

# MANEA PARISH COUNCIL

## MINUTES OF MEETING

20 APRIL 2009 – 7.20 pm.

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

Apologies: None.

The minutes of the meeting of 23 March 2009 were confirmed and signed.

### M87/08 Matters arising from minutes of last meeting

#### (1) Open spaces (minute M73/08 (1))

Station Road – the Clerk reported a letter of response from the company which is dealing with the administrative affairs of Hazelmere Homes, i.e. BDO Stoy Hayward LLP (Chartered Accountants), in which it states that the company has no objection to Manea Parish Council adopting the land instead of Fenland District Council. The company makes the point, however, that the Parish Council would need to meet both its own legal costs and those of the company in the matter.

Members decided that Fenland District Council be informed of the stance of BDO Stoy Hayward LLP in this matter and that Manea Parish Council wishes to adopt this piece of land; the District Council being requested to advise on how this can now be progressed.

#### (2) Manea Sewage Treatment Works (minute M73/08 (3))

The Clerk reported the receipt of a letter from Anglian Water, in which the company has responded to all of the issues raised by the Parish Council.

In the letter, Anglian Water states that work is likely to begin on the major upgrade to the sewage treatment works at the beginning of the financial year 2009/10.

Members decided that the information provided by Anglian Water be noted and that the company be requested to provide the Parish Council with details of the planned upgrade proposals for 2009/10.

#### (3) Community Access Point (minute M82/08)

Councillor Mrs Desborough reported that she had spoken with the three key holders, none of whom have had received any requests from members of the community for loan of a key to access the IT equipment in the Church Room.

Councillor Mrs Palmby informed members that the Parochial Church Council (PCC) has stated that it seeks return of the keys to the Church Room.

Members are aware that if the facility is not used by the community, it is likely to be removed and re-located to another rural village within the County. However, it appears that there is insufficient demand from the community for retention of this facility in Manea.

Members decided that the keys to the Church Room be collected from the key holders by Councillor Mrs Desborough, who will pass them to Councillor Mrs Palmby for handing to the PCC.

### M88/08 Manea Community Primary School Travel Plan

Further to minute M74/08, members received a presentation from Mr B Cundell, Chairman of the Governors, and Mrs P Longridge, Head teacher, of Manea Community Primary School.

Mr Cundell explained that the purpose of the presentation from him and the Head teacher of the school is to inform the Parish Council of the issues relating to road safety in the vicinity of the school and the manner in which the management of the school is progressing the Safer Routes to School initiative. He referred to a meeting with the Chairman of the Parish Council regarding this matter (minute M63/08 (5) refers). Mr Cundell expressed his hope that Manea Parish Council could support the school in its endeavours to create a safe environment for pupils.

Mrs Longridge stated that the Government is working hard to develop sustainable travel and, consequently, every school must possess a travel plan by 2010; she detailed the initiative. Mrs Longridge stated that Manea Community Primary School has had a travel plan in place since 2007; the plan links to the work of the school and the needs of pupils and their parents; the plan, which is "signed off" by the County Council, covers a period of 5 years; the County Council has provided funding for a new cycle shed at the school as a result of the plan.

Mrs Longridge informed members that the plan includes a number of actions/initiatives, such as: the safe parking of vehicles in the vicinity of the school; the benefits of walking and cycling to school; encouraging safer cycling. She stated that there is a proposal to make safer cycling a part of the school curriculum; this would enable the school to make an application to the County Council for a Safer Routes to School scheme. Mrs Longridge stated that this measure is included within the action plan for delivery of the travel plan and was scheduled originally for April 2008 but, due to a delay because of a period of her sickness absence, is now proposed for May 2009.

The Head teacher explained the consultation and information gathering exercises undertaken by the school in this regard and reported in detail on the results obtained, both from the pupils and their parents. Interestingly, the pupils and the parents raise different concerns/issues.

Mr Cundell informed members of the need for a representative of the Parish Council to support the Safer Routes to School application.

Mr Cundell stated that he intends to produce details within the school newsletter of the registration numbers of the vehicles that are parked illegally in front of the school premises, i.e. "name and shame" those who are contributing to the road safety difficulties.

The Clerk reported on an offer from the County Council to undertake road safety measures in the vicinity of Manea School (minute M97/08 refers).

