

MANEA PARISH COUNCIL

MINUTES OF MEETING

17 DECEMBER 2012 – 7.00 pm.

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

Apologies: None.

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

M105/12 Open Forum

(1) **Planning application F/YR12/0499/F (Erection of 38 x two-storey dwellings, comprising: 2 x 4-bed, 16 x 3-bed and 20 x 2-bed, with garden sheds and erection of 2.1 metre high fencing on land south-west of Williams Way, Manea)**

A local resident informed the Parish Council of her concerns regarding this planning application, in that she believes the application site is currently allocated as public open space and, consequently, the land should not be developed residentially. The resident stated that she possesses a plan which confirmed her opinion regarding the status of this land.

Another resident commented that there was little public awareness of the consultation event held in the village on 25 October 2012 in relation to this proposed development; she expressed the opinion that the organisers of the event should have given a greater level of publicity to the event.

Members responded to the comments made and

- suggested that the local resident who believes that the application site is designated as public open space should submit her comments and any relevant documentation to Fenland District Council, as the Local Planning Authority;
- made the point that, although some members assisted in displaying publicity posters around the village, the consultation event held on 25 October 2012 was arranged by agents acting on behalf of Roddons Housing Association and not by the Parish Council.

(2) **Planning application F/YR12/0936/F (Erection of 10 x two-storey dwellings, comprising of: 7 x 3-bed dwellings with associated parking, 1 x 3-bed dwelling with integral garage, 1 x 4-bed dwelling with detached double garage and store, 1 x 4-bed dwelling with an attached double garage, a biomass cabin and the formation of two accesses and two ponds on land south of Bungalow, Station Farm, Fodder Fen Road, Manea)**

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

- the application site is located very close to the barrier at Manea Railway Station
- Fodder Fen Road is a rural fen road, which is used by large commercial vehicles
- Fodder Fen Road, which possesses no footpaths or street lighting, is unsuitable to serve this proposed development

Two other residents informed members that they share these concerns.

Members decided that the concerns of the residents be noted and that they be taken into account by the Parish Council when considering the planning application (minute M109/12 refers).

(3) Rail services for Manea

One resident enquired as to any progress being made in achieving at least one off-peak train stopping at Manea each day.

Both the Chairman and Councillor Archer responded, making reference to the ambitions of the Fenland Rail Development Strategy 2011-2031 and its specific proposals for Manea Station (minute M108/12 (2) refers).

Members decided that the comments made be noted.

M106/12 Members' Code of Conduct

Further to minute M33/12, the Clerk reminded members of the need to inform the Monitoring Officer at Fenland District Council of any changes to the content of their Register of Member Interests forms.

Prior to the meeting, the Clerk had informed members of the need for them to possess a dispensation to enable their participation in the Precept-setting process at the January 2013 meeting; he collected from members their applications in that regard.

Members decided the information reported by the Clerk be noted and acted upon.

M107/12 Roddons Housing Association's approach to housing lettings and tenancy management

Further to minute M85/12 (5), members received a presentation from two representatives of Roddons Housing Association in relation to certain questions asked at the consultation event held on 25 October 2012 regarding the proposal to develop residentially land south of Williams Way, Manea (now the subject of planning application reference number F/YR12/0894/F; minute M109/12 refers).

The questions asked at the consultation event by members of the public related to the manner in which the proposed new dwellings, if granted planning permission, would be managed (to prevent issues such as anti-social behaviour of tenants) and the process that would be utilised to select tenants for the properties.

One of the representatives explained that in schemes such as this, Roddons Housing Association would develop a local lettings plan; the plan, which would be produced in liaison with the Parish Council, to establish how the new housing would best meet the needs of local people. The first stage in that process is to examine Fenland District Council's housing waiting list to identify those who have a local connection with Manea; members were informed of the criteria used in assessing the existence of a local connection. The local lettings plan would be reviewed on an annual basis.

With regard to tenancy management, Roddons Housing Association both reserves the right not to let properties to persons who possess a history of acting in an anti-social manner and is committed to taking appropriate action towards any tenant who acts inappropriately.

The representatives responded to members' questions.

Members decided that the information presented by the two representatives of Roddons Housing Association be noted.

