

MANEA PARISH COUNCIL

MINUTES OF MEETING

20 JULY 2015 – 7.10 pm.

Present: Councillor Emery, Chairman; Councillors Mrs Berry, Cole, Mrs Desborough, Drinkwater, Fielding, Ms Hookway and Woodard.

Apologies: Councillor Risbridger and District Councillor Buckton.

The minutes of the meeting of 15 June 2015 were confirmed and signed.

M35/15 Open Forum

(1) Manea rail service

Mr P Townrow, a member of the Manea Action Plan Implementation Group, informed the Parish Council of the current position regarding the proposed car park for Manea railway station. He circulated to each member of the council a copy of a letter from the Transport Development Manager at Fenland District Council which detailed the current situation (including meetings which had taken place between officers of Fenland District Council and Abellio Greater Anglia) and he expressed disappointment at the continued lack of progress in the delivery of this proposal.

Mr Townrow informed the council that, in addition to continuing to apply pressure to those agencies which have a role to play in the delivery of this proposal, he had contacted the local Member of Parliament in an effort to progress this proposal.

Members decided that the current situation be noted and that the council would lend its support, in any way necessary, to the provision of a car park for Manea Station.

(2) Community Speed Watch

A parishioner informed the Parish Council that he had been caught, by Speed Watch volunteers, whilst driving along Station Road in excess of the speed limit on 9 July 2015. However, the letter that he had received in relation to that incident stated that his "offence" had been recorded at a location in Cambridge; on that basis, he suggested that there are flaws in the manner in which Community Speed Watch operates.

Members decided that the comments of the parishioner be noted and that the offer of Councillor Woodard to investigate the matter be accepted.

(3) Planning application F/YR15/0565/F (for the formation of a vehicular access to existing dwelling at 42 Westfield Road, Manea)

The applicant for this proposal explained the reason for his family needing to install a dropped kerb at this property and requested the Parish Council to give favourable consideration to this planning application

Members decided that the comments of the applicant be noted and that they be taken into account when considering planning application F/YR15/0565/F (minute M40/15 refers).

M36/15 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.

M37/15 Manea Internet Club

Further to minutes M70/14 (2) and M83/14 (3), members received a presentation from Mrs N Scott, the County Council's Digital Inclusion Manager, on the operation and achievements of this project during its first year of operation. She reminded the council of the background to this project and the fact that the council had agreed to meet, for a period of six months, the cost of meetings accommodation (Minute M83/14 (3) refers); this funding expires on 20 August 2015.

Mrs Scott informed the council that the club, which has between nine and fourteen regular attendees (all of whom are more than fifty years of age), is supported by three volunteers, two of whom have expertise in Information Technology. One of the members of the Manea Internet Club would be sitting a City and Guilds exam on Wednesday. She reminded the council that the primary purpose of the club is to equip people with the skills to keep safe whilst using the internet; in addition, the club provides a useful social aspect in helping to prevent isolation and developing community relationships within the village. The project is being sustained by volunteers and donated laptops.

Members decided that the information presented by Mrs Scott be noted and that the Parish Council would continue to meet the cost of hiring the Church Rooms (that being £10.00 per week) as the venue for the Manea Internet Club.

M38/15 Proposed residential development at 26 Park Road, Manea

Members received a presentation from Mr G Edwards, the planning agent for the owner of this site, in relation to a revised proposal for the residential development of this site.

Mr Edwards reminded the council that it had considered, at its meeting on 16 March 2015 (minute M150/14 refers), a planning application (F/YR15/0178/F) for the erection of 5 dwellings at this site and had objected to that number and had expressed the opinion that the site would be capable of accommodation 3 dwellings.. Consequently that planning application had been withdrawn by the applicant and Mr Edwards had re-drawn the scheme to reduce the number of proposed dwellings from 5 to 3.

Mr Edwards described to members the revised scheme and responded to their questions in that regard.

Members decided that the revised proposal for the residential development of land at 26 Park Road, Manea be supported in principle.

