

MANEA PARISH COUNCIL

MINUTES OF MEETING

16 JULY 2012 – 7.00 pm.

Present: Councillor Emery, Chairman; Councillors Archer, Mrs Berry, Cole, Mrs Desborough, Jolley, Risbridger and Woodard.

Apologies: Councillor Buckton.

The minutes of the meeting of 18 June 2012 were confirmed and signed.

M32/12 Open Forum

(1) Station Road, Manea

Further to minute M28/12, a local resident attended the meeting to thank the Parish Council for its support in relation to addressing the difficulties experienced by local residents as a result of incidents associated with the occupiers of 31A Station Road, Manea. She informed members that the community is very grateful for the work that has been undertaken by the relevant agencies and that local residents are hopeful of a satisfactory conclusion being achieved in the near future.

The resident also complimented the Parish Council on the quality of the cemetery maintenance.

Members decided that the comments of the local resident be noted.

(2) Planning application F/YR12/0499/F (The siting of one mobile home and three touring caravans, erection of a day room, barn and stables, construction of an earth bund and change of use of land to equestrian paddock at land south of Rosemary Cottage, New Road, Manea)

A local resident informed the Parish Council of her concerns regarding this planning application, as follows:

- the application site is very small for the nature of the development proposed
- the applicant has used information within the Cambridge sub-Regional Gypsy and Traveller Accommodation Needs Assessment (October 2011), which suggests a need in Fenland for two additional travellers' sites, as justification for this proposal
- there appears to be the potential for including additional land within a subsequent planning application, which could result in a larger proposal for the same type of use.

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 M36/12 refers).

(3) Manea Fire Station

The Watch Commander at Manea Fire Station, Mr M Milner, requested the Parish Council's continued support in seeking to retain a Fire Station at Manea and he asked that letters be sent from the Parish Council to both the Chairman of the Cambridgeshire and Peterborough Fire Authority and the Chief Fire Officer, asking that they do not recommend or implement any proposals that would result in the loss of a Fire Station at Manea.

Mr Milner challenged the financial sum that is being indicated by the Fire Authority in relation to the savings that would be achieved by closure of Manea Fire Station.

In addition, Mr Milner informed members that a recruitment campaign for fire fighters is underway but, to date, it has not proved very successful.

Furthermore, Mr Milner offered the meeting room at Manea Fire Station as a potential venue for meetings of the Parish Council and other community groups.

Members decided that

- (1) the information provided by Mr Milner be noted;
- (2) the Parish Council would continue to support the campaign to retain a Fire Station at Manea;
- (3) letters be sent to both the Chairman of the Cambridgeshire and Peterborough Fire Authority and the Chief Fire Officer, asking that they do not recommend or implement any proposals that would result in the loss of a Fire Station at Manea. The Parish Council asks that the Fire Authority investigates other options for achieving the minimal financial savings that could be derived from closure of this station.

M33/12 Members' Code of Conduct

The Clerk reported on the changes to the conduct framework for members under the Localism Act 2011; the regulations in this regard came into effect on 1 July 2012.

Under the new regulations, there is no longer a national code of conduct; it is now a statutory requirement for each council to adopt its own code of conduct. A code of conduct can contain whatever rules a council wishes, provided that the code conforms to the seven principals of public life set out in the legislation.

Fenland District Council has produced a code of conduct for its members and makes the point that if a local council adopts the code of conduct used by the District Council, it can be assumed that the local council's code would be compliant with the principals.

The Register of Members' Interests has also changed; there are three important changes:

- There are criminal sanctions for failure to register properly.
- The registration of interests is for the member and those interests of which they are aware for their spouse, civil partner or person with whom they live as such.
- The law requires the register to be published on the District Council's website; also on the website of the local council if it has one.

The Clerk had circulated to members, in advance of the meeting, a copy of the new register form (and other guidance documents), which must be sent to the Monitoring Officer at Fenland District Council within 28 days of adoption of a code of conduct by a Town/Parish Council.

The Clerk explained to members the new framework for the declaration of interests; these relate principally to the declaration of disclosable pecuniary interests and the fact that complaints from the public regarding the failure of a member to declare an interest is no longer a matter for a Standards Committee of the District Council but for reporting to the Police. Any councillor found guilty of failure to disclose or declare a pecuniary interest could face a fine up to £5,000 and/or disqualification as a councillor for up to 5 years.

