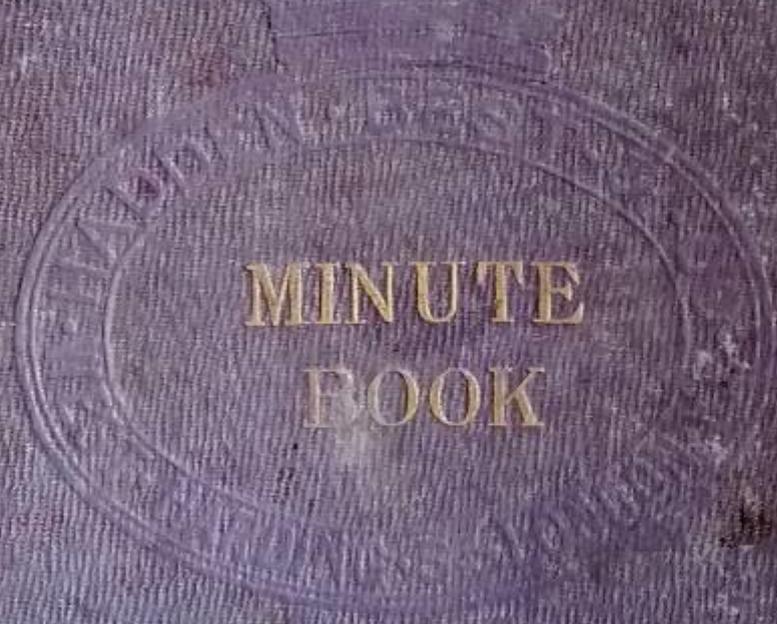


**UPWOOD
PARISH
1894**



**First Meetings of the Parish
on:**

4th December

&

31st December



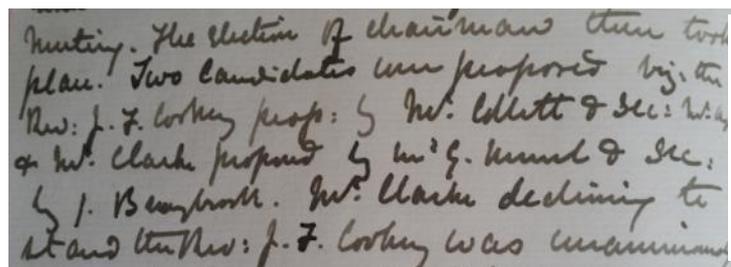
Upwood and the Raveleys Parish Council

A Parish meeting was held on **Tuesday 4th December 1894** at 7pm in the National School, due noticing having been given. Most of the Electors were present.

Minutes

The acting overseer (William Thompson) had certain notices with regard to the meeting.

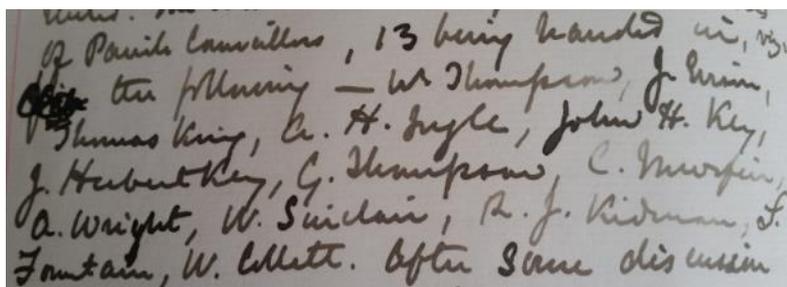
The election of chairman then took place. Two candidates were proposed viz: the Rev. J. F. Cooksey proposed by Mr. Collett & seconded Mr. Ayr & Mr. Clark proposed by Mr. G. Mund & sec: by I Braybrook. Mr. Clark declining to stand and thus Rev. J. F. Cooksey was unanimously elected.



(Some of the names are difficult to read)

The chairman called for nominations of Parish Councillors, 13 being handed in, viz.; the following –

W. Thompson	J. Evison	Thomas King	A. H. Ingle	John H. Key
J. Herbert-Key	G. Thompson	C. Murfin	A. Wright	W. Sinclair
R. J. Kidman	S. Fountain	W. Collett		



After some discussion, a show of hands was taken, and a poll demanded by Mr. Sinclair.

Mr. W. Collett was proposed for the office of District Councillor, and one or two others having been proposed but declined to stand. It was agreed to elect him.

A vote of thanks having been accorded to the Chairman, he said that he hoped the election would be conducted without ill-feeling, and that no elector would make promises he did not intend to fulfil, he reminded them that he alone saw how each ballot paper was filled up, and that the day would come when the liar would have to answer for his falsehoods; he also hoped that the Council would decree better water supply, in saying that he was influenced by no selfish motives as he was himself well supplied already.

Signed: J. F. Cooksey, Chairman

Declaration of Councillors on Taking Office

I hereby declare that I accept the Office of Parish Councillor of Upwood and will fulfil the duties to the best of my ability.

