

MANEA PARISH COUNCIL

MINUTES OF MEETING

19 NOVEMBER 2012 – 7.00 pm.

Present: Councillor Emery, Chairman; Councillors Mrs Berry, Cole, Mrs Desborough (until 7.25 pm), Fielding, Risbridger and Woodard.

Apologies: Councillors Archer and Jolley.

The minutes of the meeting of 15 October 2012 were confirmed and signed.

M87/12 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.

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

M88/12 Co-option of councillor

Further to minute M76/12 (1), the Clerk informed members that persons interested in filling the vacancy were invited to make application in writing (setting out why he or she would be suitable for co-option to membership of Manea Parish Council, as well how he or she meets the qualification criteria for membership of a Parish Council); as a result of this process, six applications had been submitted to the Clerk. In accordance with minute M76/12 (1), the Clerk had forwarded copies of the applications to Parish Council members in advance of this meeting.

After reminding members of the process to be utilised for co-opting a councillor, the Clerk invited members to nominate any of these candidates as well as any other person who they may wish to propose.

Two of the six candidates were proposed and seconded. Two of the other four candidates were proposed but not seconded.

Members decided, by way of a majority vote, through a secret ballot, that Mr A Fielding be co-opted to membership of Manea Parish Council; following his signing of a Declaration of Acceptance of Office, Councillor Fielding participated in the meeting.

M89/12 Manea's community-led plan

Members received a presentation from Mr P Townrow, on behalf of the Manea Action Plan Group, setting out the current situation in the production of a community-led plan for Manea. A number of other members of the Manea Action Plan Group accompanied Mr Townrow.

Mr Townrow informed the Parish Council that there had been a 40% response rate to the questionnaire, as a result of which more than 100,000 individual pieces of data had been obtained. This data is currently being evaluated; the evaluation process will provide a number of conclusions and recommendations. He expressed the opinion that many of the conclusions, of which there are likely to be around fifty, would not come as a surprise to the Parish Council.

Mr Townrow detailed the current (subject to completion of the evaluation process) top ten conclusions, including:

- the majority of respondents are not in favour of more large-scale housing development in the village
- there is interest in a Good Neighbour Scheme and Neighbourhood Watch
- a desire for information about bridleways and rights-of-way
- general satisfaction regarding the availability of Parish Council information in the village
- ongoing concerns regarding speeding through the village
- residents would like to see higher levels of maintenance to footways, carriageways and street lighting.

A document providing statistical information which underpinned the current top ten conclusions was circulated by the Manea Action Plan Group.

Mr Townrow informed members that the next stages in the plan process, following evaluation of the data, are:

- draft report and action plan to be created during December 2012 and January 2013
- holding a public meeting, to share the results of the process
- final amendments and adjustments to the plan and formal referral to the Parish Council in March 2013
- printing and launch of the plan in April 2013.

Members share the opinion of the Manea Action Plan Group that a 40% response rate to any survey is exceptional and consider that with such a high level of response and the work undertaken by the Manea Action Plan Group, the residents of Manea would benefit from a very meaningful plan.

The Chairman thanked the members of the Manea Action Plan Group, on behalf of the Parish Council, for the time and effort that they had devoted to this initiative. He reminded the Manea Action Plan Group to submit to the Parish Council a written application for financial support (minute M84/12 (2) refers), which the Parish Council would consider at its next meeting.

Members decided that the information reported by the Manea Action Plan Group be noted.

M90/12 Cambridgeshire and Peterborough Environmental Record Centre's "Recording Wildlife Near You" Project

Members received a presentation from Ms Andrews-Gauvain, Biodiversity Outreach Officer at the Cambridgeshire and Peterborough Environmental Records Centre (CPERC), in relation to CPERC's "Recording Wildlife Near You" project.

The Cambridgeshire and Peterborough Environmental Records Centre, which was established in 2005 as a one-stop-shop for biodiversity information, works with other relevant agencies; these include Natural England, the Wildlife Trusts and Internal Drainage Boards.

Ms Andrews-Gauvain informed members that "Recording Wildlife Near You" is an eighteen-months Heritage Lottery Funded project aimed at recording wildlife, particularly within Fenland. The aim of the project is to help provide both an up-to-date record of species in the area to ensure that it is considered during environmental planning and a legacy for future generations. She made the point that anyone can get involved with the project, which takes very little time as it only requires sending records of species as and when they are spotted. She also commented that very few records exist in relation to Manea and is keen to work with local communities to undertake surveys.

Ms Andrews-Gauvain circulated a document bearing photographs of both native and non-native species which are likely to be spotted in rural parts of Cambridgeshire, together with a CPERC recording sheet (to log: the person who

saw the species; what was seen; where it was seen; when seen). She informed members that the CPERC is able to provide free training for anyone interested in learning about more species.