A member with a pecuniary interest may make application, in writing, for a dispensation to enable speaking or voting or both, to the nominated proper officer of the council of which he or she is a member. Therefore, it is necessary for a Town/Parish Council to formally appoint this person. A dispensation can be granted for a specific meeting or for any period of up to 4 years.

Complaints against Town and Parish Council members, with the exception of those in relation to failure to disclose or declare pecuniary interests, will continue to be dealt with at Fenland District Council; a Conduct Committee has been established to deal with these.

Members decided, unanimously, that

- (1) the information reported by the Clerk be noted;
- (2) a code of conduct for Manea Parish Council, based upon the one produced by Fenland District Council, be adopted with immediate effect;
- (3) the Clerk to the Council be appointed as the proper officer for the determination of applications from members for dispensations.

M34/12 Fenland Rail Development Strategy 2011-2031 and Manea Station

Members received a presentation from District Councillor Kit Owen, Cabinet member for Growth and Transport, and Wendy Otter, the District Council's Transport Development Manager, in respect of the Fenland Rail Development Strategy 2011-2031 in general and proposals for Manea Station in particular.

Councillor Owen explained the rationale behind the production of this strategy, which was adopted by Fenland District Council in April 2012. The three priorities within the strategy are:

- more community involvement (this includes the establishment of a Community Rail Partnership)
- better stations (including improved signage, lengthening the platform and other enhancement works at Manea Station)
- rail service improvements.

Councillor Owen detailed the proposed actions in respect of each of the three priorities. The actions are split into short-term (2011 to 2017), medium-term (2018 to 2023) and long-term (2024 to 2031).

Councillor Owen commented that the District Council is aware of the improvements in rail services desired by residents of Manea and that these had been taken into account in the development of the strategy.

The success of delivering the aspirations within the strategy will require effective multi-agency working and co-operation; effective engagement with the three train operators will be essential.

Councillor Owen explained the membership and activities of the proposed Community Rail Partnership; this partnership would engage with the Manea Station Action Group.

Ms Otter explained how Manea Parish Council could support delivery of the Fenland Rail Development Strategy and the associated Community Rail Partnership (CRP).

It is hoped that the CRP would be launched in the autumn of this year.

Fenland District Council is looking to achieve community engagement in the delivery of the strategy.

Councillor Owen and Ms Otter responded to members' questions.

Members decided that the information reported be noted and that Fenland District Council be requested to arrange a meeting with Manea Parish Council, at which the issues could be discussed in greater detail and the opportunities for the Parish Council's involvement in the process could be clarified and agreed.

M35/12 Progress on actions from minutes of last meeting

(1) Neighbourhood Forums in Fenland (minute M20/12 (2))

The Clerk informed members of the potential dates (in October 2012) suggested by Chatteris Town Council for the first community-led Neighbourhood Forum; this would take place at Chatteris.

Members informed the Clerk of their preferences in relation to the seven potential dates suggested.

Members decided that the Clerks of the two councils would continue to liaise in terms of the arrangements for the first community-led Chatteris and Manea Neighbourhood Forum meeting.

(2) Recycling banks in Manea (minute M20/12 (3))

The Clerk reported on the latest position regarding re-location of the recycling banks.

The Waste Strategy Officer of Fenland District Council (FDC) met with representatives of the British Legion Club on 10 July regarding the possibility of the club hosting the textile and media banks (as well as the paper and glass banks which are already hosted at the club). Unfortunately, the club is not prepared to host the additional banks.

The Waste Strategy Officer makes the point that FDC's priority is to provide recycling services that are appropriate for the needs of the village. As Manea is far away from any textile recycling facilities, FDC would like to be able to retain a textile and shoe bank facility of some kind in the village. The District Council asks whether, bearing in mind that it will be removing the two glass banks that are currently sited at the junction of Wisbech Road and Station Road, the Parish Council would consider allowing the textile bank and media bank to remain in situ; or, if not, whether members could suggest an alternative location within the village.

Members decided that

(1) the information reported by the Clerk be noted;

(2) they would give thought to identifying a suitable alternative location in the village for the textile and media banks;

(3) the textile and media banks could remain in their current location until such time as a suitable alternative location is identified.

(3) Trees in Manea Cemetery (minute M20/12 (4))

The survey document is still being circulated amongst members of the Parish Council.

Members decided that, following conclusion of the document's circulation amongst members, the Parish Council would consider the recommendations within the survey document.

