

MANEA PARISH COUNCIL

MINUTES OF MEETING

12 SEPTEMBER 2016 – 7.00 pm.

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

Apologies: Councillors Drinkwater and Hirson plus District Councillor Buckton.

The minutes of the meeting of 15 August 2016 were confirmed and signed.

M58/16 Open Forum

(1) New pavilion/community building for Manea

A resident of the village expressed the opinion that a number of Manea residents are unhappy with the decision of Manea Parish Council to not proceed with the project to provide a new pavilion/community building for the village (minute M32/16 refers) and he requested the Parish Council to convene a public meeting to provide parishioners with the opportunity to express their views on the matter and to make suggestions in relation to an alternative scheme.

Members decided that the comments of the parishioner be noted.

(2) Manea Pit Management Committee

The Secretary/Treasurer of the Carp Syndicate informed the council that the members of the syndicate are unhappy with the manner in which the Chairman of the Manea Pit Management Committee conducts the meetings of the committee, which, in the opinion of members of the Carp Syndicate does not allow all members of the committee to express freely their views on all matters and often displays bias in terms of "leading" decision-making.

The Secretary/Treasurer of the Carp Syndicate expressed the opinion that the Parish Council should consider the future of the Manea Pit Management Committee, as its current chairmanship is threatening the committee's credibility/effectiveness.

Members decided that the comments of the Secretary/Treasurer of the Carp Syndicate be noted.

(3) Manea Pit

A parishioner enquired as to the latest position regarding the Parish Council's proposal to install "otter proof" fencing around Manea Pit.

In response to the question, the Chairman stated that the proposal is still "live" but the council needs to engage the services of an ecological consultant to complete the application to Natural England for an Otter Mitigation Licence.

Members decided that the situation be noted.

(4) Speeding in the village

Further to minute M46/16 (4), a parishioner informed the council that she had obtained information from Haddenham Parish Council in relation to the wooden structure (with the appearance of a gate/fence) which is used to "highlight" speed limit signs. at entrance points to the village; she offered to forward that information to the Clerk to Manea Parish Council, to assist the council's consideration of a similar proposal for Manea

Members decided that the comments of the parishioner be noted and that her offer to send to the Clerk the information which she had obtained from Haddenham Parish Council be accepted.

(5) Funding

A parishioner informed the council of information that she had obtained as a result of her attendance at a Funding Fair, organised by the CCVS, held at Wisbech last week; she stated that a number of grant-aiding bodies are looking to make funding available for projects in Fenland (many of these organisations are able to provide assistance with the application processes) . She expressed the opinion that it would be possible for Manea Parish Council to obtain funding towards a number of the projects that it is embarking upon.

The parishioner suggested that the Parish Council considers establishing a community group to develop funding applications.

Members decided that comments of the parishioner be noted.

M59/16 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.

M60/16 Progress on actions from minutes of last meeting

(1) Emergency Planning (minute M46/16 (3))

The Clerk informed members that he had invited Fenland District Council's Emergency Planning Officer to make a presentation, at a future meeting of Manea Parish Council, 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 and that, in response, the officer had sent to the Clerk - which had forwarded to members of the council - a number of documents relating to developing emergency plans by Town and Parish Councils to give a flavour of the benefits of developing a community plan and what it should include.

The District Council's Emergency Planning officer also informs the Parish Council of his understanding that community resilience/emergency planning is scheduled to be an agenda item at one of the Cambridgeshire Parish Council meetings, where all the various district parishes attend, in early 2017. The officer states that If after considering the documentation that he had provided, there is still a desire for his attendance at a meeting of Manea Parish Council, he would do his best to accord with that desire.

Members decided that the Clerk would invite Fenland District Council's Emergency Planning Officer to make a presentation at a future meeting of Manea Parish Council.

(2) Speeding in the village (minute M46/16 (4))

The Clerk informed members that he had made enquiries of the Local Highway Authority (LHA) regarding the possibility of the installation at the entrance points to Manea of a wooden structure (with the appearance of a gate/fence) which is used in some villages to "highlight" speed limit signs.