M108/12 Progress on actions from minutes of last meeting

(1) Manea Youth Club (minute M91/12 (1))

Councillor Archer reported that the Chairman and he had still not been able, because of other commitments, to discuss options for engaging further with village youngsters; they would, however, endeavour to make progress in this regard prior to the next meeting of the Parish Council.

The Clerk reported a letter from the local Youth Development Co-ordinator, seeking continued funding from the Parish Council towards operation of Manea Youth Club in the financial year 2013/14. The sum sought is £4,443.75, which would cover the staffing costs of running Manea Youth Club for that financial year; this figure includes continuation of the £1,050.00 contribution being made by the Parish Council in the current financial year).

The Clerk reported also that Manea Youth Club is in the process of preparing a presentation for the next meeting of the Parish Council regarding the club's activities and achievements in recent months.

Members decided that the information reported by Councillor Archer and the Clerk be noted and that they would consider the request for continued funding of Manea Youth Club, as part of the Precept-setting process, at the next meeting.

(2) Fenland Rail Development Strategy 2011-2031 and Manea Station (minute M91/12 (2))

Members considered the issues arising from 4 September 2012 meeting between members of the Parish Council and the Transport Development Manager at Fenland District Council.

The Chairman informed members that there are a small number of members of the public – who have been involved in the Manea Action Plan Group – who are interested, if the opportunity exists, in playing a part in this initiative. He provided the Clerk with the names and contact details of these persons.

Further to minute M62/12, Councillor Archer informed members that the process for the Manea Street Pride Group to become the station adopters group for Manea Station is already in hand with the relevant officer within the rail industry.

Members decided that

- (1) Councillor Archer be appointed as the Parish Council's representative on the Steering Group of the Community Rail Partnership (unless he is allocated a seat as the District Councillor for Manea, in which case he would free-up that seat for another member of the Parish Council);
- (2) Councillors Mrs Desborough, Emery and Risbridger be appointed to serve upon the Community Rail Partnership;
- (3) in terms of consultation with the Parish Council, it wishes to be consulted as a body (with correspondence via the Clerk), rather than this being through the individual Parish Council members appointed to the Community Rail Partnership;
- (4) the station adopters group for Manea Station be the Manea Street Pride Group;
- (5) the Clerk would ascertain from the Transport Development Manager at Fenland District Council any opportunities for other members of the community to play a part in this initiative; following receipt of a

response from the District Council officer, the Clerk would invite those persons who have expressed an interest in being involved in this initiative to the subsequent meeting of the Parish Council.

(3) Trees in Manea Cemetery (minute M91/12 (3))

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

In the light of a recent incident whereby a youngster was injured by a tree in poor condition in a Parish Council playing field elsewhere in Cambridgeshire, members consider it would be appropriate to commission a survey of the condition of the other trees in the village which are on land owned by the Parish Council.

Members decided that

- (1) following conclusion of the document's circulation amongst members, the Parish Council would consider the recommendations within the survey document relating to the condition of the trees in Manea Cemetery;
- (2) a survey of the condition of the other trees in the village which are on land owned by the Parish Council be commissioned;
- (3) they would consider, when setting the Parish Council's Precept for 2013/14, the provision of funding for the tree survey referred to at (2) above and an amount to meet the costs of any associated works to address any recommendations therein.

(4) Interactive speed sign on Westfield Road, Manea (minute M102/12)

The Clerk reported the response from an officer of the Local Highway Authority's Street Lighting Team in relation to this matter.

The officer makes the point that this sign has now been in this location for around seven years and there is no record of any issues being raised with the Street Lighting Team previously. He has undertaken to visit the location of the sign during darkness to see if there is a way that the resident's concern can be overcome through adjusting the angle of the sign.

The officer of the Street Lighting Team states that it would be possible also to increase the speed at which the sign is triggered. Although such action would not reduce the amount of light it emits, the action should reduce the likelihood of it triggering. He will ask the County Council's contractor if such action is possible on this type of sign and, if so, to make the change.

The officer states that he is not aware of a guard that could be fitted retrospectively; however, if there is still an issue after the officer's visit to the site, he will speak the contractor to see if there is a low-cost solution.

