

MANEA PARISH COUNCIL

MINUTES OF MEETING

17 JUNE 2013 – 7.00 pm.

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

Apologies: Councillors Archer and Woodard.

The minutes of the meeting of 20 May 2013 were confirmed and signed.

M18/13 Open Forum

Charlemont Drive, Manea

One of the residents of Charlemont Drive reported to the Parish Council on a recent meeting of the Charlemont Drive Residents' Association, explaining the key items of debate at that meeting, namely:

- a. although the estate is geographically remote from the main part of Manea, residents are keen to play an active role in the village community
- b. residents are pleased that the Parish Council continues to arrange and fund the grass cutting at the open space at the estate (until such time as this land is adopted by Fenland District Council)
- c. the situation regarding the non-adoption of the highway areas within the estate remains unresolved
- d. a request that the Parish Council provides a dog waste bin at the estate
- e. an enquiry as to whether the Parish Council would consider the provision of a notice board, to which the Charlemont Drive Residents' Association would be happy to meet 50% of the cost, at Charlemont Drive.

With regard to c above, it was suggested by members that the Charlemont Drive Residents' Association seeks the assistance of County Councillor Conner in addressing the highway adoption issues.

Members decided that

- (1) the information reported be noted;
- (2) a dog waste bin, at a location to be agreed between the Charlemont Drive Residents' Association and Fenland District Council, be provided at Charlemont Drive;
- (3) the provision of a notice board at Charlemont Drive, with the Charlemont Drive Residents' Association meeting 50% of the cost of manufacture and installation, be approved in principle;
- (4) the Charlemont Drive Residents' Association would obtain quotations for the cost of manufacture and installation of a notice board, for consideration by the Parish Council.

M19/13 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.

M20/13 Progress on actions from minutes of last meeting

(1) Fenland Rail Development Strategy 2011-2031 and Manea Station (minute M7/13(1))

The Clerk informed members that he had been unable to obtain, since the last meeting of the Parish Council, an update from the Transport Development Manager at the District Council on the progress of this matter.

Members decided that the information reported by the Clerk be noted and that he would continue to seek information relating to the progress in this matter, for reporting to the Parish Council.

(2) Trees in Manea (minute M7/13 (2))

The Clerk reported to members the quotation that he had received for undertaking works to one particular tree at Manea Cemetery. The contractor had provided a quotation for felling of the tree, whereas members feel, having examined the tree during their earlier village inspection (minute M27/13 refers), that trimming back some of the branches would be a sufficient amount of work.

Councillor Mrs Desborough reported that she had identified a number of trees in the village which are in need of trimming works. From the locations mentioned by Mrs Desborough, it is clear that none of the trees is located on land which is the responsibility of the Parish Council; they are situated either on land under the control of the Local Highway Authority or private land owners.

Members decided that the information reported by the Clerk and Councillor Mrs Desborough be noted and that

- (1) the contractor which undertook the works to the trees and hedging at the playing field be invited to submit a revised quotation (not involving felling the tree) for works to the particular tree at the cemetery; the Clerk being delegated the authority to accept the quotation, following consultation with and agreement by members;
- (2) Councillor Mrs Desborough would forward to the Clerk details of the exact locations of the trees requiring trimming works, so that he could provide them to the Local Highway Authority (LHA) for appropriate action (either for the LHA to take direct action or to contact relevant land owners).

(3) Commemorating the Queen's Diamond Jubilee (minute M7/13 (3))

Councillor Jolley informed members that the original company he contacted had decided that it was not interested in providing a replica arch; consequently, he had contacted another potential supplier and is awaiting a response to his enquiry.

Members decided that the information reported by Councillor Jolley be noted and that he would report further at the next meeting.

(4) Ouse Washes Landscape Partnership (minute M7/13 (4))

The Clerk reported on the current position in this matter; he informed members that he had met with Mr Nokkert, Cambridgeshire ACRE's Programme Manager for this Ouse Washes Landscape Partnership scheme, and Kirsten Bennett, the Chief Executive of Cambridgeshire ACRE, at the offices of Cambridgeshire ACRE on 23 May 2013 with the aim of finalising the application.

Since the meeting at the ACRE offices, the Clerk had produced a final draft version of the application form; he had circulated a copy of the document, for comments, to the members of Manea Parish Council, the Manea Pit Management Committee and to Mr Nokkert. The Clerk had received no comments on the content of the document from any of the members of the Parish Council or the Manea Pit Management Committee; Mr Nokkert had suggested minor alterations to some of the text, which the Clerk had agreed.

