

MANEA PARISH COUNCIL

MINUTES OF MEETING

12 DECEMBER 2016 – 7.00 pm.

Present: Councillor Emery, Chairman; Councillors Mrs Desborough, Drinkwater, Fielding, Hirson, Ms Hookway and Risbridger.

Apologies: Councillors Mrs Berry and Cole.

In attendance: District Councillor Buckton.

The minutes of the meeting of 14 November 2016 were confirmed and signed.

M100/16 Open Forum

Manea rail service

Mr P Townrow, a member of the Manea Action Plan Implementation Group, requested an update from the Chairman on the meeting that he had attended in Cambridge on 22 November 2016 in relation to the provision of a car park for Manea Railway Station (minute M96/16 refers).

In response, the Chairman mentioned that, in an effort to overcome the highway safety concerns relating to the current proposed location for the car park, Network Rail had decided to explore the possibility of utilising other land in the vicinity of the railway station (behind the signal box) as a car park. Network Rail is also investigating further the cost of highway safety measures in relation to the current proposed site; the company would then compare the advantages and disadvantages, to include cost factors, of both possible sites.

Mr Townrow commented, in response to the Chairman's update, that he has no faith in the steering group and he expressed the opinion that this issue needs to be raised with more senior officers within the organisations represented on the steering group and that Manea Parish Council should be making greater efforts to lobby for the provision of a car park at Manea Station. He expressed the opinion also that there would no point in increasing the number of trains which would stop at Manea Station unless a car park is provided; the lack of a car park had seen the number of users of the Manea rail service reduce.

The Chairman expressed the opinion, with which other members concurred, that Manea Parish Council is doing all that it can to secure the provision of a car park at Manea Station but, ultimately, this issue could only be addressed by Network Rail. He suggested that villagers and other potential users of a car park at Manea Station may wish to launch a campaign of support for the provision of a car park at Manea Station, to which he is sure that the Parish Council would be happy to lend its support.

Members decided that the comments of Mr Townrow be noted and that Manea Parish Council would support any lobbying campaign that may be organised by the local community in relation to the provision of a car park for Manea Railway Station.

M101/16 Members' Code of Conduct

The Clerk reminded members of the need to inform the Monitoring Officer at Fenland District Council, via the Parish Clerk, 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.

M102/16 Progress on actions from minutes of last meeting

(1) Emergency Planning (minute M90/16 (1))

The Clerk informed members that Fenland District Council's Emergency Planning Officer had intended to attend this meeting of Manea Parish Council (to make a presentation in relation the role of Fenland District Council in the event of an emergency situation and whether there would be benefit in Manea Parish Council possessing an Emergency Plan); however, this had subsequently not proved possible because of the need for him to travel to Cornwall to attend a family funeral. The officer had informed the Clerk that he may be able to attend the next meeting of Manea Parish Council but would confirm his attendance (or otherwise) to the Clerk in due course.

Members decided that the situation be noted.

(2) Manea Pavilion (minute M90/16 (3))

Councillor Mrs Desborough informed members that she had studied the two quotations received by the council for undertaking the repair and maintenance works (agreed at minute M65/16) to the pavilion and then examined in more detail the lower of the two quotations to assess whether to recommend to the council that the quotation be accepted in full or whether certain items within the schedule of works could be undertaken at a lower cost.

Councillor Mrs Desborough suggested the deletion of certain works from the lowest quotation - this included replacement of windows and doors, internal and external painting - as well as spending a lower figure than the one included in the quotation for a new kitchen. She reported to members lower quotations that she had received for the replacement of windows and doors. Members discussed the suggestions of Councillor Mrs Desborough.

Members decided that

- (1) Councillor Mrs Desborough would obtain from the contractor which submitted the lower of the two quotations received by the council, a revised quotation which excludes the items of work which members agree should be deleted for the purpose of that contract;
- (2) the quotation submitted by Galleon Glass for supply and fit of UPVC windows to the pavilion, in the sum of £3,375.00, be accepted; Councillor Mrs Desborough would inform the contractor;
- (3) the quotation submitted by G A Diston for replacement of the external doors to the pavilion, in the sum of £926.00, be accepted; Councillor Mrs Desborough would inform the contractor;
- (4) Councillor Mrs Desborough would make proposals to the next meeting in relation to undertaking the works not covered by (1), (2) and (3) above.