(4) Footpaths and street lighting in Manea (minute M20/12 (5))

The Clerk reminded members of the financial commitments made at minute M20/12 (5) in respect of the repair/replacement of existing street lamps in Manea and informed them that this leaves an uncommitted sum (from the Concurrent Functions Grant awarded by Fenland District Council for 2012/13) of approximately £500 for street lighting works in 2012/13. In the light of this information, members considered the provision of an additional street lamp on Wisbech Road, Manea.

Members decided that an additional street lamp be provided by the Parish Council, at the location suggested by Councillor Archer, on Wisbech Road, Manea.

(5) Highways matters - maintenance issues (minute M26/12 (2))

The Clerk reported the response from the Local Highway Authority (LHA) in relation to the issues raised by members at minute M26/12.

The LHA states that

- letters, requiring trimming works to hedges, have been sent to the occupiers of 32b, 32f, 48a, 48e and 58 Station Road, 11 and 12 Wisbech Road and 32 High Street
- it will arrange for strimming works to be undertaken along the back of the footway opposite 41 Station Road and the building plot adjacent to number 36
- an order for highway patching works east of "Poppyfields", Wimblington Road has been placed.

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

(6) Station Road, Manea (minute M28/12)

Police Sergeant Monger reported on the progress in dealing with the issues in this case.

Sergeant Monger informed members that the Constabulary had interviewed the owners of the two dogs which caused the deaths of other animals. As a result of these and other witness interviews, the Constabulary has now produced a large file of evidence in relation to this case.

The investigations undertaken by the Constabulary included a joint visit to the premises with the Chief Inspector of the RSPCA and contact with every member of the public who wished to engage in the process. There had also been Constabulary liaison, as appropriate, with Fenland District Council. Sergeant Monger made the point that the final course of action in this case would be determined by the Crown Prosecution Service.

Members shared the view of Sergeant Monger that the Constabulary had delivered on its promises in addressing this matter.

On a more general note, Sergeant Monger gave a commitment that the Police presence in Manea would increase; this will include undertaking speed enforcement in the village. The Sergeant added that, subject to receiving sufficient notice, the Police would also provide a presence at community events, such as the annual gala, in the village.

Members decided that the information reported by Police Sergeant Monger be noted.

(7) Annual village inspection (minute M29/12)

The Chairman reported that he had arranged for the Parish Council's grounds maintenance contractor to provide markings on the ground at the cemetery, to prevent future graves being dug out of line, and that the Clerk is in the process of attempting to contact the owners of headstones which require remedial works.

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

M36/12 Planning application

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

The siting of one mobile home and three touring caravans, erection of a day room, barn and stables, construction of an earth bund and change of use of land to equestrian paddock at land south of Rosemary Cottage, New Road, Manea – F/YR12/0499/F (applicant: Mr W Temple).

Object to the application, on the basis that the site lies outside of the Development Area Boundary for Manea.

M37/12 Reports from District and County Councillors for the parish

Councillor Harper, the County Councillor for the electoral division which includes Manea, was not present at the meeting. Although County Councillor Harper was not present at the meeting, he had produced a report on County Council-related issues, which the Clerk read to members. This report informed Manea Parish Council of:

- the consultation exercise in relation to the Draft Cambridgeshire Health and Wellbeing Strategy 2012-17, which concludes on 17 September 2012;
- the successful outcome of unannounced inspections by the Care Quality Commission of Alder House at March and Jasmine House at Ely;
- work by the County Council to develop a long-term Transport Strategy for Cambridgeshire;
- the success of the County Council's invitation to Parish Councils to take on the responsibility for management of protected road verges;
- the current progress situation in relation to the Fenland element of the Building Schools For The Future project.

Councillor Archer, the District Councillor for the Manea ward, reported that

- the current situation in relation to the Boundary Commission review of Fenland District Council's (FDC) electoral wards is that a press briefing is scheduled for tomorrow and that FDC's proposed submission to the Boundary Commission would be considered at the next full Council meeting;
- the crime statistics released recently by the Safer Fenland Partnership show a reduction of 5% overall;
- information has been provided in relation to the next phase of high-speed Broadband.

Members decided that the situation be noted.

M38/12 Public open spaces

- (1) The annual RoSPA inspection report – this is still being circulated among Parish Councillors.

Members decided that the RoSPA report continues to 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.

