

MANEA PARISH COUNCIL

MINUTES OF MEETING

14 NOVEMBER 2016 – 7.00 pm.

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

Apologies: Councillors Cole, Drinkwater and Risbridger plus District Councillor Buckton.

The minutes of the meeting of 17 October 2016 were confirmed and signed.

M88/16 Open Forum

(1) Transparency Code for Smaller Authorities

A parishioner referred to the council's discussion of this matter at its last meeting (minute M/16 refers) and requested that the council re-considers its decision not to publish draft minutes of its meetings; he expressed the opinion that such a practice would, firstly, enable members of the public to be aware at an earlier date of the decisions made by the Parish Council and, secondly, would help them to decide whether they wished to attend the subsequent meeting of the council and to raise any issues under the Open Forum element of that meeting.

Members decided that the comments of the parishioner be noted and that no change be made to the council's practice of not publishing minutes of its meetings until those minutes had been agreed by the council as a true and correct record of the previous meeting.

(2) Christmas lights

A representative of the Manea Gala Committee, which installs the village's Christmas lights at the village green, enquired as to whether the council would allow the committee to lock, for security and safety reasons, the cabinet which provides the electricity supply used to power the lights.

Members decided that the comments of the representative of the Manea Gala Committee be noted and that the request in relation to locking of the electricity cabinet when in use to power the Christmas lights be approved.

(3) Manea Pit

The Secretary/Treasurer of the Carp Syndicate, Mr A Cooper, mentioned to the council a recent incident at Manea Pit which had involved inappropriate behaviour by a member of the syndicate. The matter had been reported to the Constabulary.

Mr Cooper informed the council that the syndicate wishes to apologise for the inappropriate behaviour of one of its members and that he would address the matter as a breach of the syndicate's rules.

Members decided that the situation be noted.

(4) **Manea rail service**

Mr P Townrow, a member of the Manea Action Plan Implementation Group, informed the council of his understanding of the impact of the new rail franchise for the Manea rail service. He mentioned that the company which would be running trains along the track which serves Manea, NS (which owns Abellio) is looking to maximise the revenue that it makes from operating rail services. He expressed the opinion that none of the operators of rail services are interested in the level of service to be offered to Manea; their only interest is the financial return on investment.

Mr Townrow commented that the day of the Government's announcement of the new rail franchise, Angel, the company which owns the trains, received a large order for new trains (including two more trains for the Peterborough to Ipswich line); furthermore, Network Rail is keen to maximise the use of its track space. He stated that new franchise would provide an hourly service for Manea, although he is unsure of the date of implementation. He expressed the opinion that there needs to be lobbying, wherever possible, to secure the provision of a car park at Manea Station.

Members decided that the comments of Mr Townrow be noted.

(5) **Speed Watch**

A parishioner commented that that it is not possible for the Manea Speed Watch group to be as active as it would because of the need to borrow equipment from the Constabulary, which is shared with other Speed Watch groups across Cambridgeshire, and, consequently, is often not available to the Manea Speed Watch group. He, therefore, asked the Parish Council to support the group's application to the County Council's Local Highway Improvements (LHI) scheme for 2017/18, by agreeing to fund 10% of the cost of Speed Watch equipment (total cost is estimated at £2,500), provided that the group is able to secure the remaining 90% from the LHI scheme.

Members decided that the comments of the parishioner be noted and taken into account when considering the formal request from the Manea Speed Watch group at minute M98/16 (1).

(6) **Allotments**

A member of Manea Allotment Association informed the council that sheds at the allotments had been the subject of break-ins last weekend. He mentioned some of the items which had been stolen.

Members decided that the situation be noted and that tenants be encouraged to report all such incidents to Cambridgeshire Constabulary.

M89/16 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.

M90/16 Progress on actions from minutes of last meeting

(1) Emergency Planning (minute M75/16 (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, he had subsequently been required to attend a training course today and, consequently, he is no longer able to attend this meeting. 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) Bus service (minute M75/16 (4))

The Clerk reported that he had informed the representative of those who are seeking to establish the bus service to Downham Market that forty four Manea residents would be interested in using such a service if implemented but that he had received no response to date. He undertook to keep members informed of any progress with this initiative.

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

(3) Manea Pavilion (minute M75/16 (5))

The Clerk reported on the two quotations that he had been received for undertaking the repair and maintenance works (agreed at minute M65/16) to the pavilion.

Members decided that the situation be noted and that Councillor Mrs Desborough would scrutinise the two quotations received and report to the next meeting of the council on her conclusions as to whether either of the quotations should be accepted by the council.

M91/16 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 2 x two-storey 2-bed dwellings on land south-east of 64 Williams Way, Manea - F/YR16/0916/F (applicant: Mr M Jones).

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).

- (2) Erection of a two-storey 4-bed dwelling on land north of 3A High Street, Manea - F/YR16/0921/F (applicant: Mr D Pressland).

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). In addition, the council considers that the access arrangements are inadequate, partially because of the lack of visibility splays onto High Street.