In response to his enquiry, the Clerk had been informed by the relevant officer of the LHA that such features could be installed at Manea and are regularly the subject of Local Highway Improvements bids. The opinion of the LHA is that although these features "highlight" the speed limit at the point of entry to a village, the impact upon motorists in terms of their speed is minimal. The LHA comments that it would not be liable for the ongoing maintenance of such features.

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

(3) Historic fire pump named "Tilley" (minute M48/16 (1))

Councillor Cole informed members that he had discussed this matter with a particular parishioner who has had a long association with the Fire Service; as a result of the discussion, it seems that historic fire appliances are usually "housed" within a museum. Councillor Cole expressed the opinion that there are no appropriate buildings in Manea for display of "Tilley". Other members concurred with that opinion.

Despite the belief of the Fire Service that "Tilley" is owned by the Parish Council, there is no documentation held by the Parish Council to support that belief. The Chairman undertook to ascertain from the Fire Service as to whether it possesses documentation to support its belief that "Tilley" is owned by Manea Parish Council.

Members decided that the current situation be noted and that this matter be discussed further at the next meeting of Manea Parish Council.

(4) Cranmore Lots allotments site (minute M48/16 (2))

The Clerk informed members that he is now in possession of all of the all of the documentation necessary for exchanging contracts in relation to the sale of this site.

The Clerk stated that, following signature of these documents by the Chairman and he - at the conclusion of this meeting - he would return the contract documents to the council's solicitors to enable completion of the sale process.

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

(4) Bus service (minute M48/16 (3))

The Clerk informed members that he had received no information from Councillor Hirson in relation to any progress that had been made in relation to undertaking a process of consultation within Manea, to ascertain whether there is a demand in the village for a bus service to Downham Market and whether it would be supported in the numbers necessary to make such an arrangement viable for the coach operator.

Members decided that, given Councillor Hirson's absence from this meeting, this item of business be deferred to the next meeting of Manea Parish Council.

M61/16 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 conservatory to side of existing dwelling at 48G Station Road, Manea - F/YR16/0695/F (applicants: Mr and Mrs Berry).

That the application be supported.

(Councillor Mrs Berry declared her pecuniary interest in this planning application, by virtue of his being one of the applicants for the proposal, and retired from the meeting for the duration of the discussion and voting thereon)

- (2) Variation of condition 2 of planning permission F/96/0888/F (Continued use of existing airfield for use by microlight aircraft club together with retention of associated ground facilities and storage of private light aircraft, use of airfield as a parachute centre including parachute drop zone etc) to vary the condition to state "There shall be no flying of power-driven aircraft by the Parachute Centre between the hours of 2000 and 0900 and to allow the use of hot air balloon for parachuting between 2000 and 0900" at Chatteris Airfield, Block Fen Drive, Chatteris - F/YR16/0742/F (applicant: Skydive Chatteris Club Ltd).

That the application be supported.

- (3) Erection of a stable block on land north-west of Ampherlaw, Fallow Corner Drive, Manea - F/YR16/0767/F (applicant: Mrs G Sharman).

That the application be supported.

(Councillor Cole declared his non-pecuniary interest in this planning application, by virtue of his being the owner of land which adjoins the application site)

- (4) Alterations to the door and window arrangement to front and rear of existing building at 83 Charlemont Drive, Manea - F/YR16/0769/F (applicant: Mr S James).

That the application be supported.

- (5) Section 73 planning application to develop land without complying with condition 3 of planning permission F/2004/14/CM (Completion of construction of two agricultural irrigation reservoirs, by the extraction and export off-site of approximately 650,000 tonnes of unprocessed sand and gravel) to extend the duration of the development by 17 months until 8 June 2018 at Lyons Farm Reservoirs, off Byall Fen Drive, Manea - F/2013/16/CM (applicant: Nicholas Farms).

That the application be supported, subject to the imposition of a condition upon any planning permission granted requiring the applicant to ensure that the condition of the carriageway of Byall Fen Drive is maintained at its current standard.

M62/16 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

- the Constabulary had received no reports of any anti-social behaviour in the village
- the Constabulary had received a report of an abandoned vehicle at Park Road; however, when a Police officer attended the scene, the vehicle had been removed
- any incidents of anti-social behaviour should be reported to the Constabulary via the 101 telephone number.