- (2) Skateboard Park - the Chairman reported that the repair works to the skateboard park are planned for this week. He also mentioned, further to minute M170/11, that the CCTV system at the skateboard park is now operational; some minor works are still outstanding but they should be undertaken later this week.

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

- (3) Playing field - the Chairman mentioned that a section of the fencing at the multi-sports area requires repair. He sought the Parish Council's agreement to the Youth Club's use of the playing field on a free-of-charge basis on 22 August 2012 (10.00 am to 2.30 pm).

Members decided that the Youth Club be permitted use of the playing field on a free-of-charge basis on 22 August 2012 and that the Chairman would arrange repair of the fencing at the multi-sports area.

- (4) Open space area at Station Road/Jolley Close - further to minute M27/12 (6), members discussed briefly the "launch" of this open space area and it was acknowledged that the plaque naming the land as "Dick's Garden" requires raising on the land, to avoid grass cutting difficulties.

Members decided that this matter be addressed.

- (5) Car park – further to minute M11/12, it appears that, despite the Chairman speaking with the owner of the shop (asking him to dissuade lorry drivers from using the car park as a turning area), the car park adjacent to the playing field is still being used as a turning area by the drivers of some of the lorries which make deliveries to the shop on Park Road, which is causing damage to the surface of the car park.

Members decided that Councillor Jolley would obtain a quotation for the provision of a height barrier (to restrict access by lorries) at the car park.

M39/12 Manea Pit

The Clerk reminded members that the next meeting of the Manea Pit Management Committee is scheduled for 25 July 2012 and that the minutes of that meeting would be reported to 13 August 2012 meeting of the Parish Council.

Further to minute PMC6/11, Councillor Archer, the Chairman of the Manea Pit Management Committee, circulated an updated schedule of actions document (reflecting the actions agreed at the Manea Pit Management Committee meeting of 14 June and the Manea Parish Sub-Committee meetings held on 11 April and 16 May 2012).

In addition, Councillor Archer reported, further to minute M24/12, on the meeting of the Parish Council representatives on the management committee held recently for the purpose of beginning work on the production of a draft action plan for the pit area. As a result of that meeting, a draft Manea Pit Annual Maintenance Budget 2012/13 had been prepared; copies were circulated by Councillor Archer, for consideration by members.

Further to minute M24/12, Councillor Emery informed members that the Primary School's use of the pit area for classes during the week commencing 9 July 2012 had been very successful; he commented that the Headteacher at the school had expressed the desire for the holding of classes at the pit area to become a regular occurrence in the 2012/13 academic year.

Further to minute PMC5/11, Councillor Emery reported to members on a quotation that he had obtained for the cost of providing an extension to the notice board at Manea Pit.

Members decided that

- (1) the information reported by Councillors Archer and Emery be noted;
- (2) the Manea Pit Annual Maintenance Budget 2012/13, in the total sum of £1,500, be approved;
- (3) the quotation for extension to the notice board at Manea Pit, in the sum of £693.00, be accepted.

M40/12 Allotments

Members considered renewal/extension of the Tenancy Agreement between Manea Parish Council and the Manea Allotment Association, which had operated for a period of three years from 24 March 2009.

The Clerk read to members an e-mail from Councillor Buckton regarding this matter, in which he states that the allotment association has requested a longer period of tenancy in the future; its members suggest that the next agreement be for a period of 25 years, which would provide the association and allotment holders with sufficient security of tenure for them to feel comfortable in investment in infrastructure, long-term cropping plants (such as fruit bushes, trees and asparagus beds) and allotment 'furniture' (such as sheds and greenhouses), all of which require a significant financial outlay. In his e-mail, Councillor Buckton indicates his support for a tenancy period of 25 years.

Members share the view of the allotment association that it would be appropriate for the next tenancy period to be greater than three years; they do, however, feel that a period of 25 years would not be appropriate.

Members decided that Manea Allotment Association be offered a new Tenancy Agreement, with effect from 24 March 2012, for a period of 5 years.