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

M109/12 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 38 x two-storey dwellings, comprising: 2 x 4-bed, 16 x 3-bed and 20 x 2-bed, with garden sheds and erection of 2.1 metre high fencing on land south-west of Williams Way, Manea – F/YR12/0894/F (applicant: Crestel Partnerships Ltd).

Object to the application, on the basis that the village is unable to sustain a social housing scheme of this scale.

- (2) Erection of a single-storey dwelling on land east of Orchard Lodge, Old Dairy Yard, Westfield Road, Manea – F/YR12/0902/O (applicant: Mrs J Goude).

Object to the application, on the basis that the proposed access to the site is inadequate to serve further residential development.

- (3) Erection of 10 x two-storey dwellings, comprising of: 7 x 3-bed dwellings with associated parking, 1 x 3-bed dwelling with integral garage, 1 x 4-bed dwelling with detached double garage and store, 1 x 4-bed dwelling with an attached double garage, a biomass cabin and the formation of two accesses and two ponds on land south of Bungalow, Station Farm, Fodder Fen Road, Manea – F/YR12/0936/F (applicant: Mr R Wales).

That the application be supported.

(Councillor Cole declared his non-pecuniary interest in this application, by virtue of his family relationship with an objector to the proposal)

(Councillor Jolley declared his non-pecuniary interest in this application, by virtue of his occasional employment of the applicant)

In addition, members noted that planning application F/YR12/0653/F (which proposed the erection of 4 x two-storey 4-bed dwellings with integral garages and 2x two-storey 4-bed dwellings with detached double garages at land south of 21 and 27 School Lane, Manea), which was considered by the Parish Council at minute M63/12, has been withdrawn by the applicant.

M110/12 Police matters

The Clerk reported that neither PCSO Martin Bogunovic nor PCSO Sam Dyer, of the March and Chatteris Policing Team, was able to attend the meeting to inform members of incidents of crime and disorder which had been reported to the Constabulary since the last meeting of the Parish Council. PCSO Bogunovic had, however, provided information to the Clerk, for reporting to members on behalf of the Constabulary.

According to the information provided to the Clerk by PCSO Bogunovic, there had been only one crime reported within the village since the last Parish Council meeting; the incident related to theft of approximately 100 litres of diesel from the fuel tank of a tractor left in a field located approximately 3 miles off Wimblington Road. This theft is similar to other rural based thefts which have taken place in recent months and, in common with those crimes, there are, due to the isolated location of the incident, few enquiries that the Constabulary are able to carry out.

The Constabulary reports that there has been no further motorcycle related nuisance since the last meeting of the Parish Council. The Constabulary is hopeful that the actions it has taken have had the desired impact and brought to an end this anti-social behaviour.

The Clerk reminded members that the next Chatteris and Manea Neighbourhood Forum is due in January 2013 and is to be hosted by Manea Parish Council. He informed members of the results of his consultation with the local Constabulary and with Chatteris Town Council as to their availability to participate in a Neighbourhood Forum in January 2013.

Members decided that

- (1) the information reported by the Clerk, on behalf of PCSO Bogunovic, be noted;

- (2) arrangements be made for the next meeting of the Chatteris and Manea Neighbourhood Forum to be held on 21 January 2013, commencing at 7.00 pm; the Clerk and members would publicise the date, time and venue.

M111/12 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. On this occasion, he had not produced a report, for reporting by the Clerk, on County Council-related issues.

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

- further to minute M70/12 (5), the consultation process in relation to Local Government Boundary Commission's review of electoral wards in Fenland concludes on 7 January 2013. The commission's recommendations propose a reduction in the number of Fenland District Councillors from 40 to 39; a single-member ward for Manea remains.
- further to minute M51/12, Fenland District Council is now concluding a further consultation exercise in relation to the proposed changes to Council Tax Benefits for 2013/14.
- the District Council is currently undertaking a consultation exercise in relation to proposed revisions to Council Tax discounts and exemptions; in general, the proposals remove, from April 2013, the Council Tax exemptions which apply currently to empty properties.

Members decided that the information reported be noted.

M112/12 Public open spaces

- (1) The annual RoSPA inspection report – this has now completed its circulation among Parish Councillors.

