



Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Carol Bilverstone. Kilimanjaro, 9 Meadow Road, Upwood, Huntingdon, Cambs. PE26 2QJ
Telephone: 07835 939547. E-Mail: parishclerk@upwood.org

A meeting of Upwood and the Raveleys Parish Council was held on Monday 07 March 2022 at 7.00pm, Upwood Village Hall.

Present: Councillors D. Awit, G. Bonnett Kolakowska, J. Burgess, R. Howe (Chairman), R. Mashford, A. Perkins, M. Tew.

In Attendance: Mrs. C. Bilverstone (Clerk), Councillors G. Bull Councillor and M. Haines (Huntingdonshire District Council), Ms. C. Lowe (Candidate Elect, Huntingdonshire District Council) and one member of the public.

Minutes

- 116-03/22 To receive and approve apologies for absence.**
Councillor Edwards: family commitment; Councillor Maddocks: personal.
Councillor Corney (Cambridgeshire County Council): attendance required at another meeting.
- 117-03/22 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.
- 118-03/22 To receive and approve the minutes of the parish council meeting held on 07 February 2022.**
The draft minutes of the meeting of Upwood and the Raveleys Parish Council held on 07 February 2022 had been published following the informal approval of the chairman. Councillor Burgess proposed that the minutes be approved. Councillor Tew seconded the proposal. All were in favour and it was **resolved** to do so.
- 119-03/22 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.
- 120-03/22 To receive reports from county and district councillors.**
Councillor Haines confirmed that the two litter bins, one at each end of the path between Farm Close and Fairmead (minute reference 80-12/21) would be installed later in the week.
Councillor Bull confirmed that he would not stand for re-election in May and therefore this would be his last meeting. Councillor Bull, former Leader of Huntingdonshire District Council and most recently District Councillor for Warboys Ward, was elected in 2011. The chairman thanked him for his contributions to this parish and for his good advice over the years, and councillors wished him well for the future. Councillor Bull introduced Ms. Charlotte Lowe, Candidate Elect and councillors wished her well in the coming election.
- 121-03/22 Notification of planning items.**
121-03/22.1 21/00572/FUL | Application for full planning permission for demolition of existing redundant buildings and infrastructure and residential development of 321 dwellings with associated highways, infrastructure and open space | Upwood Hill House and part of RAF Upwood (deferred from minute ref.: 154-04/21.1).
This application remains in abeyance.
- 122-03/22 Finance**
122-03/22.1 To approve accounts for payment: 07 March 2022

Reference	Description	Payee	Amount
SO	Clerk/RFO Salary. February 2022	Mrs C. Bilverstone	£1043.68
SO	Cemetery Officer Salary. January – March 2022	Mr B.C. Edwards	£117.75
SO	Clerk/RFO & Cemetery Officer Salary PAYE/NI	HMRC	£70.62
SO	Employer National Insurance February 2021	HMRC	£55.92
DD	Employee & Employer Pension Contribution	SALVUS Master Trust	£114.22
DD	Pension Administration Fee	SALVUS Master Trust	£24.00
234453373	Clerk's Expenses: Working from Home Allowance, printing costs (January).	Mrs C. Bilverstone	£11.75
Debit Card	Monthly Fee.	Unity Trust Bank	£3.00
Debit Card	Mobile Phone Monthly Top-Up	Unity Trust Bank / Tesco.com	£7.50
Debit Card	Monthly Subscription. Acrobat Pro DC.	Unity Trust Bank / store@adobe.com	£15.17
354632208	Reimbursement of Upwood.org domain & website fees	Mr. S. Howes	£134.39
215167314	Affiliation Fee & Data Protection Officer Membership	CAPALC Ltd.	£480.59
776048334	Parish Newsletter Inserts. February 2022	Micromac Printers	£120.00
533619143	Donation (minute reference: 109-02/22.3)	Magpas Air Ambulance	£200.00

122-03/22.2 To note income received: 07 March 2022.

Reference	Description	Received From	Amount
000045	Cemetery Fee (additional memorial inscription)	Dignity Funerals Ltd.	£30.00

Councillor Burgess proposed that the accounts be approved for payment. Councillor Mashford seconded the proposal. All were in favour and it was **resolved** to do so. The chairman signed the list of payments on the agenda. Councillor Burgess and Councillor Perkins signed each of the invoices and agreed to authorise the online payments. The chairman signed the bank reconciliation and this was countersigned by Councillor Perkins.

123-03/22 Traffic, Highways & Road Safety

- 123-03/22.1 To review data gathered from the Moveable Vehicle Activated Signs (MVAS) during February 2022.
- MVAS 1 was located on Huntingdon Road opposite the junction with Ailwine Road junction to monitor traffic approaching from Bury. Of the 2,5479 vehicles recorded, 2,551 were travelling at speeds in violation of the 40 mph limit. 2,049 registered speeds between 41 – 45 mph; 396 between 46-50 mph; 88 between 51 - 54 mph; and 18 in excess of 55 mph. The highest recorded speed was 72 mph. Although traffic volume was less than that recorded in January, there was a 10% increase (equating to 301 vehicles) in speeding violations.
- MVAS 2 was located on Huntingdon Road by the allotments to monitor traffic approaching from Great Raveley. Of the 28,258 vehicles recorded, 3,701 were travelling at speeds in excess of the 40 mph limit. 2,661 registered speeds between 41 – 45 mph; 739 between 46-50 mph; 210 between 51-54 mph; and 92 vehicles in excess of 55 mph. The highest recorded speed was 92 mph. Although traffic volume was less than that recorded in January, there was a 13% increase (equating to 310 vehicles) in speeding violations.
- No data was collected from MVAS 3 due to battery failure. Councillor Bonnett-Kolakowska will source a replacement battery.
- 123-03/22.2 To receive an update on speed management strategies.
- Further to the update at December's meeting regarding the speed reduction application, Councillor Bonnett-Kolakowska proposed that the only way to pursue this would be to accept Cambridgeshire County Council's requirement to install two "SDR Radar Traffic Classifiers", one on Huntingdon Road, the other on Ramsey Road at a total cost of £532.00. Councillors were frustrated by the need to employ additional technology when the parish council already has a significant amount of meaningful traffic data gathered by its own MVAS devices; and understood that even if they accepted Bury Parish Council's offer to lend one of their devices, the county council would still charge for a speed data report (included in the fee quoted above). Councillor Awit suggested that the parish council should proceed to avoid further delay and seconded the proposal. All were in favour and it was **resolved** to do so.