Mr Nokkert had informed the Clerk that the application would need to be supported by letters from the Parish Council giving a commitment to

- providing the funding necessary to cover any shortfall that there may be between the level of grant funding obtained via the Ouse Washes Landscape Partnership Scheme and the cost of delivering in full the Manea Community Conservation Project
- meeting all costs associated with the future maintenance of the project outputs, to ensure continued delivery of the proposed outcomes of the Manea Community Conservation Project.

Members decided that the information reported by the Clerk be noted and that the required letters of support for the Parish Council's bid be sent to Cambridgeshire ACRE.

(5) Dog waste bin (minute M7/13 (5))

The Clerk reminded members that officers of Fenland District Council had been unable to identify a suitable location along Westfield Road for the installation of a dog waste bin and that he had, since the last meeting, sought members' suggestions as to possible suitable locations for such a bin. No suggestions had, however, been forthcoming.

Members decided that the information reported by the Clerk be noted and to accept the offer of the Chairman to view the area and to subsequently inform the Clerk of possible suitable locations for installing a dog waste bin at Westfield Road; the Clerk would then forward the suggestions to Fenland District Council for consideration.

(6) Cranmore Lots – drainage (minute M7/13 (8))

Councillor Cole reported an estimated cost of undertaking appropriate drainage works at this site.

Members considered the possibility of selling the Cranmore Lots agricultural allotments as a means of generating a capital receipt for the Parish Council which could be used to contribute towards the construction costs of the proposed new pavilion.

The Clerk reminded members that any proposal to sell this agricultural allotment land would require the tenants to be given twelve months notice of termination of their tenancies with effect from October in any year; consequently, the earliest date that the Parish Council could dispose of this land would be October 2014.

Members decided, unanimously, that

- (1) subject to the Parish Council complying with the relevant legislative processes applying to such an asset disposal, the Cranmore Lots agricultural allotments be sold as a means of generating a capital receipt for the Parish Council, to be used to contribute towards the construction costs of the proposed new pavilion;
- (2) the current tenants of the Cranmore Lots agricultural allotments be given notice that their tenancies would terminate in October 2014;
- (3) in the light of (1) and (2) above, no drainage works be undertaken by the Parish Council at this site.

(7) Proposed residential development (of 13 affordable one-bedroom bungalows) at Valentine Close, Manea (minute M9/13)

The Clerk read to members a letter from the developer's architect, informing the Parish Council that it had not been possible, despite his efforts, to progress discussions with Fenland District Council, as the Local Planning Authority, regarding this proposal; enclosed with the letter, for members' information, were drawings of the proposed scheme of two-bed bungalows on the site at High Street, Manea.

Members decided that the information reported be noted.

(Councillor Cole declared his pecuniary interest in this item of business, by virtue of his ownership of the land subject to this development proposal, and retired from the meeting for the discussion of the discussion and voting thereon)

(8) New pavilion for Manea (minute M14/13 (2))

Councillor Jolley informed members that he had now provided the Clerk with the supporting information which needs to accompany the application form for a grant under the District Council's Rural Capital Grants scheme.

The Clerk reported that, having regard to current work commitments, he anticipates being in a position to complete the application form and submit it to Fenland District Council within the next week or so.

Members decided that the current situation be noted.

M21/13 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 8 x4-bed two-storey dwellings with associated garages, involving demolition of existing outbuildings, on land south of 21 and 27 School Lane, Manea – F/YR13/0293/F (applicant: Mr J Turner).

Object to the application, on the basis that

- *the erection of this number of properties would constitute over-development of the site*
- *the visibility splays onto School Lane are inadequate*
- *the proposed roadway within the site is of insufficient width to allow a two-way, free-flow of traffic.*

- (2) Erection of 6 dwellings involving demolition of existing dwelling and replacement fence to number 16 (renewal of planning permission F/YR10/0254/O) at 18 Westfield Road, Manea – F/YR13/0313/EXTIME (applicant: Mr L Skinner).

That the application be supported.

M22/13 Police matters

PCSO Martin Bogunovic, of the March and Chatteris Policing Team, informed members of incidents of crime and disorder which had been reported to the Constabulary since the last meeting of the Parish Council.

PCSO Bogunovic commented that Manea continues to have the lowest rate of recorded crime in Fenland (with only 15 crimes recorded in 2013 to date). Only two crimes had been reported within Manea since the last meeting of the Parish Council; these related to one break-in at a residential property (but nothing was stolen) and the theft of an electricity generator from a residential address.

The Chairman mentioned incidents of the dangerous use of a motor cycle and the anti-social use of a beach buggy within the village. The PCSO undertook to seek to tackle these issues.