M103/16 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 single-storey rear extension which extends beyond the rear wall by 3.475 metres, with a maximum height of 3.7 metres and a height of 2.2 metres to the eaves at 32B Station Road, Manea - F/YR16/1034/PNH (applicants: Mr and Mrs Parker).

That the application be supported.

- (2) Erection of a two-storey rear extension, involving demolition of existing single-storey kitchen, bathroom and conservatory, at May Villa, Straight Road, Manea - F/YR16/1064/F (applicant: Mr Keene).

That the application be supported.

- (3) Erection of a two-storey 3-bed dwelling with garage on land south of 7 Hiblings Row, Manea - F/YR16/1079/F (applicants: Mr and Mrs Roger Giles).

Object, on the basis that approval of the proposal would be in conflict with Policy LP12 of the Fenland Local Plan (adopted in May 2014).

- (4) Erection of a single-storey 2-bed dwelling on land east of 2 Holly Close, Manea - F/YR16/1080/F (applicant: Mr Allgood).

Object, on the basis that approval of the proposal would be in conflict with Policy LP12 of the Fenland Local Plan (adopted in May 2014).

- (5) Erection of a domestic garage (retrospective) on land south of 8A Park Road, Manea - F/YR16/1090/F (applicant: Mr T Rowlett).

Object, on the basis that approval of the proposal, given its scale and mass, would have a detrimental impact upon the amenities of the occupiers of nearby residential properties in terms of overshadowing, loss of light and a sense of enclosure. In addition, the council feels that the construction materials are out of keeping with the surrounding buildings.

- (6) Erection of a single-storey side extension to existing dwelling at 15 Charlemont Drive, Manea - F/YR16/1092/F (applicants: Mr and Mrs K Edwards).

That the application be supported.

- (7) Erection of a detached car port to rear of existing dwelling (retrospective) at 24 Glebe Close, Manea - F/YR16/1099/F (applicants: Mr and Mrs Newell).

Object, on the basis that approval of the proposal, given its scale and mass, would have a detrimental impact upon the character of the area.

In addition, members considered a pre-application consultation in respect of a proposal to erect one dwelling at Glebe Close, Manea.

Members decided that they do not consider the site shown on the plan submitted by the land owner's planning agent to be suitable, in terms of size and location, for the erection of a dwelling.

M104/16 Police matters

Although no representative of the March and Chatteris Policing Team was present at the meeting, PCSO Carol Holloway had provided a brief 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 Holloway's report mentioned that

- there had been a dwelling burglary at Cox Way, whereby the property had been entered through an unlocked rear door
- there had been an attempted burglary of a dwelling at Westfield Road; thieves had made an unsuccessful attempt, using a screwdriver, to gain entry via locked rear door to the property
- a shed burglary at the allotments site had taken place
- the local policing team continues to patrol the village during the daytime and in the evenings.

Members had no issues to raise, for reference by the Clerk to the local policing team.

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

M105/16 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.

District Councillor Buckton informed the Parish Council that he had nothing specific in relation to the activities of Fenland District Council (FDC) to draw to the attention of Manea Parish Council. He did, however, express the opinion that FDC is still "missing the point" when it comes to the implications for Parish Councils in considering planning applications in the context of Policy LP12 of the Fenland Local Plan; he stated that he would reinforce with officers at FDC the need for Parish Councils to be provided with the results of pre-application consultation in relation to those planning applications which, because of Policy LP12, are required to subject to such a process.

Further to minute M93/16, District Councillor Buckton reported to the council on three potential sources of grant funding for the proposed works to the Multi-use Games Area and the pavilion; these are Awards for All (for applications up to £10,000), Amey (applications can be for sums between £10,000 and £40,000; applicants are required to meet 11% of the project cost) and the Sport England Inspired Facilities Fund (for applications between £5,000 and £150,000; Sport England is currently "refreshing" the qualification criteria and would be inviting applications from January 2017). District Councillor Buckton explained to members the qualification criteria in relation to each of the possible sources of funding. He stated that he would keep the funding situation under review and would be happy to assist with the application processes.

