

MANEA PARISH COUNCIL

MINUTES OF MEETING

16 MARCH 2015 – 7.00 pm.

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

Apologies: Councillor Cole

In attendance: District Councillor Sutton.

The minutes of the meeting of 16 February 2015 were confirmed and signed.

M145/14 Open Forum

Parish Council membership

A new resident to the village informed the council that she had been a member of the Parish Council where she had lived previously and stated that she would be interested in being considered for co-option to fill any vacancy which might arise on Manea Parish Council.

In response, the Chairman mentioned the elections which would take place on 7 May 2015 to fill all of the seats on Manea Parish Council. The Clerk provided the resident with a Nomination Paper Pack, which had been produced by Fenland District Council, for those local council elections.

Members decided that the comments of the resident be noted.

M146/14 Making Money Count

Members received a presentation for Mrs L Stannard on the Making Money Count project.

Mrs Stannard explained that Making Money Count is a five year Big Lottery funded partnership project working in Fenland to give practical help with money between 2013 and 2018. She informed members that the intention is to visit all of the tenants of social housing within Fenland and she made the point that, to date, in excess 500 social housing tenants had been supported one-to-one in the home and that drop-in support had been provided to more than 1,200 people in the community. The project includes participation by two Housing Associations, Fenland District Council and the Rural Cambs Citizens' Advice Bureau.

Mrs Stannard commented that although take-up of Making Money Count services had been strong in the Fenland towns, the project team wishes to do more to support people living in rural locations and is hoping to work with Parish Councils in Fenland to ascertain what is needed and how the resources of Making Money Count could be used to meet the needs of those rural communities.

Mrs Stannard gave some examples of how making Money Count could support those living in Manea, including:

- moving home – helping people to sort out priority bills, find insurance and deal with any debt and money concerns, plus where to find low-cost, recycled goods as well as helping with grants and benefits for essential household items such as bedding, white goods and clothing
- changing jobs - free employment support and advice to develop CVs, searching for work, volunteering and training opportunities and ideas
- shopping and cooking – using the Making Money Count shopping on a budget and meal planners etc
- heating the home - all the information needed to find the cheapest deals, getting help with grants and what to think about
- sorting out the bills – helping people to feel more in control in managing their personal finances.

Mrs Stannard commented that feedback received tells the project that the support provided is practical, timely and much needed and helps people avoid the much bigger problems of unmanageable debt with the consequences on health, relationships, children and community.

From 2015 the Making Money Count team is hoping to run some small scale pilot activities in a number of parishes based on what is wanted and needed by those communities.

Making Money Count uses, on a couple of days each week, the New Horizons bus, which acts as an on-line information centre; it possesses full digital access, laptops and refreshments as well as the trained Money Mates. The Making Money Count team is also happy to develop specific resources if there is a particular issue that parishioners want to know more about.

Members decided that the information presented by Mrs Stannard be noted and that the offer from the Making Money Count team to include visits to Manea as part of its project be accepted.

M147/14 East of England Ambulance Service Community First Responders (CFR)

Members had expected to receive a presentation from the local CFR co-ordinator on this scheme; however, that person had not attended the meeting.

M148/14 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.

M149/14 Progress on actions from minutes of last meeting

(1) Manea Action Plan (minute M131/14 (2))

The Chairman informed members that he had invited three local contractors to provide a quotation for the manufacture and installation of a community notice board; however, only one of those contractors had responded to the invitation. The Chairman reported the one quotation received, in the sum of £800.00.

The Chairman reported that he had met on-site with the relevant officer of the Local Highway Authority regarding the installation of the proposed notice board within the pavement on Park Road and that the officer had indicated support for such installation, subject to all works according with the requirements of the Local Highway Authority.

Members decided that the information reported by the Chairman be noted and that the quotation for manufacture and installation of a community notice board, in the sum of £800.00, which is in line with quotations for similar works procured by the council in the past, be accepted.

(2) **New pavilion for Manea (minute M133/14 (1))**

The Clerk informed members that the Parish Council's application for funding (of £100,000) under Fenland District Council's Rural Capital Grants scheme would be considered at the meeting of the District Council's Cabinet on 19 March 2015. The Clerk had circulated to members of Manea Parish Council, in advance of this meeting of the Parish Council, a copy of the report which would be considered at the District Council's Cabinet meeting. He drew members' attention to the fact that the report states that the Parish Council's application for funding "had demonstrated clear evidence of undertaking consultation and meets, in part, all priorities within Fenland District Council's Corporate Plan Objectives".

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

(3) **Cranmore Lots allotments site (minute M133/14 (2))**

The Clerk informed members that the situation in terms of the legal process relating to the sale of the Cranmore Lots allotments site is unchanged from that reported at minute M133/14 (2); the legal issue in relation to the deeds to the council's land assets is still to be resolved.

