

# MANEA PARISH COUNCIL

## MINUTES OF MEETING

20 DECEMBER 2010 – 7.00 pm.

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

**Apologies:** Councillors Mrs Palmby and Risbridger.

The minutes of the meeting of 22 November 2010 were confirmed and signed.

### M91/10 Matters arising from minutes of last meeting

#### (1) Open space at Station Road/Jolley Close, Manea (minute M79/10 (1))

The Clerk reported that the situation had not changed since that reported at minutes M67/10 (1) and M79/10 (1).

Members decided that the current situation be noted.

#### (2) Manea Parish Plan (minute M79/10 (3))

The Clerk reported on the public meeting which took place on 9 December 2010.

In summary:

- Mr R McGivern, Community Development Officer at Fenland District Council, explained to attendees both the purpose of producing a community-led plan and the process involved;
- the meeting was attended by eleven members of the community (many of whom were representing stakeholder groups), four members of the Parish Council and the Clerk to the Parish Council;
- there was no consensus reached at the meeting as to whether the community should embark upon the process of developing a new community-led plan for Manea and, consequently, no steering group was formed;
- it was felt by those present that, because of the low number of attendees at the meeting and the importance of achieving "buy-in" to this process from a wide cross-section of the community, a further public meeting should be arranged;
- the date of the further meeting was agreed as 23 February 2011 (7.00 pm at Manea British Legion);
- attendees agreed to assist in giving publicity to the February 2011 meeting.

Members decided that the current situation be noted.

#### (3) Highway repairs (minute M82/10)

The Clerk reported the response from the Local Highway Authority (LHA) in relation to the matters referred to the LHA, arising from the discussion at minute M82/10.

The Local Highway Authority states that an order for the repair works to the potholes on Park Road and Station Road has been placed with the LHA's contractor.

With regard to the incomplete carriageway repair works in Glebe Close, the LHA states that the works have not been completed because of the recent weather conditions – because of the construction of this carriageway and the appropriate method of repair, relatively warm temperatures are required when works are undertaken. The LHA does not envisage carrying out any further maintenance repairs on Glebe Close, other than emergency potholes, until the new financial year.

The Chairman informed members that the salt bin purchased by the Parish Council has now been filled and situated within the centre of the village and its contents are being used to clear ice from pavements. In fact, re-filling of the bin, preferably before Christmas, would be beneficial.

Members decided that

- (1) the information regarding the requested repair work to the carriageway on Park Road and Station Road, Manea be noted;
- (2) a copy of the response from the Local Highway Authority be forwarded to the local resident who drew the Parish Council's attention to the carriageway situation at Glebe Close, with a request that she "spreads the word" to other residents of Glebe Close;
- (3) the Clerk would request the Local Highway Authority to re-fill the salt bin as soon as possible.

**(4) Joint meeting of local councils (minute M87/10 (7))**

Members considered the issues detailed in the e-mail from the Clerk to Upwell Parish Council in relation to a suggested approach to future joint meetings.

In addition, the Clerk reported an e-mail from the Clerk to Welney Parish Council, which sets out that council's views in relation to the suggestions of Upwell Parish Council.

During their deliberations, members took into account the views of Welney Parish Council, which, in summary, are:

- it would not be a good idea to increase the number of participating councils and, therefore, feel that the current group of councils should remain as it is.
- the original idea was to form a group of adjoining councils which would be affected by similar problems.
- to restrict attendance to a maximum of two members from each council would not be in the best interests, as on previous occasions more than two per council had attended and had added greatly to the discussion and outcome of certain problems.
- if the group of councils were allowed to become larger than the nine currently involved, and each was required to submit one agenda item, the meetings would become extremely long and, consequently, interest could be lost.

The members of Manea Parish Council support fully the views expressed by Welney Parish Council.

Members feel that the real benefit of these joint meetings is to share issues and concerns and to learn from the experience of others, to provide mutual support and help the development of best practice; the purpose is not to reach formal decisions that would require specific actions by certain councils.

Manea Parish Council considers that an "if it aint broke, don't fix it" approach should be taken.

