.

The Council noted that the grant awarded is currently less than the overall cost of the work, due to the increase in materials. Councillor Mashford is looking at ways to reduce this.

It was agreed that the Council would hold an informal meeting with residents to discuss the refurbishment plans and answer any questions. It was agreed that this would be held at 7.15pm for 15 minutes at the June 2023 meeting. It was agreed that any points for discussion will be addressed in the formal meeting afterwards.

For the existing play area at Bentley Close, unfortunately due to vandalism, the Parish Council have had to make the decision to temporarily close the play area as it is unsafe for children to use at present. A few of the councillors have agreed to look at the damage and see if they can temporarily repair it. The incident of vandalism has been reported to the police.

189-06/23 Correspondence and Communications.

The Clerk received correspondence from a member of the public regarding an incident that occurred at the Huntingdon Road/Raveley Road junction, on 03 June 2023 at 17:15. An elderly gentleman in a silver car pulled out of the junction and into a red car where he has caused damage to the front driver side. The Parish Council noted an appeal for witnesses and have asked that if anyone caught the incident on their dashboard camera, or if they know the owner of the silver car, to please contact the Parish Clerk.

A resident contacted the Parish Clerk regarding concerns with cutting of the grass area near their house. Councillor Awit has followed up on this matter and is working with the contractors to resolve this.

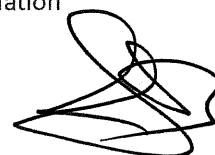
190-06/23 To consider councillors portfolio of responsibilities with priority being made to:

- Appointing a new school liaison – Councillor assigned – TBC
- Appointing a new health & safety officer and Parish ground's maintenance (including grass cutting contractor liaison) – Councillor assigned – Councillor Ward (with assistance from Councilor Awit on grass cutting contract matters)
- Appointing a new planning application liaison and ecology – Councillor assigned - Councillor Staples

Confirming all other portfolio responsibilities:

Councillor Edwards –

- Liaison with Upwood & the Raveleys Community Allotments Association
- Parish Boundaries Footpaths and Ditches & Parish Land



- Community Gritting Volunteer for CCC
- Charters Spinney maintenance & development
- Tree Officer
- St. Peter's Churchyard & Meadow Lane Cemetery

Councillor Mashford –

- Youth involvement and engagement
- External funding opportunities
- Play area, summer sports holiday activities.

Councillor Awit –

- Vice chairman
- Digital Strategy (with support from Councillors Staples and Councillor Mashford)
- Finance working party

Councillor Burgess –

- Chairman
- Speed management working party
- MVAS/traffic strategy
- Finance working party
- Governance
- Noticeboards
- Meeting hall opening/closing

Councillor Milner –

- Liaison with Fairmead & Farm Close
- Police Liaison

191-06/23 To receive verbal reports from parish councillors on matters arising from their portfolio responsibilities and matters for future consideration. No decisions can be made under this item.

No further items raised.

192-06/23 Date of next meeting:

Monday 03 July 2023 which will be at the new time of 19:30.

There will be an open meeting at 19:15, for residents to look at and discuss the plans for the refurbishment of the Bentley Close Play Area.

Close of meeting