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

The Clerk reminded members that the next meeting of the Manea Neighbourhood Forum, at which representatives of the local Policing team would be present, is scheduled for 28 September 2016 (to commence at 7.15 pm at Manea Village Hall).

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

M63/16 Reports from District and County Councillors for the parish

Neither Councillor Connor, the County Councillor for the electoral division which includes Manea, nor Councillor Buckton, the District Councillor for Manea, were present at the meeting.

District Councillor Buckton had, however, informed the Clerk in advance of the meeting that there is nothing particular which he wishes to draw to the attention of the Parish Council at this time with regard to Fenland District Council. He did, however, ask the Clerk to draw to the council's attention the fact that he and a parishioner (who had addressed the council at minute M58/16 (5) had attended last week a Funding Fair held at Wisbech, aimed at raising awareness of funding opportunities available for community groups and projects.

Councillor Buckton states that throughout the Funding Fair it became apparent that there may be funding available for initiatives that are currently being considered by the Parish Council, plus new initiatives that would benefit the health and wellbeing of the community. He, therefore, asks that the Parish Council makes no decisions at this meeting to allocate funding to any projects that had been discussed recently and that a small working group be established to look at funding opportunities for proposed and new projects, to report to the next Parish Council meeting.

Members decided that the situation, including the suggestion of District Councillor Buckton with regard to opportunities for accessing funding for local projects, be noted.

M64/16 Public open spaces

- (1) RoSPA inspection – further to minute M52/16 (1), members considered the latest position in relation to undertaking works to address the issues raised by the annual RoSPA report in respect of the playing field.

The Clerk reported the quotations that he had received from a local supplier of play equipment for undertaking the repair works identified in the RoSPA report in relation to certain items of play equipment; one of the quotations related to replacement of the existing roundabout and its associated safety surfacing (in the total sum of almost £10,000 plus VAT) and the other quotation covered the other repair works identified in the RoSPA report (in the total sum of £1,001.97 plus VAT).

Members decided that the council would not replace the existing roundabout at this time but the quotation for undertaking the other repair works identified in the RoSPA report be accepted.

- (2) Storage container - further to minute M52/16 (2), the Chairman informed members that the electricity supply to the current container had been disconnected.

Members decided that the situation be noted.

- (3) Multi-use Games Area - further to minute M39/16 (3), members considered the three quotations received for replacement of the surfacing at the multi-use games area. The Clerk showed members samples of the surfacing material which is available from two of the contractors which had submitted a quotation.

In addition, the Chairman mentioned an issue with the lighting at the Multi-use Games Area, which could be resolved by replacement of the token meter.

Members decided that the situation be noted and that

- (1) they would undertake visits, between this meeting and the next meeting of the Parish Council, to sites locally where these surfacing materials had been installed and subsequently consider this matter further at the next meeting;

- (2) the token meter be replaced.

- (4) Playing field - Councillor Cole mentioned his awareness that some parishioners are allowing their dogs to roam free on the playing field and that there are incidents of dog fouling occurring; he suggested that the council may need to consider action to address the situation if it continues.

Members decided that the comments of Councillor Cole be noted and that his suggestion be supported.

- (5) Section 106 Planning Obligation monies - Councillor Cole informed members that the Section 106 Planning Obligation monies which would have been made available to contribute towards the construction of a new pavilion (minute M/16 refers) could now be used to fund the provision of play equipment in the village.

Members decided that the situation be noted.

- (6) Parish street lighting - further to minute M134/15 (3), the Chairman reported to members on a further meeting of Parish Council Chairmen and Clerks, convened by District Councillor King (Cabinet member with responsibility for Rural Affairs), hosted by Doddington Parish Council, which took place on 31 August 2016, with regard to parish street lighting in Fenland.

The Chairman mentioned that the current Balfour Beatty contract had expired earlier in the year but had been extended to the end of September 2016. District Councillor King informed the meeting that, because of company confidentiality, he was unable to provide attendees with detailed financial comparisons but was in a position to explain how the companies quotes differed on a percentage basis. Balfour Beatty was the lowest of the three quotations received by Fenland District Council.