Signed:

John Evison

Reginald J. Kidman

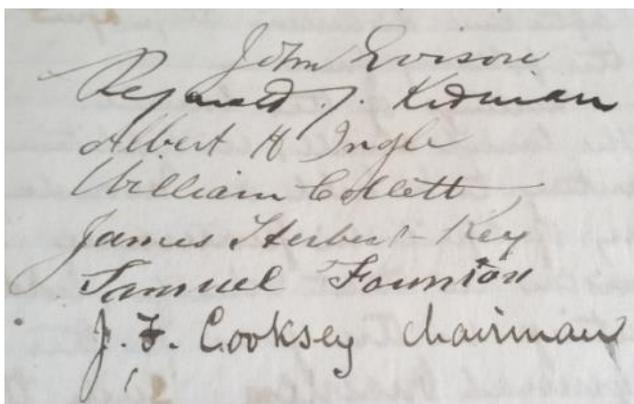
Albert H. Ingle

William Collett

James Herbert-Key

Samuel Fountain

J. F. Cooksey, Chairman



John Evison
Reginald J. Kidman
Albert H. Ingle
William Collett
James Herbert-Key
Samuel Fountain
J. F. Cooksey chairman



Upwood and the Raveleys Parish Council

The first meeting of the Parish Council was held on **Monday 31st December 1894** in the National School at 7pm, due notice having been given to each member by the Chairman of the Parish meeting who was present together with the six members of the Council.

Present, Viz: John Evison, R. J. Kidman, A. H. Ingle, W. Collett, J. Herbert-Key, and S Fountain.

Minutes

At the request of the members of the Council, the Chairman of the Parish meeting drew up a declaration of acceptance of office which was signed by the six members.

Mr. Collett then rose and proposed the Rev. J. F. Cooksey for the office of Chairman. Mr S. Fountain seconded the proposal and there being no other candidate the Rev. J. F. Cooksey took the chair thanked the meeting for the honour conferred upon him.

After some discussion it was decided to provide to the election of a Clerk and Treasurer. The Chairman consented to act as honorary clerk and it was agreed to keep the money received by the Council at Messrs. Veasey and Co. Bank.

Mr. Kidman proposed the adoptions of set of "Standing Orders for the Regulation of Proceedings and Business of the Council", and after some discussion they agreed upon in the following form –

I. Meetings of the Council.

The Council shall, in addition to the meeting to be held on Monday the 15th day of April in pursuance of the Statutory provision in that behalf, hold three quarterly meetings in the year for the transaction of general business; such these meetings shall be held on the second Monday in each of the months of July, October, and January.

II. Order Of Business.

1. Confirmation of the minutes of the last meeting of the Council.
2. Business expressly required to be done, by statistic, at the meeting.
3. Business remaining from the last meeting, if any.
4. Reports of Committees.
5. Notices of Motions in the order in which they have been received.
6. Any Correspondence or Communication.
7. Reception of deputations.
8. Any other business.

- III. Every notice of motion shall be in writing signed by the member of the Council giving the notice. It shall be given to the Clerk of the Council, and shall be entered in the book to be kept at the Clerk's office or home; which book shall be open to the inspection of every member of the Council.
- A notice of motion which shall not have been received seven clear days before any meeting of the Council shall not be entered in the summons for such meeting.
- IV. If a motion, notice of which is specified in the summons be not received either by the member who has given the notice, or by some other member on his behalf, when it comes on in due course, it shall, unless postponed by leave of the council, be considered as dropped, and shall not be moved without fresh notice. This order shall not apply to motions which are moved by the Chairman, or any member of a committee in pursuance of the report of a committee.
- V. **Order of Debate.**
- Every motion or amendment shall be moved and seconded, and shall be received in writing, if signed, and handed to the Chairman, or to the Clerk of the Council, and shall be read before it is further discussed or put to the meeting.
- VI. A member of the council shall stand when speaking and shall address the Chair.
- VII. A member who speaks shall direct his speech strictly to the motion under discussion, or to a motion or amendment to be proposed by himself, or to a question of order.
- VIII. Whenever an amendment upon an original motion has been moved and seconded, no second or subsequent amendment shall be moved until the first amendment shall have been disposed of.
- An amendment is to leave out words - to leave out words and to insert or add other words – to insert or add words.
- IX. If an amendment be rejected, other amendments may be moved on the original motion.
- X. If an amendment be carried the motion as amended shall take the place of the original motion, and shall become the question upon which any further amendment may be moved.
- XI. **Voting.**
- Every question shall be determined by a show of hands, if so demanded, in which case the names for and against the motion shall be taken down in writing and entered on the minutes. Mr. Kidman proposed and Mr Evison seconded the following motion "That all Parish Property be deposited in the hands of the Clerk of the Parish Council as the 17 section of the Local Government Act 1894 directs – That the Clerk be authorised to make enquiries, and to procure such property if any be found missing and to report to the next meeting". This was carried without a division. The clerk was asked to enquire for the Parish Award, and if necessary to write to Mr Rogus of Ramsey and to C. B. Margetts Esq. Of Huntingdon about it. Some discussion took place as to the power of the Council to fill up the vacancy; also as to the expediency of allowing the meetings of the Council to be open to the Public, but it was decided to let these questions stand over to the next meeting of the Council to be held on the second Monday in February.

Signed: J. F. Cooksey Chairman.