

# MANEA PARISH COUNCIL SUB-COMMITTEE

## MINUTES OF MEETING

15 JUNE 2011 – 7.30 pm.

**Present:** Councillor Archer, Chairman; Councillors Mrs Desborough, Emery and Lockett plus Mr I Fost, Mr R K Miller and Mrs P Smith.

**Apologies:** Councillor Cole.

The minutes of the meeting of 10 May 2011 were confirmed and signed.

### SC1/11 Appointment of Chairman

Councillor Archer was appointed as Chairman of the Sub-Committee for the municipal year 2011/12.

### SC2/11 Appointment of Vice-Chairman

Councillor Emery was appointed as Vice-Chairman of the Sub-Committee for the municipal year 2011/12.

### SC3/11 Matters arising from the minutes of the last meeting

All matters arising from the last meeting were covered by items on the agenda for this meeting.

### SC4/11 Field adjoining Manea Pit – use as community orchard/woodland

Further to minute SC68/10, Mrs Smith reported on a design that has been produced, using the brief agreed previously, by the group of interested persons. This group (comprising Ian Fost, Mark Robinson, Dianne Rowe and Margaret Williams) had met on two occasions since the last meeting of the Sub-Committee.

Each member of the Sub-Committee had been provided, in advance of the Sub-Committee meeting, with a copy of the draft layout plan and a list of the various items of planting that are proposed by way of the scheme.

In summary, the draft design proposes:

- a mix of orchard, meadow and native trees/hedgerow
- two orchard areas; one for apples and another for plums and pears
- 55 orchard trees (comprising 11 varieties)
- using varieties of trees that are native to Cambridgeshire or West Norfolk.

Mrs Smith explained in detail the factors that had been taken into account in the production of this proposed design and informed the Sub-Committee that advice had been sought from the East of England Apples and Orchard Project with regard to the selection of appropriate varieties of fruit trees for this project. She made the point that she had not yet produced costings for the design; this would be undertaken once a final design is agreed.

When the final scheme has been agreed, the group would develop a project/action plan which would address all of the operational and logistical issues.

Mrs Smith responded to the Sub-Committee's questions in relation to the design.

Some members of the Sub-Committee are of the view that that the design includes too many fruit trees and that, consequently, suggested that the number should be reduced by ten. Other members supported their suggestion.

Councillor Emery reported that, because of weed growth that had occurred within the newly seeded area, work had been undertaken (following consultation with a number of members of the Parish Council) to apply weed killer, harrow the land, sow new seed and then roll the area. Mrs Smith expressed her concern and disappointment at this action, on the basis that re-seeding so quickly after the application of weed killer had removed the opportunity to repeat the weed killing process if it proved necessary and that insufficient time had been allowed for the weed killer to work before the land was harrowed.. She also made the point that June/July is not the most appropriate time of the year to sow grass seed.

The Sub-Committee decided that

- (1) the general progress situation and Mrs Smith's concerns regarding the re-seeding actions be noted;
- (2) the draft design be approved in principle but being modified slightly to reduce by ten the number of fruit trees;
- (3) Mrs Smith would place an order with the East of England Apples and Orchard Project for the orchard trees;
- (4) Mrs Smith would arrange the production of a large scale plan of the design, to be displayed at Manea Gala.

#### **SC5/11 Management Plan - improvement/development works and projects**

The Sub-Committee discussed briefly the works still necessary to deliver the current management plan.

Mr Miller mentioned that there is a need for mowing and strimming works to be undertaken at various locations, particularly around footpaths, and also to "top up" the chippings on the footpaths.

Councillor Archer mentioned that he had, today, updated the content of the notice board at the pit. Mrs Smith handed him a notice, giving location details (including grid reference of the site), for use by persons in the event of needing to contact the emergency services. Councillor Archer will include this information on the notice board.

The Sub-Committee decided that

- (1) Mr Miller would undertake the strimming works necessary;
- (2) Councillor Archer would seek to arrange for the Community Payback Team to carry out the mowing and to "top up" the chippings where necessary.

#### **SC6/11 Manea Pit – Revision of the management plan**

Further to minute SC70/10, Mrs Smith reported that she has been unable to make any real progress in this matter since the last meeting due to a continued lack of response from the Wildlife Trust. She had obtained from the Environment Agency an example of a management plan that could provide the basis for a new plan for the Manea Pit area.