M41/12 Financial matters

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

Income

Fenland District Council	Concurrent Functions Grant – first half	£1,955.00
Mr and Mrs Morris	Contribution towards legal costs of acquiring open space land at Jolley Close, Manea	£500.00
Carp Syndicate	Membership fees	£1,275.00
Manea Allotment Association	Allotment rent	£300.00
Total Income		£4,030.00

Expenditure

Mr M Short	First half-year Caretaking wages	£390.00
Manea Ancestry Group	Donation	£155.00
Fenland District Council	Fees for May 2011 elections	£1,940.00
Mrs A Ryman	Wages and expenses	£50.32
Manea Village Hall	Room hire on 18/06/12	£7.50
Rural Cambs CAB	Outreach sessions (April, May and June 2012)	£100.00
Moore Stephens	Audit fee 2011/12	£342.00

Anglian Water	Water at cemetery	£9.88
E.on	Electricity for pavilion	£19.58
E.on	Electricity for sports area	£11.05
E.on	Electricity for village green	£6.72
H Westgate	Reimbursement of postage costs	£12.00
T Jordan	Salary (less income tax of £88.32), Broadband and other expenses	£437.57
Fenland Fisheries	Fish food for 2011/12	£120.00
E Mason and Son (Farmers) Ltd	Grounds maintenance April 2012	£1,105.20
E Mason and Son (Farmers) Ltd	Grounds maintenance May 2012	£1,582.20
W T Savage	Remedial works to tree damage	£300.00
Total Expenditure		£6,589.02

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 30 June 2012 (in the total sum of £57,676.04), together with the month-end figures for each of the preceding six months.

Further to minute M14/12, the Clerk presented the report of the External Auditor in relation to the Parish Council's Annual Return for the financial year ended 31 March 2012. Although he had "signed off" the Council's accounts for 2011/12, the External Auditor made the following comment:

"The council should prepare and adopt up-to-date Financial Regulations, so that it can demonstrate compliance with The Accounts and Audit Regulations (England) 2011".

The Clerk reminded members that they had already decided (at minute M14/12) that, in accordance with the recommendation of the council's Internal Auditor, the Clerk would produce, for consideration and adoption at a future meeting, a set of Financial Regulations for Manea Parish Council.

Members decided

- (1) upon a proposal from Councillor Mrs Archer, seconded by Councillor Woodard, that the income of £4,030.00 be noted and that the payments totalling £6,589.02 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 30 June 2012, together with the month-end figures for each of the preceding six months, be noted;
- (3) to note, and to act upon, the comments made by the External Auditor in respect of the Parish Council's Annual Return 2011/12.

M42/12 Parish Council and community projects and initiatives

(1) Quality Parish Councils scheme (minute M27/12 (1))

Given the absence from the meeting of Councillor Buckton, members were unable to be updated on the progress of this matter.

Members decided that Councillor Buckton would provide an update at the next meeting.

(2) Community-led plan for Manea (minute M27/12 (2))

The Chairman reported that the questionnaire is now ready for circulation and that, further to minute M15/12 (2), the Manea Action Plan group had now received the grant – to fund the engagement of a company to undertake the evaluation of the data obtained through the survey of village residents - from Awards for All.

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

(3) Queen's Diamond Jubilee 2012 (minute M27/12 (3))

The Clerk read to members an e-mail from Councillor Buckton regarding his proposals for the postponed Jubilee Picnic in the Park on 9 September (2.00 to 5.00 pm), to be followed by a Proms in the Park event with Manea Silver Band (5.00 pm to 7.00 pm). This would be an open public event with no charge for attendance. In addition, Councillor Buckton is looking at putting on music during the picnic, having a couple of giant inflatables and some games for people to get involved in if they wish; he is willing to seek the appropriate Temporary Events Notice and events insurance if this proves necessary.

The Chairman reported the receipt of a letter from the Headteacher at the Manea Community Primary School, expressing the school's appreciation of the Parish Council's purchasing commemorative coins for the pupils. The Clerk read the letter to members and the Chairman showed them one of the commemorative coins that had been purchased.

Members decided that

(1) the information reported by the Clerk, on behalf of Councillor Buckton, be noted;

(2) the proposed arrangements for the Jubilee Picnic and Proms in the Park event on 9 September 2012 be approved and that the use of the field and pavilion (for toilets) be made available, free-of-charge, for this event;

(3) the content of the letter from the Headteacher at the Manea Community Primary School be noted;

(4) this matter should not feature on future agendas as a community initiative.

(4) New pavilion for Manea (minute 27/12 (4))

The Clerk informed members of the outcome of the pre- assessment meeting held by officers of Fenland District Council (FDC) on 15 June 2012 in relation to the Parish Council's application for a grant under FDC's Rural Capital Grants scheme.

