



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 08 January at 7.00pm at Upwood Village Hall.

Present: Councillors J. Edwards, R. Howe (Chairman) J. Noble, J. Paxton, A. Perkins (until item 116-01/18), G. Slater, H. Smith, M. Tew.

In Attendance: Mrs. C. Bilverstone (Clerk), Councillor T. Rogers (County Councillor) and 3 members of the public.

Minutes

- 106-01/18 To receive and approve apologies for absence.**
Councillor Nel: Illness
- 107-01/18 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.
- 108-01/18 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.
- 109-01/18 To receive and approve the minutes of the parish council meeting held on 04 December 2017.**
The minutes of the meeting of Upwood and the Raveleys Parish Council held on 04 December 2017 had been circulated in advance following their informal approval by the chairman. Councillor Paxton proposed acceptance of the minutes. Councillor Edwards seconded the proposal. All who had been present at the meeting were in favour and it was **resolved** to do so. The chairman signed the minutes.
- 110-01/18 To receive reports from county and district councillors.**
Councillor Rogers reminded members of his invitation to a general Meeting of Parish Councillors in the Warboys and The Stukeleys Division on 10 January at Warboys Village Hall at 19:30 (116-01/18.10). He gave his apologies for an early departure as his attendance was required at an emergency planning meeting with Warboys Parish Council.
Councillor Howe updated members on his legacy project with Cambridgeshire and Peterborough Combined Authority to regenerate the market towns in Cambridgeshire. Councillor Howe will continue to chair a steering group until April. The group comprises politicians together with stakeholders for transport, housing, infrastructure, business, health and education. It is hoped that the master plan for St. Neots will be replicated in the other nine market towns (including Huntingdon Ramsey and St. Ives).
- 111-01/18 Matters arising or carried forward from the previous meeting.**
111-01/18.1 To review actions taken with regard to matters arising from the November risk assessment (item 89-11/17):
• Removal of a post propping up a leaning fence along the path from Ailwine Road to Glebe Paddock. This work has been completed. However, Councillor Smith reported concerns of overgrowing vegetation from Glebe Paddock which is encroaching on gardens along Ailwine Road and also on the paddock itself. Councillor

Edwards agreed to liaise with Councillor Noble regarding the possibility of flailing the perimeter of the field and they will report back at the next meeting.

- Repair/renovation of two numerals in the Bentley Close play area matting. This work will be completed when weather conditions permit.

112-01/18 Notification of planning items.

112-01/18.1 17/02519/FUL. Change of use of Hangars 1 and 2 and land from refurbishment of jet engines, components and accessories together with ancillary storage to use within B8 (Storage and Distribution) of the Town and County Planning (Use Classes) Order 1987. 1 - 2 Upwood Air Park. Ramsey Road, Bury.
Councillors agreed that whilst they would not wish to stifle commerce or local employment opportunities they felt unable to support this application without further information about the proposed use and thus the potential impact on its environs. Councillors expressed ongoing concern for the condition of the road between Upwood and Bury and are anxious not to support activity which may exacerbate this. The chairman proposed that the parish council object to this application until additional information is made available. Councillor Edwards seconded the proposal. All were in favour and it was **resolved** to do so.

113-01/18 Finance

113-01/18.1 To approve accounts for payment: 08 January 2018.

Date	Ref. No.	Payee	Description	Amount
08.01.18	271163087	Mrs C. Silverstone	Clerk/RFO Salary. December 2017	707.38
			Expenses: Working from home allowance, travel.	27.10
08.01.18	436513210	HMRC	PAYE/NI	8.87
08.01.18	DD	SALVUS Master Trust	Employee + Employer Pension Contributions. December 2017	75.40
08.01.18	199028812	Upwood Village Hall	Meeting Hall Hire. October-December 2017	91.30
08.01.18	672256688	Cambridgeshire Acre	Membership Renewal	55.50

Councillor Smith 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. He also signed the bank reconciliation and this was countersigned by Councillor Paxton.

113-01/18.2 To note income received: 08 January 2018:

Date	Ref. No.	Payee	Description	Amount
14.12.17	000012	Two parishioners	Exclusive Right of Burial x 2	280.00

113-01/18.3 To approve the payment claim form from GrantScape for pre-payment of £2000.00 from the Ramsey Wind Farm Community Development Fund to enhance communication networks across the parish.
Councillor Noble proposed that the claim be authorised. Councillor Paxton seconded the proposal. All were in favour and it was **resolved** to do so.

113-01/18.4 To consider supporting the clerk's attendance (with travel to locations within Cambridgeshire) at four SLCC Branch Meetings in 2018.
The chairman noted that he is very much in favour of supporting the clerk's attendance at such events which are of great benefit to the parish council. Councillor Noble proposed that the parish council authorise attendance. Councillor Smith seconded the proposal. All were in favour and it was **resolved** to do so.

