

Upwood and the Raveleys Parish Council

A meeting of Upwood and the Raveleys Parish Council was held on Monday 06 January 2014 at 7.00pm in Upwood Village Hall.

Present: R. Howe (Chairman), F. Hopkins, J. Noble, J. Paxton A. Perkins G. Shelford, G. Slater, K. Sisman

In attendance: Mrs. C. Bilverstone (Parish Clerk) and 3 members of the Public.

Minutes

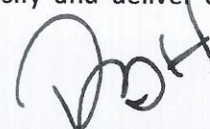
- 88/01-14 Apologies**
Apologies were received from Councillor Tew. His attendance was required at another meeting.
- 89/01-14 Declarations of interest**
Councillor Perkins declared an interest in the village hall and the cemetery.
- 90/01-14 Public Participation**
Members were advised that one member of the public had registered to speak in the public address: Mr. Jason Edwards expressed concerns about the recent installation of powerful floodlights on one of the Airfield Industrial Estate units.
- 90/01-14.1** The Chairman thanked Mr. Edwards. Councillors supported concerns of light pollution and questioned the need for planning consent. The Chairman agreed to investigate the matter and report back to the Council.
- 91/01-14 Minutes**
Copies of the minutes of Upwood and the Raveleys Parish Council meeting held on 02 December 2013 had been circulated in advance following their informal approval by the Chairman. Councillor Hopkins proposed to accept the minutes. Councillor Slater seconded the proposal. All were in favour. It was **resolved** that these were a correct record and duly signed by the Chairman.
- 92/01-14 Matters arising or carried forward from the last or previous meeting.**
- 92/01-14.1 To review the resignation of a Councillor and the subsequent vacancy. Review of portfolio responsibility.**
The Chairman regretfully informed the Council of the resignation of Councillor Bryce. The combined pressure of work and Council commitments had become a burden. The Chairman noted that Councillor Bryce had been a stalwart in recent years and commended him for his work in establishing the Allotment Association. He has written to express sincere thanks on behalf of the Council.

Councillors agreed with the Chairman's sentiments but were pleased to learn that Mr Bryce will continue with his commitment to the Community Led Plan.

The Chairman noted that this resignation leaves a vacancy on the Council but proposed that Councillor Slater takes on the allotment portfolio. Councillor Slater accepted the proposal and all Councillors were in favour.
- 92/01-14.2 To receive an update regarding security measures for the Upwood allotment site.**
It was unanimously agreed to postpone further discussion on this item until Councillor Slater has met with the Allotment Association. It was agreed that URCAA and the Parish Council would benefit from mutual representation at their respective meetings thus enabling more effective communication. It is hoped that all future decisions will be multilateral and beneficial to all parties.