Members decided that relevant action be taken to address the recommendations within the RoSPA report.

- (2) Land at Jolley Close/Station Road, Manea – further to minute M91/12 (4), a number of members referred to the impressive display of Christmas lights at the open space area at Jolley Close/Station Road, Manea and expressed their appreciation of the time and effort devoted by members of the Manea Gala Committee in this regard.

Members indicated that they would be happy to make a financial contribution towards any plans which the Gala Committee may have in respect of providing additional Christmas lights in the village.

Members decided that the Clerk would inform the Secretary of the Manea Gala Committee of the Parish Council's appreciation of the work undertaken by the committee to provide the Christmas lights on the open space area and that the Parish Council would consider favourably any application from Manea Gala Committee for funding towards the provision of additional Christmas lights in the village.

M113/12 Manea Pit

The Chairman mentioned the need for cancellation, due to a work commitment of the Chairman of the Manea Pit Management Committee, of the meeting of the Manea Pit Management Committee scheduled for 28 November 2012 and he referred to the requirement of the current Standing Orders and Terms of Reference (ToR) of the Manea Pit Management Committee (approved at minute M171/11) for the Chairman of the Management Committee to be present at a meeting, because of the ToR including no provision for a Vice-Chairman of the Management Committee.

At minute PMC8/11, when discussing these ToR, the Management Committee decided to monitor the situation regarding the committee Chairman's availability to attend meetings and if the concerns of the committee in that regard became a reality, the committee would request the Parish Council to consider revising the Standing Orders and Terms of Reference to make provision for a Vice-Chairman of the Management Committee.

Members decided that the current situation be noted and that

- (1) the Chairman of the Manea Pit Management Committee would liaise with the Clerk in terms of arranging the next meeting of the committee;
- (2) the Manea Pit Management Committee be requested to review, in the light of its experience of operation over recent months, the current Standing Orders and Terms of Reference and to make consequent recommendations to the Parish Council as to any revisions it considers necessary to enable the committee to operate as effectively as possible.

M114/12 Financial matters

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

Income

Kent Memorials	Two new cemetery memorials	£280.00
H Westgate	Carp Syndicate membership fee (part-year)	£65.00
J Lawrence	Allotment rent	£200.00
J H Landin and Son	Interment of ashes fee	£330.00
A D Murfitt	Interment fee - Miller	£140.00
Total Income		£1,015.00

Expenditure

Magpas	Donation	£50.00
Eddie's Engineering	Notice board at Manea Pit	£415.80
Manea Connect Committee	Quarterly publication in Manea Matters	£80.00
Mrs A Ryman	Wages and expenses	£70.67
HM Revenue and Customs	Clerk's Income Tax (September, October and November 2012).	£290.67
E.on	Electricity for sports area	£6.48
E.on	Electricity for pavilion	£60.09
E.on	Electricity for village green	£5.07
Manea PCC	Hire of Church Room on 13/8/12 and 19/11/12	£40.00
T Jordan	Salary (less income tax of £93.91), Broadband and other expenses	£409.55
Manea Village Hall	Room hire on 17 December 2012	£7.50
Total Expenditure		£1,435.83

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 30 November 2012 (in the total sum of £57,999.08), together with the month-end figures for each of the preceding six months and as at 30 November 2011.

Members decided

- (1) upon a proposal from Councillor Emery, seconded by Councillor Mrs Desborough, that the income of £1,015.00 be noted and that the payments totalling £1,435.83 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 30 November 2012, together with the month-end figures for each of the preceding six months and as at 30 November 2011, be noted.

M115/12 Parish Council and community projects and initiatives

(1) Community-led plan for Manea (minute M99/12 (1))

The Chairman reported that the Manea Action Plan Group is aiming to hold a public meeting on 11 February 2013 to share with the community the results of the process.

Further to minute M89/12, the Clerk reported the request from the Manea Action Plan Group (MAPG) for financial support from the Parish Council. In the letter of request, the MAPG states that the cost of the process is estimated to exceed the funding currently available by £600.00; the group is, however, anticipating a donation of £40 from another source within the community; the amount which the group, therefore, needs to raise, to cover the full costs of producing a community-led plan for Manea, is £540.00.

