

# MANEA PARISH COUNCIL

## MINUTES OF MEETING

15 FEBRUARY 2010 – 7.00 pm.

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

**Apologies:** Councillor Barnes.

The minutes of the meeting of 18 January 2010 were confirmed and signed.

### **M120/09 Councillor Barnes – Resignation of membership from Parish Council**

The Clerk reported the resignation of Councillor Barnes from membership of the Parish Council and read to members the following statement from Councillor Barnes:

*"It is with considerable regret that I write to tender my resignation from Manea Parish Council. Although it has been a challenge at times, particularly chairing the Sub-Committee meetings, I have greatly enjoyed my time as a member and would like to congratulate everyone for the achievements in the last few years. In particular I would like to thank everyone for their help with the allotments and the pit project which I feel have greatly enhanced the feeling of community in the village. As most of you know, I have been given the chance to working abroad in China for 12 months and at this point I have decided to take up the opportunity. I would like to wish you all well in the future and I will be keeping up to date with goings on via the minutes which Terry has agreed to forward to me. I hope that some of the momentum that we have built up recently will carry forward and I will keep a close eye on progress. Manea will always be home for me and I am sure that eventually (as Arnie would say) "I'll be back"."*

Members decided that

- (1) Councillor Barnes' resignation be noted and that he be thanked formally for his services to the Parish Council, particularly in respect of the Manea Pit development project;
- (2) the Clerk be requested to undertake, in liaison with Fenland District Council, the necessary action to advertise the Vacancy in the Office of Councillor.

### **M121/09 Matters arising from minutes of last meeting**

#### **(1) Open space at Station Road, Manea (minute M108/09 (1))**

The Clerk reported that he had signed the necessary agreement with E.ON for the provision of electricity metering at this site.

Councillor Jolley reported that EDF Energy had undertaken the installation works for the electricity supply.

The Clerk reported an e-mail from Mr A Pain, Corporate Director at Fenland District Council, setting out the latest position regarding the initial transfer of open space from the administrators of the former Hazelmere Homes to Fenland District Council (prior to its onward transfer to Manea Parish Council). The e-mail states that although the timescale for reporting this matter to the Cabinet at Fenland District Council (FDC) has been

delayed, officers of FDC are committed to avoiding delay to the transfer timescale. In addition, the e-mail states that any legalities regarding the Parish Council's use of this site prior to ownership transfer is an issue for the Parish Council and the administrators of the former Hazelmere Homes.

Members decided that

- (1) the progress situation regarding installation of the electricity supply and the associated metering be noted;
- (2) the progress situation regarding adoption of this piece of land by the Parish Council, instead of by the District Council, be noted.

**(2) Highway maintenance works and drainage issues (minute M108/09 (2))**

The Clerk reported the receipt of an e-mail from Fenland District Council on the latest position regarding the joint working by Fenland District Council, Cambridgeshire County Council and Anglian Water to resolve the drainage difficulties at East Street. The e-mail details the works that have been identified as being necessary and indicates that they are expected to be completed before the end of February 2010.

Councillor Mrs Desborough presented a letter from a resident of East Street regarding damage caused to the footway and potential structural damage to his property as a result of traffic movements while the sewerage works are being undertaken.

Members decided that

- (1) the progress regarding the works being undertaken to resolve the drainage difficulties at East Street be noted;
- (2) the letter from the local resident be forwarded to the Local Highway Authority, with the request that the site be visited and the situation be assessed.

**M122/09 Playing Field and play area issues**

- (1) Future development of facilities – further to minute M110/09 (2), members discussed further the submission of a planning application for a new pavilion, following consultation with the potential users of such a facility..

The Village Hall Committee was informed, at its latest meeting, of the Parish Council's ambitions for a new pavilion. The Village Hall Committee is of the view that a new pavilion in Manea could threaten the viability of its proposals for a new village hall. Consequently, the option of possibly linking a new village hall with a new pavilion at the Park Road site has emerged.

