

# MANEA PARISH COUNCIL

## MINUTES OF MEETING

21 JUNE 2010 – 7.00 pm.

**Present:** Councillor Emery, Chairman; Councillors Archer, Buckton, Cole, Mrs Desborough (until 8.30 pm), Jolley, Lockett and Risbridger.

**Apologies:** Councillor Mrs Palmby.

The minutes of the meeting of 24 May 2010 were confirmed and signed.

### **M17/10 Matters arising from minutes of last meeting**

#### **(1) Parish Council vacancy and election of new councillor (minute M4/10 (1))**

The Clerk reported that, as a result of the election held on 27 May 2010, Jeff Lockett had been elected to fill the vacancy on Manea Parish Council.

Invoices for the cost of this election have been received by the Parish Council (see minute M21/10).

Members congratulated Councillor Lockett on his election to the Parish Council and welcomed him to his first meeting.

#### **(2) Skateboard Park (minute M4/10 (2))**

The Clerk reported receipt of a contract of works, from Clever Curves Ltd, for construction of the skateboard park. The Clerk reported that the total contract sum is £59,500 plus VAT and reminded members that the current sum allocated in the Parish Council's accounts is £51,000.

The Clerk informed members of the stage payments required under the contract.

Councillor Archer stated that he is still anticipating that an additional contribution of £10,000 would be forthcoming via Fenland District Council.

Members decided that the contract be accepted and that the Chairman and the Clerk would sign the contract on behalf of the Parish Council.

#### **(3) Request to purchase land at Bedlam Pit (minute M4/10 (3))**

Councillor Jolley reported that a representative of the company which had been selected to provide the valuation service required had made arrangements to visit the site later this week, which should enable valuation advice to be presented to the next meeting.

Members decided that the current situation be noted.

**(4) Fenland District Council's Community Development Service (minute M5/10)**

Members considered the approach that the Parish Council should take in relation to the production of a new Parish Plan.

Members decided that an additional meeting of the Parish Council be held, to take place on 5 August 2010 (commencing at 7.00 pm), for the purpose of discussing its approach to the production of a new Parish Plan.

**(5) War Memorial (minute M12/10)**

The Clerk reported that he had obtained a quotation from Kent Memorials, in the sum of £100 plus VAT for re-painting all the names on the war memorial and that he had investigated the possibility of attracting grant aid towards the cost of this work.

Members shared the view of the Clerk that - given the low costs of these works, the time and effort that would be required to apply for grant funding and the limited amount of grant aid that could be forthcoming in the event of an application being successful - it would not be expedient to make an application for grant funding towards the cost of these works.

Members decided that the re-painting of all names on the war memorial be arranged by the Clerk.

**M18/10 Playing Field and play area issues**

- (1) Future development of facilities – further to minute M6/10 (1), the Clerk read to members a letter from the company of architects which had been invited to detail its costs in the submission of a planning application for a new pavilion; the company gave its fee for handling the matter and its estimates of the cost of making applications to Fenland District Council for planning permission and building regulations approval.

Members decided that this company of architects be now engaged to make application for planning permission, on behalf of the Parish Council, for a new pavilion and that Councillor Jolley be authorised to meet the architects on site to finalise the details of the proposal.

- (2) Vandalism at the pavilion and other locations – the Chairman made reference to various acts of vandalism in the village, paying particular attention to the damage caused to the toilets at the pavilion. The Chairman reported that he had arranged for the necessary toilet replacement works to be undertaken. He reported also that the CCTV equipment had not recorded the incident; the equipment has been examined by an electrical contractor, who states that the current equipment is not working effectively and recommends that the recording equipment be replaced; the estimated cost of a new, up-to-date system is £530 plus VAT.

Members discussed also other locations within the village which had been the subject of vandalism, including damage caused to a gate beside the Community Primary School.

Members decided that

- (1) the Chairman be authorised to engage the electrical contractor to provide and install a new CCTV recording system, subject to the contractor confirming that the existing cameras would work effectively with a new recorder; the contractor also being asked to investigate whether the CCTV system for the multi-sports area is working properly;

- (2) the Clerk would make arrangements for the gate beside the Community Primary School to be repaired.

Car Park – further to minutes M122/09 (2) and M137/09 (2), members discussed again the need for surfacing works to the car park.

Members decided that quotations be sought, from the three local contractors which were invited to submit quotations at minute M122/09 (2), for surfacing works to the car park.

- (3) Annual ROSPA inspection report – the Clerk reported on the recommendations within this report, which suggest that certain works are required to equipment etc at the playing field.

Members decided that the report be circulated among Parish Councillors, for their consideration between this meeting and the next, to enable a schedule of agreed works to be produced at the next meeting.