114-01/18 Traffic, Highways & Road Safety

114-01/18.1 To receive an update from Cambridgeshire County Council regarding Local Highway Initiative plans (2017/2018) for traffic calming on Ramsey Road.
Councillor Slater and the clerk confirmed that work is due to start imminently.

114-01/18.2 To review Cambridgeshire County Council's feasibility study of the parish council's application to the Local Highway Initiative 2018/2019 for a speed indicator device (SID) and to consider approval to enable the application to proceed.

Councillors assessed the feasibility study and noted that the total cost would be cost to the parish council would be £2,500 as per the application and the budget. Councillor Slater confirmed that he and Councillor Tew will attend The Huntingdonshire Local Highway Improvement Panel in January to represent this application and proposed that councillors authorise the feasibility study to enable this to proceed. Councillor Tew seconded the proposal. All were in favour and it was **resolved** to do so.

115-01/18 Youth Involvement & Engagement

115-01/18.1 To review proposals from Huntingdonshire District Council for the provision of their "Active Lifestyles" summer activity programme for young people.

Councillors reviewed further information from Huntingdonshire District Council:

The cost of each session is £21.33 per hour per coach (they generally use two coaches), plus VAT plus facility costs. All equipment is provided. Provision of some indoor space with access to toilet facilities is preferable. If no indoor space is available it may be necessary to cancel an outdoor session due to inclement weather.

The district council could coordinate promotion and booking of sessions. All activities would be covered by the district council's public liability insurance.

The clerk confirmed that according to the 2011 census, there were 235 children under the age of 16 living in the parish.

The chairman suggested that the council consider two strategies: first to consider implementing this scheme for the summer of 2018; and second to consider the promotion of youth involvement and engagement on a strategic and sustainable level.

Councillors were in favour both strategies in principle but agreed that as Councillor Nel had been tasked with approaching Upwood Cricket Club as a potential venue that plans for this summer should be deferred until the next meeting. The clerk will enquire again about promotional materials from the district council. Councillor Smith offered to meet with a parishioner (a professional youth worker) who had expressed an interest in becoming a councillor.

Councillor Perkins left the meeting at this time.

116-01/18 Correspondence and Communications

116-01/18.1 A timetable outlining key events in preparation for the parish elections to be held on 03 May 2018.

116-01/18.2 Notification from Community Roadwatch (UK) regarding the availability of SIDs and data loggers.

116-01/18.3 An update from Cambridgeshire Acre regarding Rural Exception Sites.

116-01/18.4 Cambridgeshire Local Council Development Plan 2017-2022 and the Cambridgeshire Local Council Conference 2017 "Moving Forward Together" Post-Conference Report.

116-01/18.5 Notification of the dates and times for collection of the Mary Elizabeth Mawdesley Will Trust Widow's Benefit.

116-01/18.6 A letter of apology from the Fitzwilliam Hunt for the events of 02 December 2017.

The chairman received a letter of apology from the Fitzwilliam Hunt before the clerk had been able to send the letter of concern requested by councillors at the last meeting. The chairman suggested that the letter expressed some regret and remorse for the events of 02 December. The chairman and the clerk agreed that the letter of apology should be published on the parish council and community facebook pages in response to the many posts which had resulted from this incident.

116-01/18.7 Three letters of concern regarding the Fitzwilliam Hunt from parishioners/members of the public.

1. A member of the public wrote to express concern but was satisfied by the clerk's reply which outlined the parish council's actions following the incident as per the minutes of the last meeting.

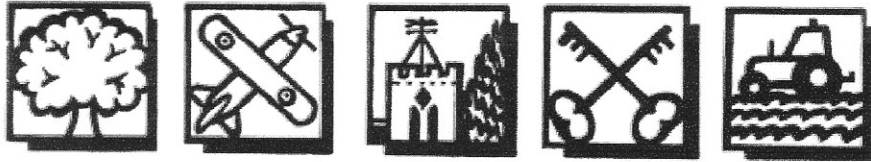
2. A parishioner, with the support of 16 others has reiterated concerns expressed at the last meeting and suggested that "council members request that this equestrian and hunting club refrain from riding into the village of Upwood as well as other neighbouring villages in the parish in future".

3. A parishioner has provided the parish council with an eyewitness account and suggested that the letter of apology "gives a very misleading impression of the events" of 02 December.

The chairman invited debate from councillors. All agreed that the parish council should not have a view on hunting per se, although it will clearly not support illegal activity of any kind. All agreed that the chairman should write to the Fitzwilliam Hunt to reiterate concerns of parishioners for the safety and security of their

children, animals and homes, and to ask that the Fitzwilliam Hunt does everything possible to prevent further incursion of members or dogs into private properties within this parish. The letter is published as an appendix to these minutes and all agreed that this matter should now be closed.