- (3) Erection of a single-storey 2-bed dwelling on land east of Orchard Lodge, Old Dairy Yard, Westfield Road, Manea - F/YR16/0939/F (applicants: Mr B Savage and Miss C Green).

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).

In addition, members considered pre-application consultations in respect of proposals to erect

- (1) three dwellings at 48 Station Road, Manea
- (2) one dwelling at Acorn Lane, Manea
- (3) two dwellings on land north-east of 36 Westfield Road, Manea.

Members decided that each of the proposals be supported in principle by the Parish Council but expressed a preference that the two dwellings proposed at (3) above be positioned side-by-side.

M92/16 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 one report of a vehicle suffering damage whilst parked on Park Road, which is being investigated
- PCSOs had conducted Halloween patrols on 31 October 2016 in villages and towns across the district
- three additional PCSOs had joined the March and Chatteris Policing Team on 7 November 2016.

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.

M93/16 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 he had unfortunately not had the opportunity prior to suffering a heart attack last week (and then being ordered by doctors to have complete rest for two weeks) to speak with potential funders. District Councillor Buckton is, however, still happy to pursue this matter if the Parish Council is happy to wait a little longer to establish whether external funding could be sourced for the proposed works to the Multi-use Games Area and the pavilion.

The Chairman informed members that had met with County Councillor Connor on 4 November 2016 and inspected the condition of the footpath between Manea railway station and the Station Road/Wimblington Road junction. As a result, County Councillor Connor had undertaken to refer the matter to the District Highways Manager, to consider the possibility of the Local Highway Authority being able to identify funding for repair works to the footpath.

Members decided that the situation be noted and to allow a further period of one month for District Councillor Buckton to investigate potential sources of grant funding for the proposed works to the Multi-use Games Area and the pavilion.

M94/16 Public open spaces

- (1) Multi-use Games Area (MUGA) - further to minute M76/16 (3), members considered the updated quotation from the contractor which supplies the surfacing (Savanna) that had been installed at the site which the Chairman and Councillor Cole had visited prior to the last meeting of the council. The updated quotation provides for cleaning and the base of the MUGA, installing the Savanna surface finish and erecting new chain-link fencing around the area.

Members decided that the quotation submitted by En-tout-cas, in the total sum of £23,430 (plus VAT) be accepted but a decision on the placing of an order for the works be deferred until the next meeting of the council, to provide District Councillor Buckton with the opportunity to investigate potential sources of grant funding for these works (minute 93/16 refers).

- (2) Netball Team - further to minute M52/16 (5), the Chairman informed members that the Netball Team is now in possession of all of the tokens for operation of the floodlighting to the MUGA.

Members decided that the situation be noted and that the Netball Team be permitted to continue to use the area and the lighting free-of-charge for the time being; the situation to be reviewed following installation of the new surfacing (part (1) of this minute refers).

- (3) Crowd funding for cycle lights for the schoolchildren - the Chairman informed members of a crowd funding campaign being run with the aim of raising funding to provide cycle lights for pupils at Manea Primary School. He mentioned that the campaign is £40.00 short of its fundraising target and invited the council to consider making a financial donation of that sum.

Members decided that the information reported by the Chairman be noted and that the council would make a donation of £40.00 to the crowd funding campaign.

- (4) Cemetery memorial - members considered an application for the installation of a memorial on a cremated remains plot at Manea Cemetery. The Clerk had referred this application to members for a decision as this particular memorial, which had already been installed by a stonemason in the absence of permission being granted, is of a very different style to the others in the cremated remains section of the cemetery; it having the appearance of a "mini headstone", whereas all others are flat memorial tablets.

The Clerk had circulated to members, in advance of the meeting, an e-mail from the stonemason explaining how the unauthorised situation had come about, apologising for undertaking installation in the absence of permission and making a plea (based upon the circumstances of the deceased person's family) that the council grants retrospective permission for the memorial.

Members decided

- (1) because of not wishing to cause upset to the family of the deceased person, that the application for the cemetery memorial be approved;
- (2) that the applicant (i.e. the stonemason) be informed that Manea Parish Council is disappointed that the memorial had been installed at Manea Cemetery without prior permission being granted; they do not expect to see this situation repeated.

M95/16 Manea Pit

Members considered the minutes of the meeting of the Manea Pit Management Committee held on 20 October 2016.

The Chairman of the Manea Pit Management Committee, Councillor Hirson, drew to members' attention minute PMC35/16, which summarised the presentation which had been made to Manea Pit Management Committee by two representatives of the Centre for Environment, Fisheries and Aquaculture Science (CEFAS).

As part of that presentation, the representatives of CEFAS had stated that, although there must be no movement of fish into or out of Manea Pit for a period of four years, fishing could re-commence once a period of two weeks had elapsed following cessation of the deaths of fish. In addition, for fishing to re-commence at Manea Pit, it would be necessary to put in place biosecurity measures (to enable anglers to "sanitise" their fishing equipment). In summary, the biosecurity measures would be "water tanks" containing "disinfectant". On that basis, there is no reason why fishing at Manea Pit could not re-commence as soon as the biosecurity measures had been installed at the pit.