Members decided that the information reported by the Clerk be noted and that he would seek to arrange a meeting between the members of the council and an appropriate representative of the council's solicitors to discuss the situation relating to the deeds to the council's land assets.

(4) **Street lamps (minute M138/14)**

The Clerk informed members that, as a result of him informing Fenland District Council (FDC) of their opinion that the cost of the repair works to street lamp FPC3 on East Street should be met by FDC as the damage to the lamp column was caused as a result of one of that council's refuse vehicles reversing into the lamp column, Fenland District Council had requested Manea Parish Council to provide evidence to substantiate the claim as to how the damage to that the lamp column had been caused.

The Clerk reported that Fenland District Council had undertaken to investigate the feasibility (and cost) of re-locating, as part of the repair/renovation/replacement works to street lamps in Manea (minute M126/14 refers), FPC1, FPC2, FPC3 and FPC4 on Station Road, to the other side of the road.

Members decided that the information reported by the Clerk be noted and that Councillor Mrs Desborough would seek to ascertain the evidence to substantiate the claim that the damage to lamp column FPC3 on East Street had been caused as a result of one of Fenland District Council's refuse vehicles reversing into the column.

(5) **Fenland Association for Community Transport – request for financial assistance (minute M143/14 (1))**

Members considered the request from the Fenland Association for Community Transport (FACT) for financial assistance towards the cost of operating the Dial-a-Ride service which covers Manea.

Councillor Woodard commented that 34 villagers are regular users of this service; three of these villagers, including him, are wheelchair users. He expressed the opinion, with which other members concurred, that this service provides a "lifeline" for its users.

The Clerk reminded members that Manea Parish Council had provided financial assistance towards the cost of operating this Dial-a-Ride service in 2013/14 in the total sum of £300.

Members decided that financial assistance in the sum of £300 be awarded to FACT towards the cost of operating the local Dial-a-Ride service.

(Councillor Woodard declared a non-pecuniary interest in this item of business, by virtue of being a user of the Dial-a-Ride service)

M150/14 Planning applications

Members considered the following planning application and decided to submit to the Local Planning Authority the comments set out (in italics) below:

Erection of 5 x two-storey dwellings comprising of 2 x 3-bed and 3 x 4-bed with detached garages, involving demolition of existing dwelling, at 26 Park Road, Manea – F/YR15/0178/F (applicants: Mr and Mrs D Haylock).

Object on the basis that the erection of 5 dwellings would constitute overdevelopment of the site, with insufficient space for the parking and manoeuvring of vehicles.

Members consider that the site could accommodate 3 dwellings; one at the front of the site and two at the rear.

In addition, the Clerk reported that planning application F/YR15/0011F (which proposed the erection of 2 x two-storey 3-bed dwellings with integral garage at plot 4 land south-east of 9 - 15 High Street, Manea), which was considered (and supported) by the Parish Council at minute M118/14, has been withdrawn by the applicant.

Members decided that the situation be noted.

M151/14 Police matters

Although no representative of the March and Chatteris Policing Team was present at the meeting, PCSO Shane Green had provided a report detailing recent incidents of crime and disorder which had been reported to the Constabulary, as well as updating the Parish Council on other relevant matters, since the last meeting of the Parish Council. PCSO Green's report mentioned that

- PCSOs had been patrolling Manea regularly and, whilst in the village, had been paying close attention to the parking of vehicles in the vicinity of the school. The PCSOs had assessed the condition of the yellow lines around the school and had concluded that the zig-zags outside the school need re-painting
- another issue is the poor condition of the yellow lining at the Station Road/High Street junction, which "disappear", are faded and not finished correctly. This means that unless the defects are rectified, the Constabulary is unable to enforce the parking restriction at that location
- there had been three crimes in the village since the last meeting of the Parish Council; those being one incident of theft of a motor vehicle and two of theft from a motor vehicle
- there had been no reported incidents of anti-social behaviour in the village
- on 30 March 2015 PCSOs would be in the New Horizon bus, which would be parked in front of the Rose and Crown public house, to give residents the opportunity to have a 'cuppa with a copper'; this would be advertised on the Constabulary's social media sites and also via Neighbourhood Alerts.

The Clerk informed members that, upon his receipt of the report from PCSO Green, he had drawn to the attention of the Local Highway Authority the need for works to remedy the condition of the yellow lining at the locations mentioned by PCSO Green.

Members decided that the information reported by the Clerk, on behalf of PCSO Green, be noted.

M152/14 Reports from District and County Councillors for the parish

Councillor Connor, the County Councillor for the electoral division which includes Manea, was not present at the meeting.

