

MANEA PARISH COUNCIL

MINUTES OF MEETING

18 JULY 2016 – 7.00 pm.

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

Apologies: Councillor Cole and District Councillor Buckton.

The minutes of the meeting of 20 June 2016 were confirmed and signed.

M33/16 Open Forum

(1) Allotment rents

A member of Manea Allotment Association expressed her concern regarding the increase in rent proposed by the Parish Council with effect from October 2017. She referred to an e-mail which had been sent to the Parish Council by the Chairman of Manea Allotment Association, in which he had requested the council to re-consider its decision to increase the rent with effect from October 2017, and she enquired as to why the council seems to wish to put the association "out of business".

The member of Manea Allotment Association commented that it is becoming increasingly difficult to attract tenants to the garden allotments; the site has no water supply or security measures. A rent increase would make it more difficult to both retain and attract tenants. If management of the allotments site becomes unviable for Manea Allotment Association, it may have no option but to "hand back" the site to the council; that would result in the council receiving no income from the land.

Members decided that the comments of the member of the Manea Allotment Association be noted and taken into account when discussing (at minute M43/16) the e-mail from the Chairman of Manea Allotment Association.

(2) Community Speed Watch

A parishioner mentioned that he had sent to the Clerk, for forwarding to members of the council, an e-mail (with attached statistics) in which he is seeking the Parish Council's support to the village's Speed Watch team. He expressed the opinion that it is better to prevent accidents (through achieving reductions in motorists' speeds) than to react to the situation afterwards.

The parishioner informed the council that the village's Speed Watch team comprises of only four volunteers (two of whom had undergone the necessary training) and, consequently, more are needed; a Speed Watch meeting would be taking place tomorrow evening at the Royal British Legion Club. He mentioned that two further Speed Watch sessions had been undertaken since the time of submitting the statistics to the council; 244 vehicles "clicked"; 23% of vehicles were being driven in excess of the speed limit.

Members decided that the comments of the parishioner be noted and taken into account when discussing (at minute M44/16).the content of his e-mail.

(3) Manea Pit and community orchard/woodland

A member of the Manea Pit Management Committee expressed his concern in relation to works which had been undertaken recently to create a "formal" foot path within the wetland area at Manea Pit; he commented that he is surprised that no mention of such works had been made at the last meeting of the Manea Pit Management Committee.

The member of the Manea Pit Management Committee requested that Manea Parish Council

- arranges removal of the "formal" foot path from the wetland area at Manea Pit;
- re-affirms the fact that Manea Pit is an asset for the whole community and that no group has precedence in terms of its use
- ensures that all proposals for development works are agreed by the Manea Pit Management Committee.

In response to the comments of the member of the Manea Pit Management Committee, the Chairman mentioned that the proposal to introduce a "formal" foot path from the wetland area at Manea Pit had been agreed around a year ago.

Members decided that the comments of the member of the Manea Pit Management Committee be noted and taken into account during the discussion at minute M40/16.

(4) Historic fire pump named "Tilley"

A member of the Manea Action Plan Implementation Group (MAPIG) reminded the council of comments made at the Annual Parish Assembly by Mr Milner regarding the need for restoration of "Tilley" and finding it a new "home". She made the point that nothing appears to be happening in this regard and requested the council to consider including within the new pavilion/community building a facility for the storage of Tilley; in addition, she expressed the hope that the people of Manea would assist in raising funds for the restoration works.

In response to the comments made by the member of MAPIG, the Chairman made the point that the council had decided at minute M32/16 not to proceed with the project to provide a new pavilion/community building for Manea and that it is unaware of any building currently available which could be used as a "home" for Tilley.

Members decided that the situation be noted.

(5) Section 106 Planning Obligation monies

A parishioner enquired as to the total amount of Section 106 Planning Obligation monies held by Manea Parish Council and the proposals of the council to spend such monies.

The Chairman responded to the enquiry, stating that the council possesses £16,000 in Section 106 monies, which had been provided, by a development company, a number of years ago for the purpose of improving leisure and recreation provision in Manea; the council had proposed to use this funding as a contribution towards the cost of constructing a new pavilion/community building, however, given the decision at minute M32/16 not to proceed with that project, that money would continue to be held as an ear-marked reserve within the Parish Council's accounts until a suitable use were identified.

The Chairman made the point also that the usual recipients of Section 106 Planning Obligation monies are the District Council (usually, for open space provision) and the County Council (for highways and education infrastructure).

