



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 was held on Monday 05 December 2016 at 7.00pm at Upwood Village Hall.

Present: Councillors J. Edwards, J. Noble, H. Nel, R. Howe (Chairman), J. Paxton, G. Slater, M. Tew.

In Attendance: Mrs. C. Bilverstone (Clerk). There were no members of the public present.

Minutes

95-12/16 To receive and approve apologies for absence.

Councillor Perkins: Personal commitment
Councillor Smith: Personal commitment

96-12/16 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. There were no declarations of interest.

97-12/16 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. There was no public participation.

98-12/16 To receive and approve the minutes of the parish council meeting held on 07 November 2016.

Copies of the minutes of the meeting of Upwood and the Raveleys Parish Council held on 07 November 2016 had been circulated in advance following their informal approval by the vice-chairman. Councillor Paxton proposed acceptance of the minutes. Councillor Noble seconded the proposal. All who had been present at the meeting were in favour and it was resolved to do so. The vice-chairman signed the minutes.

99-12/16 Matters arising or carried forward from the last or previous meeting.

99-12/16.1 To review quotations for the renovation of the base of the village sign.

The clerk had invited three contractors to tender for this work. Two quotations had been received and circulated to councillors. Both contractors have completed work for the parish council previously and both are highly respected. On this basis Councillor Slater proposed that the council accepts Mr Glyn Pilkington's quotation of £300 (this being slightly cheaper than the other). Councillor Edwards seconded the proposal. All were in favour and it was **resolved** to do so.

99-12/16.2 To review the response from Harlequin Group Ltd. regarding the proposed telecoms installation (mobile phone mast) at Upwood Cricket Club: Cell 75703o2

Councillors asked a number of questions regarding this proposal at the last meeting. These together with the responses from Harlequin Group Ltd. are listed below:

1. What is the company's objective? Why is it targeting this parish?

O2 have a statutory obligation to provide coverage to the area and so are seeking to provide new 4G coverage. This will be of great benefit to the locality, residents and visitors to the area.

2. What is the operating range of the proposed installation? Will it serve neighbouring parishes, if so which ones?

The site has been identified primarily to serve Upwood.

3. Are other local parishes being approached, if so which ones?
Harlequin Ltd. are seeking to provide coverage for Upwood and so siting further afield would not provide the required coverage/benefit. It is however standard industry practice to consult with the parish council.
4. If it is deemed necessary to site an installation within this parish there are several brownfield sites outside the village envelope which might be more acceptable to residents. Are these being considered?
Harlequin Ltd. has conducted a study of the area and discounted many potential options in and around the village (too close to residential properties; too open with lack of screening; land owners not responding to enquiries or not being interested in a site on their land; and sites being too far from the village to provide the required coverage). The current site provider offered several plots of land within Upwood, however the proposed site within the cricket ground has the most screening and is away from the mainstay of the village.
5. The council would like to Harlequin Ltd. to consult with residents over a realistic period of time. The two week time frame given to the parish council is insufficient and the parish council does not have the resources to consult effectively with every resident.
Two weeks is industry standard practice and we also consult with ward councillors, the local planning authority and Member of Parliament where necessary. CTIL (Cornerstone Telecommunications Infrastructure Limited) has been informed of the parish council's concerns and recommended that the time frame be extended to allow publication of the proposal in next parish newsletter (information had been forwarded to the newsletter committee but details were not published in the December issue).

The proposed plans are published on the parish website and on the parish Facebook page. They have also been shared with the parish newsletter and Ramsey and Warboys Informer. Councillors were of the view that in principle the parish council cannot object to the proposal but noted that this does not reflect the views of parishioners. Although Harlequin Limited has fulfilled its statutory requirements, councillors remain of the opinion that more should be done by the company to consult with residents and that this should not be the responsibility of the parish council. The clerk will write to Harlequin Ltd. to this effect.

100-12/16 To receive reports from neighbouring parishes.

