

MANEA PARISH COUNCIL

MINUTES OF MEETING

16 APRIL 2012 – 7.40 pm.

Present: Councillor Emery, Chairman; Councillors Buckton, Cole, Risbridger and Woodard.

Apologies: Councillors Archer, Mrs Berry and Mrs Desborough.

The minutes of the meeting of 19 March 2012 were confirmed and signed.

M165/11 Open Forum

(1) Website information

One local resident suggested that the Parish Council should seek to maximise the use of its website as a means of providing information to the community. He suggested when the community-led plan is finalised, it be published on the Parish Council's website and that delivery of the actions within the plan be monitored at regular intervals by the Parish Council, with the version published on the website being updated as actions are completed.

Members noted the comments of the resident, indicated their support for his views and decided that development/enhancement of the Parish Council's website be considered at a future meeting.

(2) Planning application F/YR12/0167/F (Erection of 4 x two-storey, 3-bed houses with attached garages on land north-east of 9 Park Road, Manea)

One local resident informed the Parish Council of her concerns regarding this planning application.

The resident made the point that this application is a variation, mainly by the reduction (from 5 to 4) of the number of properties proposed, of planning application reference number F/YR11/0829/F; an application which was opposed by Manea Parish Council in November 2011. She reminded the Parish Council of the concerns it expressed when it considered the previous application (i.e. that: (1) the proposal constitutes back land development; (2) there would be overlooking, because of the two-storey nature of the proposed dwellings, and loss of light to existing neighbouring properties; (3) there are inadequate visibility splays, detrimental to highway safety; (4) there are inadequate arrangements for the necessary drainage and sewerage of the proposed dwellings), which had been withdrawn by the applicant prior to its determination by the Local Planning Authority.

The resident made the point that the new application still

- proposes two-storey properties
- fails to use to mains drainage and sewerage systems
- includes the development of some land which lies outside of the Development Area Boundary for Manea.

The resident commented that planning permission currently exists for an additional 78 properties in Manea and suggested that the development of this site is not necessary at this time.

Members decided that the concerns of the resident be noted and that they be taken into account by the Parish Council when considering the planning application (minute M168/11 refers).

M166/11 The Standards Board for England – Members’ Code of Conduct

Members were reminded of the need to ensure that their Register of Declarable Interests is kept up-to-date.

No members had any amendments to make to their register entries.

M167/11 Progress on actions from minutes of last meeting

(1) Financial matters – Section 106 Planning Obligation monies (minute M155/11)

The Clerk reported confirmation from Fenland District Council (FDC) that it had received (on 10 February 2012) a Section 106 Planning Obligation payment of £32,400. The response from FDC states that the council currently has no specific plans for this money and guarantees that Manea Parish Council would be consulted on any scheme proposed in the future. FDC adds that it welcomes ideas from the Parish Council as to how this money could be spent.

Members decided that the information be noted.

(2) Neighbourhood Forums in Fenland (minute M156/11)

The Clerk reported that he had made the views of the Parish Council known to both Police Inspector Sissons and the Clerk to Chatteris Town Council.

Chatteris Town Council has informed Inspector Sissons that it opposes the proposal on the basis that: it would be difficult for councillors to attend a forum meeting beginning as early as 6.00 pm; there is a danger that the forum meeting would overrun and “eat into” the Town Council meeting; Town Council meetings are already lengthy without adding an additional hour. With regard to the suggestion that Manea Parish Council and Chatteris Town Council host jointly a community-led forum, the Clerk to Chatteris Town Council has responded that the next meeting of the Town Council, at which such a suggestion could be considered, is 1 May 2012.

Members decided that the information reported by the Clerk be noted.

(3) Management of community assets (minute M160/11)

Members have concluded that the arrangements currently in place to manage the Parish Council's community assets are both appropriate and effective.

Members decided that no further consideration of this matter is necessary currently but to be mindful of the need to review the situation if a change in circumstances were to suggest such action.

(4) Recycling banks in Manea (minute M163/11)

The Clerk reported the response from the Local Highway Authority in relation to the recycling banks which had appeared on the highway verge at the junction of Wisbech Road and Station Road, Manea.