Mr Cundell and Mrs Longridge responded to members' questions.

Mr Cundell and Mrs Longridge both supported the suggestion of Councillor Jolley that school staff should be encouraged by the Governors and the Head teacher to park their vehicles in the car park of the Village Hall.

The Chairman concluded this item of business by making the point that the Parish Council and Manea Community Primary School should work closely together to maximise the quality of life of the community.

Members decided that the situation be noted and that the Parish Council would work closely with the management of Manea Community Primary School, wherever possible, to deliver benefits to the community.

### M89/08 Allotments

Further to minute M75/08, members considered the latest position in relation to the proposal to seek planning permission for three acres of land at The Twenties for new garden allotments.

Councillor Archer reported that he and the Clerk had completed the planning application immediately following conclusion of the last meeting and that it had subsequently been submitted to the Local Planning Authority (LPA). He informed members that the application had, however, been rejected by the LPA and he explained the reasons for such. Councillor Archer had subsequently obtained the additional information required etc and suggested that he and the Clerk would complete the necessary paperwork following conclusion of this meeting.

Members discussed the work that had been undertaken, since the last meeting, to improve the access road to the allotments site. Councillor Archer expressed thanks, on behalf of the Manea Allotment Association, for the financial contribution made by the Parish Council. It was noted that the construction materials purchased utilising the whole of the funding made available by the Parish Council had been sufficient to enable the Allotment Association to re-construct approximately 60 to 65% of the length of the access road. Members, consequently, considered how they could assist in facilitating completion of the works, to ensure that a suitable means of access is achieved.

Upon a proposal from Councillor Buckton, seconded by Councillor Jolley, it was agreed that the Parish Council would provide further funding for the purchase of additional materials. It was felt that other users of this access road may be willing to contribute towards the cost of these materials and that they should be invited to do so.

Councillor Archer presented to the Clerk, for signature on behalf of the Parish Council, the Tenancy Agreement signed by Manea Allotment Association, together with a cheque to cover the annual rent of the three acres site.

Members decided that the current progress position be noted and that

- (1) at the conclusion of the meeting, the Clerk and Councillor Archer would complete another planning application for change of use of the three acres of land at The Twenties for new garden allotments and that Councillor Archer would submit the application (accompanied by the revised fee – see minute M94/08) to the Local Planning Authority thereafter;
- (2) a further sum of £400 to £500 be made available for the provision of construction materials to complete the works to achieve a suitable means of vehicular access to the allotments site, on the basis that the Allotment Association arranges and meets the costs of the associated construction works;
- (3) the other users of this access road be invited to contribute financially towards the cost of the maintenance works.

*(Councillor Archer declared his personal interest in this item of business, by virtue of being a member of the Allotments Association)*

### M90/08 Playing Field

- (1) Fencing – Further to minute M76/08, the Clerk reported the three quotations received from the four companies invited to submit quotations for this work.

Councillor Buckton reported on both funding that is now available for new play areas (and the suggestion made at the recent meeting of the Parish Sub-Committee regarding the possibility of providing a new play area on land adjoining the existing playing field (minute SC29/08 refers)) and on the contents of a document produced by Play England, which suggests that the Government no longer considers there to be a need to provide fencing around play areas. With regard to the latter point, Councillor Buckton suggested that, before it makes a decision to spend a considerable sum on purchasing new fencing for the frontage of the playing field, the Parish Council should examine the feasibility of removing the fencing from around the play area and re-positioning it along the site frontage of the playing field. Members supported this suggestion.

Members decided that no decision be made yet regarding acceptance of a quotation for the provision and installation of new fencing along the site frontage of the playing field and that members of the Parish Council would inspect the play area at the playing field (at 6.00 pm on 21 April 2009) to assess whether or not re-location of the existing fencing around the play area to the frontage of the playing field would be feasible.

- (2) Hire of field – the Chairman reported a request from Mr Ryman to rent an area of the playing field (of approximately 30 Square yards) for a dog agility show on 17 and 18 October 2009 (of the type held previously on 20 and 21 March 2009). He reported that the hirer will erect temporary fencing for the event and clear the site at the end of the event.

Members decided that the request be approved and that the hire fee be set at £50.