Members feel that, as has been the practice in the past, as many members of Manea Parish Council as are available to attend these meetings should be permitted to do so – no maximum number of attendees per council

should be imposed. They also consider it useful for Clerks of Parish Councils to attend if they wish, to add an operational perspective in terms of dealing with many of the issues that local councils face.

Members do not have any specific agenda items for the next joint meeting of local councils but they assume that the following "usual" items will feature on the agenda:

- relationships with district/borough councils
- highways issues
- drainage concerns.

Members decided that a response to the approach suggested by Upwell Parish Council for future joint meetings of local councils (minute M87/10 (7) refers), incorporating the comments above, be sent, by the Clerk, to that council.

**(5) Charlemont Drive, Manea (minute M89/10 (2))**

Councillor Jolley reported to members on his understanding of the current situation regarding the adoption of open space (by Fenland District Council) and of the footways, carriageways and street lighting (by Cambridgeshire County Council) at this estate.

Councillor Jolley informed members that Fenland District Council has undertaken to adopt the open space and to begin maintenance of such areas with effect from the next grass cutting season.

He added that Cambridgeshire County Council has indicated that it is prepared to adopt the footways, carriageways and street lighting, subject to receipt of a formal request from persons who have ownership of those areas and to those areas having been constructed to adoptable standard.

It is understood by members that the residents of Charlemont Drive have submitted a formal adoption request to Cambridgeshire County Council and it is felt that the footways, carriageways and street lighting at the estate are of adoptable standard.

Members decided that both Fenland District Council and Cambridgeshire County Council be informed that Manea Parish Council supports the residents of this estate in their campaign to achieve its adoption and, consequently, requests these councils to undertake the necessary actions/processes to adopt the elements which fall within their respective powers. The Parish Council also requests both councils to provide details of the timescales for adoption to take place.

**M92/10 4 Acorn Lane, Manea**

Further to minute M89/10 (3), the Clerk reported that he had invited Castle Care to send a representative to this meeting and that he had subsequently been informed by the company that it proposed to send three representatives to have a dialogue with members; the representatives would be one of the company's Directors, its Regional Manager and the Children's Home Manager.

However, the Clerk had been informed today that, because of the current adverse weather conditions and the travelling distances of two of the company's representatives, Castle Care would not be represented at the meeting. The company has, however, given an undertaking that the representatives would attend the next meeting of the Parish Council.

Members decided that the situation be noted and that the representatives of Castle Care be invited to attend the next Parish Council meeting.

### **M93/10 Open space requirements for proposed development of land off Edwards Way, Manea**

The Clerk reported a request from Savills, Planning Agents, for members' views in relation to open space/recreation provision for a proposed residential development scheme (for 30 to 40 properties) on land off Edwards Way, Manea. The plans for the development are still being produced by the applicant's architect.

Savills comment that, as part of the obligation of delivering a housing scheme, there is a requirement to provide either a financial contribution towards open space or to provide it on site. Savills believe that the current open space provision in the vicinity of Edwards Way is sufficient to serve both the existing and proposed developments and, therefore, the company would prefer to provide only a small play area for young children at Edwards Way, together with a financial sum that could be used by the Parish Council to enhance existing play/recreation areas elsewhere within the village.

Members are of the opinion that the provision of a small, equipped play area for young children plus a financial contribution towards enhancing existing play areas within the village would be preferable to a new large area being provided on the proposed new development. On the basis of this approach, members would expect the financial sum to be paid to the Parish Council, as opposed to the District Council, with the discretion as to how the "recreation" funding could be used, i.e. it not being for a specific use.

Members decided that its opinion, as set out above, in relation to open space/recreation provision for a proposed residential development scheme (for 30 to 40 properties) on land off Edwards Way, Manea, be forwarded to Savills.

### **M94/10 Neighbourhood policing issues**

PCSO Marie Bailey attended the meeting to inform members of issues within Manea that are being addressed or investigated by the Chatteris and Manea Neighbourhood Policing Team, including progress in addressing the policing priority for Manea (i.e. alcohol consumption at the playing field) which was agreed at the last Chatteris and District Neighbourhood Forum meeting.