M39/15 Progress on actions from minutes of last meeting

(1) Charlemont Drive, Manea – open spaces areas (minute M21/15)

The Clerk reported to members a request from the Charlemont Drive Residents Association for this council's further consideration of this matter to be deferred to the August 2015 meeting of Manea Parish Council because it would not be possible for the association's representative to attend this evening's meeting.

The Chairman informed members that he had been contacted by District Councillor Sutton, who had made some enquiries of Fenland District Council (FDC) regarding the open spaces at this estate. It seems that FDC would have no objections to Manea Parish Council having ownership of such land, provided that it were to bear the legal cost of doing so; however, FDC believes that ownership of the land has now passed to the Crown and cannot see any reason why the Parish Council would wish to incur the costs involved with no benefit to the village as a result.

Members decided - on the basis that the acquisition would be likely to involve a potentially difficult, lengthy and costly legal process, with no commensurate benefit to the village - that Manea Parish Council would not seek to adopt the open space areas at Charlemont Drive; the Parish Council would, however, continue to meet the cost of cutting the grass at the open space areas.

(2) New pavilion for Manea (minute M22/15 (1))

The Clerk informed members that the situation is unchanged from that reported at minute M22/15 (1).

The Clerk reminded members that, now that planning permission has been granted and a significant amount of the necessary funding had been secured, the council needs to put its efforts into identifying sources of grant funding and then submitting applications to acquire the balance of funding needed to be able to deliver this project.

The Chairman expressed the opinion that, to enable the council to be in a position to make applications for funding, it is now necessary to be able to determine an accurate cost for this project.

Members decided that the position be noted and that the Chairman would invite quotations from three local building contractors for construction of a new pavilion.

(3) Cranmore Lots allotments site (minute M22/15 (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 M22/15 (2); the legal issue in relation to the deeds to the council's land assets is still to be resolved.

The Clerk informed members he had been unable, despite requests via e-mail, to arrange a meeting between the Chairman of the Council, he and an appropriate representative of the council's solicitors to discuss the situation relating to the deeds to the council's land assets.

In addition, the Clerk informed members that, following his receipt from the estate agents of clarification of the issue he had raised in relation to the terms of the tenancy agreement (i.e. that the Agricultural Tenancies Act 1995 stipulates that tenancies of no more than one year automatically expire at the end of the year with no requirement for notice to be given by the landlord to the tenant), the Chairman and he had signed the agreement.

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

M40/15 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 rear extension to existing dwelling at 63 Charlemont Drive, Manea – F/YR15/0472/F (applicant: Mr N Usher).

That the application be supported.

- (2) Reserved Matters application relating to the detailed matters of access, appearance, landscaping, layout and scale pursuant to outline planning permission F/YR13/0062/EXTIME (Erection of 2 detached houses with garages (renewal of planning permission F/YR10/0129/O)) on land west of Fenlands, Fallow Corner Drove, Manea - F/YR15/0534/RM (applicant: Mr R Cavill).

That the application be supported.

- (3) Erection of a two-storey 4-bed dwelling, involving the demolition of existing dwelling, on the site of 34 Station Road, Manea - F/YR15/0552/F (applicant: Mr P Arnold).

That the application be supported.

- (4) Formation of a vehicular access to existing dwelling at 42 Westfield Road, Manea - F/YR15/0565/F (applicant: Mr S Payne).

That the application be supported.

- (5) Change of use of land to domestic use and erection of a detached double garage at plot 1, east of Rose Cottage, Fallow Corner Drove, Manea - F/YR15/0583/F (applicant: Mr David Cole).

That the application be supported.

(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)

In addition, the Clerk reported that planning application F/YR15/0362/F (which proposed the erection of a two-storey 3-bed dwelling, involving the demolition of existing outbuildings, at land north of 3A High Street, fronting Parkview Lane, Manea), which was considered (and opposed) by this council at minute M24/15, had been withdrawn by the applicant.

Members decided that the situation be noted.