Councillor Mrs Desborough commented that the highway visibility difficulties caused as a result of a van being parked regularly on East Street, at its junction with Station Road (minutes 178/12 and 7/13 (6) refer), appears not to have been addressed by the Police. PCSO Bogunovic explained the actions that had been undertaken by the Police to date to attempt to tackle the issue and gave a commitment that the matter is still being pursued.

The PCSO commented that there are currently no Neighbourhood Watch schemes operating within Manea and the Constabulary is keen to establish such groups in the village. He informed members that a very successful Neighbourhood Watch recruitment campaign had taken place recently in Chatteris (as a result, the number of schemes had increased from 29 to 53) and that he and PCSO Sam Dyer are keen to replicate this success in Manea. In this regard, the PCSOs would soon be undertaking leaflet drops in the village if the Parish Council is supportive of such an approach.

PCSO Bogunovic responded to members' questions.

Members decided that

- (1) the information reported by PCSO Bogunovic be noted;
- (2) they are supportive of the Constabulary's proposal to undertaking leaflet drops in the village, with the aim of recruiting volunteers to become Neighbourhood Watch Co-ordinators in Manea;
- (3) they would seek to identifying potential volunteers to become Neighbourhood Watch Co-ordinators.

M23/13 Reports from District and County Councillors for the parish

Neither Councillor Archer, the District Councillor for Manea, nor Councillor Connor, the County Councillor for the electoral division which includes Manea, was present at the meeting and neither councillor had produced information, for reporting by the Clerk, on District or County Council-related issues.

Members decided that the situation be noted.

M24/13 Public open spaces

- (1) The annual RoSPA inspection reports – these are still being circulated among Parish Councillors.

Members decided that the RoSPA reports continue 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) Playing field – the Chairman reported a request from the Chatteris and Manea Youth Service for use of the playing field on a particular date in July 2013.

Members decided that the request from the Chatteris and Manea Youth Service for use of the playing field be approved and that such use be free-of-charge.

M25/13 Manea Pit

Members considered whether there were any issues requiring discussion by the Parish Council in relation to operation and management of Manea Pit.

Further to minute M13/13, Councillor Jolley informed members that, as it had not been possible for Councillor Fielding to source a suitable gate, he had made arrangements for the purchase and installation of a new gate and fencing (to prevent unauthorised vehicular access) for the woodland area.

The Clerk reminded members that the next meeting of the Manea Pit Management Committee is scheduled for 26 June 2013.

Councillor Cole made comments in relation to the current level of maintenance of the pit area and suggested that the Parish Council should undertake an inspection of that area in advance of its next meeting.

Members decided that the current situation regarding the pit area be noted and that the Parish Council would inspect the area immediately prior to its next meeting; members would assemble at the playing field car park at 6.00 pm on 22 July 2013.

M26/13 Financial matters

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

Income

Manea UFC	Hire of playing field during April and May 2013	£280.00
Richard King Memorials Ltd	Cemetery memorial	£154.00
Cambridgeshire County Council	Verge cutting 2013	£623.42
Turner & Son	Plot purchase and interment of ashes	£242.00
A R Clingo	Plot purchase and interment of ashes	£242.00
Total Income		£1,541.42

Expenditure

Manea Village Hall	Room hire on 20 May 2013	£10.00
Cambridgeshire Shrievally Trust	Donation to the Bobby Scheme	£50.00
Mrs A Ryman	Wages and expenses	£50.32
E Mason and Son	Grounds maintenance: May 2013	£1,560.62
H M Revenue and Customs	Clerk's Income Tax (March, April and May 2013).	£374.33
T Jordan	Salary (less income tax of £126.18), Broadband and other expenses	£579.67
SLCC	Annual membership subscription (cost shared with Elm PC)	£72.50
S Emery	Painting works to public toilets	£100.00
E.on	Electricity for village green	£11.03

E.on	Electricity for sports area	£11.88
E.on	Electricity for pavilion	£112.63
D Cole	Reimbursement for cost of gravel for Manea Pit	£95.25
Ridgeons	Paint for toilet doors at playing field	£28.50
Total Expenditure		£3,056.73

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 31 May 2013 (in the total sum of £54,372.94), together with the month-end figures for each of the preceding six months and as at 31 May 2012.

Members decided

- (1) upon a proposal from Councillor Jolley, seconded by Councillor Fielding, that the income of £1,541.42 be noted and that the payments totalling £3,056.73 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 31 May 2013, together with the month-end figures for each of the preceding six months and as at 31 May 2012, be noted.

