

MANEA PARISH COUNCIL

MINUTES OF MEETING

19 OCTOBER 2009 – 7.00 pm.

Present: Councillor Emery, Chairman; Councillors Archer, Barnes, Buckton, Cole, Mrs Desborough, Jolley and Mrs Palmby.

Apologies: Councillor Risbridger.

The minutes of the meeting of 21 September 2009 were confirmed and signed.

M72/09 Matters arising from minutes of last meeting

(1) Open space at Station Road, Manea (minute M61/09 (1))

The Clerk reported that the application form for an electricity supply at this site had been submitted to EDF Energy and, consequently, notification was received on 16 October 2009 that the company would be undertaking a site inspection within the next ten to fifteen working days.

With regard to the latest position on adoption of this piece of land by the Parish Council, instead of by the District Council, the Clerk reported that he had been informed orally by Mr Pain, Corporate Director at Fenland District Council (FDC), that this matter is being progressed in the manner agreed by that officer at minute M62/09 and that a formal response would be provided to the Clerk in due course.

Members decided that the current position regarding the electricity supply and land adoption issues be noted.

(2) Highway maintenance works and drainage issues (minute M61/09 (2))

The Clerk reported the receipt of a letter of response from Anglian Water, in which the company states that the survey work in relation to the drainage system at East Street is expected to be completed by the end of October and confirmed that the occupiers of the properties which are subjected to the drainage difficulties would be informed of the outcome of the survey. In addition, the local treatment works manager has been advised that the issue relating to the speed of contractor's vehicles needs to be re-addressed.

Members decided that the current position be noted.

(3) Bus services affecting Manea (minute M61/09 (6))

The Chairman reported, on behalf of Councillor Risbridger, that despite the assurance given in the letter from the Leader of Cambridgeshire County Council, Stagecoach has not revised its current route so that it covers more of the village. The route still terminates at the Rose and Crown public house; it does not continue along Westfield Road, as was expected as a result of the assurance given regarding a route extension.

Members decided that a further letter be sent to the Leader of the County Council, asking for her support in this matter.

(4) Fenland Citizens' Advice Bureau (CAB) AGM (minute M68/09 (7))

Councillor Archer reported that Fenland CAB currently visits Manea on a fortnightly basis, as part of its outreach service. However, the funding provided to the CAB for this service is to be withdrawn at the end of the current financial year. In those circumstances, it would be necessary, if it wished the fortnightly visits to Manea to continue beyond the end of March 2010, for the Parish Council to provide funding to cover the cost of £40 per visit. Councillor Archer informed members that he expects a formal request for funding to be sent to the Clerk prior to the next meeting.

Members decided that this matter be considered at the next meeting.

(5) Highway issues (minute M70/09)

The Clerk reported the responses to the Parish Council's requests to the County Council for highway and street lighting improvements.

With regard to the request for the provision of a street lamp at Fallow Corner Drove, the County Council states that, although the Street Lighting Team has a very limited budget for the installation of new lamps, it will add the request to its minor improvements database for consideration if funding becomes available. In addition, the County Council is happy to provide advice to the Parish Council on the position and type of light to be installed, in the event that the Parish Council wishes to meet the costs of providing a street lamp at Fallow Corner Drove.

With regard to highway improvements between Manea and Wimblington, the County Council states that it is in consultation with Wimblington Parish Council on proposals to introduce highway measures to improve the road safety situation in the vicinity of the access road to the RSPCA centre - the Clerk displayed a copy of the proposals, which had been provided to him by the Clerk of Wimblington Parish Council. In addition, the County Council explained that the criteria set by the Government in relation to highway signage would not allow the provision of STOP signs at Boots Bridge.

Members decided that

(1) the information in relation to the provision of new street lamps be noted;

(2) the information in relation to highway works on the carriageway between Manea and Wimblington be noted and that the County Council be requested to add to the improvement scheme which is subject to consultation with Wimblington Parish Council, the addition of signage/road markings to prohibit overtaking in the vicinity of the "RSPCA junction" when travelling from Wimblington towards Manea.

