

MANEA PARISH COUNCIL

MINUTES OF MEETING

22 JULY 2013 – 7.00 pm.

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

Apologies: Councillors Archer and Woodard.

In attendance: County Councillor Connor.

The minutes of the meeting of 17 June 2013 were confirmed and signed.

M31/13 Open Forum

(1) Charlemont Drive, Manea

Further to minute M18/13, one of the residents of Charlemont Drive informed members that he had received contact from an officer at Fenland District Council to agree the location of a dog waste bin on the estate; installation of the bin should happen soon. In addition, he mentioned that residents of the estate had met with County Councillor Connor to discuss the highway adoption issues; Councillor Connor had given a commitment that he would pursue this matter with officers of the County Council.

With regard to the cost of manufacture and installation of a notice board at Charlemont Drive, the resident informed members that he hoped to be in a position to provide quotations at the next Parish Council meeting.

Members decided that the information reported be noted.

(2) 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)

Further to minute M168/12 (3), the local resident who had spoken in relation to this planning application at that minute commented that one of the conditions imposed upon the planning permission for this development was the requirement for an archaeological survey of the site prior to development commencing. She added that it appears to her that development works had begun but no archaeological survey has yet been carried out.

Members noted the comments of this local resident and the offer, made at the meeting, of County Councillor Connor to check the situation with the Local Planning Authority.

(3) Proposal for use of the playing field pavilion

A resident of the village sought members' views on a proposal to operate from the pavilion a small-scale catering business, selling home-made seasonal food in a bistro style surrounding; the types of food that would be provided include pizzas, cakes, non-alcoholic drinks, tea and coffee. He informed members that he would meet the cost of the necessary refurbishment works and thereafter maintain the building, as well as ensuring compliance with all health and safety and food hygiene requirements; the proposal would create additional employment opportunities for local people.

The resident expressed the view that his proposal would not interfere with the proposed use of the pavilion as an outdoor classroom and interpretation facility, as is envisaged through the Ouse Washes Landscape Partnership scheme. He circulated sketches of how the building could accommodate his proposal.

Members decided that the information presented by the resident be noted and that his proposal be considered at the next meeting of the Parish Council.

M32/13 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.

M33/13 Progress on actions from minutes of last meeting

(1) Fenland Rail Development Strategy 2011-2031 and Manea Station (minute M20/13(1))

The Clerk informed members that he had been informed by the Transport Development Manager at the District Council that she would soon be suggesting some possible dates for a public meeting in the village.

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

(2) Trees in Manea (minute M20/13 (2))

The Clerk reported that he had accepted, following consultation with members, the revised quotation received for undertaking works to one particular tree at Manea Cemetery.

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

(3) Commemorating the Queen's Diamond Jubilee (minute M20/13 (3))

Councillor Jolley informed members that the replica arch is now in place; some minor works are still required to complete the installation, which will be undertaken very soon.

Members decided that the information reported by Councillor Jolley be noted and that there is no longer a need for this matter to feature as an item on future meeting agendas.

(4) Ouse Washes Landscape Partnership (minute M20/13 (4))

The Clerk reported on the current position in this matter; he informed members that the required letters of support for the Parish Council's bid had been sent to Cambridgeshire ACRE and that the application is now being processed as one of the projects under the Ouse Washes Landscape Partnership scheme.

The Chairman mentioned that Ouse Washes Landscape Partnership had a stall at the Manea Gala; visitors to the stall appeared to be supportive of both the Manea project and the overall partnership scheme.

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

(5) Dog waste bin (minute M20/13 (5))

The Clerk reminded members that officers of Fenland District Council (FDC) are having difficulty in identifying a suitable location along Westfield Road for the installation of a dog waste bin and that he had forwarded to FDC, since the last meeting, a suggestion from the Chairman that a bin be attached to one of the wooden poles on either side of Skinners Yard or the one at the entrance to City Tyres.

The officers of Fenland District Council have investigated the Chairman's suggestion but the County Council, as Local Highway Authority, has requested no further use of its columns for mounting bins. Therefore, FDC needs to revert to identifying a location where a free-standing bin could be installed.