M27/13 Annual village inspection

Following their annual village inspection, which took place immediately prior to this meeting - and included visits to the allotments, playing field and cemetery - members considered whether there is a need to arrange any repair, replacement or improvement works to these community assets.

Members decided that the areas of council-owned land and facilities in the village are generally in very good order and that only the following works are required:

- the repairs to the skateboard park recommended in the RoSPA report (minute M24/13 (1) refers); the Clerk would make contact with the company which installed this equipment in relation to undertaking the necessary repairs;
- works to one tree at the cemetery (minute M20/13 (2) refers);
- re-gravelling of the footpath between Park Road and the pavilion; Councillor Cole agreed to arrange purchase of the materials.

M28/13 Correspondence

- (1) Cambridgeshire Shrievally Trust - request for financial assistance.

Further to minute M16/13 (1), the Clerk read to members an e-mail of thanks from the Cambridgeshire Shrievally Trust in relation to the financial assistance provided by the Parish Council to support the Bobby Scheme.

Members decided that the content of the letter be noted.

- (2) Manea Guiding.

The Clerk reported a request from the Leader of the 1st Manea Guides, on behalf of Manea Guiding, for the Parish Council's assistance in identifying a suitable location within the village for a campfire, as part of a joint activity on 17 July (between 6.00 pm and 8.00 pm) for the Rainbow, Brownie and Guide groups (which together engage more than 50 young girls from Manea between the ages of 5 and 14 years).

The Leader of the 1st Manea Guides enquired as to whether it would be possible to use an appropriate area around Manea Pit for this purpose.

Members decided that they would be happy for Manea Guiding to use the pit area and, consequently, invited the group to identify a suitable location for a camp fire; in the event that it does not prove possible to identify a suitable site around the pit, Councillor Jolley would be prepared to offer the use of some land that he owns within the village for that purpose.

(3) Manea Railway Station.

The Clerk reported an e-mail from the Chairman of the East Anglian Branch of Railfuture (a national voluntary organisation that campaigns for better public transport links with the emphasis on rail), explaining the reason behind a recent leaflet drop by the organisation to each house in Manea concerning better train services from/ to the village.

Recipients of the leaflet are asked to sign a petition that will be presented to the County Council, supporting the County's on-going feasibility study into re-connecting Wisbech back into the national railway network. The petition additionally calls upon the council to plan for an hourly direct Wisbech to Cambridge service calling at all stations en-route, including Manea.

The e-mail makes the comment that, given the linear nature of the village, it is important that a car park and undercover cycle storage is provided at Manea station in the medium-term. The comment is also made that Railfuture supports fully the work of Fenland District Council in conjunction the Greater Anglia (GA) Train Operating Company (TOC) to expand the current service at two hourly intervals between Ipswich and Peterborough to a train every hour.

The Chairman of the East Anglian Branch of Railfuture states that it would be helpful to GA if the Parish Council sent a letter to the company supporting the plan to go hourly with this service. The TOC would need to make the request to go hourly, with an appropriate business plan, in its list of aspirations for the next franchise to the DfT.

The Chairman of the East Anglian Branch of Railfuture (EABR) comments that it would be useful if the Parish Council could also send a letter, supporting the Wisbech to Cambridge all stations service, to Jeremy Smith at Cambridgeshire County Council and to Steve Barclay MP.

The Chairman of EABR makes the offer, in his e-mail, to attend a future meeting of Manea Parish Council to answer questions, to elaborate on this campaign etc.

Members decided that

- (1) the content of the e-mail from The Chairman of the East Anglian Branch of Railfuture be noted;
- (2) letters of support for this campaign be sent to the Greater Anglia Train Operating Company, Cambridgeshire County Council and Steve Barclay MP;
- (3) the Chairman of the East Anglian Branch of Railfuture be invited to send a representative of the organisation to attend a meeting of Manea Parish Council.

M29/13 Highway issues associated with site of extraction works at Wimblington

The Chairman expressed concern regarding damage being caused to certain pieces of local highway by lorry movements associated with the extraction works required to provide an irrigation reservoir at Lyons Farm, Wimblington (planning permission F/02014/10/CM refers).

Members decided that the comments of the Chairman be noted and that the Clerk would request the Local Highway Authority to examine the situation and undertake any repair works necessary.

M30/13 Next meeting

Members were reminded that the next meeting of the Parish Council had been scheduled for 22 July 2013, commencing at 7.00 pm, at the Village Hall, School Lane, Manea; this meeting would be preceded by an inspection by the Parish Council of the Manea Pit area (minute M25/13 refers).

Meeting finished at 8.45 pm

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

Date:.....