M41/15 Police matters

Although no representative of the March and Chatteris Policing Team was present at the meeting, PCSO Dawn Rae 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 Rae's report mentioned that

- Manea had experienced a number of incidents over the weekend of Manea Gala; there had been one theft of diesel, two incidents of criminal damage to vehicles and eight burglaries
- there had been two reported incidents of anti-social behaviour in the village; both of these involved neighbours
- the Constabulary would be using the New Horizons Outreach Vehicle (which would be located in front of the Rose and Crown public house) on 4 August 2015 (between 2.00 pm and 4.00 pm) to engage with the community; the outcome of that community engagement would be reported the Chatteris and Manea Neighbourhood Forum meeting scheduled for 5 August 2015 (commencing at 7.00 pm)

- letters would be sent very soon to those who had been found exceeding the speed limit during recent Speed Watch activity; the majority of those who had been caught speeding are residents of the village
- Sergeant Richard Lugg has joined recently the Chatteris and Manea Policing Team
- there are now two PCSOs - Dawn Rae and Joanne Ford - dedicated to covering Chatteris and Manea
- the Constabulary would be using the E-cops/Neighbourhood Alert system to keep residents updated regarding ongoing issues in the village
- efforts are being made to establish a Neighbourhood Watch group within Manea.

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

M42/15 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.

Although District Councillor Buckton was unable to attend the meeting, he had provided a brief report to the Clerk.

The Clerk read to members the report from District Councillor Buckton, which mentioned that the terms of reference for the District Council's forthcoming Comprehensive Spending Review are in the process of being agreed and the likelihood of that the review including the Concurrent Functions Grants made to Parish Councils.

The report mentioned that District Councillor Buckton had met with two residents of Charlemont Drive regarding the possibility of Manea Parish Council adopting the open spaces at this estate (Minute M39/15 refers) but, due to other commitments and issues over the past few weeks, District Councillor Buckton had not been able to undertake discussions with officers at the District Council.

Councillor Buckton's report stated that, further to minute M23/15, a meeting has been held with officers of the Planning Department at Fenland District Council regarding the implications of Local Plan Policy LP12 on planning applications for residential development at Manea; the officers acknowledge that guidance in relation to this policy is required and they will be producing a document in that regard. According to the investigations undertaken by District Councillor Buckton, Manea is currently the only village to have reached the Policy LP12 threshold.

Members decided that the situation be noted.

M43/15 Public open spaces

- (1) Playing field – further to minute M28/15 (1), the Clerk updated members on the situation regarding the claim made against the council by a resident of Manea for compensation in relation to "personal injury and consequential loss" allegedly suffered by his child.

The Clerk informed members that he had provided to the council's insurers, in accordance with the company's request, a copy of the 2014 RoSPA report in relation to the village play area (for comparison with the 2015 version) and had provided responses to questions asked by the insurance company, to assist with defending the claim.

Further to minute M159/14 (6), the Clerk read to members a letter detailing a request to use the playing field on 30 July 2016 to hold a charity event to raise funds for Cancer Research UK and MIND; the event would include a football tournament, entertainment, activities, food etc.

Members decided that

- (1) the information reported by the Clerk be noted;
 - (2) the request for use of the playing field for holding a charitable event on 30 July 2016 be approved and that such use be free-of-charge.
- (2) Allotments – further to minutes M165/14 (2) and M28/15 (2), the Clerk read to members an e-mail from the Chairman of the Manea Allotment Association, in which he responded to the issues which had been raised by certain parties in relation to the activities and proposals of the association in relation to use of the allotments site.

Members decided that the content of the e-mail be noted and that the council would now consider this matter "closed".

- (3) Drainage - the Chairman suggested to members that the drainage pipe work to the rear of the pavilion - a length of around 14 metres - is in need of replacement.

Members decided that the comments of the Chairman be noted and that he would obtain quotations from appropriate local contractors for the necessary drainage replacement works.

- (4) Skateboard park - further to minute M32/15, Councillor Drinkwater informed members that he had obtained a quotation from the manufacturers/installers of the skateboard park to undertake the necessary repair and maintenance works to the structure. He outlined the works which would be undertaken, at a cost of £1,105 (plus VAT). With regard to the quotation, members are of the opinion that the metal angle covers, which the contractor feels could be repaired, should be replaced with new ones; they acknowledge that this may increase the cost of the works but are of the opinion that such action now would deliver a more cost-effective solution in the longer-term.

