



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 07 January 2019 at 7.00pm at Upwood Village Hall.

Present: Councillors J. Edwards, R. Howe (Chairman), H. Nel (Vice-Chairman), J. Noble, A. Perkins, G. Slater.

In Attendance: Mrs. C. Bilverstone (Clerk), Councillor Rogers (County Council), Councillor Bull & Councillor Taverner (District Council) and seven members of the public.

Minutes

122-01/19 To receive and approve apologies for absence.

Apologies had been received from Councillor Hall: Illness and Councillor Twose: Work Commitment

123-01/19 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.

124-01/19 To receive and approve the minutes of the parish council meeting held on 03 December 2018.

The minutes of the meeting of Upwood and the Raveleys Parish Council held on 03 December 2018 had been circulated in advance following their informal approval by the chairman. Councillor Nel proposed that the minutes be approved. Councillor Noble seconded the proposal. All were in favour and it was **resolved** to do so.

125-01/19 To consider applications for the casual vacancy.

The chairman confirmed that one formal application had been received, but as other residents had expressed an interest and were in attendance as observers at this meeting, he suggested that an appointment be deferred until the next meeting. All were in favour.

126-01/19 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.

127-01/19 To receive reports from county and district councillors.

Councillor Rogers encouraged councillors to respond individually to an email request from Cambridgeshire County Council regarding its business planning consultation. He noted that it is hoped to canvas local councils in a timely manner in future to enable collective responses to be made.

The chairman asked the county and district councillors for clarification on the allocation of funds from Ramsey Windfarm Community Benefit Fund. He noted that The Ramsey Wind Farm provides a community benefit fund, of £40,000 for community projects. 60% of the fund is allocated to applications from Ramsey and 20% each allocated to applications from the parishes of Upwood and the Raveleys and Bury. One bid had been submitted from a community group in Upwood and the Raveleys for £1954 and although this was confirmed to "meet the criteria", it "was not given priority on this occasion". The chairman expressed concern that £37,660 had been awarded to projects in Ramsey in 2018, leaving a balance of £2,340. His understanding from his experience as a

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district councillor was that unallocated monies within each parish area should be rolled over to the following year.

Councillor Rogers confirmed that he had attended Grantscape's Community Advisory Panel (CAP) meeting in 2018. Neither Councillor Bull or Councillor Taverner had been invited despite the panel consisting of 3 x Huntingdonshire District Councillors ward members for Ramsey, 1 x Huntingdonshire District Councillor ward member for Bury, 1 x Huntingdonshire District Councillor ward member for Upwood & the Raveleys, and 2 x County Councillors.

The chairman asked that the district councillors ensure that this parish is represented in future and he asked Councillor Rogers to investigate how funds appear to have been allocated unfairly in 2018 and to ensure that funds are allocated in accordance with the rules in future.

128-01/19 Matters arising or carried forward from the previous meeting.

128-01/19.1 Further to item 112-12/18.1, to consider advice regarding the collapse of the church path and with regard to Local Government Act 1972, s.215 to review quotations for its repair.

A local builder has assessed the nature of the work required and has proposed excavating a drainage ditch, replacing damaged or blocked pipe work, and making good the path. He has confirmed that the problem is not connected to the fabric of the church and that it relates only to the movement of the ground. Councillor Edwards proposed that the parish council tender for completion of this work. Councillor Perkins seconded the proposal. All were in favour and it was **resolved** to do so. The clerk will seek three quotations for review at the next meeting.

128-01/19.2 Further to item 112-12/18.2 to review progress on the replacement of plastic bolt covers on the Bentley Close Play equipment.

Councillor Slater has ordered the parts and will install them on arrival.

128-01/19.3 Further to item 112-12/18.2 to review progress on securing the loose roof tile on the chapel of rest.

The tile has been secured. Councillors offered their thanks to Mr Glyn Pilkington.

128-01/19.4 To receive an update on future of The Cross Keys Public House.

Further to the decision to re-register The Cross Keys as an Asset of Community Value (minute reference: 118-12/18.6), the chairman has met with the owner of the property and subsequently the clerk was asked to delay the registration. The chairman suggested that the parish council would wish to offer every assistance to support the owner to either sell or re-tenant the pub and he suggested that re-registration could delay a potential sale. The re-registration as an Asset of Community Value only allows for the sale or lease to a community group and currently the parish council is unaware of any community interest in the business.

The chairman closed the meeting to allow a member of the public to add that that the pub has great potential and that it is vital to this community. All in attendance agreed. The chairman re-opened the meeting and suggested that the parish council delays re-registration until such time as it may be mutually beneficial to the owner and the community. All were in favour.

129-01/19 Notification of planning items.

There were no planning applications.

130-01/19 Finance

130-01/19.1 To approve accounts for payment: 07 January 2019

Date	Ref. No.	Payee	Description	Amount
07.01.19	671797674	Mrs C. Silverstone	Clerk/RFO Salary. December 2018	747.69
			Expenses: Working from home allowance, stationery, travel.	42.14
07.01.19	N/A	HMRC	PAYE/NI. December 2018**	Nil
07.01.19	DD	SALVUS Master Trust	Employee + Employer Pension Contributions. December 2018	78.70
07.01.19	DD	Salvus Master Trust	Small Employer Fee	24.00
07.01.19	80275095	SLCC (Cambs. Branch)	Clerk's attendance at Branch Meeting. 14.09.18	10.00
07.01.19	917335549	Upwood and the Raveleys Village Hall	Meeting Room Hire October – December 2018	70.60

****The parish council remains in credit with HMRC.**

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 chairman signed the list of payments on the agenda and two signatories signed each of the invoices and authorised the online payments after the meeting. The chairman signed the bank reconciliation, and this was counter-signed by Councillor Nel.