It appears that Fenland District Council (FDC) had agreed to the siting of two glass banks and one book/textile bank at that location but not the textile bank or the Firefighters’ Benefit bank.

FDC has undertaken to arrange removal of the book/textile bank and has invited the County Council, as Local Highway Authority, to secure removal of the Firefighters' Benefit bank.

Members decided that the information reported by the Clerk be noted and that he be requested to ascertain from the Local Highway Authority a time scale for removal of the Firefighters' Benefit bank.

M168/11 Planning applications

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

- (1) Erection of 4 x two-storey 3-bed houses with attached garages on land north-east of 9 Park Road, Manea – F/YR12/0167/F (applicant: Mr E Barnes).

That, in the absence of details of the drainage scheme for the development, there is insufficient information for the Parish Council to be able to comment.

In addition, the Parish Council feels that the Biodiversity Study is inaccurate; it suggests that the site is not considered suitable for amphibians; there is no water on site and the ground is well drained – this is contrary to local knowledge.

- (2) Erection of a two-storey 2-bed dwelling (additional plot to site) on land south-west of 61 Station Road, Manea – F/YR12/0178/F (applicant: Mr P Allgood).

That the application be supported.

- (3) Erection of 5 x 3-bed self-catering holiday lets (renewal of planning permission F/YR09/0172/F) at Colony Lake, Bedford Bank, Welney – F/YR12/0185/EXTIME (applicant: Mr P Crout).

That the application be supported.

- (4) Erection of 3 x 15.545 metre high (hub height) wind turbines at Bonds Farm, Wisbech Road, Manea – F/YR12/0204/F (applicant: Mr M Crouch).

That the application be supported. In addition, members would like to see a Section 106 Planning Obligation, providing some form of community benefit, attached to any consent granted.

- (5) Erection of a 3-bed two-storey dwelling on land north of 1 Orchard Way, Manea – F/YR12/0229/F (applicant: Mr R Purser).

That the application be supported.

(Councillor Emery declared his personal interest in this application, by virtue of ownership and residency of a property at Orchard Way, Manea)

M169/11 Reports from District and County Councillors for the parish

Neither Councillor Harper - the County Councillor for the electoral division which includes Manea - nor Councillor Archer - the District Councillor for the village - was present at the meeting. On this occasion, Councillor Harper had not produced a report, for reporting by the Clerk, on County Council-related issues. Councillor Archer had, however, informed the Clerk, by-mail in advance of the meeting, that he had no issues for reporting to Manea Parish Council.

Members decided that the situation be noted.

M170/11 Public open spaces

Skateboard Park – the Chairman reported, further to minute M151/11 (2), that installation of the new CCTV system for the skateboard park area is has not yet been completed. In addition, he informed members that arrangements have been made for the local electrical contractor which maintains the lighting system to test the operation of the floodlighting of the skateboard park area on the basis of payment of a fee (using tokens).

Members decided that the information reported by the Chairman be noted.

M171/11 Manea Pit

Members received the minutes of the Sub-Committee meeting of 11 April 2012.

Further to minute M154/11, Councillor Buckton reported that he had produced an updated draft version of the Standing Orders and Terms of Reference for the Manea Pit Management Committee, to reflect the outcome of discussions at the informal meeting of the Parish Council held at the beginning of the month. He circulated a copy of that document to all members of the Parish Council.

Councillor Buckton referred to the concerns expressed at 11 April 2012 meeting of the Sub-Committee in relation to the draft version of the Standing Orders and Terms of Reference for the Manea Pit Management Committee (minute SC102/11 refers), i.e. that future meetings of the Management Committee (which would replace the current Sub-Committee) would take place on that a less frequent basis and that there would not be a Vice-Chairman of the committee.

In response to the concerns of the Sub-Committee, Councillor Buckton made the point that the new Standing Orders and Terms of Reference require the committee to meet quarterly as a minimum; this does not prevent meetings taking place more frequently if the committee feels that circumstances so necessitate. He added that, in his opinion, given the different role of the Committee Chairman under the new arrangements, the position of Vice-Chairman would be unnecessary as the powers of the Chairman would, in the absence of that person, default to the Parish Council Chairman.