M73/09 Informal meeting of members of the Parish Council – filling of dyke at Manea Pit

Members considered the notes of the informal meeting held on 29 September 2009 - at which Councillors Barnes, Buckton, Cole, Mrs Desborough, Jolley, Mrs Palmby and Risbridger were present - to discuss the proposed filling of the dyke along the south-western side of Manea Pit, in the light of a letter from the Chairman of the Manea and District Drainage Commissioners in response to the Parish Council's application for consent.

Members decided to endorse the recommendation of 29 September 2009 meeting that, because of the significant cost of the works (in the region of £3,000), the Parish Council should not proceed with the proposed scheme to fill and pipe the dyke which runs along the south-western side of Manea Pit.

M74/09 Playing Field and play area issues

- (1) Fencing at the playing field – further to minute M64/09 (1), members discussed the fencing and associated work which had been undertaken at the playing field and were made aware, through a letter read to them by the Clerk, of the very positive comments made by a local resident in relation to the improvements delivered.

Members decided that the works undertaken have improved the situation considerably.

- (2) Annual ROSPA inspection report – further to minute M64/09 (2), members considered what works they deem necessary in the light of the annual ROSPA report, following the conclusion of its circulation among Parish Councillors. The Chairman reported on his assessment and recommendations of the works required – of a minor nature, such as reducing the length of certain metal bolts on pieces of equipment and re-gluing and filling gaps in safety surfacing – which members endorsed.

Members decided that

- (1) the minor remedial works be arranged/undertaken by Councillor Emery;
- (2) a quotation be sought by the Clerk in relation to the cost of the material required to undertake the work to the safety surfacing.
- (3) Cutting of conifers – further to minute M64/09 (3), the Clerk reported that, given that the contractor had confirmed that the quotation submitted included the cost of trimming the width of the conifers as well as reducing their height, the quotation had been accepted and that the contractor had stated that work would begin on 6 October 2009.

A number of members confirmed that work had commenced but that the contractor had not been on site for a number of days.

Members decided that the progress situation be monitored.

- (4) Future development of facilities – further to minute M64/09 (6), members considered this matter further following the circulation among Parish Councillors of the plans/drawings obtained by Councillor Jolley.

A number of members made comments regarding location, layout and facilities in relation to a potential new pavilion and the Chairman read a letter from Councillor Risbridger in that regard.

Councillor Jolley reminded members of the likely cost of obtaining planning permission for a new pavilion and made that the point that the opportunity to make minor amendments to the design and layout of the proposed building would still exist following the grant of planning permission.

Members also discussed briefly the possibility of providing a building for the storage of equipment associated with the gala etc.

Members decided that

- (1) the plans/drawings be made available for viewing and comment by the public at the Parish Council's community engagement event on 20 October 2009;
- (2) a decision be made at the next meeting in relation to seeking planning permission for a new pavilion.

- (5) Manea Village Show – further to minute M51/09 (5), the Clerk reported a letter of thanks from Manea Allotment Association in respect of the financial donation of £100 made by the Parish Council towards the purchase of prizes. The donation allowed the purchase of a shield for awarding to the Show Champion (for the current year and the next eleven years).

Members noted the contents of the letter.

- (6) Dogs on the playing field – the Clerk reported an e-mail and a telephone message from two residents of the village regarding the Parish Council's No Dogs ruling.

The villagers suggest that it is unfair to penalise the responsible dog owners for the actions of those who do not act responsibly and that it seems inequitable that dogs are allowed on the field as part of the Dog Shows, the Dog Agility sessions and the Village Show. Members have sympathy with the comments made by these local residents but are unable to identify an alternative means of seeking to address the significant problem of dog fouling on the playing field.

Members decided that

- (1) the No Dogs ruling should remain in force, the only exception being organised, supervised events approved by the Parish Council;
- (2) a request be made, by the Clerk, to Fenland District Council (FDC) for visits to Manea by FDC's Dog Warden.