Councillor Jolley circulated plans showing three possible locations for a pavilion on the playing field site.

Members are aware that the Village Hall Committee has arranged a public meeting for the week commencing 1 March 2010, for the purpose of displaying/explaining its proposals for a new village hall.

Members decided that

- (1) the Parish Council's proposals for a new pavilion be displayed at the meeting organised by the Village Hall Committee during the week commencing 1 March 2010;

(2) a decision be made by the Parish Council, at its next meeting, regarding the submission of a planning application for a specific proposal in the light of opinions expressed at the meeting organised by the Village Hall Committee.

(2) Car park – members discussed the poor condition of the car park and consider that surfacing works are required.

Members decided that quotations be sought, by the Chairman of the Parish Council, from the three local contractors now identified, for surfacing works to the car park.

### **M123/09 Manea Pit**

Members received the minutes of the Sub-Committee meeting of 9 February 2010.

In addition, members considered the Sub-Committee membership issues consequent to the resignation of Councillor Barnes (minute M120/09 above refers).

With regard to fish stocks at Manea Pit (minute SC41/09 (3) refers), Councillor Archer reported on an exchange of e-mails between Mrs P Smith, a member of the Sub-Committee, and an officer of the Wildlife Trust concerning this matter and the possible implications of using Dyofix as a means of weed control.

It is clear from the information from the Wildlife Trust that the Environment Agency, which gave the Parish Council consent to introduce new fish to the pit, should have consulted the Wildlife Trust, because of the status of the pit as a County Wildlife Site, prior to granting consent. The Wildlife Trust also makes the point that the use of this pit as a Carp fishery could threaten the status of the pit as a County Wildlife Site and that it would not recommend the use of Dyofix as a means of weed control at Manea Pit.

Members acknowledge that the Parish Council has, as the owner of a County Wildlife Site, obligations in terms of biodiversity and accepts that it needs to engage more positively in future with the Wildlife Trust in that regard.

With regard to the field adjacent to Manea Pit (minute SC41/09 (5) (c) refers), Councillor Jolley stated that other options - in addition to the use of this land as a woodland/orchard – such as a recreational area, should be considered.

Members decided that

- (1) the contents of the minutes and the information provided by the Wildlife Trust be noted;
- (2) The Chairman would seek to postpone the addition of further Carp to Manea Pit if possible;
- (3) a letter be sent to the Wildlife Trust, giving formal notification that fish have been added to Manea Pit and informing the trust that Manea Parish Council intends to engage more positively with that organisation in respect of future developments relating to Manea Pit;
- (4) Councillor Mrs Desborough be appointed to fill the vacancy on the Sub-Committee, resulting from Councillor Barnes' resignation from the Parish Council;
- (5) Councillor Buckton be appointed Chairman of the Sub-Committee for the remainder of the municipal year.

### M124/09 Equal Opportunities and Child Protection Policies

Further to minute M116/09, Councillor Buckton reported that he had not yet concluded work on the production of draft versions of these policies for the Parish Council but proposed, subject to members' agreement, that, when completed, the draft documents be sent electronically to the Clerk for onward transmission to members of the Parish Council, for consideration at the next meeting.

Members decided accordingly.

### M125/09 Skateboard Park

Further to minute M117/09, Councillor Archer reported that a sum of £35,000 had been made available by Young Lives (from the Youth Capital Fund) for this project and that he will be meeting tomorrow with an officer of the County Council's Children and Young People's Service with regard to the development and implementation of this project.

Some members expressed the opinion that it should be possible to undertake the ground works for this facility by the use of voluntary labour and, consequently, reduce the construction costs, which would enable either additional funding to be allocated to the equipment for the Skateboard Park or to the provision of other play facilities.

Members decided that the current position be noted.

### M126/09 Planning application/appeal

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

Erection of a single-storey extension to front of existing dwelling at 54 High Street, Manea – F/YR10/0040/F (applicants: Mr and Mrs P Jackson).