- (4) Outdoor table tennis facilities – the Chairman reported a request for the Parish Council to consider the construction of concrete table tennis tables at the playing field.

Members decided that this request be taken into account when looking at recreational facilities more widely in Manea, as part of the development of a new Village Plan.

### **M19/10 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 two single-storey side extensions to existing dwelling at The Woodlands, Days Lode Road, Fodder Fen, Manea – F/YR10/0368/F (applicants: Mr and Mrs R Fowler).

*That the application be supported.*

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

- (2) Certificate of Lawful Use (Existing); Occupation of dwelling without compliance with condition 2 of planning permission F/97/0428/F relating to agricultural occupancy at Poppyfields, Wimblington Road, Manea – F/YR10/0376/CERTLU (applicant: P Jolley).

*That, in the opinion of the Parish Council, there has been no compliance with the planning condition for a period of at least ten years.*

*(Councillor Jolley declared his personal and prejudicial interest in this application, by virtue of being the applicant for the Certificate of Lawful Use, and retired from the meeting for the discussion and voting thereon)*

- (3) Conversion of farm buildings to form 1 x 5-bed and 2 x 4-bed dwellings with detached garages (amendment to plot 1 planning permission F/YR04/4184/F) at Wateringhill Farm, Days Lode Road, Fodder Fen, Manea – F/YR10/0390/F (applicant: Mr C Sears).

*That the application be supported.*

- (4) Erection of six dwellings, involving demolition of existing dwelling and replacement of fence to no.16, at 18 Westfield Road, Manea – F/YR10/0254/0 (revised) (applicant: Mr L Skinner).

*That the Parish Council has no additional comments to make in respect of the revisions to the application.*

(Councillor Emery declared his personal interest in this application, by virtue of business connections with the applicant)

- (5) Erection of a conservatory to rear of existing dwelling at 70 Charlemont Drive, Manea – F/YR10/0417/F (applicant: Mr A Udell).

*That the application be supported.*

### **M20/10 Manea Pit**

Councillor Emery mentioned that the grass on the field adjoining Manea Pit is had been cut and that the person who had undertaken the work had not levied a charge for this work.

Further to minute M8/10, Councillor Buckton reported on the proposals of Mr I Fost in relation to the purchase of additional fish for Manea Pit, following approval by Manea Parish Council to allocate a sum of £500.00 for this purpose. Councillor Buckton informed members that, following Mr Fost's investigations into appropriate species of suitable fish, he is proposing the purchase of one species only; the species being Ide. For the sum of £500.00, it is anticipated that between 300 and 350 would be acquired. Councillor Buckton made the point that this matter would be discussed by the Sub-Committee at its meeting on 24 June 2010.

Members decided that

- (1) a letter of thanks be sent to the resident who had cut, free-of-charge, the grass on the land adjoining Manea Pit;
- (2) the information reported by Councillor Buckton in relation to the purchase of additional fish be noted.

### **M21/10 Finance**

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

#### **Income**

Various (via Post Office)	Fishing fees	£30.00
Manea United FC	Use of playing field	£400.00
C Howell	Allotment rent	£180.00
W Emmerson & Son	Cemetery Memorial - I Beeken	£125.00
<b>Total Income</b>		<b>£735.00</b>

#### **Expenditure**

Steve Emery	Repairs to Pump Corner	£62.65
E Mason & Son Ltd	Grounds maintenance	£1,254.24
E.on	Electricity for pavilion	£604.02
PJ Thory Ltd	Crushed brick for pit works	£234.13
Fenland District Council	By-election costs	£2,407.33
Manea Village Hall	Hire of room on 24/05/10	£7.50
Manea Village Hall	Hire of hall on 27/05/10 for Parish Council election	£120.00
B Cundell	Internal Audit of annual accounts	£225.00
Playsafety Ltd	Annual ROSPA inspection	£95.18
Richard Yardy Ltd	Electrical work at village green	£278.71
Fenland Fisheries Ltd	Carp	£2,439.01
Fenland Fisheries Ltd	Scaffold poles for Manea Pit	£188.00

Mrs A Ryman	Wages and expenses	£52.59
T Jordan	Salary (less income tax of £83.76), Broadband and other expenses	£365.09
HM Revenue and Customs	Clerk's Income Tax (March, April and May 2010).	£251.28
<b>Total Expenditure</b>		<b>£8,584.73</b>

In addition, the Clerk reported on the level of grant awarded to the Parish Council by Fenland District Council in respect of Concurrent Functions and additional items for 2010/11, in the total sum (to be paid in two instalments) of £3,970.00.