(Councillor Jolley requested that his dissent from part (1) of this decision be recorded)

M75/09 Manea Pit

Members received the minutes of the Sub-Committee meeting of 29 September 2009 and considered the Sub-Committee's recommendation that that a sum of £4,000, to be met from the income generated by the sale of fishing tickets and Carp Syndicate membership fees in 2008/09 and 2009/10, be allocated for the purchase of Carp (minute SC18/09 refers). Councillor Barnes, as Chairman of the Sub-Committee, explained the Sub-Committee's rationale in making the recommendation.

The majority of members made comment in relation to this recommendation and asked questions as to the necessity for this suggested action, whether it is appropriate to purchase Carp only and not a variety of species of fish, how the purchase cost would be funded etc. Some concerns were expressed that it would not be desirable to utilise all of the income received from fishing fees to purchase fish stocks; retaining a contingency to meet the cost of unforeseen costs would be sensible.

Councillor Jolley proposed that, instead of spending a sum of £4,000 in the financial year 2009/10, subject to reaching agreement with the preferred fish supplier, a sum of £6,000 be spent on the purchase of Carp, with the fish being provided in the current financial year but payment being made in three equal instalments over the financial years 2009/10, 2010/11 and 2011/12 (so that the payments could be funded from current and future years' income from Carp Syndicate membership fees). This proposition achieved support from other members.

It was noted that circulation among Parish Council members of the revised draft Terms of Reference and Standing Orders of the Sub-Committee, produced by the Clerk, had now concluded. As a result of circulation and subsequent members' debate, one minor revision, in terms of community and interest groups representation was agreed.

Members decided that

- (1) the contents of the minutes be noted;
- (2) subject to reaching agreement with the preferred fish supplier, a sum of £6,000 be spent on the purchase of Carp, with the fish being provided in the current financial year but payment being made in three equal instalments over the financial years 2009/10, 2010/11 and 2011/12 (so that the payments could be funded from current and future years' income from Carp Syndicate membership fees).
- (3) the revised draft Terms of Reference and Standing Orders of the Sub-Committee, as amended and attached as an appendix to these minutes, be approved;
- (4) Councillor Barnes, as Chairman of the Sub-Committee, would report on the revised Terms of Reference and Standing Orders to next meeting of the Sub-Committee.

M76/09 Planning applications

Members considered the following planning applications and decided to submit to the Local Planning Authority the comments set out (in italics) below:

Works to one Horse Chestnut tree covered by TPO 04/2004 at 15 High Street, Manea – F/YR09/0612/TRTPO (applicant: Mrs Leach).

That the application be supported.

Erection of two detached houses with garages on land west of Fenlands, Fallow Corner Drove, Manea – F/YR09/0626/O (applicant: Mr K Peacock).

That the application be supported.

M77/09 Finance

The Clerk reported on the Parish Council's income and expenditure since the last meeting, as follows:

Income

16 Carp Syndicate members	Carp Syndicate membership fees	£1,280.00
Various	Fishing season tickets	£300.00
Fenland DC	Parish Precept – second instalment	£9,500.00
Total Income		£11,080.00

Expenditure

Victim Support	Donation	£25.00
Moore Stephens	Audit of Accounts	£471.50
RWH Enterprises	Decking for Pit	£100.80
Fenland Fisheries	Poles and sleepers for Pit	£759.49
Fenland Fisheries	Scaffold poles for Pit	£328.99
D & J Transport Ltd	Brick bats, gravel and hardcore for Pit	£795.55
T R Savage	Works to playing field frontage	£2,348.87

Mrs A Ryman	Wages	£60.00
T Jordan	Salary (less income tax of £83.74), Broadband and other expenses	£425.26
Manea Village Hall Committee	Hire of room 21/09/09	£7.50
Frontier Agricultural Services	Chemicals	£60.00
Total Expenditure		£5,382.96

The Clerk reported also on the current status of the audit of the Parish Council's 2008/09 accounts.

Members decided

- (1) upon a proposal from Councillor Mrs Desborough, seconded by Councillor Mrs Palmby, that the income of £11,080.00 be noted and that the payments totalling £5,382.96 be authorised;
- (2) to note that audit of the 2008/09 accounts had been completed and that the External Auditors had raised no issues of concern.