These officers of FDC have, therefore, had another look along Westfield for a suitable location. FDC currently has a number of litter and dog bins along this road and tries to spread them evenly for maximum benefit. The officers have looked to try to find a suitable site close to the fire station but have identified no obvious solution so far.

Members decided that the information reported by the Clerk be noted and to accept the offer of the Chairman to view the area again 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 M20/13 (6))

The Clerk read to members the legal advice that he had obtained from the Society of Local Council Clerks (SLCC) in relation to the Parish Council's proposal to sell the Cranmore Lots agricultural allotments as a means of generating a capital receipt which could be used to contribute towards the construction costs of the proposed new pavilion.

The advice from the SLCC confirms the need for tenants to be given twelve months notice of termination of their tenancies with effect from October in any year and that, consequently, the earliest date that the Parish Council could dispose of this land would be October 2014.

Members decided, unanimously, that

- (1) the legal advice received from the SLCC in relation to this matter be noted and acted upon;
- (2) the Clerk would give written notice to the current tenants of the Cranmore Lots agricultural allotments that their tenancies would terminate in October 2014.

(7) New pavilion for Manea (minute M20/13 (8))

The Clerk informed members that he had completed the application form for a grant (of £100,000) under the District Council's Rural Capital Grants scheme.

In response to submission of the application form, the Clerk had received a letter from Fenland District Council seeking the following additional information:

- a) evidence of the costs of constructing the pavilion, including three quotations for the work
- b) evidence to show how the income and expenditure figures within the business plan were arrived at
- c) evidence that the pavilion would be used by local groups; FDC suggests that the Parish Council obtains letters from local groups showing future bookings

d) confirmation that Manea Parish Council would take on the full maintenance and ownership of the facility following completion of the construction works.

Members decided that

(1) the current situation be noted;

(2) with regard to a), b) and c) above, Councillor Jolley would provide the various pieces of evidence being sought by Fenland District Council;

(3) With regard to d) above, Fenland District Council be informed that Manea Parish Council would take on the full maintenance and ownership of the facility following completion of the construction works.

(8) Manea Railway Station (minute M28/13 (3))

The Clerk informed members that he had sent letters of support for this campaign to the Greater Anglia Train Operating Company, Cambridgeshire County Council and Steve Barclay MP.

The Clerk reported that he had received a response to his letter to the MP; in the response, the MP mentions his support for improved rail services in Fenland. In addition, the Chairman of the East Anglian Branch of Railfuture has accepted the Parish Council's invitation to attend a future meeting of Manea Parish Council to answer questions, to elaborate on this campaign etc (the Clerk had provided a list of the council's 2013 meeting dates and notification is awaited from the Chairman of the East Anglian Branch of Railfuture as to which one he will attend).

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

(9) Highway issues associated with site of extraction works at Wimblington (minute M29/13)

The Clerk informed members that he had referred to the Local Highway Authority (LHA) the concerns of members 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).

In response, the LHA states that some money were provided to the LHA by the holder of the planning permission in relation to highways issues but this has been spent. Consequently, maintenance of the roads affected by vehicle movements associated with this site would need to be funded from the LHA's general repairs and maintenance budget; road patching works would be undertaken as necessary.

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

M34/13 Local Highway Improvements 2013/14

Further to minute M116/12, the Clerk reported on the outcome of the 2013/14 bidding process.

The Clerk informed members that the total budget allocation for the district of Fenland was £100,000 and that the district area assessment panels (comprising County Councillors representing electoral divisions within the district) were asked to consider bids and make recommendations on how the budget should be allocated in respect of the scheme bids submitted.

In most cases, the assessment panels adopted a simple scoring system with a maximum of 10 points per scheme. Using this assessment system, the scheme submitted by Manea Parish Council (for installation of a traffic calming

measure on Station Road) scored 1.5 points out of a maximum of 10; the bid was ranked in last place out of the 12 submitted throughout Fenland. The County Council has decided that the top eight ranking schemes in Fenland would be allocated funding.