Councillor Sutton, the District Councillor for the Elm and Christchurch ward, informed members that, being aware of the fact that there is currently no District Councillor for Manea, he is happy to assist, until the May 2015 elections, in ensuring District Council support for issues raised by Manea parishioners.

Councillor Sutton informed members that

- Mrs Belinda Carson, who had retired recently from her role as Practice Nurse at the village Doctor's Surgery, had been nominated for a Pride in Fenland award in recognition of her lengthy service to the local community
- further to minute M136/14, all of the signage and road markings required to re-introduce the 50 mph speed limit along the Sixteen Foot Bank had been completed and early indications show that the speed of traffic along that road has reduced accordingly
- because of the difficulties experienced by local residents as a result of the inconsiderate parking of vehicles by contractors working on construction of the new houses on behalf of Circle Roddons Housing Association (CRHA), CRHA had given instructions to the contractors to park their vehicles in a considerate manner and had sent letters (providing contact details for residents to report to CRHA any future incidents of inconsiderate parking of vehicles by contractors) to 45 households in Manea; CRHA states that it had heard nothing from residents in response to the letter. District Councillor Sutton added that residents in a part of Elm had experienced similar difficulties
- further to minute M136/14, he had "challenged" the response from Fenland District Council's Head of Planning Services that there are no Section 106 Planning Obligation monies which Manea Parish Council would be able to access to contribute towards the cost of constructing a new pavilion (minute M133/14 (1) refers). District Councillor Sutton explained to members that Fenland District Council is currently holding two sums of Section 106 Planning Obligation money for the provision or enhancement of play spaces in Manea – one is for £32,400 (planning permission reference F/YR05/0024/RM) and the other is for £4,044 (planning permission reference F/92/0324/F); it would be possible, subject to the developer entering into a Deed of Variation with Fenland District Council, for the larger sum to be "re-allocated" to the constructing of a new pavilion (it is anticipated that the Parish Council would be expected to meet the legal costs, estimated at between £300 and £400, associated with the Deed of Variation). Such a course of action would not be possible with regard to the lower sum, as the developer is no longer in business; the sum could, however, be accessed by the Parish Council to provide play equipment etc.

Councillor Jolley, in his capacity as the District Councillor for Wimblington, informed members of a number of highway maintenance works which had been undertaken recently in and around the village and commented that further works are required along Byall Fen.

Members decided that the situation be noted.

M153/14 Public open spaces

- (1) Street Pride – further to minute M87/14 (2), the Chairman reported, on behalf of resident of the village, that the Manea Street Pride group is active once again and that it had undertaken, last weekend, clearance works at the playing field and adjacent car park.

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

- (2) The Chairman informed members that he had received complaints from parishioners regarding the driving of motor vehicles by youths in the car park adjacent to the playing field, who are causing damage to the car park and disturbance to nearby residents through their actions and he sought members' views on how the situation could be remedied.

Members decided that a gate be manufactured and installed at the entrance to the car park.

- (3) Funfair – further to minute M88/14 (4), the Chairman reported that he had met recently with the operator of the funfair to discuss the operator's precise operational needs etc for the funfair, which would consist of five rides/activities; it would arrive on site on 13 July and depart on 19 July 2015. The Chairman informed members that the showmen would need access to water and electricity for their caravans. He mentioned that the operator of the funfair had enquired as to the level of fee that would be levied by the council for the funfair's use of the council's land and facilities.

Members decided that the information reported by the Chairman be noted and that with regard to a charging the funfair operator a fee for use of the playing field etc, they are happy for the operator to make a donation (at whatever level he feels would be reasonable, depending upon the success of the event) to the council following the event.

M154/14 Manea Pit

Members considered the minutes of the meeting of the Manea Pit Management Committee held on 3 March 2015, including the recommendation at minute PMC47/14; this being that fees for Carp Syndicate membership and fishing tickets for the 2015/16 be not increased from the 2014/15 level; approval of this recommendation would result in fees for 2015/16 remaining at:

- £120.00 for annual membership of the Carp Syndicate
- £27.50 for an annual fishing season ticket
- £16.50 for a concessionary rate annual season ticket
- £5.00 for a day fishing ticket.

In accordance with minute PMC44/14, the Chairman had investigated the cost of purchasing hardcore, for the purpose of undertaking maintenance works to the access roadways at the pit area (plus sufficient to be able to continue to maintain the access road to the allotments site); the cost would be £18.75 per ton; the Chairman suggested the purchase of 20 tons.

Further to minutes M123/14 and M140/14, members considered the possible purchase and installation of a bench to replace the one which had been stolen (minute M105/14 refers); Councillor Woodard expressed the opinion that a replacement bench should be purchased and installed and that such bench should be of a different design to the one which had been stolen; he showed members a copy of the alternative type of bench.

