

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 03 April 2017 at 7.00pm at Upwood Village Hall.

Present: Councillors J. Edwards, H. Nel, J. Paxton, A. Perkins, G. Slater, H. Smith, M. Tew.

In Attendance: Mrs. C. Bilverstone (Clerk) and two members of the public.

In the absence of the chairman, this meeting was presided over by Councillor Slater, Vice-Chairman.

Minutes

154-04/17 To receive and approve apologies for absence.

Councillor Howe: District Council Commitment

Councillor Noble: Family Commitment

155-04/17 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.

Councillor Perkins declared a professional interest in the planning application for Bury Green Farm (item 161-04/17.2).

156-04/17 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.

157-04/17 To receive and approve the minutes of the parish council meeting held on 06 March 2017.

Copies of the minutes of the meeting of Upwood and the Raveleys Parish Council held on 06 March 2017 had been circulated in advance following their informal approval by the chairman. Councillor Nel proposed acceptance of the minutes. Councillor Smith seconded the proposal. All were in favour and it was **resolved** to do so. The chairman was asked to sign the minutes after the meeting.

158-04/17 Matters arising or carried forward from the last or previous meeting.

158-04/17.1 To consider a proposal for the framing of a map of the parish for display in the village hall.

Councillor Howe has arranged with the district council for the production of an A2 sized Ordnance Survey map of the parish at a scale of 1:15,000. The parish clerk (owner of Bespoke Framing Solutions) has offered to supply materials for framing at trade price (estimated at £69.96 including VAT) with an invoice to the parish council direct from the wholesaler. The supply of fixings, assembly of materials and associated labour would be sponsored by Bespoke Framing Solutions at no cost to the parish council. Councillor Paxton proposed that the parish council accepts the clerk's offer. Councillor Nel seconded the proposal. All were in favour and it was **resolved** to do so.

158-04/17.2 To receive an update on the proposal for provision of a community defibrillator.

Handwritten signature of G. Slater in black ink.

Further to the last meeting, the clerk has sourced and shared a significant amount of further information regarding the purchase and upkeep of a community defibrillator. The chairman also informed councillors prior to the meeting that the Cross Keys Public House already has a defibrillator and the landlady would consider placing this on an outside wall to make it accessible to members of the public. Councillor Paxton suggested that the parish council could consider contributing to the cost of its relocation and its upkeep. Councillor Nel offered to liaise with Mrs Elvis (the parishioner who had suggested the initiative) regarding the need for further provision, particularly for the outlying areas of the parish. Councillor Paxton asked for clarification on the success of public defibrillators.

(Clerk's note: After the meeting the clerk spoke with the Community Collaboration Manager (North Sector) for the East of England Ambulance Service NHS Trust who confirmed that few statistics are currently available regarding the use of community defibrillators as this is such a new initiative. However "The automated external defibrillator (AED) has been described as the single most important development in the treatment of sudden cardiac arrest (SCA). These devices are now widely available and increasingly used by people, often with little or no training, to re-start the heart of a victim of SCA. Under ideal circumstances, when used very soon after collapse (within two or three minutes), many can survive. The crucial determinant of survival is the interval between collapse and the use of the AED to deliver a shock. The strategy, therefore, is to have an AED installed at a place where it might be needed so that it can be accessed quickly by someone nearby, taken to the person who collapsed, and used before the arrival of professional help. This arrangement is known as Public Access Defibrillation (PAD). Immediate defibrillation (within 30 seconds) results in a survival rate of approximately 80%. Survivability is reduced by 7-10% for a delay of every minute thereafter reducing the survival rate to approximately 10% after a 10 minute delay". Further information can be found at: <https://www.resus.org.uk/defibrillators/national-database-of-aed-use/> although this research paper dates back to 2014.

The clerk also spoke with the landlady of the Cross Keys who confirmed that the defibrillator was obtained through a grant application and it is likely that the Cross Keys would be able to obtain an external cabinet via a grant from the same source. She is keen to promote its availability and has previously offered to coordinate training with the ambulance service for parishioners via an article in the parish newsletter. This offer still stands. Both the ambulance service and the landlady of the Cross Keys have confirmed that the existing defibrillator could be registered with the ambulance service, and thus listed on a public register for public access defibrillation and linked to the 999 emergency services.

A complete list of community public access defibrillators in the east of England can be accessed at: <http://www.eastamb.nhs.uk/search/?sitekit=true&search=defibrillator&task=search&indexname=full-index>

158-04/17.3 To receive an update from the "Communications Working Party".