Members decided

- (1) upon a proposal from Councillor Emery, seconded by Councillor Risbridger, that the income of £735.00 be noted and that the payments totalling £8,584.73 be authorised;
- (2) that the Concurrent Functions and additional items grant for 2010/11 be noted;
- (3) to discuss at the meeting to be arranged for 5 August 2010 (minute M17/10 (4) refers), the financial position of the Parish Council at that time, the fees and charges that it levies and its spending ambitions for the current financial year and beyond.

### **M22/10 Street Lighting**

The Clerk reported on a request from Fenland District Council to replace a defective lamp column, which is an asset of Manea Parish Council, in East Street, Manea.

The cost of this work is approximately £888.00 plus VAT. The Clerk reminded members that the additional items grant (minute M21/10 above refers) includes funding for the cost of one additional or replacement street lamp in the village.

Members decided that the defective lamp column at East Street, Manea be replaced.

### **M23/10 Correspondence**

- (1) Request for a new cemetery memorial.

The Clerk reported a request from W Emmerson and Son for consent for a memorial stone on the grave of Mrs I Beeken in Manea Cemetery.

Members were informed of the size, design and material of the proposed memorial and of the wording of the inscription.

Members decided that the request be approved.

- (2) Community ACTION (Summer 2010) 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) Cambridgeshire Local Access Forum Annual Report 2009/10.

The Clerk reported receipt of this annual report.

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

(4) Manea Youth Club.

The Clerk reported receipt of a letter from Manea Youth Club, explaining the current activities provided for local youngsters and seeking a financial donation from the Parish Council towards the cost of purchasing equipment to improve the facilities that could be offered to these young people.

Members decided that

- (1) before considering this request, they would like to hear more about the club's current activities and future ambitions and, consequently, requested the Clerk to invite the Youth Club to send a representative to a future meeting to give a short presentation in this regard;
- (2) the Youth Club be informed of the Parish Council's belief that Manea Village Hall Committee (MVHC) may have financial resources available to assist Manea Youth Club and that it might be worth the Youth Club making a funding request to MVHC.

(5) Norfolk Minerals and Waste Local Plan.

The Clerk reported on the consultation exercise being undertaken by Norfolk County Council in relation to the development of its Minerals and Waste Local Plan, upon which comments are invited by 23 July.

Members decided that they had no comments to submit to Norfolk County Council.

(6) Cambridgeshire's Third Local Transport Plan.

Further to minute M143/09 (4), the Clerk reported that the consultation exercise in respect of this plan had now been extended to 30 July 2010.

Members decided that they still have no comments to submit to Cambridgeshire County Council.

(7) Shaping Fenland's Future Together.

The Clerk reported a letter, from a design and planning consultancy working on behalf of Fenland District Council, seeking details of any plans or projects in the village for the provision of community facilities or service requirements etc.

Members provided answers to the four questions asked via the letter, to enable the Clerk to respond.

(8) Outstanding issues in Manea.

The Clerk reported an e-mail from a local resident, seeking details of the progress of facilities and services which he felt the Parish Council had undertaken to provide.

Members provided answers to the five issues raised via the e-mail, to enable the Clerk to respond.

(9) Jointly Funded Minor Highway Improvements 2011/12.

The Clerk reported receipt of an invitation from the County Council to bid for schemes under this initiative. The deadline for bids submission is 2 August 2010.

Members decided that

- (1) they would each give thought to this matter between this meeting and the next and present their ideas for possible schemes to the next meeting of the Parish Council;
- (2) to aid their consideration of this matter at the next meeting, the Clerk would bring to the meeting a copy of the Parish Council's 2010/11 bid for funding;
- (3) an enquiry be made of the County Council as to why there had been no action in relation to the raised highway crossing point in the vicinity of the school, that had been promised by the Local Highway Authority.

(10) Trees in Manea Cemetery.

The Clerk reported a letter from a local resident, expressing concern regarding the potential risk to the public if trees in the Cemetery were not in a safe condition; he suggested that an assessment of the condition of the trees should be undertaken.

Members decided that

- (1) The resident be thanked for bringing this matter to the attention of the Parish Council;
- (2) an assessment of the condition of the trees be undertaken by an appropriately qualified person;
- (3) Fenland District be asked whether it could provide such a service for Manea Parish Council.

**M24/10 Items for Press Release or news stories**

Members decided that the only matter currently to be the subject of Press Release or news story for public attention is the recent vandalism in the village (minute M18/10 refers).

**M25/10 Next meeting**

Members were reminded that the next meeting of the Parish Council has been scheduled for 19 July 2010, commencing at 7.00 pm, at the Church Room, Park Road, Manea.

**Meeting finished at 9.10 pm**

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

Date:.....