

# **MANEA PARISH COUNCIL**

## **MINUTES OF MEETING**

**18 AUGUST 2014 – 7.00 pm.**

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

**Apologies:** Councillor Fielding.

The minutes of the meeting of 21 July 2014 were confirmed and signed.

### **M46/14 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.

### **M47/14 Open Forum**

#### **Planning application F/YR14/ 0588/F (Siting of 3 caravans and erection of 3 x single-storey day rooms and 1.8 metre high close-boarded fence at Log Cabin, Old Dairy Yards, Westfield Road, Manea)**

The wife of the applicant for this proposal spoke in support of this planning application; she informed members that she had lived in Manea for more than 20 years and that her children are also residents of the village; it is the desire of the family to live in close proximity to one another and, hence, this planning application for the siting of the 3 caravans to accommodate the extended family. She commented that more than 60 letters of support for this application had been submitted by villagers to the Local Planning Authority.

Members decided that the comments made by the resident be noted and that they be taken into account when considering the planning application at minute M49/14.

### **M48/14 Progress on actions from minutes of last meeting**

#### **(1) Verges, trees, hedges and footpaths (minutes M30/14, M40/14 and M42/14)**

The Clerk reported that he had drawn to the attention of the Local Highway Authority (LHA) the issues and concerns raised at minutes M30/14, M40/14 and M42/14 and had subsequently been informed by an officer of the LHA that each would be investigated and receive appropriate action.

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

#### **(2) New pavilion for Manea (minute M31/14 (2))**

The Clerk reported that he had submitted to Fenland District Council (FDC) the application from Manea Parish Council for funding under Rural Capital Grants scheme and that he had, consequently, received a letter of acknowledgement from the Senior Community Development Officer at FDC.

The letter from Fenland District Council (FDC) informs Manea Parish Council that FDC is in the process of reviewing the Rural Capital Grants scheme and officers are awaiting confirmation regarding the outcome of the review; once the outcome of the review is known, the Senior Community Development Officer at FDC will contact the Clerk to discuss the next stages of Manea Parish Council's application.

Members expressed the opinion that, given the potential benefits that it provides to rural communities, the Rural Capital Grants scheme should continue to be offered by Fenland District Council (FDC) and that FDC should not be looking at this scheme as a possible way of reducing the authority's capital expenditure.

Members feel that this council's application for funding under the Rural Capital Grants scheme (and any other applications currently with FDC) should be determined on the basis of the scheme currently in force, irrespective of whatever the outcome of the review of FDC's capital programme may bring; they also expressed the view that as the application is not new to Fenland District Council (FDC) - it was submitted initially around three years ago - it would have been appropriate for FDC to potentially "ear mark" within the Rural Capital Grants budget the financial sum for which Manea Parish Council has applied.

Members decided that the current situation be noted and that the Clerk would respond to the letter from Fenland District Council's Senior Community Development Officer, informing her of the Parish Council's views, as set out above, in this matter.

**(3) Memorial to RAF Halifax bomber crew (minute M31/14 (3))**

The Clerk reported that all of the works to provide a memorial (consisting of memorial plaque affixed to a brick plinth) had been undertaken and that he had forwarded to the requester a photograph (provided by Councillor Woodard) of the memorial; he reported also a letter of thanks from the requester, which was accompanied by a cheque in the sum of £20.00 towards the costs.

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

**(4) Cranmore Lots allotments site (minute M41/14)**

The Clerk reported that, due to levels of workload, he was yet to make contact with the firm of estate agents selected by the Parish Council to market the Cranmore Lots allotments site.

Members decided that the information reported by the Clerk be noted and that the additional firm of estate agents now identified also be engaged by the Parish Council to market the Cranmore Lots allotments site.

**M49/14 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 side extension and removal of chimney to existing dwelling at 18 East Street, Manea – F/YR14/0582/F (applicant: Mr P Rolfe).

*That the application be supported.*

- (2) Siting of 3 caravans and erection of 3 single-storey day rooms and 1.8 metre high close-boarded fence at Log Cabin, The Old Dairy Yards, Westfield Road, Manea – F/YR14/0588/F (applicant: Mr T Savage).

*That the application be supported. However, the Parish Council has concerns regarding the adequacy of the access road, in terms of condition and width, and the additional traffic that would be generated by the development (in terms of it accessing Westfield Road).*

*(Councillors Cole, Emery and Jolley declared their respective non-pecuniary interest in this application, by virtue of friendship with the applicant for the proposal, and Councillor Emery requested it be recorded that he took no part in the discussion and voting thereon)*

- (3) Erection of a three-storey 7-bed dwelling (incorporating 2-bed annexe) with attached double garage – amendment to planning permission F/YR12/0555/F in relation to plot 7 only on land north of 55A Station Road, Manea – F/YR14/0482/F (applicant: Mr D Addison) = revised proposals (re-positioning of plots 6 and 7 and 2-bed annexe to plot 7).