1204.

Councillor Bonnett-Kolakowska confirmed that a meeting will take place with Bury parish councillors on 11 March to further collaboration on traffic management strategies.

Councillor Bonnett-Kolakowska noted her frustration with the decision of the Local Highway Improvement Initiative panel (LHI). She reminded members that the parish council's application was for a second build-out in Great Raveley (approaching from Wood Walton). Cambridgeshire County Council rejected this proposal but approved the purchase of a solar-powered MVAS device at a cost of £6175.84, with a contribution of £1,500 from the parish council. All agreed to reject this offer on the basis that one of the existing devices could be used at this location at no cost.

Members thanked Councillor Haines for his offer to raise the parish council's ongoing traffic concerns at his forthcoming meeting with the Police and Crime Commissioner and Shailesh Vara, MP, and during a radio interview. He also noted that a pattern of speeding has been identified and that he would do his best to facilitate police speed traps.

124-03/22 Community

124-03/22.1 To receive an update regarding plans to celebrate the Queen's Platinum Jubilee.
Councillor Awit, Councillor Burgess and the clerk updated councillors further to a meeting of the working party. Several ideas had been explored but it was decided to disband the parish council working party in favour of residents planning an event for residents (members of the council will remain involved but as private individuals). Further details will be published on the parish website, on facebook and in the newsletter but initial plans involve a "bring your own" event on the playing field on Friday 03 June.

124-03/22.2 To consider an increase in printing costs for the parish council's newsletter insert.
Further to the imminent closure of Micromac Printers Ltd., the parish newsletter committee have made arrangements for future newsletters to be printed by Parrot Print Ltd. Councillor Mashford confirmed the new pricing structure, for example the cost of an A5 single sheet, full colour insert would be increased from £78 to £84; an A5 four-page, full colour insert would be increased from £96 to £140. Councillor Mashford proposed that the parish council accepts the increased cost to continue the efficient and local production of the newsletter. Councillor Burgess seconded the proposal. All were in favour and it was **resolved** to do so.

124-03/22.3 To consider the provision of a children's summer sports programme in conjunction with Bury Parish Council.
Councillor Mashford proposed that the parish council provides three two-hour sessions in Upwood at a total cost of £399.60 + VAT plus £30 to secure the use of toilet facilities at the village hall. Councillor Awit seconded the proposal. All were in favour and it was **resolved** to do so. Bury Parish Council plans to host three sessions as in previous years.

124-03/22.4 To consider the routine replacement of electrodes and pads for the defibrillator.
The clerk confirmed the cost at £40 + £4 postage + VAT. The chairman proposed that the clerk be authorised to use the parish council's debit card for this purpose. Councillor Burgess seconded the proposal. All were in favour and it was **resolved** to do so.

125-03/22 Parish Maintenance

125-03/22.1 To receive an update regarding plans for the re-wilding of highway verges.
The chairman confirmed that the ground has been flailed. He proposed that the parish council approve a budget of £300 (as per the donation noted in minute reference: 82-12/21.3) for the timely purchase of seed. Councillor Burgess seconded the proposal. All were in favour and it was **resolved** to do so.

125-03/22.2 To consider plans for a community litter-pick.
This event, as part of the "Great British Spring Clean" and with the intention of the parish being "clean for the Queen" ahead of the platinum jubilee celebrations, is confirmed for Sunday 03 April from 10am – 12pm. Residents are invited to meet by the church. Litter picking tools and bags will be provided. Volunteers are asked to wear appropriate clothing and footwear. For further information, please contact Councillor Edwards at jedwards62@talktalk.net / 07719 922578.

126-03/22 Correspondence and Communications.

126-03/22.1 An update on the planning process for the combined district council and town/parish council elections to be held on 05 May 2022.

For further information, or to download a nomination pack, please visit:
<https://www.huntingdonshire.gov.uk/elections/upcoming-elections/>

126-03/22.2 Confirmation of the National Joint Council for Local Government Services (NJC) 2021-2022 pay agreement.

The agreement reflects an increase of 1.75%. The clerk confirmed that salary adjustments and back payments to 01 April 2021 will be implemented on 31 March 2022. The overall cost implication to the parish council will be £262.14 per annum

127-03/22 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 Perkins noted that the remedial work to the churchyard trees agreed under minute reference: 85-12/21.2 may be postponed until the autumn as there has been a delay in gaining the necessary consent from the district council; and the work cannot be completed during "nesting season".

Councillor Perkins suggested that the parish council review the contracts of its agricultural land tenants at the next meeting.

Councillor Awit confirmed that the new parish maintenance contract with BEAM has been signed. Weather permitting, the first cut is due to take place on 25 March with subsequent cuts taking place on Fridays within the scope of the work schedule.

128-03/22 Date of next meeting: Monday 04 April 2022.

Close of meeting: 8:30pm

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4/4/22.