Members decided that the situation be noted and that the council would pursue, with the assistance of District Councillor Buckton, these funding opportunities.

M106/16 Public open spaces

- (1) Multi-use Games Area - further to minute M79/16 (6), the Chairman reported that the improvements to the lighting agreed at that minute (to maximise the potential for use of this area) had still to be undertaken by the electrical contractor; the Chairman stated that he would pursue this matter with the electrical contractor.

Members decided that

- (1) the situation with regard to the lighting improvements be noted;
 - (2) further to minute M94/16 (1), the placing of an order for the new surfacing and fencing works be deferred until the next meeting of the council, to provide District Councillor Buckton with the opportunity to investigate further the potential sources of grant funding for these works (minute 105/16 refers).
- (2) Storage container - further to minute M79/16 (2), Councillor Drinkwater reported that the new storage container is now on-site. The Chairman mentioned that he had requested the electrical contractor to re-install the electricity supply; however, as no action had yet been taken in this regard, he would make further contact with the electrical contractor.

Members decided that the situation be noted.

- (2) Pump Corner - further to minute M113/15 (2), the Chairman informed members that the Manea Women's Institute is happy to continue to undertake the planting and maintenance works at the Pump Corner "garden" and suggested that the group should receive from the Parish Council further funding towards the cost of purchasing plants and materials.

Members decided that a sum of £50.00 be paid to Manea Women's Institute to contribute towards the cost of purchasing plants and materials for the "garden" at Pump Corner.

M107/16 Manea Pit

Further to minute M95/16, Councillor Hirson, the Chairman of the Manea Pit Management Committee, reported on the meeting of a number of members of the Manea Pit Management Committee held on 1 December 2016 for the purpose of discussing the actions required to enable Manea Pit to be re-opened for fishing activities.

Councillor Hirson informed members that, as a result of that meeting:

- the necessary biosecurity measures (to enable anglers to "sanitise" their fishing equipment; in summary, the biosecurity measures are "water tanks" containing "disinfectant") are in place (the initial supply of the necessary chemical had been donated by one of the members of the Manea Pit Management Committee)
- CEFAS had given approval to fishing activities re-commencing at Manea Pit, in the light of the installation of biosecurity measures
- fishing activities re-commenced on 7 December 2016
- Mr I Fost, one of the members of the Manea Pit Management Committee, had re-commenced selling fishing tickets to day anglers
- action is being taken to "spread the word" that Manea Pit is "open" once again for fishing activities.

Councillor Hirson informed members that in addition the discussion of actions required to achieve re-opening of Manea Pit for fishing activities, the following two matters had been raised by members of the Manea Pit Management Committee:

- a. a request that the two interpretation boards which are in the council's possession which had not yet been installed in the Manea Pit area be erected in the community orchard/woodland
- b. a wish to provide a "formal" community orchard/woodland sign, with pupils at Manea Community Primary School being involved in the design of the sign; it had been suggested that the Parish Council be asked to provide funding - of, say, £500 - to meet the cost of manufacturing the sign.

With regard to (a), the Chairman made the point that these two interpretation boards are not "spare"; they are to be installed at locations between the school and the pit (on County Farms land), as they were funded as part of the Ouse Washes Landscape Partnership project and not through monies provided by the Heritage Lottery Fund for the creation of a community orchard/woodland.

Members decided that

- (1) the situation in general be noted;
- (2) Manea Parish Council now declares formally that fishing activities at Manea Pit have re-commenced;
- (3) the Chairman of the Parish Council would discuss with the Secretary/Treasurer to the Carp Syndicate the payment of membership fees for the remainder of the financial year 2016/17;
- (4) the Chairman of the Manea Pit Management Committee would inform the member of the committee who made the request that two interpretation boards which he believed were "spare" are not available for installation in the orchard/woodland area;
- (5) Manea Community Primary School be invited, by the Chairman of the Manea Pit Management Committee, to submit to the Parish Council a formal application (detailing what would be produced and at what cost) for funding for the manufacture of a sign for the community orchard/woodland site.