WPH

- 92/01-14.3 To receive an update on the renewal of the lease of Glebe Paddock.**
The Clerk has received confirmation from Jolliffe Daking that the Diocese have agreed to the early release clause requested. The lease now enables the Parish Council to give 12 months' notice, with no penalty, at any time during the lease. The Clerk has instructed Serjeant and Son to proceed with the renewal of the lease on this basis.
- 92/01-14.4 To review a proposal for renovation and renewal of Parish noticeboards.**
Councillor Sisman requested that this item be postponed until the next meeting.
- 92/01-14.5 To receive an update on Speedwatch.**
Councillor Sisman notified the Council that if the Parish can establish a team of three volunteers, permanent "Speedwatch" signs may be displayed. He noted that there is evidence to prove that permanent signs have a significant effect on slowing traffic and asked for a third volunteer to offer approximately 1.5 hours each month. Councillors continue to support this initiative and Councillor Shelford agreed to place a notice in the newsletter.
- 92/01-14.6 To review draft of risk management procedures.**
The Chairman thanked Councillor Noble for the significant progress she has made towards completing this task. He reminded Councillors that the Council was out of compliance with the Internal and External Audit in this respect and asked for feedback to be offered to Councillor Noble enabling her to complete this task ready for adoption by the Council prior to the next audit.
- 92/01-14.7 To consider the benefits and the potential for use of "ShapeYourPlace" ([www http://huntingdon.shapeyourplace.org/your-city/](http://huntingdon.shapeyourplace.org/your-city/)).**
Councillors discussed the benefits of this community access point and agreed that it may be a positive additional communication tool for the Parish, particularly in regard to the Community Led Plan. Concerns were expressed that the site would need regular monitoring to ensure effectiveness. Councillor Noble proposed that the Council should make use of the facility. Councillor Paxton seconded this. One Councillor expressed concerns for the management of inappropriate use and thus abstained from voting. All other Councillors were in favour. Councillor Hopkins agreed to take the idea to the CLP working party.
- 92/01-14.8 To review the future of Upwood and the Raveleys Newsletter.**
Further to the previous meeting where the Council agreed to grant £525 towards the running costs, Councillors reviewed the financial status of the newsletter. It was noted that with the loss of financial support from the village fete, the newsletter team predicts being in a critical financial position at the end of 2014, at the end of 2015 with the potential exhaustion of funds by middle of 2016. Councillors respect the policy of the newsletter editorial team not to include advertising, charging instead for the insertion of leaflets; but discussed whether this is sustainable in the long term.
- Councillors consider the newsletter to be vital to the village and are concerned for its future. The Council would wish to be kept informed and agreed to review its support next year.
- 93/01-14 County and District Councillors**
Councillor Howe informed Councillors that a new offer has been made on the Cross Keys Public House and provisionally accepted subject to contract. A structural survey has taken place and a conclusion to negotiations expected by the end of this week. The potential buyer is a publican with a background in restaurant management.
- Councillor Hopkins suggested that if this sale is not successful the Council should take Enterprise Inns to task on the "disposals programme" noted in their Annual Report and Accounts (year ending 30 September 2013). The report states that Enterprise Inns expect to complete the sale of all non-current assets within one year of the balance sheet date (i.e. by September 2014). They also pride themselves on their commitment to Corporate Social Responsibility with "pubs being at the heart of local business and community life". They claim to support of the philosophy and ethos of HRH The Prince of Wales's "Pub is the Hub" campaign, encouraging rural publicans to diversify and deliver a wider range of



services to the communities they serve, ensuring that the pub becomes the heart of the community and continues to thrive as a vital part of village life. Councillor Hopkins expressed concern that if Enterprise Inns really do acknowledge the positive contribution that pubs make to their local communities, they should be working harder to facilitate a sale. The Council agreed that the Cross Keys is an important aspect of village life and they wish to see the facility open and successfully trading with the minimum of delay. All agreed that any suggestion of housing development on this site would be strenuously opposed.

94/01-14 Planning item (received since publication of the agenda).

1301941LBC. New roof windows to house and games room, changes to windows and doors and internal alterations. The Manor, Wennington Road, Little Raveley, Huntingdon. PE28 2NF.

Councillors noted that the plans relate to a relatively new extension of a listed building. Councillor Perkins proposed that the Council recommend approval of this application, providing residents of neighbouring properties do not have objections. Councillor Sisman seconded the proposal and all were in favour.

95/01-14 Finance

95/01-14.1 Members noted the financial report and bank reconciliation for December 2013 detailing all transactions to date for the financial year 2013 – 2014.

95/01-14.2 To review allotment finances

It was agreed to postpone this until the next meeting (see item 92/01-14.2).

95/01-14.3 To review a request for financial support from Upwood and the Raveleys Village Hall Management Committee.

Councillor Perkins offered further information regarding the work planned for the ceiling in the front hall and plans to replace the chairs. Councillors quickly realised that the current healthy bank balance could easily be consumed if grant applications are unsuccessful. Councillors agreed that the village hall is vital to our community and is very appreciative of the efforts of all the volunteers who work tirelessly to maintain the facility to such a high standard. Councillor Perkins agreed to request a cost projection plan for future work. The Parish Council have historically supported the cost of annual insurance. The cost for the coming year is lower than in previous years at £877.59. Councillor Sisman proposed making a donation of £1000. Councillor Slater seconded this proposal and all were in favour.