Members decided that

- (1) the contents of the Sub-Committee minutes be noted;
- (2) the Standing Orders and Terms of Reference for the Manea Pit Management Committee be approved.

M172/11 Footpaths and street lighting in Manea

Members decided that, in the absence from the meeting of Councillor Mrs Berry, who had requested that this matter be discussed by the Parish Council, consideration of this item of business be deferred to the next meeting.

M173/11 Publication of Parish Council contact details

Councillor Woodard expressed the opinion that contact details of the Parish Council Clerk (and/or other relevant person) should be made available at the cemetery and at the playing field, for those persons who may wish to enquire about the Parish Council's facilities or the location of relatives' graves etc.

Members decided that the Chairman would make the necessary arrangements.

M174/11 Trees in Manea Cemetery

The Clerk reported briefly on the survey undertaken, from a health and safety perspective, in relation to the condition of the trees in Manea Cemetery. The survey concludes that the trees in Manea Cemetery do not pose a health and safety threat to visitors but recommends works to a small number of the trees.

Members decided that

- (1) the information reported by the Clerk be noted;
- (2) the survey document be circulated among the members of the Parish Council, beginning with the Chairman;
- (3) the recommendations within the survey document be considered by the Parish Council, following completion of its circulation among members.

M175/11 Financial matters

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

Income

Turner and Son	Interment fee	£140.00
Manea UFC	Hire of playing field	£560.00
Fenland District Council	Queen's Jubilee grant	£1,000.00
George James	Interment fee - Rolfe	£140.00
Mr P Jones	Purchase of logs from pit area	£30.00
Carp Syndicate	2 membership fees	£220.00
Various (via R K Miller)	Fishing tickets	£140.00
P Lawrence	Allotment rent	£200.00
Total Income		£2,430.00

Expenditure

Manea Community Car Scheme	Donation	£100.00
Mrs A Ryman	Wages and expenses	£65.13
Fenland District Council	Cemetery – business rates 2012/13	£184.50
Manea Village Hall	Room hire on 19/03/12	£7.50
Fenland CAB	Outreach service - January to March 2012	£120.00
Peterborough Tree Services Ltd	Survey of trees at Manea Cemetery	£720.00
Mr M Short	Reimbursement of cost of petrol for lawnmower	£12.00
E Mason and Son	Grounds maintenance	£768.11
Grademore Ltd	Sleepers for works at Manea Pit	£318.00
E-on	Electricity for village green	£12.35
E-on	Electricity for pavilion	£157.69
E-on	Electricity for sports area	£12.26
T Jordan	Salary (less income tax of £116.27), Broadband and other expenses	£574.78
Grademore Ltd	Sleepers for works at Manea Pit	£318.00

D Cole	Materials for pit works	£251.60
Total Expenditure		£3,621.92

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 31 March 2012 (in the total sum of £45,799.27), together with the month-end figures for each of the preceding six months.

Members decided

- (1) upon a proposal from Councillor Woodard, seconded by Councillor Emery, that the income of £2,430.00 be noted and that the payments totalling £3,621.92 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 31 March 2012, together with the month-end figures for each of the preceding six months, be noted.

M176/11 Parish Council and community projects and initiatives

(1) Quality Parish Councils scheme

Further to minute M159/11 (1), Councillor Buckton reported that he will present to the next meeting a draft version of the Parish Council's first Annual Report.

The Clerk informed members that, due to workload pressures, he has been finding difficult in devoting time to the Certificate in Local Council Administration qualification process. He added that an additional (seventh) module to that qualification has been introduced from April 2012; this relates to the General Power of Competence, which has resulted from introduction of the Localism Act 2011. The Society of Local Council Clerks (SLCC) has arranged a training event in relation to this additional module, taking place at St Ives on 22 May 2012 (at a cost of £40.00 plus VAT).

Members decided that

- (1) the information reported by Councillor Buckton and the Clerk be noted;
- (2) the Clerk would attend the SLCC training event in relation to the General Power of Competence.

(2) Community-led plan for Manea

Further to minute M159/11 (2), the Chairman reminded members of the content of the report presented by the Secretary of the Manea Action Plan group to the Annual Parish Assembly (held immediately prior to this meeting of the Parish Council).