Mrs Smith informed the Sub-Committee that she had spoken with Mr C Carson in relation to the production of a baseline survey and, as a result, it is considered that a baseline survey of the aquatic vegetation is all that would be required. She has obtained some contacts with regard to undertaking such a survey and is awaiting a quotation for that work. In addition, Mrs Smith is seeking advice from Honeysome Aquatics. Furthermore, she is able to arrange the preparation of a plan (using a computer-aided design system) of the area which would be the subject of the new management plan.

The Sub-Committee decided that

- (1) the current position regarding the development of a new management plan be noted;
- (2) Mrs Smith would organise the preparation of a location plan of the area to be the subject of the new management plan.

### **SC7/11 Manea Pit – Health and Safety**

The Sub-Committee considered whether there are currently any health and safety issues relating to Manea Pit.

The Sub-Committee decided that there are no new health and safety issues at this time.

### **SC8/11 Fishing issues**

Mr Fost presented the Clerk with the sum of £118.00; this related to income of £135.00 from the sale of fishing tickets, less £17.00 for the cost of fish feed.

Councillor Lockett enquired as to the level of Carp Syndicate membership for 2011/12.

Mr Fost responded that Mr Catling had despatched, on two occasions, membership notifications to current members of the Carp Syndicate. It is felt likely that the number of members would be in the high twenties.

In response to Mrs Smith's enquiry as to the current situation regarding the proposed "Try Fishing" day, Mr Fost stated that Manea Angling Club had still not held a meeting. He reminded the Sub-Committee of some of the operational issues which would need to be addressed in this matter but undertook to seek to overcome them and to progress this matter.

The Sub-Committee decided that

- (1) the information reported and the fishing income be noted;
- (2) efforts to arrange a "Try Fishing" day be continued.

### **SC9/11 Management of trees at Manea Pit**

Further to minute SC73/10, the Clerk reported on the additional quotation received in relation to tree works required at various locations around Manea Pit.

It is clear that the new quotation received is considerably higher than the one obtained previously by Mr Fost, albeit that the more recent quotation includes works not included within the quotation obtained by Mr Fost.

The Sub-Committee decided that Mr Fost would seek, from the company which submitted the original quotation, a revised quotation, to include the additional works recommended by the second contractor, in relation to the picnic area.

### **SC10/11 Monitoring of actions**

Mrs P Smith raised the issue of the absence currently of any mechanism to monitor the undertaking of actions agreed at Sub-Committee meetings. She expressed her concern that there is a danger of actions not being carried

out unless some monitoring system is put in place. She suggested that one way of doing this could be to consider all agreed actions as part of the Matters Arising agenda item at future meetings.  
The Clerk made suggestions as to ways of undertaking such monitoring.

The Sub-Committee decided that

- (1) the Chairman would produce, and thereafter maintain, a schedule of actions (extracted from the minutes of Sub-Committee meetings), which would be scrutinised by the Sub-Committee on a regular basis;
- (2) the initial version of this schedule be presented to the next meeting.

### **SC11/11 Website information**

Further to minute SC68/10, the Sub-Committee discussed the need to produce information for the additional page on the Manea Parish Council website in respect of the pit and orchard/woodland.

The Clerk reminded the Sub-Committee that it had been agreed that all potential content for the web page would be sent to Councillor Archer; he would then collate the information, for forwarding to the Clerk; the Clerk would then liaise with the website host.

Mrs Smith undertook to provide a revised orchard/woodland plan (to reflect the decisions reached at minute SC4/11), information regarding the orchard/woodland design proposals and general information in relation to Manea Pit (which she produced for the Heritage Lottery Fund application).

The Sub-Committee decided that contributors would forward potential website content to Councillor Archer as a matter of priority.

### **SC12/11 Future meetings**

Members decided that the next two meetings of the Sub-Committee be held on 20 July and 24 August 2011, both commencing at 7.30 pm, at the British Legion Club, East Street, Manea.

**Meeting finished at 9.20 pm.**

Signature:.....(Sub-Committee Chairman).

Date:.....