PCSO Bailey informed members that the Constabulary had interviewed a number of young people in connection with the attempted break-in to one of the trailers (used for storage by the Manea Gala Committee) located at the playing field (minute M83/10 (3) refers). In response to a question from members, she stated that there are currently no policing issues in relation to 4 Acorn Lane; she updated members on the supervision arrangements currently in place at these premises.

Members decided that the information provided by PCSO Bailey be noted.

### **M95/10 Playing Field and play area issues**

- (1) Future development of facilities – further to minute M83/10 (4), Councillor Jolley showed members the latest design for the proposed pavilion and presented invoices from the agents acting on behalf of the Parish Council in relation to both their professional fees and the planning application fee to be forwarded to Fenland District Council as the Local Planning Authority.

Members indicated their support for the latest design of the proposed pavilion and authorised payment of the relevant application fees (minute M98/10 refers).

- (2) Dogs – Further to minute M83/10 (5), members considered removing the "No Dogs" ruling in respect of the playing field and, instead, allowing the walking of dogs (on leads) around the perimeter of the field and promoting responsible dog ownership within the village.

Members considered the anticipated advantages and disadvantages of removing the "No Dogs" ruling.

Members decided that

- (1) the "No Dogs" ruling should remain in place;
- (2) signage be provided at the playing field, informing people of locations where dog walking is permitted (including around Manea Pit), the wording for the signs and their locations to be agreed at the next meeting;
- (3) signage be provided at appropriate locations at Manea Pit – informing the public that dog walking is permitted - the wording and locations of the signs to be agreed by Councillors Buckton and Emery, to enable the signs to be purchased and erected as a matter of priority.

### **M96/10 Planning applications**

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

- (1) Erection of part two-storey/single-storey side and rear extension to existing dwelling at 6 East Street, Manea – F/YR10/0862/F (applicant: Mr M Martin).

*Object to the application, on the basis that the drainage/sewerage system on East Street is inadequate to accommodate any further development; the Parish Council recommends to the Local Planning Authority that no further development be permitted on East Street until the existing problems associated with the drainage/sewerage system have been resolved.*

*(Councillor Buckton declared his personal interest in this application, by virtue of a friendship with the applicant)*

- (2) Certificate of Lawful Use (Existing) – Erection of a 4-bed dwelling at property south-east of Trotter's Lodge, The Old Dairy Yards, Westfield Road, Manea – F/YR10/0878/CERTLU (applicant: Mr T Savage).

*That, in the opinion of the Parish Council, this property has been occupied residentially for a period exceeding four years.*

*(Councillors Emery and Jolley declared their respective personal interest in this application, by virtue of a friendship with the applicant)*

- (3) Erection of 5 dwellings, involving demolition of outbuildings, at High Street Farm, High Street, Manea – F/YR10/0899/O (applicant: Executors of the late James Cox).

*That the application be supported.*

*(Councillor Cole declared his personal and prejudicial interest in this application, by virtue of being the owner of land adjoining the application site, and retired from the meeting for the discussion and voting thereon)*

### **M97/10 Manea Pit**

Members, who were reminded that the next meeting of the Sub-Committee is not scheduled to take place until 26 January 2011, had no issues to discuss in relation to Manea Pit.

Members decided the current situation be noted.

## M98/10 Finance

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

### Income

Manea United Football Club	Use of playing field: September to November 2010	£440.00
<b>Total Income</b>		<b>£440.00</b>

### Expenditure

E.on	Electricity for sports area	£18.89
E.on	Electricity for pavilion	£153.09
E.on	Electricity for village green	£14.28
Victim Support	Donation	£25.00
Magpas	Donation	£25.00
Sears Bros Ltd	Verge and grass cutting 2010	£968.49
Manea Village Hall	Room hire on 22/11/10	£7.50
Mrs A Ryman	Wages and expenses	£91.56
Peter Humphrey Associates Ltd	Fees for preparing and submitting planning application - pavilion	£1,468.75
Fenland District Council	Planning application fee - pavilion	£1,005.00
T Jordan	Salary (less income tax of £75.88), Broadband and other expenses	£365.98
HM Revenue and Customs	Clerk's Income Tax (September, October and November 2010).	£251.49
<b>Total Expenditure</b>		<b>£4,395.03</b>

Members decided, upon a proposal from Councillor Mrs Desborough, seconded by Councillor Archer, that the income of £440.00 be noted and that the payments totalling £4,395.03 be authorised.