*That the revisions to the application be supported.*

At the Parish Council meeting on 18 November 2013 (minute M85/13 refers) members decided to recommend to Fenland District Council that planning application F/YR13/0833/F - for the erection of 26 dwellings comprising of 14 x single-storey 1-bed, 8 x single-storey 2-bed with detached garages, 2 x single-storey 2-bed with attached garages, 1 x two-storey 2-bed with integral garage and 1 x two-storey 3-bed with integral garage on land west of 49 – 49A High Street, Manea - be supported, subject to the imposition of a planning condition or Section 106 Planning Obligation (whichever is appropriate) to require the 14 single-storey dwellings to be available at affordable rents in perpetuity.

Fenland District Council (FDC) is now asking whether the Parish Council wishes to re-consider its recommendation, given that a viability assessment carried out on behalf of FDC has concluded that *“On viability grounds, we accept that no affordable housing can be delivered on this site but that the aforementioned Section 106 contributions totalling £37,942 are sought. I have discussed the viability issues with FDC’s Housing Strategy and Enabling Officer, who has accepted that, under the circumstances, affordable housing cannot be provided on this site”*.

Mr J Maxey, a representative of the applicant for this proposal, expressed the view that the information provided to Manea Parish Council by Fenland District Council does not explain entirely how the current situation had been reached.

Mr Maxey informed members that it became clear as this application progressed that Fenland District Council wished to have a wider range of provision of property types, and to ensure they were under the control of a Housing Association, rather than available for local people with a connection to Manea. Fenland District Council is correct in its opinion as to the viability of the scheme and the absence of need for a Section 106 Planning Obligation in relation to the provision of affordable housing as part of the development. Despite the absence of need for a section 106 Planning Obligation for such, the applicant still intends to provide the 14 one-bed units as rented retirement properties and at reasonable rental levels; he sees this as an investment in the village, which is important to him.

Mr Maxey explained that the majority of housing on this site would fulfil an “affordable housing” function for the village, within the control of someone with the interests of the village at heart and providing accommodation for village people, not opened up to anyone on the Council waiting list. He added that the design aspects are unchanged by from those considered previously by the Parish Council.

Mr Maxey responded to members’ questions.

Members decided that the application be supported without the imposition of a planning condition or Section 106 Planning Obligation) to require the 14 single-storey dwellings to be available at affordable rents in perpetuity.

(Councillor Cole declared his pecuniary interest in this application, by virtue of his ownership of the application site, and retired from the meeting for the duration of the discussion and voting thereon)

### **M50/14 Police matters**

Although no representative of the March and Chatteris Policing Team was present at the meeting, PCSO Sam Dyer had provided a report detailing recent incidents of crime and disorder which had been reported to the Constabulary since the last meeting of the Parish Council, as follows:

- one theft of a generator from a remote farm location
- one report of a male having stolen, at some point between 1 April and 25 July 2014, several items belonging to his in-laws.

Members raised concerns regarding motorists exceeding the speed limit along Park Road. The Chairman informed the council of incidents that he had reported recently to the Constabulary.

Members decided that

- (1) the information reported by the Clerk, on behalf of PCSO Dyer, and the Chairman be noted;
- (2) the Clerk would request the Constabulary to seek to address the issue of motorists speeding along Park Road.

### **M51/14 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. On this occasion, neither councillor had provided any information, for reporting by the Clerk, on County Council or District Council issues.

Members decided that the situation be noted.

### **M52/14 Public open spaces**

- (1) Playing field – further to minute M38/14, the Chairman reported that he had purchased a directional Toilet sign and would arrange its affixing in an appropriate location.

The Chairman informed members that he had received a financial donation from Manea Gala Committee, which he would forward to the Clerk for payment into the council's bank account.

Some members mentioned the need for grass re-seeding works to the goal mouths of the football pitch.

Members decided that

- (1) the information reported by the Chairman be noted;
  - (2) Councillor Cole would arrange for the council's grounds maintenance contractor to undertake grass re-seeding works to the goal mouths of the football pitch.
- (2) Cemetery – the Chairman informed members that the War Graves Commission (WGC) had designated one of the graves in Manea Cemetery as a War Grave.

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

### M53/14 Manea Pit

Members considered the minutes of the meeting of the Manea Pit Management Committee held on 7 August 2014.

In relation to minute PMC24/14, the Chairman informed members that a work party would be arranged to undertake the preparatory work for installation of the pond dipping area.