Although there were no reports from neighbouring parishes at this meeting, all were in favour of greater collaboration and the sharing of resources and best practice. Councillor Nel presented a discussion document and invited councillors to consider how best to liaise with neighbouring parishes. Councillor Tew noted that as he attends every meeting of Bury, Warboys and Wistow Parish Councils, he would be happy to act as liaison. The chairman suggested that councils could develop common agenda items and work together on joint projects. He reminded councillors of the opportunity to apply for funding from the Ramsey Windfarm Community Benefit Fund. Councillors were also encouraged to attend the presentation of Bury Parish Council's Neighbourhood Plan early in the new year.

101-12/16 To receive reports from county and district councillors.

County Councillor Tew explained that winter gritting resources had been subject to further cuts (from 45% to 30%). Councillors asked for an update on the Community Winter Gritting initiative. The parish has registered three volunteers but there has been no further communication. The clerk agreed to make further enquiries. Councillor Tew noted that additional cuts of £90 million must be implemented within the next three years. District Councillor Howe outlined the devolution process: A proposed shadow cabinet will be appointed on 15 December comprising seven council leaders and the chairman of the Local Enterprise Partnership (which takes care of the infrastructure needs of Cambridgeshire and Peterborough). The shadow cabinet will work under the leadership of a mayor who will be appointed in May 2017. Each member will have a key area of responsibility (e.g. housing, transport, infrastructure, education and skills) as powers (and funding) are devolved from central government to the local region.

102-12/16 Notification of planning items. No planning applications had been received.

103-12/16 Finance

103-12/16.1 To approve accounts for payment: 05 December 2016:

Date	Ref. No.	Payee	Description	Amount
05.12.16	433631101	Mrs C. Silverstone	*Clerk/RFO Salary. November 2016	680.48

			Expenses: Working from home allowance, stationery, travel	27.99
05.12.16	553007439	Mr B.C. Edwards	Cemetery Officer Salary. October-December 2016	86.66
05.12.16	211188727	HMRC	PAYE/NI	27.68
05.12.16	683867372	SALVUS Master Trust	Employee + Employer Pension Contributions. October 2016	72.26
05.12.16	327165830	SLCC	Purchase of publication (minute ref. 87-11/16.7)	76.60

103-12/16.2 To note income received: 05 December 2016.

Date	Ref. No.		Description	Amount
14.11.16	BACS	C Holmes & Son	Commercial Land Rent: "Gravel Pits"	168.00

Councillor Nel proposed that the accounts be approved for payment. Councillor Noble seconded the proposal. All were in favour and it was **resolved** to do so. The invoices were signed by two of the three signatories and arrangements were made to approve the electronic payments after the meeting. The chairman signed the list of payments on the agenda and the bank reconciliation.

104-12/16 Parish Maintenance

104-12/16.1 To review the cost of implementing the maintenance schedule for St. Peter's Churchyard and the "Old" Cemetery and to identify and prioritise short-term routine tasks and longer-term projects with a view to defining a sustainable plan for the future.

Andy Davis, Parish Maintenance Contractor, provided a breakdown of costs for each element of the adopted maintenance schedule:

St. Peter's Churchyard:

- Strimming of the "outer wall area" every other cut (i.e. 6 to 7 times per year): £10 per cut (£60 to £70 per year).
- Clearance of debris and seeding of "inner wall area" to allow it to become part of the normal grass cutting routine: One off cost of £250.00 with no additional routine maintenance costs.
- Clearance of debris and seeding of the area adjacent to Church Farmhouse to allow it to become part of the normal grass cutting routine: One off cost of £150.00 with no additional routine maintenance costs.

Total cost for St. Peter's Churchyard = Initial cost of £400 then £60 to £70 per year.