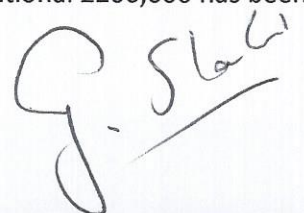
The communications working party will meet on Tuesday 25 April at 10:30am to review the success of the projects started in 2015 and to consider a further grant application to REG Ramsey Windfarm Community Benefit Fund. The working party will also consider additional ways to promote the scheme to local community groups. Parishioners are reminded that £8,000 per annum is offered by the trust to support community groups and projects in Upwood and the Raveleys. Detailed information may be found at: <http://grantscape.org.uk/fund/ramseywindfarmcbf/>

159-04/17 To receive reports from neighbouring parishes.

Councillor Tew reported that Bury Parish Council would welcome input from its neighbouring parishes as it progresses its Neighbourhood Plan and that it will contact this parish regarding the future development of the former RAF Upwood site. Councillor Tew will meet with planners from the district council and invited members of Upwood and the Raveleys to join him. The vice chairman confirmed that this council is very keen to cooperate and collaborate with its neighbours.

160-04/17 To receive reports from county and district councillors.

Councillor Tew reminded members that the election of Mayor for Cambridgeshire and Peterborough Combined Authority will take place on Thursday 04 May. He also noted that an additional £200,000 has been made available for highway repairs across the county.



161-04/17 Notification of planning items.

161-04/17.1 Proposed permanent removal of street light L3FEL in Wennington Road, Little Raveley.

Councillors agreed that the light is intrusive and they are sympathetic to the wishes of the current owner of The Manor. Councillor Perkins proposed a recommendation that the light be disconnected rather than removed, allowing for its reconnection should it be deemed necessary in the future. Councillor Smith seconded the proposal. All were in favour and it was **resolved** to do so.

161-04/17.2 17/00599/FUL | Proposed dwelling | Bury Green Farm Biggin Lane Ramsey Huntingdon PE26 2RX

Councillor Nel proposed that the council supports this development. Councillor Paxton seconded the proposal. Councillor Perkins abstained from voting. All other councillors were in favour and it was **resolved** to do so.

162-04/17 Finance

162-04/17.1 To approve accounts for payment: 03 April 2017 (financial year 2017/2018):

| Date | Ref. No. | Payee | Description | Amount |
|----------|-----------|--------------------------------------|---|---------|
| 03.04.17 | 870433396 | Mrs C. Silverstone | Clerk/RFO Salary. March 2017 | 680.48 |
| | | | Expenses: Working from home allowance, postage. | 11.10 |
| 03.04.17 | 468308052 | HMRC | PAYE/NI | 6.08 |
| 03.04.17 | 708819849 | SALVUS Master Trust | Employee + Employer Pension Contributions. March 2017 | 72.26 |
| 03.04.17 | 31141772 | Jolliffe Daking LLP | Glebe Paddock. Rent | 200.00 |
| 03.04.17 | 96596217 | Upwood and the Raveleys Village Hall | Meeting Room Hire. January – March 2017 | 56.55 |
| 03.04.17 | 535951584 | Wistow Parish Council | Councillor Training (Cllr. Nel & Cllr. Smith) | 92.50 |
| 03.04.17 | 740238461 | Mr A Davis | Parish Grass Cutting (no. 1 & 2) + re-seeding of inner wall of St. Peter's Churchyard | 1040.00 |

Councillor Tew proposed that the accounts be approved for payment. Councillor Smith seconded the proposal. All were in favour and it was **resolved** to do so. The vice chairman signed the agenda to this effect. He also signed the bank reconciliation dated 31 March 2017.

162-04/17.2 To note income received: 06 March 2017 (financial year 2016/2017):

| Date | Ref. No. | Received from | Description | Amount |
|----------|----------|---------------|-------------------------|--------|
| 24.03.17 | BACS | HMRC | VAT Repayment 2016/2017 | 137.98 |
| 27.03.17 | BACS | Mrs S. Sisman | Cemetery Fees | 95.00 |

163-04/17 Traffic, Highways and Road Safety.

163-04/17.1 To consider the results of the Local Highway Initiative.

The parish council's application to the Local Highway Initiative to reduce the speed limit from 60mph to 50mph along Ramsey Road between Upwood and Bury (between the de-restriction signs at Bury and the 40mph signs on the approach to Upwood) together with the inclusion of "dragon's teeth" and village gates has been successful. The total cost of this initiative is £8,500 and the parish council has been offered £4,250 (50%). £2,500 has been allocated for Highways expenditure in the budget for 2017/2018 thus leaving a shortfall of £2,000.