Ms Andrews-Gauvain informed members that she is hoping to undertake a survey of birds in Manea and Christchurch on 28 November 2012.

Ms Andrews-Gauvain responded to members' questions.

Members decided that the information reported be noted and that they would "spread the word" regarding this project within the local community.

M91/12 Progress on actions from minutes of last meeting

(1) Manea Youth Club (minute M76/12 (3))

The Chairman reported that no progress had been made to date in seeking to engage further with village youngsters; Councillor Archer and he would discuss options in this regard prior to the next meeting of the Parish Council, at which they would report back to members.

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

(2) Fenland Rail Development Strategy 2011-2031 and Manea Station (minute M76/12 (4))

Members felt it appropriate to defer, again, consideration of the issues arising from 4 September 2012 meeting between members of the Parish Council and the Transport Development Manager at Fenland District Council; these being: (1) appointing one representative of Manea to serve upon the Steering Group and three representatives to serve upon the Community Rail Partnership; (2) the manner in which the Parish Council would respond to consultation exercises (e.g. as a single body or as individual members); (3) the establishment of a constituted action group in relation to station adoption.

Members decided that the issues listed at (1), (2) and (3) above be discussed at the next meeting of the Parish Council.

(3) Trees in Manea Cemetery (minute M76/12 (5))

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) Manea Gala Committee – provision of additional Christmas lights (minute M76/12 (6))

The Clerk informed members of the results of the consultation exercise, which had been undertaken by Manea Gala Committee with the residents of all of the properties which share a border with the site, in relation to the committee's proposal to provide additional Christmas lights at the open space area at Jolley Close/Station Road, Manea.

Of the thirteen properties consulted, eleven had responded; all of the respondents had supported the proposal.

The Chairman reported that Manea Gala Committee had agreed to the requirements of the Parish Council, as set out at minute M70/12 (2), in relation to the method of installing these Christmas lights.

Members decided that, in the light of the results of the consultation exercise and the agreement to the requirements of the Parish Council in relation to the method of installing these Christmas lights, Manea Gala Committee's request to provide additional Christmas lights at the open space area at Jolley Close/Station Road, Manea be approved.

(5) Local Minor Highways Improvement Scheme for Manea (minute M76/12 (7))

The Clerk reported that the Local Highway Authority (LHA) currently proposes to deliver this scheme, weather permitting, during the Christmas holidays. The LHA states that it will confirm the timescale closer to the time of the works.

The Local Highway Authority confirms that when designing this scheme it had taken into account the use of Station Road by large agricultural vehicles.

Members decided that the information provided by the Local Highway Authority be noted.

M92/12 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 a two-storey 4-bed dwelling and detached single garage (part retrospective) at land north-east of Fen View, Wisbech Road, Manea - F/YR12/0770/F (applicant: Mr P Baxter).

That the application be supported.

- (2) Erection of 43 dwellings (comprising of 7 x two-storey 4-bed dwellings with attached garages, 14 x two-storey 4-bed dwellings with detached garages, 4 x two-storey 3-bed dwellings with attached garages, 6 x two-storey 3-bed dwellings with detached garages, 2 x single-storey 4-bed dwellings with attached garages, 2 x single-storey 3-bed dwellings with integral garages, 4 x single-storey 3-bed dwellings with detached garages, 4 x single-storey 2-bed dwellings with associated parking) and the formation of allotments, public open space and a new access on land west of Teachers Close, Manea – F/YR12/0791/F (applicant: Mr P Humphrey).

That the application be supported.

The Parish Council does, however, have concerns regarding the impact that the traffic likely to be generated by the development could have upon the Hutchinson Close/School Lane and School Lane/Station Road junctions.

Parish Councillors also have concerns regarding the ability of Hutchinson Close to accommodate construction traffic.

Given these concerns regarding vehicular access issues, the Parish Council suggests that the applicant be requested to consider the possibility of providing a direct access to Station Road.

In addition, the Parish Council does not consider there to be a need for the provision of allotments on this site; also it requests that the grant of any planning permission for this site be subject to a Section 106 Planning Obligation requiring the payment of a financial sum towards the provision of leisure facilities within Manea.

- (3) Erection of 3 x 15.545 metre high (hub height) wind turbines at Bonds Farm, Wisbech Road, Manea – F/YR12/0826/F (applicant: Mr M Crouch).

That the application be supported.

- (4) Erection of a two-storey rear extension with balconies to side and rear, single-storey extensions to sides and porch to front of existing dwelling at Cherrytree House, Fallow Corner Drove, Manea – F/YR12/0827/F (applicant: Mr M Goude).

That the application be supported.

(Councillor Cole declared his non-pecuniary interest in this application, by virtue of his ownership of land which adjoins the application site)

- (5) Change of use of building from general purpose agriculture to agricultural engineering (B2) at building east of Biggins House, Fallow Corner Drove, Manea – F/YR12/0879/F (applicant: Mr F Simpson).