M78/09 Correspondence

- (1) Ely Masterplan - consultation draft.

The Clerk reported a consultation document from East Cambridgeshire District Council in relation to its Masterplan for the City of Ely. The deadline for the submission of consultation responses is 16 November 2009.

Members decided that the document be circulated amongst members of the Parish Council and that they will forward directly to East Cambridgeshire District Council any comments that they have regarding the proposals.

- (2) Safer Routes to School – Manea Community Primary School.

The Clerk reported the receipt of a letter from Manea Community Primary School, in which it informs the Parish Council that the school has been accepted to join the Safer Routes to School project and is inviting the Parish Council to appoint a representative to serve upon the working group for the project.

Members decided that the information be noted and that Manea Parish Council be represented on the Safer Routes to School working group by Councillor Archer.

- (3) Red Cross - launch of "Care in the Home, Fenland" initiative.

The Clerk reported receipt of an invitation for Manea Parish Council to send a representative to the Fenland launch of the Red Cross' "Care in the Home" initiative on 6 November 2009.

Members decided that Parish Council be represented at the launch event by Councillor Mrs Desborough, provided that attendance proved to be convenient for her.

- (4) Cambridgeshire ACRE Impact Report 2008/09.

The Clerk reported receipt of this report, produced by Cambridgeshire ACRE.

Members decided that the report be circulated amongst members of the Parish Council.

(5) Cambridgeshire Playing Fields Association newsletter.

The Clerk reported receipt of the latest newsletter.

Members decided that the document be circulated amongst members of the Parish Council.

(6) Norfolk Minerals and Waste Local Development Framework – further consultation exercise.

The Clerk reported a consultation document from Norfolk County Council in relation to a further round of consultation on proposed minerals and waste site allocations in Norfolk. The deadline for the submission of consultation responses is 11 December 2009.

Members decided that the document be circulated amongst members of the Parish Council and that they will forward directly to Norfolk County Council any comments that they have regarding the proposals.

(7) Economic prosperity and sustainability of Manea.

The Clerk read to members a letter from a resident of Manea, in which suggestions are made, following a community discussion event held at Manea Surgery on 8 October 2009, in relation to enhancing the economic prosperity and the sustainability of Manea as a community.

Members decided that

- (1) the Parish Council will have regard for the resident's suggestions when commenting upon the District Council's review of the Local Development Framework;
- (2) the local resident be informed that the Parish Council is appreciative of his taking the time to give thought to these issues and to make positive and useful contributions in this matter.

M79/09 Items for Press Release or news stories

Members decided that the following matter be the subject of Press Releases or news story for public attention:

- the outcomes of the Parish Council's community engagement meeting on 20 October 2009.

M80/09 Licensing application – 16A High Street, Manea

Members considered whether or not to make a representation to Fenland District Council, as licensing authority, in respect of an application for a Premises Licence under the Licensing Act 2003 for retail sale of alcohol at the above premises, between the hours of 6.00 am and 9.00 pm each day.

Members are aware that any representation they make must relate to at least one of the four licensing objectives within the Licensing Act 2003, namely:

- the protection of children from harm
- the prevention of crime and disorder
- the prevention of public nuisance
- public safety.

From listening to the comments of a local resident at the beginning of the meeting, members are aware that a number of local residents have concerns regarding the application for a Premises Licence and will be submitting representations to the licensing authority in that regard. The Chairman indicated to the local resident that the Parish

Council would support local residents' concerns. At the time of members' later consideration of the matter, Councillor Buckton commented that it was not appropriate to indicate Parish Council support for local residents' concerns in advance of considering the proposal.

Members are aware that they expressed a general concern regarding a potential additional outlet for alcohol sales when considering the planning application for the change of use of this premises to a shop and cafe (minute M10/09 (1) refers).

Members decided, however, that, as any representation to the application currently could only be based upon speculation, rather than evidence to support a case that granting the application would lead to crime and disorder or to public nuisance in the village, no representation be made by Manea Parish Council in respect of this application.