The County Council has commented that, at this stage, the scheme costs are indicative and further work will be required to provide detailed cost estimates. On that basis, only a proportion of each district area budget has been committed initially. Once the costings for the approved schemes are confirmed, the County Council would consider allocating any uncommitted funding to the currently unsuccessful bids up to the value of the budget available and in accordance with the ranking of the bids. This means that although funding is not allocated currently to the Manea bid, the possibility of funding from the County Council for the scheme at a later date exists.

Members decided that the outcome of the 2013/14 bidding process be noted.

M35/13 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 a 36.6 metre high (hub height) wind turbine and kiosk on land north-west of East Leys, Hundreds Farm, Langwood Fen Drove, Chatteris – F/YR13/0402/F (applicant: Hallmark Power Ltd).

Object to the application, on the basis that

- *approval of this proposal would introduce a feature that would have a detrimental impact visual upon the character of the area*
- *the proposed wind turbine would be on the flight path of birds visiting the local wetlands and would, consequently, pose a safety to hazard to those birds.*

- (2) Erection of two houses, involving demolition of existing outbuilding (renewal of planning permission F/YR07/0893/O and F/YR10/0495/EXTIME) on land north of 36 Westfield Road, Manea – F/YR13/0424/EXTIME (applicant: Mr M Grainger).

That the application be supported.

M36/13 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. Only three crimes had been reported within Manea since the last meeting of the Parish Council; these related to two rural burglaries (one break-in at an outbuilding and one theft of high-value machinery) and one attempted theft of fuel from a haulage yard.

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. He made the point that, in the absence of parking restrictions at that location, the owner of this vehicle is not actually committing an offence; the PCSO would, however, speak with this individual regarding the difficulties he is causing by his action.

PCSO Bogunovic commented that the planned leaflet drops in the village, with the aim of recruiting Neighbourhood Watch volunteers in Manea, had been undertaken; the level of response from the public had, however, been disappointing. The Constabulary proposes to continue publicising the scheme to parishioners.

The PCSO mentioned that the next meeting of the Chatteris and Manea Neighbourhood Forum had been scheduled for 12 August 2013, to commence at 7.00 pm, at Manea Village Hall.

PCSO Bogunovic responded to members' questions.

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

M37/13 Reports from District and County Councillors for the parish

Councillor Archer, the District Councillor for Manea, was not present at the meeting and he had not produced information, for reporting by the Clerk, on District Council-related issues.

Councillor Connor, the County Councillor for the electoral division which includes Manea, informed members that the County Council had decided recently to reduce, from 15,000 to 3,000, the number of public signatures required on a petition to entitle the petitioners to discussion of the matter at a Council meeting; this facility could be used to further the campaign for improved rail services for Manea (minute M33/13 (8) refers).

Councillor Conner mentioned that he had been appointed as the Lead Member on the County Council's potholes group and that he is endeavouring to persuade the County Council's Cabinet to allocate additional funding to highways maintenance works. He gave a commitment to the Parish Council that he would be an active councillor for Manea and is happy to take-up any issues with the County Council on behalf of Manea parishioners

Members decided that the situation be noted.

M38/13 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) Allotments – members discussed the need for repair works to the roadway which serves the Parish Council's allotments site (and other land) at The Twenties, to maintain a suitable means of vehicular access.

Members consider that a sum of £1,000 should be allocated to fund repair works to this access road. It was acknowledged by members that the Parish Council must not get itself into a position whereby it needs to spend all, or a significant majority, of the money that it receives from allotment rents on maintaining this road.

Members are aware that persons in addition to the users of the garden allotments would derive benefit from any repair works undertaken and, consequently, it was felt that those who the council believes would derive such benefit should be invited to make a financial contribution towards the costs incurred by the Parish Council

Members decided that

- (1) a sum of £1,000 should be allocated to fund repair works to the access road which serves the council's allotments at The Twenties;
- (2) Councillor Cole would arrange the repair works;
- (3) a letter be sent by the Clerk to the users of this access road inviting them to make a financial contribution towards the repair costs.

M39/13 Manea Pit

Members considered the minutes of the meeting of the Manea Pit Management Committee held on 26 June 2013.