- 116-01/18.8 An invitation from Rural Services Network to complete the "Growing a Rural Community Survey".
- 116-01/18.9 Notification of the Huntingdonshire Local Plan 2036 proposed submission.
- 116-01/18.10 An invitation to attend a General Meeting of Parish Councillors in the Warboys and The Stukeleys Division (Warboys Village Hall , 10 January, 19:30) .
Councillor Tew agreed to represent this parish council.
- 116-01/18.11 An invitation from PKF Littlejohn to attend a training webinar on the forthcoming changes to the external audit. The clerk will attend this course.
- 116-01/18.12 An invitation from the Office of the Police and Crime Commissioner to participate in a consultation regarding a proposal to raise the police precept by £12 per year per household (based on a Band D property). Please see: <https://www.surveymonkey.co.uk/r/W3CD8P3>
- 116-01/18.13 An update from the National Association of Local Councils regarding the requirement to appoint a Data Protection Officer in accordance with the General Data Protection Regulations (effective 25 May 2018). The parish council has received legal advice from the National Association of Local Councils (NALC) confirming that the Data Protection Officer (DPO) must be an external appointment or service. NALC is still actively campaigning with government on some of the more complex parts of the legislation that apply to Parish and Town councils. Cambridgeshire and Peterborough Association of Local Councils (CAPALC) is currently looking to provide a service to all parish and town councils in the county so that compliance with General Data Protection Regulations (GDPR) is in place when the Legislative Order comes into force. Councillor Tew suggested that the parish council prepare and adopt policies in preparation for the new legislation. The clerk and the chairman recommended that this parish council should wait for further advice from SLCC and NALC/CAPALC.
- 116-01/18.14 Further correspondence from DLA Piper regarding Adverse Possession of the legal title of the parcel of land which hosts operational equipment belonging to National Grid Gas PLC at Charter's Spinney.
The clerk has spoken with a representative from DLA Piper to express concern that this matter has not been resolved. She has also informed them that their "Statement of Truth" is not entirely accurate. The representative was surprised to learn that the parish council has a wayleave agreement with NTL Group Ltd. dating back to 2000. The clerk has forwarded this document together with evidence of a one off payment received by the parish council of £634.27. It is hoped that this will provide DLA Piper with proof and acknowledgement of the parish council's ownership of this land.
- 116-01/18.15 Continuation of correspondence with Cambridgeshire County Council regarding accessibility to the public right of way leading from Bentley Close towards Upwood Meadows.
The clerk together with Councillors Edwards, Slater and Smith met with the Public Rights of Way Officer from Cambridgeshire County Council. It was agreed that subject to the approval of the landowner, the path across the first field from Bentley Close would be lined with a membrane and re-surfaced over its entire length. Rudimentary work to fill worn areas by each of the kissing gates between Bentley Close and Upwood Meadows will also be carried out. The work is due to be completed by the end of March 2018.
- 117-01/18 To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.**
No decisions can be made under this item.
Councillor Smith and Councillor Tew will host the parish council surgery on Saturday 13 January from 2:00pm – 3:30pm. The last surgery in the six month trial will be held on Saturday 10 February. The parish council will review the success and impact of these sessions at its next meeting. Parishioners are reminded that they may meet with parish councillors at the coffee mornings held every Wednesday from approximately 9:00am – 10:00am in the village hall.
The clerk reported that Andy Davis, Parish Maintenance Contractor has had to take time off for medical reasons. He is due to return to work at the beginning of February.
The clerk received confirmation shortly after the meeting that the newly erected mobile phone mast is due to be operational by late March/early April.
- 118-01/18 Matters for future consideration.** *No decisions can be made under this item.*
- 119-01/18 Date of next meeting:** 05 February 2018, Upwood Village Hall, 7:00pm. **Close of meeting:** 8:30pm



Upwood and the Raveleys Parish Council

Ms. Lizzie Thomas
Joint Master
Fitzwilliam (Milton) Hunt

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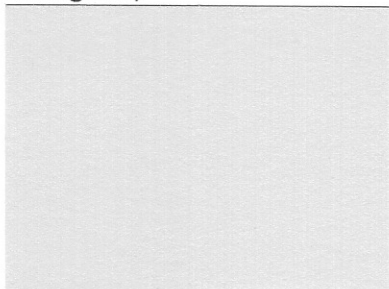
11 January 2018

The Parish Council met on Monday and amongst other things discussed the incursion of the Fitzwilliam Hunt into Upwood village on 02 December.

We have received numerous letters of complaint one of which is signed by sixteen residents, and a delegation attended the meeting to voice their views and listen to the debate.

There is no doubt that the incident provoked fear, outrage and anger among our residents and accepting the fact that some of the complaints came from hunting opponents, the Parish Council strongly criticises your inability to control hounds and riders and requests that you take all precautions in future to avoid a repeat of this unfortunate incident.

Kind regards,



Robin Howe
Chairman
Upwood and the Raveleys Parish Council

Chairman: Councillor Robin Howe
Parish Clerk & Responsible Financial Officer: Mrs. Carol Bilverstone

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