



Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Jo Russel, 2 Hatchet Lane, Stonely, St Neots, Cambridgeshire PE19 5EG.
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A meeting of Upwood and the Raveleys Parish Council was held on Monday, 4 March 2024, 7.30pm at Upwood Village Hall.

Present: Councillors J Burgess (Chair), D Awit (Vice), J Edwards, E Staples, I Macartney-Ward
Jo Russel – Clerk and Responsible Financial Officer.

Members: 7 Quorum: 3

Agenda

309-3/24 To receive and approve apologies for absence.

Councillor J Milner (work commitments)
A Costello (personal), C Lowe (attendance at other meeting), S Corney

310-03/24 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.
There were no declarations of interest.

311-03/24 To consider any applications received as a result of the advertisement for two casual vacancies arising from the resignation of Councillors Howe and of Councillor Chatfield ceasing to be a councillor.

None received.
The Parish Council discussed the strategy going forward regarding the recruitment of new councillors. It was agreed that Councillor Burgess would prepare a leaflet explaining the role. All agreed that it would be good to find representatives from the Raveleys and from Farm Close so that all parts of the parish are represented. The leaflet will also be advertised via Facebook.

312-03/24 To receive and approve the minutes of the meeting held on 5 February 2024.

The minutes have been circulated in advance, following approval of the vice chair. Councillor Edwards proposed and Councillor Macartney Ward seconded. All who had been present were in favour and it was resolved to do so. Councillor Awit signed the minutes.

313-03/24 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.

314-03/24 To receive reports from county and district councillors.

Councillor Costello emailed the following report:

- At the full County Council meeting 2 weeks ago, a 4.99% increase in the precept was passed by the Administration, Conservatives voted against. Of that increase, 2% is the requirement from Government for adult social care.

- £20M has been allocated to highways improvements which although won't go far, is considered a step in the right direction.
- The Mayor of the Combined Authority has also increased his precept to be spent on improvements to public transport.
- Huntingdonshire District Council has increased their precept by 4% and has additional funding through the green bin tax. There was a huge take-up in January as people wanted a cheaper rate fixed for 3 years.

315-03/24 Notification of planning items

315-03/24.1 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 - comments submitted 12 January 2024.

No response received yet.

315-03/24.2 23/02240/NMA RAF Upwood, Ramsey Road - amend layout of plots 84-110, relocation of footpath and addition of air source heat pumps and EV charging.

No further action required. The Parish Council's objections to the development still stand.

35-03/24.3 24/00121/FUL – Lodge Farm, Raveley Road, Erection of grain store and new access.

No objections or comments.

Councillor Staples proposed and Councillor Burgess seconded. All who had been present were in favour and it was resolved to do so. The clerk will contact HDC.

316-03/24 Finance

316-03/24.1 To approve accounts for payment: March 2024.

There was a slight amendment to the payment to S Howes – this is £185.99. Clerk will wait for the final CIL payment from HDC and then set up the payment to Kompan. Councillor Burgess proposed and Councillor Awit seconded. All who had been present were in favour and it was resolved to do so.

Reference	Description	Payee	Amount
B/P	Website fees – IONOS and domain name renewal	Stephen Howes	£180.39
B/P	Bentley Close Play equipment – second invoice	Kompan Limited	£33,750
DD	Adobe Acrobat monthly payment	Lloyds debit card	£19.97
B/P	Clerk February 2024 expenses	Mrs J Russel	£10
SO	Clerk/RFO Salary – February 2024	Mrs J Russel	£668.83
SO	Clerk/RFO PAYE – February 2024	HMRC	£167.20
DD	Monthly fee	Lloyds debit card	£3.00
DD	Pension Administration Fee	SALVUS Master Trust	£24.00
SO	Cemetery Officer salary – December 2023 to February 2024	Mr BC Edwards	£72.87
SO	Cemetery Officer PAYE – December 2023 to February 2024	HMRC	£18.20

316-03/24.2 To note income received: February 2024.

Reference	Description	Payee	Amount
DD	CIL Grant - first instalment	HDC	£40,038.43

316-03/24.3 Approve and sign bank reconciliation for February 2024.

Approved – Councillors Edwards and Burgess signed this.

316-03/24.4 To consider and discuss a new process for awarding grants.

Carried forward to April meeting.

316-03/24.5 To approve Clerk's expenses for February 2024.

See above.

316-03/24.6 To consider quotes obtained by Councillor Edwards to survey the village trees.

Councillor Edwards had found an independent firm that had quoted £200 to survey the village trees. Any survey should be carried out in the summer months. However, it was agreed that the Clerk would contact HDC to obtain the details of the Tree Officer to see if they could assist. If not, then the council would progress with Councillor Edwards' suggestion.