That the application be supported.

(Councillor Cole declared his non-pecuniary interest in this application, by virtue of his ownership of land which adjoins the application site)

M93/12 Planning consultations

The Clerk reported that Fenland District Council (FDC), as Local Planning Authority, is reviewing, in its strive to become more efficient and e-enabled, its procedure for consulting local councils upon planning applications.

As part of this review, FDC wishes to provide plans in size A3 as a maximum (rather than at A1 and A0 size) – this would represent savings to FDC in terms of resources and enable consultations to be despatched in a more timely fashion.

In addition, FDC would like to reduce the amount of supporting documents that it sends currently, such as flood risk assessments and biodiversity reports – again, this would result in resource savings; these documents would continue to be available for councillors to view on line.

The deadline for the submission of comments on FDC's proposals is 30 November 2012.

The District Council will assess the success of revisions to its consultation procedure after three months of operation to ensure that implementation of the revisions had not impacted unduly upon local councils' ability to provide consultation responses.

Members decided that, to assist the District Council's strive to deliver efficiencies, they would be happy to receive application plans in size A3 as a maximum; however, with regard to supporting documents, members would like the Parish Council to continue to be sent hard copies of Flood Risk Assessments and Biodiversity Reports.

M94/12 Police matters

PCSO Martin Bogunovic, of the March and Chatteris Policing Team, reported to members on incidents of crime and disorder which had been reported to the Constabulary since the last meeting of the Parish Council; these being:

- theft of the contents of a potato harvester
- theft of a non-running motor vehicle

- two incidents of criminal damage to motor vehicles
- parts removed and stolen from an excavation machine.

In addition, the PCSO informed members that the neighbourhood forum priority of tackling anti-social use of motorcycles in the village is continuing; he detailed the activities and investigations being undertaken by the Constabulary in this regard.

PCSO Bogunovic responded to members' questions in relation to his report.

The Chairman raised issues relating to anti-social driving and of alcohol consumption around the pit area. PCSO Bogunovic undertook to investigate these issues.

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

M95/12 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 that:

- In terms of educational attainment in Cambridgeshire, there has been a marked improvement this year in the Key Stage 2 Results; for example, the proportion of pupils achieving level 4 or higher in English had risen by 3 percentage points to 85% and those achieving level 4 or higher in Mathematics had risen by 3 percentage points to 83%
- four in-house services operated by the County Council's Provider Services had been inspected recently by the Quality Care Commission and each one met all of the standards required
- a new contract for the delivery of home and community support based services, with a duration of five years initially, commenced on 1 November 2012; the award of this contract will result in financial savings for the County Council.

Councillor Archer, the District Councillor for the Manea ward, had informed the Clerk, by e-mail, in advance of the meeting, that he had nothing specific to report on this occasion.

Members decided that the information reported be noted.

M96/12 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 – further to minute M81/12 (2), the Chairman reported that the local electrical contractor had undertaken the works which would enable control of the operation of the flood lighting at the multi-sports area and he explained how the system of using the payment tokens to operate the floodlighting of the skateboard park would work.

Members decided that

- (1) the information reported by the Chairman be noted;

(2) based upon the electricity costs of operating the floodlighting at the skateboard park, the value of the tokens be set at £1.00 (which would provide one hour of illumination).

(3) Playing field – further to minute M81/12 (3), the Chairman reported on his discussion with the Chairman of the Manea and Welney Internal Drainage Board in relation to trimming the conifers around the playing field.

Members decided that the information reported by the Chairman be noted and that he would arrange with the Manea and Welney Internal Drainage Board for trimming of the conifers to take place and for the Parish Council's grounds maintenance contractor to clear the cuttings from the playing field and adjoining land thereafter.

M97/12 Manea Pit

The Chairman reported that, further to minute PMC24/12, he and two other members of the Manea Pit Management Committee had installed two bollards, to prevent the unauthorised parking of vehicles around the pit area but these have subsequently been removed by persons unknown. He informed members that he would suggest a more permanent measure at the next meeting of the Manea Pit Management Committee.

The Chairman reported that the owner of land adjoining the pit area had experienced dogs, which were not being kept on a lead by their owners, roaming across his land. He added that some of the Dogs on Leads signs had been removed from around the pit, presumably by dog walkers.

The Clerk reminded members that the next meeting of the Manea Pit Management Committee is scheduled for 28 November 2012.

Members decided that the information reported by the Chairman be noted and that he would arrange the purchase and erection of replacement Dogs on Leads signs.