At 26 June 2013 meeting (minute PMC7/13 refers) the management committee decided to recommend to the Parish Council that a dog waste bin be installed at the playing field car park (with the hope that dog walkers would deposit would deposit dog waste in that bin rather than in the litter bins located around the pit).

The Chairman informed members that work parties had taken place on the last three Wednesdays.

Following their inspection of the pit area, which took place immediately prior to this meeting, members considered whether there are any issues which require either addressing by the Parish Council or reference to the Manea Pit Management Committee. It was concluded that some maintenance works are required, which could be addressed by future work parties, and that action is needed to control the growth of lilies in the pit.

Members decided that

- (1) the contents of the Manea Pit Management Committee minutes, the associated updates and the results of the Parish Council's inspection of the pit area be noted;
- (2) the management committee's recommendation regarding the purchase and installation of a dog waste bin at the playing field car park be approved;
- (3) the Chairman would discuss with a particular local contractor the works required to control the growth of lilies in the pit.

M40/13 Financial matters

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

Income

Various (via I Fost)	Sale of fishing tickets	£118.50
Fenland District Council	Concurrent Functions Grant – first half	£1,955.00
A R Clingo	Interment fee	£154.00
Richard King Memorials Ltd	Memorial tablet	£100.00
Turner and Son	Interment fee - Goude	£308.00
Total Income		£2,635.55

Expenditure

Manea Village Hall	Room hire on 17 June 2013	£10.00
G Fowler	Emptying of cesspit at playing field	£70.00
Mrs A Ryman	Wages and expenses	£54.82
M Short	First half-year Caretaking wages	£390.00
M Short	Key cutting	£4.99
Anglian Water	Water for playing field	£35.78
Anglian Water	Water for cemetery	£13.08
Rural Cambs CAB	Outreach service: April to June 2013	£80.00
E.on	Electricity for village green	£4.58
E.on	Electricity for sports area	£7.33
E.on	Electricity for pavilion	£43.72
Philip Bridgement	Supply and fit doors to toilets	£524.00
T Jordan	Salary (less income tax of £120.57), Broadband and other expenses	£563.69
A Fielding Ltd	Fit new head to strimmer (for pit works)	£35.00
Poppyfields Investments	Supplying and fitting gate and fencing at community orchard	£540.00
Total Expenditure		£2,376.99

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 30 June 2013 (in the total sum of £52,697.16), together with the month-end figures for each of the preceding six months and as at 30 June 2012.

Members decided

- (1) upon a proposal from Councillor Risbridger, seconded by Councillor Mrs Berry, that the income of £2,635.55 be noted and that the payments totalling £2,376.99 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 30 June 2013, together with the month-end figures for each of the preceding six months and as at 30 June 2012, be noted.

M41/13 Correspondence

- (1) Citizens' Advice Bureau outreach service.

The Clerk read to members a letter from the Rural Cambs Citizens' Advice Bureau, informing the Parish Council that, because of staff shortages during the summer, the outreach service usually provided fortnightly at Manea would not operate during August 2013.

Members decided that the situation be noted.

- (2) Untidy land on Wisbech Road, Manea.

The Clerk read to members a letter from a resident of Wisbech Road, enquiring as to whether the Parish Council could take any action to ensure the tidying (including removal of brambles and weeds) of a neighbouring site.

Members decided that the Clerk would write to the enquirer, informing her that the Parish Council possesses no powers in this regard and suggesting that she discusses the situation with the owner of the land in question.

M42/13 Station Road, Manea

One member mentioned the need for cutting of the highway verge in front of 48 A Station Road and another enquired as to whether the Local Planning Authority would be able to take any action to remedy the derelict condition of number 48.

Members decided that the Clerk would raise these issues with the Local Highway Authority and the Local Planning Authority respectively.

M43/13 Next meeting

Members were reminded that the next meeting of the Parish Council had been scheduled for 19 August 2013, commencing at 7.00 pm, at the Village Hall, School Lane, Manea.

Meeting finished at 8.25 pm

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

Date:.....