



Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Carol Bilverstone. Kilimanjaro, 9 Meadow Road, Upwood, Huntingdon, Cambs. PE26 2QJ
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A meeting of Upwood and the Raveleys Parish Council will be held on Monday 04 March 2019 at 7.00pm at Upwood Village Hall.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

The meeting is open to members of the public (to include the press) unless stated otherwise in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

Carol Bilverstone – Clerk and Responsible Financial Officer to Upwood and the Raveleys Parish Council

26 February 2019

Members: 7 Quorum: 3

AGENDA

154-03/19 To receive and approve apologies for absence; and to acknowledge the resignation of Councillor Hall.

155-03/19 To receive declarations of interest.

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

156-03/19 To receive and approve the minutes of the parish council meeting held on 07 January 2019.

157-03/19 Casual Vacancies

157-03/19.1 To consider applications for the casual vacancy arising from the resignation of Councillor Helen Nel.

157-03/19.2 To consider the advertisement of a casual vacancy arising from the resignation of Councillor Dan Hall.

158-03/19 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.

159-03/19 To receive reports from county and district councillors.

160-03/19 Matters arising or carried forward from the previous meeting.

160-03/19.1 To receive an update on future of The Cross Keys Public House.

161-03/19 Notification of planning items. None received at the time of publication.

162-03/19 Finance

162-03/19.1 To approve accounts for payment: 04 March 2019

Date	Ref. No.	Payee	Description	Amount
04.03.19	110655000	Mrs C. Silverstone	Clerk/RFO Salary. February 2019	737.49
			Expenses: Working from home allowance, stationery, travel.	18.99
04.03.19	403403344	Mr B.C. Edwards	Cemetery Officer Salary. January - March 2019	93.78
04.03.19	847537397	HMRC	PAYE/NI. February 2019	33.60
04.03.19	DD	SALVUS Master Trust	Employee + Employer Pension Contributions. February 2019	78.70
04.03.19	DD	Salvus Master Trust	Small Employer Fee	24.00
04.03.19	506044402	Starboard Systems Ltd.	Scribe Accounts Annual Software Licence. 01.03.19	308.40
04.03.19	886043825	SLCC Cambs. Branch	Employee Training: SLCC Branch Meeting	5.00

162-03/19.2 To note income received: 04 March 2019:

Date	Ref. No.	Payee	Description	Amount
25.02.19	000036	The Memorial Craftsman Ltd.	Cemetery Fees. Memorial stones. Mr N. & Mrs R. Allpress	120.00

162-03/19.3 Further to the resignation of Councillor Hall, to consider the appointment of a third signatory to the council's bank accounts.

162-03/19.4 To consider the implementation of standing orders to facilitate timely payment of employee salaries and associated tax and national insurance payments to HMRC.

162-03/19.5 To consider supporting the hosting and domain fees for the parish website, www.upwood.org from January 2019 to January 2020 at a cost of £85.06 including VAT.

162-03/19.6 To acknowledge submission of a VAT claim to HMRC of £421.69 for the financial year 2018/2019.

163-03/19 Traffic, Highways & Road Safety

163-03/19.1 To receive an update on the implementation of the Speed Indicator Device (SID).

164-03/19 Community Involvement & Engagement

164-03/19.1 To consider the coordination of a community litter-picking event.

164-03/19.2 To consider the provision of "Active Lives" summer sports activities for children and to consider an invitation from Bury Parish Council to work in partnership to coordinate and fund these events.

165-03/19 Parish Maintenance.

165-03/19.1 Further to minute reference 149-02/19.1 to consider quotations for the additional collection and disposal (off-site and on-site) of arisings from St. Peter's Churchyard.

165-03/19.2 Further to item 13-15/18.3 to consider further strategies to combat anti-social behaviour.

166-03/19 Correspondence and Communications.

166-03/19.1 An invitation from Ministry of Housing and Communities Local Government (MHCLG) to participate in a consultation on the development of a communities framework. <https://www.surveymonkey.co.uk/r/RYP7WCL>

166-03/19.2 An Invitation from Huntingdonshire District Council to participate in a consultation on the Huntingdon Neighbourhood Plan Submission. <http://consult.huntingdonshire.gov.uk/portal/pp/nps/hnp2019>

166-03/19.3 Correspondence from Airfields of Britain Conservation Trust (ABCT) regarding the proposed installation of a commemorative memorial at Upwood Airfield.

166-03/19.4 An invitation from The Mayor of Godmanchester to attend a St. George's Day Service at St Mary's Church, Godmanchester, PE29 2NW at 3.00pm on Sunday 28th April 2019.

167-03/19 To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.

No decisions can be made under this item.

168-03/19 Matters for future consideration. *No decisions can be made under this item.*

169-03/19 Date of next meeting: 01 April 2019, 7:00pm. Upwood Village Hall.

Close of meeting