Fenland District Council (FDC) states that, to enable officers to undertake an in-depth and informed assessment of the Parish Council's application prior to reference to a meeting of the Cabinet, FDC requires the following information from the Parish Council:

- at least one written quotation for the cost of constructing the pavilion;
- a detailed plan of the proposed building (including information on the numbers of community members etc who could utilise the space);
- up-to-date consultation information which shows the community need and input (the details within the bid relate to some consultation being undertaken in March 2010);
- further details on how the facility will be sustainable in future years;

- further details on how the Parish Council would monitor the success of the project, such as details of who would undertake the project management of site, how the Parish Council would assess the effectiveness of what is being delivered at the site once work had completed etc;
- details of the proposed establishment of a “sub-committee or Management Committee” (as detailed in Question 13 (a) of the application); would this be community-led or through members of the Parish Council?

Members decided that the information reported by the Clerk be noted and that the matter be considered further at the next meeting.

(5) Manea Youth Bus (minute M27/12 (5))

The Chairman informed members that the current situation is no different to that reported at minute M27/12 (5). He commented that there appears to be little enthusiasm within the membership of the Youth Club to promote the Manea Youth Bus.

The Clerk reported that he had obtained confirmation from the Youth Service that the funding from the Parish Council is being put to its intended use and that he had obtained a commitment from the Youth Service to provide an update to a future meeting on how the Youth Club is benefiting from the financial support provided by the Parish Council.

The Youth Service had informed the Clerk that the number of attendees at the Youth Club is usually between 25 and 30 each week, which is the maximum number that can be supported by the two Youth Workers. In addition, the Youth Club has visited Adrenalin Alley at Corby and a trip to Sandalwood Farm is planned.

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

M43/12 Maintenance issues

Councillor Archer informed members that residents of Jolley Close had enquired of him as to whether the Parish Council would be prepared to arrange and meet the cost of cutting the hedges on the estate and he sought members’ views on the enquiry.

Members mentioned that the wording on the Park Road sign is almost invisible and that the signage at Festival Close requires attention. Also, it appears that some local pranksters have removed the Give Way sign from the top of School Lane and affixed it to a pole at the Station Road entrance to the footpath which runs alongside the school.

Members decided that

- (1) the Parish Council would not arrange and meet the cost of cutting the hedges on Jolley Close, Manea;
- (2) the Clerk would request Fenland District Council to undertake the necessary remedial works to the signage at Park Road and Festival Close, Manea;
- (3) the issue relating to the Give Way sign be drawn to the attention of the Local Highway Authority, with the request that action be taken to achieve re-instatement of the sign to the correct location.

M44/12 Correspondence

(1) Rural Cambridgeshire Citizens' Advice Bureau.

The Clerk reported a letter from the new Rural Cambridgeshire Citizens' Advice Bureau (CAB), in which it details the creation of the new bureau and invites Manea Parish Council to appoint a councillor as a member of the bureau.

The letter from the CAB explains that the new Rural Cambridgeshire bureau has been created by merger of the Ely and Fenland bureaux on 1 April 2012, with work still in hand to include the Huntingdonshire bureau as soon as certain legal processes have been concluded. The letter also sets out the benefits of the merger - such as reductions in staffing costs, introducing improvements in communications technology and increasing access to funding sources – and the opportunity for stakeholders (which includes local councils) to become members of the bureau. The Clerk read to the Parish Council the powers/duties of bureau members.

Members decided that the information reported by the Clerk be noted and that any Parish Councillor interested in becoming a representative of the Parish Council as a member of the bureau would inform the Clerk of that interest.

(2) Joint meeting of local councils.

The Clerk reported an e-mail from Littleport Parish Council, offering to host the next joint meeting of local councils on 3 September 2012 and inviting local councils to suggest agenda items for such a meeting.

Members remain of the view that these joint meetings have proved very useful in the past in sharing best practice and problem solving.

Members decided that

- (1) the offer of Littleport Parish Council to host the next joint meeting of local councils be noted;
- (2) they are keen for Manea Parish Council to remain involved in these joint meetings;
- (3) they would give thought to potential agenda items for this meeting, to enable them to be forwarded to the Clerk to Littleport Parish Council.

M45/12 Next meeting

Members were reminded that the next meeting of the Parish Council has been scheduled for 13 August 2012, commencing at 7.00 pm, at the Church Room, Park Road, Manea.

Meeting finished at 9.30 pm

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

Date:.....