District Councillor King had informed the meeting that Fenland District Council (FDC) is still undertaking its Comprehensive Spending Review; however, based upon the quotations received, FDC would probably be re-appointing Balfour Beatty as the preferred supplier for street lighting services, despite the contractor's past poor performance. It is likely that a new 3 years repair and maintenance contract would be offered to Balfour Beatty to commence from 1 April 2017. There would be a requirement, as part of the new contract, for all Category 2 street lights would to be re-surveyed and a detailed condition report of each column to be provided to each Parish Council. The County Council's street lighting PFI contract is a major element in FDC's decision-making process.

The Chairman informed members that the representatives of Parish Councils at the meeting were still unhappy that they would need to deal with Balfour Beatty, going forward, and expressed forcibly that they were very disappointed with Balfour Beatty's performance to date and would not trust this contractor to improve in the

future, even given the KPIs, penalty clauses and break clauses that were being suggested by FDC.

A number of points had been made during the meeting and District Councillor King undertook to make further enquiries and to report back to Parish Councils in due course.

The representatives of the parish Councils at the meeting stated that they would be happy for the Chairman of Doddington Parish Council to progress a project that would ultimately "divorce" the Parish Councils' lighting stock from FDC and Balfour Beatty.

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

M65/16 Manea Pavilion

Further to minute M48/16 (2), members considered, in the light of the inspection of the building, a schedule of proposed repair and improvement works to Manea Pavilion.

The proposed works include:

- replacement of the railings at the front of the building
- exterior painting
- clean (and replace where necessary) guttering
- replace windows and external doors
- improve access for disabled persons
- provision of a bin store
- replace kitchen units and appliances
- replace heating system
- internal painting
- new tables and chairs.

Members decided that the schedule of proposed works be approved and that the Chairman's offer to obtain quotations from appropriate contractors and suppliers for the various elements of the project be accepted.

M66/16 Manea Pit

Members considered the minutes of the (inquorate) meeting of the Manea Pit Management Committee held on 7 September 2016.

Further to minute IMC1/16, the Chairman updated members on the situation regarding the deaths of Carp at Manea Pit. He mentioned that as a result of the examinations of fish undertaken by the Environment Agency (EA) and the Centre for Environment, Fisheries and Aquaculture Science (CEFAS), Manea Pit has a confirmed Koi Herpes Virus (KHV) Disease outbreak. On the advice of the EA and CEFAS Manea Pit remains closed for fishing.

CEFAS had stated that in cases where a fishing lake has suffered KHV, there should be no movement of fish into or out of the water for a period of four years. CEFAS has now erected appropriate signage at Manea Pit. The Manea Pit Management Committee had decided (at minute IMC1/16) that no fishing activities would be permitted at Manea Pit until April 2017.

The Chairman mentioned that the Secretary/Treasurer of the Carp Syndicate had been asked by the committee (at minute IMC1/16) to consult with members of the syndicate and then inform Manea Parish Council of the syndicate's request in terms of any refund of fees for the financial year 2016/17. The Secretary/Treasurer of the Carp Syndicate

had subsequently informed the council that syndicate members would like refund of a proportion of the fees paid for 2016/17.

Councillor Cole mentioned that he shares the concerns of the Secretary/Treasurer of the Carp Syndicate regarding the manner in which the Chairman of the Manea Pit Management Committee conducts the meetings of the committee and that this may be threatening the committee's credibility/effectiveness; he suggested that the Parish Council may wish to monitor operation of the Manea Pit Management Committee and, at some future time, assess its role/value.

Further to minute M40/16, the Clerk reported that the council's insurers had confirmed that the council's new policy of insurance includes legal protection/support for the council's volunteers in the event that a member of the public were to make an allegation or take legal action against such a person. The policy assumes that the council would have in place a Child Protection Policy and take all reasonable measures to minimise the risk of such allegations.

Members decided that

- (1) the contents of the Manea Pit Management Committee minutes and the other information reported be noted;
- (2) given that Carp Syndicate members had been able to use Manea Pit for angling purposes for 25% of the 2016/17 financial year, 75% of the membership fees paid to Manea Parish Council for the financial year be refunded to the Carp Syndicate.