130-01/19.2 To note income received: 07 January 2019:

Date	Ref. No.	Payee	Description	Amount
30.12.18	000026	A.J. Mills Master Masons Ltd.	Cemetery Fee: Memorial @ £35 + replacement for cheque 7074 for £35 paid in on 29.10.18 & "lost" by Unity Trust Bank	70.00
30.12.18	BACS	Mrs C. Silverstone	Sale of "Local Council Administration", 10 th Ed.	10.05

130-01/19.3 To consider supporting the clerk's attendance at the SLCC Regional Training Seminar on 30 January at a cost of £80 + VAT plus travel at £0.45 per mile to Wyboston.

The chairman confirmed the parish council's commitment to supporting the professional development of the clerk. Councillor Slater seconded this. All were in favour and it was **resolved** to do so.

130-01/19.4 To acknowledge receipt of the National Joint Council for Local Government Services (NJC) pay scales for 2019-2020 for implementation from 1 April 2019.

Councillors acknowledged that the new pay scales will be implemented from 01 April 2019. The financial implication to the parish council is an increase to the clerk's salary of £215.36 per annum; and an increase of the cemetery officer's salary of £29.26 per annum.

131-01/19 Traffic, Highways & Road Safety

131-01/19.1 To receive an update regarding proposed traffic calming measures in Great Raveley (Local Highway Initiative 2019/2020).

Councillor Slater and the chairman confirmed that they had attended the Local Highway Improvement Panel meeting in December. The results have yet to be confirmed.

131-01/19.2 To receive an update regarding implementation of the Speed Indicator Device (SID) (Local Highway Initiative 2018/2019).

The parish council has taken receipt of the speed indicator device and Councillor Slater has resolved several issues regarding missing parts and software compatibility and the SID should be in use within the next few days. The device will be moved between eleven locations within the parish. The chairman offered to write a letter of thanks to Mr Andrew Lensen of Agreserves, Woodwalton for the company's support in hosting the SID on its land.

132-01/19 Public Involvement & Engagement and Parish Council Development

132-01/19.1 To receive an update on the draft strategic plan from the youth involvement and engagement working party. Owing to the absence of Councillor Hall this item was deferred until the next meeting.

133-01/19 Parish Maintenance.

133-01/19.1 To review quotations for a three-year parish maintenance contract to take effect from Spring 2019.

The parish council had reviewed four quotations at the last meeting. One was significantly less than the other three and the clerk has subsequently obtained three favourable references for CGM (Country Grounds Maintenance Ltd.) from other local parish councils (minute reference: 118-12/18.1).

Councillors reviewed the quotations and the references. The chairman proposed that the contract be awarded to CGM at a cost of £4851 (+ VAT). Councillor Nel seconded the proposal. All agreed that CGM had provided a very competitive quotation and that the work of the company is well known and respected by local councils and other organisations.

Councillor Perkins asked that the parish council consider the collection and disposal of arisings from the grass cutting in the churchyard. The clerk agreed to approach CGM to ascertain the cost for review at the next meeting.

The clerk confirmed that Andy Davies will complete the "autumn" hedge cutting to the allotments and cemetery later this week. He will also complete work to re-align the cemetery gates which has been outstanding since a resolution was made in October 2017 (minute reference 17-10/17.5).

134-01/19 Correspondence and Communications.

No additional correspondence had been received.

135-01/19 To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.

No decisions can be made under this item.

Councillor Perkins expressed concerns for the increasing number and size of potholes in the local area. Councillor Slater confirmed that a pothole is defined by the county council as being deeper than 40mm and wider than 75mm. The clerk reminded members that potholes and other highway faults may be reported online at: <https://highwaysreporting.cambridgeshire.gov.uk/>

Councillor Nel announced that her forthcoming house move will take place prior to the next meeting and that she must therefore tender her resignation. She confirmed that she would wish to complete her last monthly press release and that she would arrange a handover with the clerk prior to moving. The chairman thanked Councillor Nel for her enthusiastic support particularly in liaising with Great Raveley residents and in her work with the Community Led Plan. All agreed that Councillor Nel would be greatly missed.

The chairman reported that several residents have expressed dissatisfaction with their "high speed" broadband service via the parish Facebook page. The main issue appears to relate to the Openreach migration between two cabinets which has left many households without a connection and many more with a reduced service. The chairman confirmed that he would be happy to collate a collective response from residents to Cambridgeshire County Council and to the ombudsman. Residents wishing to contribute to this may post a response on the parish facebook post or contact the chairman directly at robinhowe@blackfyne.com or on 01487 814393.

Councillor Slater reiterated concerns for the effectiveness of the mobile phone mast. The clerk reminded members that concerns had been addressed in June 2018 and a response had been received from CTIL to confirm that the mast will provide improved coverage for O2 and Vodafone customers and that it takes 2G, 3G and 4G traffic.

136-01/19 Matters for future consideration. *No decisions can be made under this item.*

There were no further matters for consideration.

137-01/19 Date of next meeting: 04 February 2019, 7:00pm. Upwood Village Hall.

Close of meeting: 8:00pm

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