M98/12 Financial matters

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

Income

Fenland District Council	Recycling Credits	£38.33
B Fletcher	Allotment rent	£200.00
C Barnes	Allotment rent	£25.00
E Barnes	Allotment rent	£200.00
Manea Allotment Association	Allotment rent	£200.00
A Howell	Allotment rent	£200.00
C Howell	Allotment rent	£200.00
Commonwealth War Graves Commission	Maintenance of war graves in Manea Cemetery	£6.00
Fenland District Council	Recycling credits	£15.46
Manea UFC	Hire of playing field – 10 matches	£400.00
Richard King Memorials	Additional memorial inscription	£80.00
T Kennedy	Purchase of double-depth burial plot	£550.00
Total Income		£2,114.79

Expenditure

Public Works Loans Board	Loan re-payment	£95.39
Cambridgeshire County Council	Youth Worker provision – third quarter	£262.50
Manea Village Hall	Room hire on 15 October 2012	£7.50
Victim Support	Donation	£30.00
Fenland District Council	Undercharge of May 2011 election costs	£441.95
Kent Memorials	Re-levelling of three cemetery memorials	£108.00
Royal British Legion Poppy Appeal	Wreath	£20.00
W T Savage	Fencing repairs at playing field	£492.00
E.on	Electricity for sports area	£9.46
E.on	Electricity for village green	£5.84
E.on	Electricity for sports area	£44.76
Mrs A Ryman	Wages and expenses	£96.64
Robert Jolley	Supplying and fixing height barrier at car park	£400.00
Richard Yardy	Works to floodlights	£319.20
T Jordan	Salary (less income tax of £103.97), Broadband and other expenses	£521.36
Total Expenditure		£2,854.60

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 31 October 2012 (in the total sum of £57,867.50), together with the month-end figures for each of the preceding six months and as at 31 October 2011.

Members decided

- (1) upon a proposal from Councillor Emery, seconded by Councillor Risbridger, that the income of £2,114.79 be noted and that the payments totalling £2,854.60 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 31 October 2012, together with the month-end figures for each of the preceding six months and as at 31 October 2011, be noted.

M99/12 Parish Council and community projects and initiatives

(1) Community-led plan for Manea (minute M84/12 (2))

The current position regarding this initiative is set out at minute M89/12.

(2) New pavilion for Manea (minute M84/12 (3))

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

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

M100/12 Local Highway Improvements 2013/14

The Clerk reported that the County Council is inviting proposals from local communities which wish to submit a bid for funding from that council's 2013/14 Local Highway Improvement (LHI) scheme. Any community group, which includes local councils, is eligible to submit a bid.

Under the LHI scheme, applicants are able seek up to £10,000 from the County Council as a contribution to their scheme. The applicant is expected to provide a contribution towards each project of at least 10% of the scheme cost. Bids are restricted to one per applicant.

Projects could involve any highway measure or improvement that is considered to offer benefit to the local community; applicants are required to state within their applications how they feel that the proposal would provide that community benefit.

The Clerk informed members of the application process relating to this scheme and of the method of application evaluation/prioritisation that the County Council will operate.

Long-term maintenance of schemes would normally be the responsibility of the County Council, provided that the scheme is constructed to normal County Council standards.

The deadline for submission of applications is 21 December 2012.

Members decided that the information reported by the Clerk be noted and to consider the submission of an application at the next meeting of the Parish Council.

M101/12 Commemorating the centenary of the outbreak of World War One

Councillor Mrs Berry expressed her wish to organise an event in the village to commemorate the centenary of the outbreak of World War One. She suggested that a concert be held at the Royal British Legion Club on the Friday of the Remembrance Day weekend in 2014 (the concert date would be 7 November).

Members decided that it would support Councillor Mrs Berry's proposal that the centenary of the outbreak of World War One be commemorated in the manner suggested and that the Parish Council would provide assistance as necessary and appropriate in that regard.

M102/12 Interactive speed sign on Westfield Road, Manea

Councillor Mrs Berry reported that a resident of Westfield Road had complained to her that the flashing of the interactive speed limit sign on that road is causing her disturbance and enquired as to whether the Parish Council is able to take any action to alleviate this disturbance.

Councillor Risbridger mentioned that this resident had raised this issue with him also.

Members decided that the Clerk would enquire of the Local Highway Authority whether there is any action that could be taken to address the situation, such as fitting some type of guard to prevent the lights from shining into the window of the resident's property.

M103/12 Correspondence

Magpas - request for a financial donation.

The Clerk reported a request from Magpas for a financial donation towards the cost of providing emergency medical care at the scenes of accidents within Cambridgeshire.

Members decided that a donation of £50.00 be made to Magpas.

M104/12 Next meeting

Members were reminded that the next meeting of the Parish Council is scheduled for 17 December 2012, commencing at 7.00 pm, at the Village Hall, School Lane, Manea.

Meeting finished at 9.35 pm

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

Date:.....