*That the application be supported.*

In addition, members noted that, further to minute M66/09, the Planning Inspectorate had upheld the applicant's appeal against Fenland District Council's refusal of planning permission for the erection of 4 x 2-bed detached chalet bungalows with associated parking at land south-west of 61 Station Road, Manea (application F/YR09/0286/F refers).

### M127/09 Finance

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

#### Income

Manea United FC	Use of playing field	£520.00
Various	4 x Carp Syndicate membership fees	£240.00
<b>Total Income</b>		<b>£760.00</b>

#### Expenditure

Cambridgeshire ACRE	Membership renewal	£35.00
Red2Green	Donation	£25.00
Manea Royal British Legion Club	Hire of room on 18/01/10	£10.00

Richard Yardy 2002 Ltd	Supplying and fitting new floodlight lamps at pavilion	£62.76
Mrs A Ryman	Wages and expenses	£60.90
T Jordan	Salary (less income tax of £77.48), Broadband and other expenses	£407.29
<b>Total Expenditure</b>		<b>£600.95</b>

Members decided

- (1) upon a proposal from Councillor Mrs Desborough, seconded by Councillor Mrs Palmby, that the income of £760.00 be noted and that the payments totalling £600.95 be authorised;
- (2) that the necessary notice be served, at the appropriate time, upon the tenants of the Council's allotments that rents will be increased with effect from October 2011.

### M128/09 Correspondence

- (1) Fenland Citizens' Advice Bureau (CAB) – advice sessions in Manea.

Further to minute M84/09 (4), the Clerk reported a letter from the Fenland CAB, in which the organisation expresses its thanks for the Parish Council's financial support towards the cost of the CAB's outreach service at Manea and confirms that it will submit an invoice for £40 per month at the end of each quarter.

Members decided that the information be noted.

- (2) Grounds maintenance.

The Clerk reported an offer from a local contractor to undertake the grounds maintenance work currently procured by the Parish Council around the village.

Members decided that the offer be declined.

- (3) FACT - request for a financial donation.

The Clerk reported a request from the Fenland Association for Community Transport (FACT) for a financial donation towards the cost of the transport services that the organisation provides to support people who have difficulty using conventional means of transport.

Members decided that a financial donation of £25.00 be made to FACT.

- (4) Cambridgeshire Playing Fields Association Newsletter.

The Clerk reported receipt of the latest edition of this newsletter produced by Cambridgeshire ACRE.

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

- (5) Volunteer Centre, Fenland – Annual Report and Accounts 2008/09.

The Clerk reported receipt of the Annual Report and Accounts 2008/09 of the Volunteer Centre, Fenland.

Members decided that the Annual Report and Accounts 2008/09 be circulated amongst members of the Parish Council.

(6) Cambridgeshire Horizons – consultation on the Green Infrastructure Strategy for Cambridgeshire.

The Clerk reported on the Cambridgeshire Horizons' consultation exercise in relation to the Green Infrastructure Strategy for Cambridgeshire, which concludes on 7 March 2010.

Members decided that the document be circulated amongst members of the Parish Council, who would submit to the Cambridgeshire Horizons any comments that they to make on the strategy's proposals.

(7) Grass Cutting 2010 – Cambridgeshire County Council proposal.

The Clerk reported the price per cut offered by Cambridgeshire County Council for cutting the grass at the village playing field for 2010.

Members decided, given the low level of satisfaction with the quality of this work undertaken by the County Council in 2009, that the County Council be asked if its contractor would be using the same grass cutting equipment in 2010 and that an alternative quotation be sought from the contractor which currently undertakes the grounds maintenance works at Manea Cemetery.

(8) Cambridgeshire ACRE – “Building Local Homes for Local People”.

The Clerk reported a letter from Cambridgeshire ACRE regarding its “Building Local Homes for Local People” initiative, in which it offers the Parish Council the opportunity of one of its Rural Housing Enablers attending a future meeting to explain the support that ACRE can provide to parishes looking to increase the number of additional, affordable homes for local people.