M67/16 Local Highway Improvements 2017/18

The Clerk reported that the County Council is inviting proposals from local communities which wish to submit a bid for funding from that council's 2017/18 Local Highway Improvement (LHI) scheme. Any community group, which includes local councils, is eligible to submit a bid.

Under the LHI scheme, applicants are able seek up to £10,000 from the County Council as a contribution to their scheme. The applicant is expected to provide a contribution towards each project of at least 10% of the scheme cost. Bids are restricted to one per applicant.

Projects could involve any highway measure or improvement that is considered to offer benefit to the local community; applicants are required to state within their applications how they feel that the proposal would provide that community benefit.

The Clerk informed members of the application process relating to this scheme and of the method of application evaluation/prioritisation that the County Council will operate.

Long-term maintenance of schemes would normally be the responsibility of the County Council, provided that the scheme is constructed to normal County Council standards.

The deadline for submission of applications is 30 November 2016.

Members decided that the information reported by the Clerk be noted and to defer to the next meeting of the Parish Council the consideration of submission of an application for a LHI scheme.

M68/16 Potential to accommodate refugees locally

The Clerk informed members that Councillor Hirson had requested an item on the agenda for this meeting of Manea Parish Council for a discussion regarding the potential for accommodating refugees locally.

Members decided that, given Councillor Hirson's absence from this meeting, this item of business be deferred to the next meeting of Manea Parish Council.

M69/16 Financial matters

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

Income

Turner and Son	Interment of ashes fee	£170.00
Various (via Mr I Fost)	Sale of fishing tickets	£37.50
Ouse Fest event	Catering for Ouse Fest profit	£14.54
Total Income		£222.04

Expenditure

Manea Village Hall	Room hire on 15 August 2016	£10.00
Mrs A Ryman	Wages and expenses	£72.00
T Jordan	Salary (less income tax of £150.90 and NI of £9.90), other expenses and allowances	£717.28
E.on	Electricity for village green (includes VAT of £0.67)	£14.11
E.on	Electricity for sports area (includes VAT of £0.65)	£13.59
E.on	Electricity for pavilion (includes VAT of £2.75)	£57.67
E Mason and Son	Grounds maintenance works: June 2016 (includes VAT of £226.00)	£1,356.00
Cole Properties	Reimbursement of the costs of materials for pit maintenance works	£345.21
Manea Connect Committee	Editorials in Manea Matters publication for 2016/17	£120.00
H M Revenue and Customs	Clerk's Income Tax (June, July and August 2016)	£516.11
Came and Company	Insurance for 2016/17	£1,557.46
Total Expenditure		£4,779.43

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 31 August 2016 (in the total sum of £79,207.07), together with the month-end figures for each of the preceding six months and as at 31 August 2015.

Members decided

- (1) upon a proposal from Councillor Mrs Berry, seconded by Councillor Mrs Desborough, that the income of £222.04 be noted and that the payments totalling £4,779.43 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 31 August 2016, together with the month-end figures for each of the preceding six months and as at 31 August 2015, be noted.

M70/16 Cambridgeshire Hearing Help– request for financial assistance

The Clerk reported a request from Cambridgeshire Hearing Help (a registered charity) for financial assistance towards the cost of providing support to people in Cambridgeshire who suffer hearing loss. Cambridgeshire Hearing Help (CHH) operates provides regular accessible hearing help drop-in sessions at March, Doddington and Chatteris, as well as responsive individual local home visits and by conducting routine hearing help surgeries in care homes.

CHH works with and is supported by local audiology providers and the county authority sensory services team; it is also part-funded through contracts with the NHS and Cambridgeshire County Council and from time-to-time CHH receives gift donations and other grants. However, increasingly the gap between funding provision and the need widens.

CHH makes the point that even a small amount of financial assistance would help tremendously and allow the charity to maximise its work throughout the County. Other councils and groups have already donated sums between £100 and £400 but any help to defray costs this year or for the future would be gratefully received.

Members decided that a donation of £100.00 be made to Cambridgeshire Hearing Help.

M71/16 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.

M72/16 Next meeting

Members were reminded that the next meeting of the Parish Council had been scheduled for 17 October 2016, to commence at 7.00 pm, at the Village Hall, School Lane, Manea.

Meeting finished at 9.10 pm

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

Date:.....