Members decided that the quotation (which would be revised to reflect the cost of replacing, rather than repairing, the metal angle covers), be accepted and that Councillor Drinkwater would inform the contractor and liaise with the company regarding undertaking the repair works to the skateboard park.

- (4) Funfair - further to minute M153/14 (3), the Clerk read to members a letter from the operators of the funfair, which had taken place in Manea during the week commencing 13 July 2015. The operator explained in his letter the reason for there having been fewer fairground rides than had been planned; the reason is that some of the showmen felt that the timing of the funfair was too close to the date of the Manea Gala to be viable for them.

The operator has expressed a wish to return to Manea, suggesting that he could provide a Halloween Special in October. The operator had given a donation of £100.00 to the Parish Council for use of the playing field for the funfair.

Members decided that the content of the letter from the operator of the funfair be noted and that he be informed by the Clerk that the Parish Council would welcome the holding of future funfairs in the village.

- (5) Further to minute M32/15, Councillor Fielding reported that he had contacted the Manager of the Community Payback Team (CPT) and, consequently, it is hoped that the CPT would be able to undertake, in the near future, general tidying works within the village.

Members decided that the current situation be noted.

- (6) Notice board - further to minute M149/14 (1), Councillor Cole reported that manufacture of the new village notice board, to be installed on Park Road, should be complete by the end of this week.

Members decided that the current situation be noted.

- (7) Manea Gala - the Chairman commented on the 60th annual Manea Gala, which took place on 11 July 2015; he expressed the opinion that the event had been extremely successful and those who had been involved in organising the event had "done Manea proud".

Members decided that the comments of the Chairman, with which they concur, be noted and that the Clerk would send letters, expressing the Parish Council's appreciation of the efforts of the organisers and supporters, to the Manea Gala Committee and the Manea Women's Institute.

M44/15 Manea Pit

Members considered the minutes of the meeting of the Manea Pit Management Committee held on 23 June 2015.

The Manea Pit Management Committee had also met on 15 July 2015, for the sole purpose of finalising the arrangements for the village's Ouse Fest event scheduled for 25 July 2015; because of the specific and "informal" nature of that meeting, no minutes were produced.

Following their inspection of the pit area, which had taken 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 the pit and surrounding area is being well maintained and developed and that the Manea Pit Management Committee is addressing effectively all operational matters in relation to the pit and its surroundings.

Members decided that the contents of the Manea Pit Management Committee minutes and the outcome of the council's inspection of the pit and its surroundings be noted.

M45/15 Odour nuisance from a business in Manea

Councillor Mrs Desborough mentioned the problems being experienced by a number of villagers as a result of cooking odours from the Indian restaurant in the village, making it uncomfortable for those villagers to enjoy their gardens or to leave open the windows of their properties during the summer months.

Members decided that the comments of Councillor Mrs Desborough be noted and that the Clerk would refer this matter to the Environmental Health Team at Fenland District Council for investigation.

M46/15 Condition of the road between Chatteris and Manea

Councillor Mrs Berry referred to complaints that she had received from members of the public regarding the poor condition of the surfacing of the road between Chatteris and Manea and the need for remedial work to prevent both the risk of injury to motorists and damage to their vehicles.

Members decided that the comments of Councillor Mrs Berry be noted and that parishioners be encouraged to report all highways defects direct to Cambridgeshire County Council via its Contact Centre (0345 045 5212) or its on-line highway fault reporting system: <http://www.cambridgeshire.gov.uk/highwayfaults>.