- (3) Hire of football pitch – the Chairman reported a request for use of the football pitch for a Friendly match.

Members decided that the request be approved and that the hire fee be set at £40.

#### M91/08 Planning applications/appeal

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

- (1) Erection of a glass reinforced plastic kiosk to house chemical dosing plant at Manea Sewage Treatment Works, off East Street, Manea - F/02004/09/CW

*That the application be supported.*

- (2) Erection of a single-storey dwelling to side of existing dwelling to form a self-contained annexe at 33 School, Lane, Manea – F/YR09/0225/F

*That the application be supported.*

In addition, members noted that the appeal against Fenland District Council's refusal of planning permission for the erection of a terrace of 9 x 3-bedroomed houses at International House, Station Road, Manea (application F/YR08/0119/F refers) had been dismissed by the Planning Inspectorate on 30 March 2009.

#### M92/08 Land currently forming a car park in Park Road, Manea

The Clerk reported a letter from Graham Dack and Company, Solicitors, which both detailed the latest position regarding the registration of this land as being in the ownership of the Parish Council and responded to members' concerns regarding the extent to which the cost of the legal work undertaken by the company had exceeded the estimate provided before the legal process began. On the latter issue, the legal advisers provided the details requested to support the basis of the original estimate and to substantiate why the company's current invoice differs so greatly from that estimate.

Members are pleased to note that this matter has now reached its conclusion and that the piece of land marked blue on the plan provided is now registered as being in the ownership of the Parish Council.

Members decided that

- (1) the land registration be noted;
- (2) the invoice from the legal advisers be paid.

#### M93/08 Manea Pit

Members received the minutes of the Sub-Committee meeting of 14 April 2009.

Councillor Risbridger raised a number of issues in relation to the potential improvement works detailed at minute SC29/08. He suggested that there is no need to remove dead and dying trees, merely to improve the aesthetic appearance of the area, as these trees provide a feeding ground for wildlife and insects. He also raised concerns regarding the suggestion to remove Ivy from trees and expressed disappointment at the suggestion of clearing undergrowth to provide picnic and seating areas. Councillor Risbridger expressed the opinion that further "cleansing" works to land around the Pit would diminish its importance as an area of nature and wildlife conservation.

A number of members of the Parish Council, particularly those who serve upon the Sub-Committee, responded to the issues raised by Councillor Risbridger and gave assurances that there is no intention to jeopardise or compromise the integrity of the Pit and its surroundings as a nature conservation area. The point was also made that those trees which are covered in Ivy are being killed by that growth; the proposal to remove the Ivy is to secure preservation of those trees. In addition, proper advice is sought and due regard is given to the preservation of wildlife habitats when areas are cleared.

Members decided to note the contents of the minutes of the Sub-Committee meeting and the concerns expressed by Councillor Risbridger and that no works to trees would be undertaken until the site had been inspected by the Parish Council's Trees Officer.

#### M94/08 Finance

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

##### Income

E Barnes	Allotment rent	£180.00
C Barnes	Allotment rent	£22.50
P Lawrence	Allotment rent	£180.00
Awards for All	Grant aid for Manea Pit	£8,768.00
A Ryman	Hire of playing field for dog show	£50.00
Kent Memorials	Additional memorial inscription	£70.00
<b>Total Income</b>		<b>£9,270.50</b>

##### Expenditure

Mr Archer	Copies of maps for Allotments planning application	£18.99
Manea Village Hall Committee	Hire of meeting room on 23/3	£7.50
Manea PCC	Hire of meeting room on 19/01	£15.00
Graham Dack and Company	Legal fees regarding Car Park	£1,054.43

Mr M Short	Purchase of petrol	£10.00
Grademore (Sleepers) Ltd	Sleepers for works at Pit	£1,028.10
D&J Transport Ltd	Surfacing materials for allotments access road	£1,152.59
Fenland District Council	Planning application fee	£167.50
Mrs A Ryman	Wages and expenses	£74.17
T Jordan	Salary (less income tax of £90.98), Broadband and other expenses	£415.43
<b>Total Expenditure</b>		<b>£3,943.71</b>

Members decided, upon a proposal from Councillor Mrs Desborough, seconded by Councillor Archer, that the income of £9,270.50 be noted and that the payments totalling £3,943.71 be authorised.