Likewise, Bury Parish Council's complementary application for village gates, a 30mph roundel, "dragon's teeth" and a formal crossing from Valiant Square to the Upwood path has been offered £3,000, 40% of the total cost of £7,500.

Councillor Tew noted that the costings are approximate at this stage and will be finalised once the final designs are confirmed (hopefully in June). He also confirmed that he had secured a budget from Bury Parish Council to support this joint initiative and therefore has approximately £1,800 to contribute to speed reduction measures between the parishes. Using the approximate costings this would leave Upwood and the Raveleys with a shortfall of £200.

Councillor Tew added that despite Grantscape's specific statement which excludes the award of grants for "works considered a statutory responsibility, such as scheduled transport services, works to public highways and public car parks" from the REG Ramsey Community Benefit Fund, a precedent has been set with the award of funds to support traffic calming measures to two local parish councils. *(Clerk's note: Grantscape has since*

confirmed that works to public highways are within the scope of the fund but only if they are not considered a statutory responsibility. They recommend applicants seek clarification from the local authority prior to submitting a bid).

164-03/17 Correspondence and Communications

- 164-03/17.1 An update on the Tree Strategy for Huntingdonshire (<http://www.huntingdonshire.gov.uk/environmental-issues/trees-and-hedges/>)
- 164-04/17.2 Concerns from a parishioner regarding fly tipping and litter in Great Raveley.
Parishioners are reminded that instances of fly tipping and littering may be reported direct to the district council at: [https://applications.huntingdonshire.gov.uk/forms/Operations/New Street Cleaning 1.html](https://applications.huntingdonshire.gov.uk/forms/Operations/New_Street_Cleaning_1.html)
- 164-04/17.3 An invitation to book the A14 Cambridge to Huntingdon mobile visitor centre.
- 164-04/17.4 A revised schedule of road surface treatment works across the district.
- 164-04/17.5 Correspondence from Cambridgeshire County Council regarding the condition of the surface of the public right of way leading from Bentley Close toward Upwood Meadows.
The parish clerk has received several informal (and one verbally abusive) complaints regarding the condition of the public right of way leading from Bentley Close. The surface of the path is the responsibility of Cambridgeshire County Council which is planning to improve the surface and construct a 20 metre long boardwalk over the wettest section. This work will be completed in July, subject to funding, and when ground conditions allow. Public notices have been displayed at either end of the path to warn users that it may be extremely water logged and slippery.
The District Highway Manager from Cambridgeshire County Council, the Design Manager from HLC Wood Products Ltd., the vice chairman, Councillor Tew, the clerk and the landowner had met with a view to identifying a short-term solution to the problem but considering the work should now be accomplished within a matter of weeks; and that the ground is starting to dry, councillors agreed that a short term solution should not be necessary. All agreed that a satisfactory solution to the problem must be in place before the end of the year. The parish council is grateful for the support of HLC Wood products and the clerk will write to this effect. Public Rights of Way issues may be reported via <http://www.cambridgeshire.gov.uk/highwayfaults> or by telephoning Cambridgeshire County Council's Contact Centre on 0345 045 5212.
- 164-04/17.6 An invitation to attend the district council's planning forum at Pathfinder House on 18 May 2017.
- 164-04/17.7 Notification of "UK Parliament Week" which will take place from 13-19 November 2017.

165-03/17 To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.

No decisions can be made under this item.

The clerk informed members that Huntingdonshire District Council has issued its first fixed penalty notice for dog fouling in this parish. A parishioner has been fined £75 for failing to clean up after a dog. If the fine is not paid then a court case will follow and this could result in a fine of £1,000. Parishioners are reminded that offences may be reported to the parish clerk or directly to the district council in the strictest confidence. The parish council remains committed to eradicating this anti-social behaviour.

The clerk shared two fliers, produced by Huntingdonshire District Council which she has arranged to be distributed to every household with the next edition of the parish newsletter. One outlines dog fouling legislation, and offers advice both to dog owners and those who are affected by irresponsible dog ownership. The other is a litter incident report form which can be completed by those who witness an incident of littering by a person associated with a vehicle.

Councillor Paxton thanked Councillor Noble and her team of volunteers for their ongoing work to tidy the cemetery. She added that they have already made a big difference.

166-03/17 Matters for future consideration.

No decisions can be made under this item.

167-03/17 Date of next meeting (the Annual General Meeting of the Parish Council): 08 May 2017, Upwood Village Hall, 6:00pm. This will be followed by the Annual Parish Meeting at 8:00pm

Close of meeting: 8:15pm

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8/5/2017*