Members decided that Cambridgeshire ACRE be invited to send one of its Rural Housing Enablers to give a presentation at the next Parish Council meeting.

(9) Community Payback – potential projects.

The Clerk reported an offer from the Cambridgeshire Probation Service for the Parish Council to identify potential projects within the village which could be undertaken by Community Payback work groups.

Members decided that

- (1) the clearance of brambles etc on land adjacent to Manea Station and litter clearance at Manea Wood be identified as potential projects for Community Payback work groups;
- (2) a letter be sent to Malcolm Moss MP, requesting him to apply pressure to the Government to secure, as part of the negotiation of the new rail franchise arrangements, an improved rail service for the people of Manea.

### M129/09 Risk Assessments

Members considered, in accordance with the advice of the Council's Auditors that local councils should assess and take mitigating actions, the risks to the Parish Council.

Members are of the view that all of the risks faced by the Council are covered by the necessary measures, including:

- insurance policies in respect all assets and public liability
- an annual inspection by the Parish Council of all assets
- the Parish Sub-Committee considering, at each meeting, any health and safety issues relating to Manea Pit and its surroundings
- an annual ROSPA inspection of all play equipment
- monthly reporting by the Clerk of all items of income and expenditure
- all expenditure is approved at Parish Council meetings and cheques require three signatures
- the Clerk reports to members twice annually on the Parish Council's overall financial position
- Annual Accounts are approved by the Parish Council
- all activities are governed by Standing Orders and Financial Regulations
- the Parish Council possesses a prudent level of financial reserves to be able to fund any unforeseen eventualities.

Members decided that appropriate risk management measures are in place currently but the situation be kept under constant review and considered formally by the Parish Council at the February meeting each year.

### **M130/09 Items for Press Release or news stories**

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

- the current position regarding the proposed Skateboard Park for the village
- the meeting organised by the Village Hall Committee, regarding options for the provision of a new Village Hall.

### **M131/09 Dog fouling**

A number of members expressed concerns regarding the level of dog fouling around the village.

Members decided that Fenland District Council be requested to provide an additional dog waste bin on School Lane, Manea.

*(The Chairman agreed to this item of business being discussed as a matter of urgency to enable this work to be undertaken at the earliest opportunity)*

### **M132/09 Land adjacent to the Village Hall – damage to trees**

Councillor Buckton mentioned the existence of damaged/vandalised trees – in some cases, only stumps remain - on an area of land, maintained by Fenland District Council, adjacent to the village hall and the detrimental visual impact that it causes.

Members decided that the Parks and Open Spaces Manager at Fenland District Council be requested to arrange the removal of these trees/stumps, to improve the appearance of the area.

*(The Chairman agreed to this item of business being discussed as a matter of urgency to enable this situation to be addressed at the earliest opportunity)*

### **M133/09 Park Road, Manea – mud on the carriageway**

Members discussed the mud that is being deposited on the carriageway along Park Road, as a consequence of the residential development currently being undertaken at a site on that road.

Members are of the opinion that the developer is merely paying “lip service” to clearing mud from the carriageway.

Councillor Emery informed members that the matter has been reported to the Police and, as a result, officers have visited the developer; the Police have suggested that the matter be referred to Fenland District Council, as the Local Planning Authority.

Members decided that this matter be drawn to the attention of the Local Planning Authority (LPA) and the LPA be asked if it operates an out-of-hours telephone number whereby villagers can report these incidents, which do not always happen during the District Council's opening hours.

*(The Chairman agreed to this item of business being discussed as a matter of urgency to enable this situation to be addressed at the earliest opportunity)*

**M134/09 Next meeting**

Members were reminded that the next meeting of the Parish Council has been scheduled for 29 March 2010, commencing at 7.00 pm, at Manea Village Hall.

**Meeting finished at 9.05 pm**

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

Date:.....