#### M95/08 CPALC membership renewal 2009/10

Further to minute M81/08, members gave further consideration to the appropriateness of renewing CPALC membership for 2009/10.

Members are not convinced that the Parish Council has derived the benefits that it anticipated from membership and, given the annual cost of membership and other uses to which that financial resource could be put, they do not consider it to be in the best interest of the community to utilise financial resources in this way. If, however, this view changes during the year, members may decide to review their stance at that time.

Members decided that membership of CPALC be not renewed at this stage.

#### M96/08 Correspondence

(1) Fenland District Council Housing Strategy 2009/12.

The Clerk reported receipt of the final version of this strategy, upon which the Parish Council was consulted at draft stage.

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

(2) Cambridgeshire and Peterborough Minerals and Waste Development Plan.

The Clerk reported receipt of a letter of consultation on further additional mineral and waste development proposals, submitted by land owners and developers in response to the earlier consultation exercise. It was noted that none of the additional proposed sites are either located within Fenland or have any impact upon the parish of Manea.

Members decided that they had no observations or comments to make in respect of the proposals.

(3) Fenland Road Safety Campaign.

The Clerk reported the latest information provided by the organiser of this campaign.

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

(4) Grant funding available for play areas.

The Clerk reported receipt of letters/leaflets received from Fenland District Council and Cambridgeshire County Council in relation to grant funding available for the provision of play areas.

Members decided that the details be handed to Councillor Buckton.

(5) Locations for additional dog waste bins.

The Clerk reported receipt of an e-mail from Fenland District Council, inviting the Parish Council to identify two locations within the village for the installation of two additional dog waste bins.

Members considered where the additional bins would have the greatest community benefit. In addition, some members mentioned that the District Council had promised, in the past, the provision of an additional litter bin for the village.

Members decided to inform Fenland District Council that the two most appropriate locations for additional dog waste bins would be at the junction of East Street and Bear's Farm yard and at the junction of Westfield Road and the Dairy Yards. In addition, the Parish Council requests an additional litter bin on the footway in front of Park House, High Street (i.e. the point at which the school bus collects Cromwell Community College pupils).

(6) Request for additional memorial inscription.

The Clerk reported a request from Kent Memorials for an additional memorial inscription in relation to Mr Stanley Ronald Mason.

Members decided that the request be approved.

M97/08 Funding for highway improvements

The Clerk reported that the County Council has identified funding within its Highways budgets in the financial years 2008/09 and 2009/10 which could be made available to meet the cost of highway safety measures in Manea. Consequently, the County Council has enquired whether the Parish Council still wishes to request certain highway works that it had sought previously.

The County Council suggested that, subject to members' agreement, it could undertake works and effect Traffic Regulation Orders/Prohibitions of Waiting at Glebe Close/Westfield Road and School Lane using 2008/09 funding and provide a crossing point from School Lane to Manea School using funding from the 2009/10 budget. Obviously, the County Council wishes to clarify the exact needs of the village before proceeding in this matter.

Members discussed the matter briefly but reached no specific conclusions.

Members decided that this matter be the subject of further discussion at the next meeting.

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

M98/08 South Fenland Review consultation

The Clerk reported a request from Cambridgeshire NHS to attend the June 2009 meeting of the Parish Council to discuss the South Fenland Review consultation.

Members decided that the request be approved and that an item be placed on the agenda for 15 June 2009 meeting accordingly.

*(The Chairman agreed to this item of business being discussed as a matter of urgency to enable the Clerk to respond without undue delay)*

M99/08 Communicating the work of the Parish Council

Councillor Buckton expressed the opinion that the Parish Council should do more to communicate to the community the decisions that it makes and the actions that it undertakes and its ambitions for the future of the parish. He suggested, for example, that members could write articles for submission to the local press.

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

*(The Chairman agreed to this item of business being discussed as a matter of urgency to enable members to take a view on this matter at the earliest opportunity)*

M100/08 Future meetings

Members decided that future meetings of the Parish Council be held on 18 May, 15 June and 20 July 2009, all commencing at 7.00 pm.

Meeting finished at 9.25 pm

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

Date:.....