95/01-14.4 The following accounts were unanimously **approved** for payment.

Date	Cheque no.	Payee	Description	Amount
06.01.14	101386	Anglian Water	Water Supply 11.09.13 - 03.12.13	£15.79
06.01.14	101387	Mrs C. Silverstone	Expenses (Postage, travel, stationery)	£15.99
06.01.14	101388	Upwood & the Raveleys Village Hall	Meeting Hall Hire	£68.20
06.01.14	101389	Upwood & the Raveleys Village Hall	Donation to support annual insurance costs.	£1000

95/01-14.5 To note income received in December 2013:

Date	Reference	Payee	Description	Amount
19.12.13	100164	Allotment Tennant	Allotment Rents	£15.00

96/01-14 Correspondence and Communications

Members noted the following communication:

Mary Elizabeth Mawdesley Will Trust (Trust of the Poor Widows in the Parishes of Ramsey, Bury and Upwood in the County of Cambridgeshire): Notices had been displayed during the month of December inviting the beneficiaries to collect the benefit due to them from Serjeant and Son, Solicitors for the Trustees.

97/01-14 Matters arising from Councillors

97/01-14.1 Councillor Perkins noted that phase one of the planned tree works in St. Peter's Churchyard is in progress.

97/01-14.2 Councillor Perkins informed the Council that mourners at a funeral on Christmas Eve were in standing water by the grave side. Clearly the weather has been inclement, but a large amount of earth has been dumped in and around the ditch along the boundary between the "old" and "new" cemeteries. The ditch was cleared some years ago and has since become a little overgrown with brambles.

It is essential that the ditch is clear to allow the land to drain. Councillor Perkins will obtain quotations and the Council will arrange for it to be cleared again in the spring. The Clerk was asked to contact the Funeral Directors to request that grave diggers remove any excess soil from the site and not leave it in or around the ditch (not only is it preventing effective drainage but it is most unsightly). Most new graves are now being dug at the bottom of the slope and the Council would not wish to add further distress to those attending funerals or visiting graves.

97/01-14.3 Councillor Perkins asked if Councillors were aware of the new owner of the old Council Depot on Longholme Road. The Chairman closed the meeting to allow Mr. Edwards to speak. Mr. Edwards confirmed that a company based in Hertfordshire had purchased the land as a storage area for lorries, trailers and containers. Councillors asked whether this would constitute a change of land use, thus requiring planning consent. The Chairman agreed to investigate the matter further and report back to Councillors. The meeting was re-opened.

97/01-14.4 Councillor Hopkins reported that draft two of the Community Led Plan questionnaire was in progress and that a meeting is due to take place to finalise this in the middle of January. The Chairman asked whether questions specifically aimed to address the care of the more senior members of our community. Councillor Hopkins confirmed that this was the case and that questions were being formulated to address the concerns of all residents.

97/01-14.5 The Chairman welcomed Mrs Chataway to the meeting. She and her husband have recently moved into the central part of "Upwood House". Councillors offered a warm welcome to the Parish.

98/01-14 Matters for future consideration

98/01-14.1 Councillors expressed concerns about hedges encroaching onto pavements at several locations throughout the Parish. Concerns were also raised about the number of vehicles parked on pavements (Clerks note: The website of Cambridgeshire Constabulary states that: "Parking on the pavement is illegal, as the vehicle is causing an obstruction and you are liable to be issued with a fixed penalty notice". Councillor Shelford agreed to place a notice in the newsletter.

98/01-14.2 Councillor Sisman agreed to investigate concerns of drains silting up along Longholme Road and Huntingdon Road.

99/01.14 Date of next meeting

03 February 2014, Upwood Village Hall, 7.00pm.

CLOSE OF MEETING