Members decided that the information reported by the Chairman and the Clerk be noted and that a donation of £300.00 be made to the Manea Action Plan Group.

(2) New pavilion for Manea (minute M99/12 (2))

Councillor Jolley reported that he is currently working on the submission of an application to the Big Lottery Fund.

Members decided that the information reported by Councillor Jolley be noted and that he would provide a further update on the situation at the next meeting.

M116/12 Local Highway Improvements 2013/14

Further to minute M100/12, members gave further consideration to the submission of an application for highway works under the Local Highway Improvements (LHI) scheme.

Members decided that an application be submitted for a scheme to address the problems of motorists exceeding the current 30 mph speed limit on Station Road, Manea; the Parish Council feels that the provision of a build-out into Station Road, at a point considered appropriate the Local Highway Authority, between the existing speed activated warning sign and number 48 G would be a suitable measure, which would supplement the build-out works on Station Road (in the vicinity of the Primary School) approved as the LHI scheme for 2012/13 (minute M91/12 (5) refers).

M117/12 Correspondence

- (1) Victim Support - financial donation.

Further to minute M85/12 (3), the Clerk read to members a letter of thanks from Victim Support in relation to the financial donation provided by the Parish Council.

Members decided that the content of the letter be noted.

- (2) Volunteer Centre, Fenland - request for a financial donation.

The Clerk reported a request from the Volunteer Centre, Fenland for a financial donation towards the cost of its work in promoting and developing volunteering activities in Fenland.

Members decided that a donation of £30.00 be made to the Volunteer Centre, Fenland.

- (3) Dog fouling at Williams Way, Manea.

The Clerk read to members an e-mail from a resident of Williams Way, Manea regarding the problem of dog fouling on the pavements, on the road and on the lawns of her property.

The resident makes the point that dog walkers are not cleaning up after dogs and that no action is being taken by the relevant authority to address the situation. She suggests that, as a means of seeking to remedy the problem, a dog waste bin be affixed to the fence of the play park/ open land at Williams Way.

Members decided that the Clerk would request Fenland District Council to provide - with the Parish Council meeting the cost - a dog waste bin at the location suggested by the resident; the Clerk would seek to minimise the cost to the Parish Council by requesting the use of a good second-hand dog waste bin if possible.

M118/12 Commemorating the Queen's Diamond Jubilee

Further to minute M144/11 (3), the Chairman enquired of Councillor Jolley as to the progress on manufacturing and installing a replica of a decorative arch, which "disappeared" many years ago, at Pump Corner. In response, Councillor Jolley commented that he had not yet been provided with a photograph of the original structure; he, however, undertook to seek to obtain such a photograph, following which he would arrange the necessary manufacturing and installation works.

Further to minute M27/12 (3), the Clerk reported that the Fields in Trust organisation has, after a number of months, now confirmed that it is willing to grant formal designation under the Queen Elizabeth Fields Challenge 2012 to the S M Guy Memorial Playing Field.

Members decided that

- (1) the information reported by Councillor Jolley and the Clerk be noted;
- (2) the Parish Council would not continue with process of obtaining formal designation under the Queen Elizabeth Fields Challenge 2012 for the S M Guy Memorial Playing Field.

M119/12 Purls Bridge Road, Manea

Further to minutes M48/12 (7) and M62/12 (5), the Chairman informed members of the latest position regarding the Local Highway Authority’s proposals to repair, subject to a successful bid for funding, the drought-damaged sections of Purls Bridge Road, Manea.

The current situation is that officers of the Local Highway Authority (LHA) are in the process of assessing and scoring all of the scheme proposals for repair of the drought-damaged roads throughout Cambridgeshire. As soon as County Council members have approved a programme of works, having considered the officers’ recommendations, the information will be made available by the LHA.

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

M120/12 Dates of meetings for 2013

Members decided that meetings of the Parish Council in 2013 (all commencing at 7.00 pm and taking place in Manea Village Hall be held on the following dates: 14 January, 18 February, 18 March, 15 April (including Annual Assembly and community engagement event), 20 May (Annual Meeting of the Council), 17 June, 22 July, 19 August, 16 September, 21 October, 18 November and 16 December.

Meeting finished at 9.25 pm

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

Date:.....