The Chairman reported that he had received a request from a film production company to undertake filming activities in and around the pit area for an adaptation of the Bernard Cornwall novel "The Last Kingdom". He explained the proposals for use of the pit and its surroundings and that the film crew would be on site for approximately five weeks during May and June 2015.

Members decided

- (1) that the contents of the Manea Pit Management Committee minutes be noted;

- (2) to approve the recommendation of the Manea Pit Management Committee (minute PMC47/14 refers) that fees for Carp Syndicate membership and fishing tickets for the 2015/16 be not increased from the 2014/15 level;
- (3) that a replacement picnic bench be purchased, of the design suggested by Councillor Woodard, at a cost of £250.00 (the same as the cost of the one which had been stolen), for installation at the woodland area;
- (4) that because of the potential for disturbance that could be caused to that part of the village, and in particular to spawning fish in the pit and nesting birds around the pit at that time of the year, the request from the film company to undertake filming activities be refused;
- (5) that the Chairman would organise the purchase of 20 tons of hardcore.

M155/14 Financial matters

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

Income

Total Income	£0.00
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Expenditure

Manea Village Hall	Room hire on 16 February 2015	£10.00
Mrs A Ryman	Wages and expenses	£65.90
T Jordan	Salary (less income tax of £131.47), Broadband and other expenses	£623.64
E.on	Electricity for pavilion (includes VAT of £5.20)	£109.10
E.on	Electricity for village green (includes VAT of £0.48)	£10.02
Ransonmoor Engineering Ltd	Studding for pond dipping platforms (includes VAT of £5.00)	£30.00
Mr I Fost	Reimbursement for the purchase of fixings for pond dipping platforms (includes VAT of £53.79)	£322.73
Cambridgeshire County Council	Funding for Manea Youth Club – fourth quarter	£1,119.93
H M Revenue and Customs	Clerk's Income Tax (December 2014 and January and February 2015)	£393.45
M Williams	Reimbursement for the purchase of seed mix for the community orchard/woodland	£18.00
Haine Tree Services Ltd	Works to Ash tree adjacent to Swallow Court, Manea (includes VAT of £60.00)	£360.00
Total Expenditure		£3,062.77

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 28 February 2015 (in the total sum of £43,102.05), together with the month-end figures for each of the preceding six months and as at 28 February 2014.

Members decided

- (1) upon a proposal from Councillor Mrs Desborough, seconded by Councillor Fielding, that the income of £0.00 be noted and that the payments totalling £3,062.77 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 28 February 2015, together with the month-end figures for each of the preceding six months and as at 28 February 2014, be noted.

M156/14 Annual Assembly 2015 - agenda items

Members discussed possible agenda items for the Annual Assembly arranged for 20 April 2015.

Members decided that

- (1) the agenda for the 2015 Annual Assembly would contain the following items in addition to the "standard" items which had featured on previous years' agenda:
 - update on the Manea rail service
 - update on the Manea Rural Digital Club.
- (2) publicity for the event be given via posters in the village, a notice on the Parish Council's website and mention in a local newspaper.

M157/14 Correspondence

- (1) Magpas – request for financial assistance.

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

The letter of request gave details of the number of accidents that it had attended over the previous twelve months period and examples of some of the costs it incurs in operating the service it provides.

Members decided that a donation of £500.00 be made to Magpas.

- (2) East of England Ambulance Service – provision of defibrillator.

The Clerk read to members an e-mail from a parishioner, informing the council that the East of England Ambulance Service had provided a defibrillator at the Rose and Crown public house; the defibrillator would be available for use by public house staff that would be trained for such.

Members decided that the situation be noted.

- (3) Cambridgeshire and Peterborough Association of Local Councils.

The Clerk reported to members the annual invitation from the Cambridgeshire and Peterborough Association of Local Councils (CAPALC) for Manea Parish Council to become a member of the association, at a cost of £430.26 for the municipal year 2015/16.

The Clerk outlined briefly the information provided by CAPALC as to the benefits of a local council being a member of the association and reminded members that Manea Parish Council had not been a member of

CAPALC for a number of years, on the basis that members had not been convinced that such membership provided good value for money.

Members decided that the information reported by the Clerk be noted and that this matter be deferred to the first meeting of the new council (following the May 2015 elections).

(4) Mrs B Carson – Thank You card.

The Clerk read to members a Thank You card from Mrs B Carson, who had retired recently from her role as Practice Nurse at the village Doctor's Surgery, for the kind words from the members of the Parish Council and their generosity in terms of personal gifts to her.

Members decided that the content of the card be noted.

M158/14 Next meeting

Members were reminded that the next meeting is scheduled for 20 April 2015, following the Annual Parish Assembly which commences at 7.00 pm, at the Village Hall, School Lane, Manea.

Meeting finished at 8.30 pm

Signature:.....(Council Chairman)

Date.....