The current progress situation is that a draft questionnaire has been compiled, equality-checked and proofread. It is currently being set out in a user-friendly format to be completed both on paper and on-line. The next stage will be to pilot the questionnaire amongst family and friends of the group members, amend where necessary, then print and distribute around the village.

Members decided that the information reported be noted.

(3) Queen's Diamond Jubilee 2012

Further to minute M159/11 (3), the Clerk reported that the grant of £1,000 from Fenland District Council was paid into the Parish Council's bank account on 23 March 2012.

Councillor Buckton informed members that a plaque will be provided by Fields In Trust to recognise the designation of the playing field's designation (under the Queen Elizabeth Fields Challenge 2012) as a Field in Trust and that it is considered appropriate for this plaque to be incorporated within the proposed new sign for the playing field.

Members decided that the information reported by Councillor Buckton and the Clerk be noted.

(4) New pavilion for Manea

Further to minute M159/11 (4), the Chairman reported that the production of a business plan to support the application for grant funding is still proceeding.

Members decided that the information reported by the Chairman be noted.

(5) Manea Youth Bus

Further to minute M159/11 (5), Councillor Buckton informed members that the current situation is no different to that reported at minute M159/11 (5).

Members decided that the information reported by Councillor Buckton be noted.

(6) Open space at Station Road/Jolley Close, Manea

Further to minute M159/11 (7), the Clerk reported that the transfer of this area of open space to Manea Parish Council has now been completed. Consequently, he had sent an invoice to Fenland District Council (FDC) in relation to the £400.00 contribution that FDC had agreed to make towards the Parish Council's legal costs in this matter.

Members decided that the information reported by the Clerk be noted.

M177/11 Correspondence

(1) Fenland Association for Community Transport (FACT) – request for financial assistance.

The Clerk reported a request from FACT for financial assistance towards the cost of purchasing a hydraulic lift and jacking beam, as a means of minimising the cost of vehicle maintenance. The total cost of the equipment is £7,897 and FACT is submitting a number of applications for funding (£2,000 has already been received from the Rank Foundation).

In the letter of request, FACT details the manner in which it operates its services and the number of members it serves.

Members decided that a donation of £100.00 be made to the Fenland Association for Community Transport, as a contribution towards the cost of purchasing a hydraulic lift and jacking beam.

(2) Cambridgeshire ACRE Community Oil Buying Scheme.

The Clerk read to members a letter of thanks from Cambridgeshire ACRE, giving details of its new bulk-buying scheme for heating oil and seeking the assistance of local councils in both publicising the scheme and identifying a member of the community who would be prepared to take on the role of co-ordinator for the village.

Members decided that the contents of the letter be noted and that they would provide the assistance sought by Cambridgeshire ACRE.

(3) Village maintenance grass cutting.

The Clerk reported an e-mail from the Local Highway Authority (LHA), informing the Parish Council that the level of financial contribution towards the cost of verge cutting in the village during 2012/13 would be at the same level as in 2011/12.

The Clerk reminded members that the income received from the LHA in 2011/12 was £593.73; the actual annual cost to the Parish Council of the verge cutting is £824.00. In setting the Parish Precept for 2012/13, the assumption had been made that the level of this income would remain at the 2011/12 level.

Members decided that the information reported by the Clerk be noted.

M178/11 Police matters

Members were informed by PCSO Sam Dyer of the current crime and disorder situation in Manea and of other matters of relevance to the community.

PCSO Dyer mentioned that

- the number of reported incidents of anti-social behaviour continues to decrease
- there are some instances of inconsiderate parking and speeding
- the Constabulary is looking to arrange some Speed Watch activity in the village.

In addition, the PCSO explained to members the recent engagement activities which had been undertaken by the Constabulary in Manea.

Members decided that the information reported by the PCSO Dyer be noted.

M179/11 Next meeting

Members were reminded that the next meeting of the Parish Council has been scheduled for 21 May 2012, commencing at 7.00 pm, at the Village Hall, School Lane, Manea.

Meeting finished at 9.50 pm

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

Date:.....