316-03/24.7 To approve expenditure for Bentley Close play area – signs, trees. Details of proposed expenditure of £794.99 has been circulated in advance.

This was approved subject to no longer needing the wooden post for the bin as Councillor Edwards will provide this. Councillor Burgess will now order the trees. Councillor Edwards proposed and Councillor Staples seconded. All who had been present were in favour and agreed and it was resolved to do so.

317-03/24 Traffic, Highways and Road Safety

317-03/24.1 To review data gathered from the Moveable Vehicle Activated Signs (MVAS) for February 2024.

40-mph limit	No. of cars	41–45 mph	46–50 mph	51–55 mph	>56 mph	Highest recorded speed (mph)
Huntingdon Road by the allotments	39173	3199	817	209	107	91
Huntingdon Road/ Ailwine Road junction	26594	1900	323	63	13	72
Little Raveley	13091	1819	288	40	4	65
30-mph limit	No of cars	31–35 mph	36–40 mph	41–45 mph	>46 mph	Highest recorded speed (mph)
Great Raveley – data only from 1-18 Jan 2024	5580	1013	212	41	8	57

317-03/24.2 To receive an update on speed management strategies (privately funded LHI application and 20mph application).

The notices for the 30mph speed change have now been published. The work should hopefully be carried out end of April, beginning of May.

In relation to the 20mph scheme, CCC have confirmed that Longholme Road will not be included in the 20mph zone. This had been an error on the original plans. Meadow Road will remain 30mph as the right side of that road is not built up.

318-03/24 Community

318-03/24.1 To receive an update on plans to purchase Glebe paddock.

Those who represent diocese have proposed the grant of a licence to the Parish Council from June 2024 for three years, with the Parish Council being able to renew for a further three years to enable them to raise funds to purchase the land. The Parish Council will need to pay back rent of £600 for the year from June 2023 and pay £600 in advance from June 2024 to 2025. Councillor Staples proposed that the proposal be accepted and Councillor Awit seconded. All who had been present were in favour and it was resolved to do so.

318-03/24.2 To receive an update from the Glebe paddock grant planning working party.

No update, see above.

318-03/24.3 To receive an update on the Bentley Close play area refurbishment.

This is now complete save for the new signage and trees etc. as discussed above. Councillors would like to thank Councillor Mashford for the enormous amount of work she undertook on this project for the benefit of all the pre-school children in the parish.

318-03/24.4 To discuss maintenance required for the Parish Council noticeboards.

Councillor Macartney Ward reported that he will replace the back of the noticeboard by the school.

318-03/24.5 To receive an update from Councillor Awit on plans for the new website.

Carried forward to next meeting but matters are progressing.

318-03/24.6 To discuss Parish School Holiday Sessions 2024 run by HDC.

It was agreed the Parish Council would once again combine efforts with Bury PC this year. The clerk will confirm this with Bury clerk.

319-03/24 Correspondence and Communications

319-03/24.1 To provide an update on the bin placement between Upwood Primary Academy and Valiant Square after approaching the District Council to request additional bins.

The clerk had contacted Councillor Lowe who had suggested that she use the online form to request an additional bin. Unfortunately, Councillor Lowe could not provide the clerk with a direct contact. The clerk has chased HDC for a response.

319-03/24.2 To discuss correspondence received from a resident regarding blocked drains in Great Raveley and road erosion.

The clerk has reported this to Adela Costello and the Local Highways Officer. If the drains are blocked the resident has also been advised to contact Anglian Water to see if they can also assist.

319-03/24.3 To discuss correspondence received from a resident regarding 30 mph speed limit on Huntingdon Road and why this was not starting at the entrance to the village.

The Parish Council had previously raised this with CCC but were told that experience/data shows that (in an area with open fields) the majority drivers would not adhere to a 30mph at that section and in doing so would be less likely adhere to it throughout. As such, the Parish Council accepted the recommendation of the CCC with regards to the start and end of the 30mph zone.

319-03/24.4 To discuss correspondence received from CCC regarding weed control.

It was agreed that the Parish Council required CCC to restart chemical spraying of the weeds again in the parish.

320-03/24 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.

Councillor Macartney Ward raised three matters:

An overflowing manhole cover in Charter's Spinney. Councillor Edwards has already reported this to Anglian Water.

Date for Charter's Spinney re-wilding for this spring. Councillor Edwards confirmed this would be in late March or early April.

Discharge of water on High Street in Upwood. This is believed to be in part due to a pond spilling over due to heavy rains. It is also thought to be due to a broken chamber outside one of the houses. Councillor Burgess will write to CCC Highways stating that no action has been taken despite numerous complaints but all residents will also need to report this to CCC so that maximum pressure is maintained to try to fix this issue.

321-03/24 Date of next meeting: Monday 8 April 2024.

Close of meeting 9pm.