The Chairman of the Manea Pit Management Committee drew to the council's attention that Mr A Cooper, the Secretary/Treasurer of the Carp Syndicate had expressed the opinion at the meeting of the Manea Pit Management Committee that the Carp Syndicate would be prepared to pay back to the Parish Council the refund of membership fees in the event that fishing activities could re-commence relatively soon.

In the light of the foregoing, members considered re-commencing fishing activities at Manea Pit earlier than 1 April 2017 (as had been agreed at minutes IMC1/16 and M66/16). They discussed briefly the purchase and installation of the necessary containers and chemicals to provide the necessary biosecurity measures. It is understood that the cost of the required chemical is approximately £35.00 per 5 litres and suitable containers would cost around £30.00 each.

Members decided that

- (1) the situation in general be noted;
- (2) fishing activities would re-commence at Manea Pit earlier than 1 April 2017;
- (3) the Manea Pit Management Committee would consider, at its next meeting, all of the operational issues necessary to effect re-commencement of fishing activities at Manea Pit and to make decisions in that regard.

M96/16 Manea rail service

The Chairman reported on the latest meeting of the Community Rail Partnership Steering Group.

The Chairman informed members that the train operator, Obellio, had stated that the service which operates between Ipswich and Peterborough would operate on an hourly basis, stopping at Manea, with effect from December 2019. The service would also benefit from all new, state-of-the-art, carriages and all stations along the route would be provided with ticket machines.

With regard to the comments made at minute M88/16 (4), the Chairman informed members of the current position with regard to the measures being taken to provide a car park at Manea Station. He mentioned the estimated cost of all works to provide a car park at Manea Station currently stands at £90,000, because of the need to overcome highway safety issues; the Chairman would be attending a meeting in Cambridge on 22 November 2016, at which this matter would be discussed.

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

M97/16 Financial matters

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

Income

Manea Allotment Association	Allotment rent	£300.00
George James	Plot purchase and interment fee	£836.00
B Fletcher	Allotment rent	£200.00
Dack Pearson	Sale of Cranmore Lots allotments (less legal and estate agent's fees)	£146,086.40
George James and Son	Interment fee	£170.00
Total Income		£147,592.40

Expenditure

Manea Village Hall	Room hire on 17 October 2016	£10.00
T Jordan	Salary (less income tax of £150.90 and NI of £9.90), other expenses and allowances	£706.84
E.on	Electricity for village green (includes VAT of £0.68)	£14.30
E.on	Electricity for sports area (includes VAT of £0.69)	£14.50
E.on	Electricity for pavilion (includes VAT of £2.55)	£53.52
E Mason and Son	Grounds maintenance works: October 2016 (includes VAT of £194.20)	£1,165.20
Public Works Loans Board	Loan re-payment	£95.39
Royal British Legion Poppy Appeal	Wreath	£18.50
Young People March Ltd	Manea Youth Club: quarter three 2016/17	£1,374.66
H K Plant and Commercials Ltd	Replacement storage container for playing field (includes VAT of £250.00)	£1,500.00
Total Expenditure		£4,952.91

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 31 October 2016 (in the total sum of £247,205.33), together with the month-end figures for each of the preceding six months and as at 31 October 2015.

Members decided

- (1) upon a proposal from Councillor Mrs Desborough, seconded by Councillor Fielding, that the income of £147,592.40 be noted and that the payments totalling £4,952.91 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 31 October 2016, together with the month-end figures for each of the preceding six months and as at 31 October 2015, be noted.

M98/16 Correspondence

(1) Speed Watch

Further to minute 143/15, members considered a request from the Manea Speed Watch group to fund 10% of the cost of Speed Watch equipment (estimated at £2,500), provided that the group is able to secure the remaining 90% of the cost from the County Council under its Local Highway Improvements scheme for 2017/18.

Members had regard for comments made by the parishioner at minute M88/16 (5).

Members decided that the request from the Manea Speed Watch group be approved.

(2) Manea Youth Club

Further to minute M56/16, the Clerk informed members of his receipt from Young People March Ltd (the charitable organisation which had operated the village youth club since 1 April 2016), of an update report on the activities delivered and the levels of attendance at Manea Youth Club since 1 April 2016 to date.

The report was accompanied by a letter from Young People March Ltd, enquiring as to the likelihood of the Parish Council continuing to fund the provision of Manea Youth Club after the end of the current financial year; the reason for the enquiry at this time is that the booking for Manea Village Hall, which is the venue for Manea Youth Club, runs for the calendar year, as opposed to the financial year, and Young People March needs to know if it should book the venue for the calendar year 2017.

Members decided that the situation be noted and that

- (1) the report from Young People March Ltd be circulated among the members of the council;
- (2) Manea Parish Council does wish to continue the village Youth Club for the 2017/18 financial year, provided that the cost of delivery by Young People March Ltd of the Youth Club in 2017/18 would be at the same or similar cost as that in 2016/17.

M99/16 Next meeting

Members were reminded that the next meeting of the Parish Council had been scheduled for 12 December 2016, to commence at 7.00 pm, at the Village Hall, School Lane, Manea.

Meeting finished at 9.00 pm

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

Date:.....