(Councillors Cole, Emery and Jolley declared their respective personal interest in this licensing application, by virtue of business connections with the applicant's immediate family, and requested it be recorded that they abstained from voting)

(The Chairman agreed to this item of business being discussed as a matter of urgency because of the consultation deadline in relation to this application)

M81/09 Land at The Fifties, Manea – request to purchase or rent

The Chairman reported a request from a local resident to purchase or rent an area of unused land, including a small pit, in the Parish Council's ownership, at The Fifties, Manea. He stated that the requester has indicated that, if acquired, the land would be used for shooting purposes.

Members decided that, subject to the requester confirming, in writing, agreement to meet the Parish Council's valuation, legal and any other associated costs, a professional valuation of the land be sought.

(The Chairman agreed to this item of business being discussed as a matter of urgency to avoid undue delay to determination of the application)

M82/09 Pump Corner, Manea

Councillor Mrs Desborough sought clarification regarding the Parish Council's stance on the use of Pump Corner for the display of advertising and promotional materials, e.g. posters and banners, for events and activities in the village, given that some have been removed recently, whilst others have not.

Members decided that Pump Corner continue to be used as a means of displaying advertising and promotional materials for events and activities in the village, with the Parish Council having the discretion to remove such items depending upon their size and impact upon the appearance of the area.

(The Chairman agreed to this item of business being discussed as a matter of urgency to avoid undue delay to a decision being reached)

M83/09 Next meeting

Members were reminded that the next meeting of the Parish Council has been scheduled for 23 November 2009, commencing at 7.00 pm, at Manea Village Hall.

Meeting finished at 9.50 pm

Signature:.....(Council Chairman).

Date:.....

Appendix – Minute M75/09 refers

**MANEA PARISH SUB-COMMITTEE
Terms of Reference and Standing Orders**

1. Membership

5 members of the Parish Council plus a minimum of 5 members of the local community, subject to each interest group being permitted no more than 2 members.

2. Quorum

The quorum of the Sub-Committee is 5 representatives.

3. Meetings

Members of the Sub-Committee shall receive a minimum of seven days notice of a meeting and be provided with an agenda and any supporting papers for the meeting. A shorter timescale may be given if the Sub-Committee chairman decides that an issue requires more urgent attention.

A period of ten minutes at the beginning of each meeting shall be allocated to the Sub-Committee receiving and answering questions from the public in respect of pit-related issues.

The rules for declarations of interest and withdrawal from the meeting are the same as for Parish Council meetings, for those who are members of the Parish Council.

Voting, where necessary, shall be by show of hands. In the case of equality of voting for and against a proposal, the person chairing the meeting shall have a casting vote.

4. Chairmanship

The Chairman and Vice-Chairman will be elected at the first meeting of the Sub-Committee in each municipal year. If the Chairman is absent from a meeting, the Vice-Chairman will automatically take the chair for that meeting.

In the absence of both the Chairman and Vice-Chairman, those present will elect a member of the Sub-Committee to chair the meeting.

5. Partnership with the Parish Council

In carrying out its functions, the Sub-Committee will receive information and advice from the Parish Council and will actively seek opportunities for wider consultation where appropriate.

6. Minutes

Minutes will be taken at all meetings of the Sub-Committee. The minutes will be circulated to Parish Council members with the agenda of the next Parish Council meeting.

7. Terms of Reference

The Sub-Committee had delegated powers to carry out the following specific tasks:

- To undertake the day-to-day running of Manea Pit within the budget limit set by the Parish Council.
- To take action concerning any health and safety or emergency issues which arise, not exceeding the £500 limit for each incident.
- To facilitate the Work Programme based upon that drawn up by the County Biodiversity Officers and to commit fully to this being implemented.
- To have a long-term aspiration to enable a community facility to be built on the site that can be enjoyed by the village and will work towards this goal.

In addition, the Sub-Committee will consider, as appropriate, and make recommendations on other related matters not specifically delegated by the Parish Council.