The "old cemetery":

- Significant cut back of the outer perimeter hedge line, from the large chestnut tree round to the road hedge to reveal a number of overgrown graves: One off cost of £250.00

The "new cemetery"

- Lifting of the cherry trees every other year to facilitate grass cutting: £45.00

Councillor Slater proposed that Mr Davis be asked to complete all elements of the work as outlined above at a total initial cost of £650 then £60 to £70 per year and £45.00 every other year. Councillor Paxton seconded the proposal. All were in favour and it was **resolved** to do so.

The chairman suggested that the parish council should consider the preservation and refurbishment of what is believed to be the original perimeter wall. The clerk agreed to request the advice of the Diocese of Ely.

105-12/16 Traffic, Highways & Road Safety

105-12/16.1 To receive an update regarding Community Speedwatch.

The clerk has requested the re-installation of the road signs.

Councillor Noble reported that further Speedwatch surveys are planned. Councillor Tew offered to make further enquiries regarding the training of volunteers. He also noted that Wood Walton Parish Council has asked to borrow the Speedwatch equipment which is jointly owned by Bury, Wistow and Upwood and the

Raveleys Parish Councils, and it has offered to pay £600 to join the consortium. If all three councils are in agreement, they would each receive a refund of £200. Councillors were all in favour.

106-12/16 Community Led Plan

90-11/16.1 To receive an update.

Councillor Tew reported that he had studied the Community Led Plan in some detail and believes that rather than pursuing a Neighbourhood Plan, the council should concentrate on consolidating the CLP. He reminded councillors that there is still a need to promote engagement and cohesion within and between the outlying areas of the parish (the Raveleys, Farm Close and Fairmead) and he offered to prepare a “knock and drop” questionnaire to assist this process. Councillors considered that this would be best achieved in the evenings or weekends as the majority of residents are at work during the day.

107-12/16 Correspondence and Communications.

107-12/16.1 An update from Cambridgeshire County Council regarding winter gritting routes.

107-12/16.2 Electoral Review of Huntingdonshire: Final recommendations (see: www.lgbce.org.uk).

107-12/16.3 Announcement of the launch of Cambridgeshire Communities Innovation Fund (see: <http://www.cambscf.org.uk/ccif.html>)

107-12/16.4 Huntingdonshire Local Plan to 2036: Wind Energy Developments Consultation (see: <http://consult.huntingdonshire.gov.uk/portal/pp/hlp2036/windenergy>)

107-12/16.5 Notification of the district council’s interim review of polling districts, polling places and polling stations.

107-12/16.6 Notification of the county council’s adoption of “A Voluntary Code of Conduct for Commercial Vehicle Operators”

107-12/16.7 Update on the Middle Level Navigation Reform (see: <http://www.middlelevel.gov.uk/Navigationprops.aspx>)

108-12/16 To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.

No decisions can be made under this item.

Councillor Tew outlined details of UK Power Networks “Priority Services Register” which helps to ensure that vulnerable adults or families will receive extra support in the event of a power cut.

(<http://www.ukpowernetworks.co.uk/internet/en/powercuts/priority-services-during-a-power-cut/>)

Councillor Noble reported on the planting of the crocus corms which had been donated by the Rotary Club (80 corms have been planted outside the main gates at Fairmead; 40 corms plus a further 100 plus 50 daffodil bulbs donated by Bedfordshire Pilgrims Housing Association have been planted at Farm Close; 50 corms have been planted in Great Raveley and 50 in Little Raveley. The remainder of the crocus corms have been planted in troughs, some ready to be transplanted when the work to the village sign is complete and the others for display in the churchyard.

Councillor Noble thanked Councillor Slater for painting the bars on the path between High Street and Bentley Close. She also reported that a parishioner had expressed concern about a car which appears to be permanently blocking the pavement in Bentley Close. Councillor Slater offered to talk to the owner of the car.

109-12/16 Matters for future consideration.

No decisions can be made under this item. There were no further matters for consideration.

110-12/16 Date of next meeting: 09 January, Upwood Village Hall, 7:00pm.

Close of meeting: 8:20pm



13.1.17