Further to minute M24/14, the Clerk reported the quotation from one of the three contractors invited to submit a quotation for undertaking surfacing works to the car parking area at Manea Pit; it appears that the other two contractors had decided not to submit a quotation for this work. The Clerk informed members that the quotation is less than the sum provided within the council's budget for this work.

Members decided that

- (1) the contents of the Manea Pit Management Committee minutes be noted;
- (2) the quotation for provision of hard standing, in the sum of £2,000.00 (plus VAT), the only one received, be accepted.

### M54/14 Allotments

The Clerk read to members a letter from the Secretary of the Manea Allotment Association, a copy of which had been circulated to members in advance of the meeting.

In summary, the Manea Allotment Society is requesting that

- in view of the continuing under-occupation and cost of maintaining vacant plots in a condition which should attract new tenants, Manea parish Council considers reducing the annual rent paid by Manea Allotment Association by £100 to £500 for the 2014/15 allotment tenancy year
- the Parish Council provides the association with a clear statement as to the status of the access road to the allotments and specify which groups of people are entitled to use that road; that the Parish Council erects a notice which clarifies the status of the road
- as part of its annual inspection of the community assets in Manea, the Parish Council makes an assessment of the amount of road fill material needed to preserve the condition of the road and to replenish the supply on a regular basis.

Members decided that

- (1) the level of rent paid by Manea Allotment Association be reduced (from £600) to £500 for the 2014/15 allotment tenancy year;
- (2) as it is not the owner of the access road – the council believes that the ownership is shared by the owners of the adjoining agricultural land – the council is unable to decide who shall/shall not use the road;
- (3) the Parish Council would continue to provide the necessary road fill material, to enable the allotment association to keep the surface of the access road maintained;
- (4) the Clerk would inform the Manea Allotment Association of the Parish Council's decisions at (1) to (3) above.

## M55/14 Financial matters

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

### Income

M Harrison	Contribution towards on memorial for Halifax bomber crew	£20.00
Various (via I Fost)	Sale of fishing tickets	£282.50
<b>Total Income</b>		<b>£302.50</b>

### Expenditure

Manea Village Hall	Room hire on 21 July 2014	£10.00
Mrs A Ryman	Wages and expenses	£63.50
T Jordan	Salary (less income tax of £119.88), Broadband and other expenses	£547.26
E.on	Electricity for village green (includes VAT of £0.37)	£7.78
E.on	Electricity for sports area (includes VAT of £0.48)	£10.01
Cambridgeshire County Council	Funding for Manea Youth Club – first quarter	£1,110.93
I Woodard	Reimbursement of expenditure incurred in purchasing Halifax Bomber memorial plaque (includes VAT of £21.80)	£162.00
British Recycled Plastic	Materials for pond dipping area (includes VAT of £570.88)	£3,425.29
B H Linney	Building memorial plinth	£40.00
Jaks Graphics	3 x signs	£40.00
<b>Total Expenditure</b>		<b>£5,416.77</b>

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 31 July 2014 (in the total sum of £62,748.87), together with the month-end figures for each of the preceding six months and as at 31 July 2013.

Members decided

- (1) upon a proposal from Councillor Jolley, seconded by Councillor Risbridger, that the income of £302.50 be noted and that the payments totalling £5,416.77 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 31 July 2014, together with the month-end figures for each of the preceding six months and as at 30 July 2013, be noted.

**M56/14 Correspondence**

**Manea Gala Committee**

The Clerk read to members a letter from the Chairman of the Manea Gala Committee, expressing concern that the Treasurer of the committee had been approached by a member of the Parish Council who had asked for details of the proceeds of this year's gala and the committee's intentions for the use of such. The Chairman of Manea Gala Committee expressed the opinion, through his letter, that the manner in which this information had been sought by the councillor is not acceptable. The Chairman of the Manea Gala Committee stated that he would be happy to attend a future meeting of Manea Parish Council to inform members of Manea Gala Committee's financial circumstances.

Members decided that the Chairman of Manea Gala Committee be informed that

- the council thanks him for bringing this matter to its attention and agrees with his view that the approach made to the Treasurer of Manea Gala Committee, which was not at the request of the Parish Council, was in appropriate
- with the exception of one councillor, Manea Parish Council has no concerns regarding the Gala Committee's finances and does not require a representative of the committee to present its accounts to the council.

**M57/14 Next meeting**

Members were reminded that the next meeting of the Parish Council had been scheduled for 15 September 2014, commencing at 7.00 pm, at the Village Hall, School Lane, Manea.

**Meeting finished at 8.15 pm**

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

Date:.....