M108/16 Financial matters

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

Income

Co-operative Memorials	Additional inscription	£97.00
Richard King Memorials	Cremated remains memorial	£110.00
Total Income		£207.00

Expenditure

Manea Village Hall	Room hire on 14 November 2016	£10.00
T Jordan	Salary (less income tax of £150.90 and NI of £9.90), other expenses and allowances	£756.65
E.on	Electricity for village green (includes VAT of £0.75)	£15.67
E.on	Electricity for sports area (includes VAT of £1.33)	£27.88
E.on	Electricity for pavilion (includes VAT of £2.76)	£57.96
H M Revenue and Customs	Clerk's Income Tax and NI (September, October and November 2016)	£516.57
P Donnell	Donation to Crowd Funding campaign to fund the purchase of cycle lights for pupils at Manea Primary School	£40.00

Fenland Leisure Products	Works to gate at toddler play area (includes VAT of £24.70)	£148.20
Fenland Leisure Products	Works at play area to address recommendations of RoSPA report (includes VAT of £214.48)	£1,286.85
Mrs A Ryman	Pavilion cleaning	£72.00
British Legion Poppy Appeal	Under-charge on invoice submitted to council in November (cheque for £20.00, to replace one issued in November 2016 for £18.50)	£1.50
Total Expenditure		£2,933.28

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 30 November 2016 (in the total sum of £243,761.78), together with the month-end figures for each of the preceding six months and as at 30 November 2015.

The Clerk suggested to members that the council may wish to consider investment options in relation to the capital receipt of £150,000 which had been received as a result of the sale of the Cranmore Lots allotments site (minute M75/16 (3) refers).

Members decided

- (1) upon a proposal from Councillor Fielding, seconded by Councillor Risbridger, that the income of £207.00 be noted and that the payments totalling £2,933.28 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 30 November 2016, together with the month-end figures for each of the preceding six months and as at 30 November 2015, be noted;
- (3) they would consider, at a future meeting, possible investment options in relation to the capital receipt of £150,000 which had been received as a result of the sale of the Cranmore Lots allotments site

M109/16 Application for financial assistance

Further to minute M85/16, the Clerk reported a request from Citizens Advice Rural Cambs (CARC) for the council to re-consider its decision in relation to the application from CARC for financial assistance towards the cost of training volunteers. The Clerk reminded members that they had decided at minute M85/16 that the council would be prepared to provide financial support to Citizens Advice Rural Cambs if it were to re-introduce an outreach service at Manea.

In the letter of request for the council to re-consider its decision in relation to the application from CARC for financial assistance towards the cost of training a volunteer for Manea, the Chief Executive Officer of Citizens Advice Rural Cambs comments that the outreach service which had operated at Manea would have been provided by the former Fenland Bureau before it merged and became Rural Cambs.

The Chief Executive Officer of Citizens Advice Rural Cambs makes the point in her letter that last year CARC helped 53 clients from Manea with 285 problems; the organisations records show that the Fenland Bureau had helped 42 clients with 85 problems in the outreach sessions in 2012/13. She comments that the complexity of residents' issues had become much more challenging in recent years. To operate an outreach session for a morning costs CARC £73.42 (which includes the adviser's travel, the adviser's pay (including on costs and costs to CARC to access its VPN through remote access)). This would obviously work out much more expensive, than

a one-off contribution of £500, if CARC were to re-introduce fortnightly outreach sessions. Training volunteers not only keeps down costs but also skills-up local residents.

Members decided that the application from Citizens Advice Rural Cambs for financial support of £500.00 towards the cost of training a volunteer for Manea be now approved.

M110/16 Correspondence

The Clerk informed members that there are currently no items of correspondence for reporting to the council.

Members decided that the situation be noted.

M111/16 Dates of meetings for 2017

Members decided that meetings of the Parish Council in 2017 (all commencing at 7.00 pm and taking place in Manea Village Hall) be held on the following dates: 16 January, 20 February, 20 March, 18 April (including Annual Assembly), 15 May (Annual Meeting of the Council), 19 June, 17 July, 14 August, 11 September, 16 October, 13 November and 11 December.

Meeting finished at 9.00 pm

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

Date:.....