M47/15 Financial matters

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

Income

Turner and Son	Burial plot purchase and interment fee	£578.00
Various (via I Fost)	Sale of fishing tickets	£117.00
Turner and son	Purchase of cremated remains plot and interment fee	£242.00
Cambridgeshire County Council	Verge cutting contribution 2015/16	£623.42
J H Landin and Son	2 plot purchases and 1 interment fee	£1,002.00
Fenland District Council	Concurrent Functions Grant – first half	£1,307.00
Total Income		£3,869.42

Expenditure

Manea Village Hall	Room hire on 15 June 2015	£10.00
Mrs A Ryman	Wages and expenses	£86.17
T Jordan	Salary (less income tax of £132.97), Broadband and other expenses	£639.57
E.on	Electricity for pavilion (includes VAT of £1.19)	£24.99
E.on	Electricity for village green (includes VAT of £0.23)	£4.73
E.on	Electricity for sports area (includes VAT of £0.55)	£11.52
E Mason and Son	Grounds maintenance works for June 2015 inclusive (includes VAT of £308.20)	£1,849.20
M Short	First half-year Caretaking wages	£425.00
M Williams	Reimbursement of the cost of purchasing weed killer for woodland area	£5.99
Jaks Graphics	Signs for playing field and pit area	£115.00
Cole Properties	Reimbursement of the cost of purchasing hardcore for Manea Pit (includes VAT of £71.85)	£431.10
I Fost	Reimbursement of the cost of purchasing materials for pond dipping area (includes VAT of £46.16)	£276.96
I Woodard	Reimbursement of the cost of purchasing 2 padlocks for Manea Pit (includes VAT of £5.05)	£30.32
Anglian Water	Water for cemetery	£13.62
Anglian Water	Water for playing field	£42.06
T Jordan	Reimbursement of cost of new PC laptop (plus set up and virus protection (includes VAT of £72.50)	£434.98
Manea and Welney District	Drainage rates for allotment sites	£255.60

Drainage Commissioners		
G Fowler	Cesspit emptying at playing field	£80.00
Steve Emery	Drain clearance works etc at pavilion	£95.00
Manea and Welney District Drainage Commissioners	Drainage rates for allotment site (formerly Barnes)	£68.16
Richard Yardy 2002 Ltd	Repairs to floodlights and replace coin meter cabinet (includes VAT of £112.00)	£672.00
Total Expenditure		£5,571.97

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 30 June 2015 (in the total sum of £59,673.35), together with the month-end figures for each of the preceding six months and as at 30 June 2014.

Members decided

- (1) upon a proposal from Councillor Fielding, seconded by Councillor Mrs Berry, that the income of £3,869.42 be noted and that the payments totalling £5,571.97 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 30 June 2015, together with the month-end figures for each of the preceding six months and as at 30 June 2014, be noted.

M48/15 Correspondence

Manea Matters publication

The Clerk read to members an e-mail from the Chairman of the Manea Connect Committee, seeking financial assistance from the Parish Council towards the increased cost of producing the quarterly Manea matters magazine, which is distributed free of charge to all dwellings within the parish, to include the additional properties which are now part of Manea parish as a result of the Community Governance Review (minute M124/14 refers).

The Chairman of the Manea Connect Committee detailed within his e-mail the background to the Manea Connect Committee and the principles adopted in the production of Manea Matters; in particular, Manea Matters is self-funded and relies heavily up on the goodwill of advertisers to contribute towards advertising space, many of whom only advertise to support the newsletter. As well as the village newsletter, the committee organises various functions with a view to encouraging the parishioners to 'Connect' with each other to build community spirit and help foster diversity.

The newsletter currently costs £589 per quarter for 1,000 copies; this equates to £2,356 per annum. Costs would increase by 59 pence per each additional copy each quarter – therefore £2.36 per additional household each year.

The Manea Connect Committee has grave concerns that any increase in its advertising charges to support the additional distribution might dissuade current businesses from supporting Manea Matters in the future, which would leave the committee in a precarious position.

Members decided that the content of the e-mail be noted and that the request for financial assistance from the Manea Connect Committee, towards to cost of producing the Manea Matters publication, be considered at the next meeting of Manea Parish Council.

M49/15 Next meeting

Members were reminded that the next meeting of the Parish Council has been scheduled for 17 August 2015, commencing at 7.00 pm, at the Village Hall, School Lane, Manea.

Meeting finished at 9.20 pm

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

Date:.....