## M99/10 Parish Precept 2011/12

Members considered the level of Parish Precept for the financial year 2010/11, plus other associated financial matters.

The Clerk presented a detailed report on the Parish Council's financial position as at the half-year, the current financial position and estimates of income and expenditure for 2011/12.

In addition, the Clerk reported both a letter from the Returning Officer at Fenland District Council detailing the estimated costs of the election of Manea Parish Councillors in May 2011 and an e-mail from the Chief Executive at Cambridgeshire County Council asking local councils to consider increasing their Precepts to help fund the delivery of public services.

Members decided, being mindful of the current economic circumstances and its financial position, that

- (1) the Parish Council's financial position as at the half-year, the income and expenditure position as at 30 November and the estimates for 2011/12 be noted;
- (2) the level of Parish Precept for 2011/12 be set at £19,000 (i.e. the same level as for 2009/10 and 2010/11).

## M100/10 Correspondence

### (1) Winter Service and the Localism Agenda – Opportunities for Third Party Working.

The Clerk reported receipt of a letter from Cambridgeshire County Council, seeking to establish whether or not Manea Parish Council would be interested in assisting the County Council, as Local Highway Authority, in extending the winter gritting service (to include certain footways and cycle ways) within the community.

All Town/City/Parish Councils within the area covered by Cambridgeshire County Council (CCC) are being offered this opportunity to undertake direct works to enhance the County Council's existing level of winter service. CCC is offering training, equipment and insurance for those who volunteer to undertake this work.

Members agreed that they would like to take part in this scheme and accordingly identified the footways that they considered as being suitable for the winter service extension scheme (i.e. Park Road, Rutland Way, Festival Close, Cathedral View, the road between School Lane and Annabelle Close, School Lane (in the vicinity of the Village Hall)) and the volunteer capacity for undertaking this work (i.e. members of the Community Payback Team and other local residents, including Parish Councillors).

Members decided that the Clerk would respond to the County Council along the lines indicated above.

### (2) Community ACTION magazine.

The Clerk reported receipt of the latest edition of this magazine.

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

### (3) Denver licence variation and the Abberton Scheme.

The Clerk reported a letter from Northumbrian Water, offering to those bodies which were unable to attend the stakeholder meeting held on 22 October 2010 the opportunity to receive the presentation given at that meeting.

Members decided that, as it had not proved possible for any of the members of the Parish Council to attend the meeting, the offer of receiving the presentation on the water company's plans be accepted; the Clerk will invite a representative of Northumbrian Water to a future meeting of the Parish Council.

## M101/10 Items for Press Release or news stories

Members considered whether there are currently any matters affecting the parish which would benefit from the issue of a Press Release or the production of a news story.

Further to minute M88/10, members considered the possibility and feasibility of producing a Parish Newsletter. As a result of discussions, members feel that a more effective approach would be to establish a collaborative approach with Manea Matters and to contribute financially to that publication rather than establishing a separate one.

Members decided that

- (1) no matters have arisen since the last Parish Council meeting that would benefit from being the subject of Press Release or news story for public attention;
- (2) the Chairman would discuss with the Secretary of Manea Matters the possibility of using that publication as a means of publicising Parish Council matters.

**M102/10 Dates of meetings for 2011**

Members decided that meetings of the Parish Council in 2011 (all commencing at 7.00 pm and taking place in Manea Village Hall (subject to availability on each date) be held on the following dates: 17 January, 14 February, 21 March, 18 April (including Annual Assembly and community engagement event), 16 May (Annual Meeting of the Council), 20 June, 18 July, 15 August, 19 September, 17 October, 21 November and 19 December.

**Meeting finished at 8.40pm**

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

Date:.....