(6) New pavilion/community building for Manea

A parishioner informed the council that he had produced a document detailing what he considers should be included within any future proposal for a new pavilion/community building in the village.

With the consent of the Chairman, the parishioner provided to each member of the council a copy of the document that he had produced.

Members decided that the situation be noted and that they would take into consideration the content of the document if the council were, at some future date, to consider the provision of a new pavilion/community building in the village.

M34/16 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.

M35/16 Progress on actions from minutes of last meeting

(1) New pavilion for Manea (minute M19/16 (1))

The Clerk mentioned that Manea Parish Council had decided, at the meeting held on 13 July 2016, not proceed with the project to provide a new pavilion/community building for the village.

He mentioned that, as a result of that decision, Manea Parish Council would no longer be eligible for the Rural Capital Grants funding (of £100,000) which had been awarded to the council for this specific project.

Members decided that the situation be noted.

(2) Cranmore Lots allotments site (minute M19/16 (2))

The Clerk informed members that he had been informed that the exchange of contracts in relation to the sale of this site is imminent; the most recent update that he had received from

the solicitors acting on behalf of the council was that they are confirming the plans which detail the extent of the land to be sold.

The Clerk reminded members that the council would be receiving a capital receipt of £150,000 in relation to this land sale and informed them that, under the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003, capital receipts may be used only to meet capital expenditure. On that basis, the council would need to identify projects for expenditure of that sum.

Members decided that the information reported by the Clerk be noted and that the council would seek to identify projects to which the capital receipt of £150,000 could be allocated; this would include the possibility of enhancing the existing pavilion and improvements to the existing multi-use games area.

M36/16 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) Formation of a dropped kerb at existing dwelling at 22 Station Road, Manea - F/YR16/0471/F (applicant: Mr Jason Doherty).

That the application be supported.

- (2) Erection of a single-storey rear extension and chimney stack to side of existing dwelling, involving demolition of existing conservatory, at 52 Charlemont Drive, Manea - F/YR16/0491/F (applicants: Mr and Mrs S MacNeil).

That the application be supported.

- (3) Change of use of agricultural land to garden land and erection of a single-storey rear extension, a front porch and other alterations to include: changes to roof design together with the insertion of dormers to front, a roof light to rear and installation of solar panels, changes to the doors and windows arrangement, external wall insulation and formation of a new access to existing dwelling (part retrospective) at Knyverton House, Wisbech Road, Manea - F/YR16/0507/F (applicant: Ms A Kusynova).

That the application be supported.

- (4) Erection of 15 dwellings (Outline application with matters committed in respect of access only) on land east of 11 - 21 Park Road, Manea - F/YR16/0515/O (applicant: Mr E Barnes).

Object, on the basis that

- the current community infrastructure within Manea is insufficient to support the continued development of the village*
- approval of the proposal would be in conflict with Policy LP12 of the Fenland Local Plan (adopted in May 2014).*

- (5) Erection of a three-storey 7-bed dwelling with detached garage, involving raising the levels of the land and the temporary siting of a mobile home, at plot 6 land north of 55A Station Road, Manea - F/YR16/0523/F (applicant: Mr D Ballard).

That the application be supported.

- (6) Works to a Copper Beech covered by TPO 7/2003 at Kincora, 56 High Street, Manea - F/YR16/0529/TRTPO (applicant: Miss G E Dutta-Gupta).

That the application be supported, subject to the proposal according with the professional opinion of FDC's Arboricultural Officer and the works being undertaken by a suitably qualified and experienced person.

- (7) Erection of a porch to front of existing dwelling at 44 Westfield Road, Manea - F/YR16/0541/F (applicants: Mr and Mrs Milligan).

That the application be supported.

M37/16 Police matters

No representative of the March and Chatteris Policing Team was present at the meeting and on this occasion no report had been received by the Clerk from PCSO Holloway; consequently, members received no information relating to recent incidents of crime and disorder in Manea which had been reported to the Constabulary since the last meeting of the council.

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

Members decided that the situation be noted.

M38/16 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.

Members decided that the situation be noted.

M39/16 Public open spaces

- (1) RoSPA inspection – further to minute M23/16 (1), members considered the latest position in relation to undertaking works to address the issues raised by the annual RoSPA reports in respect of the playing field and the skateboard park.

The Clerk informed members that he had contacted a local supplier of play equipment for undertaking of the repair works identified in the RoSPA report in relation to certain items of play equipment, inviting the contractor to meet on-site with the Chairman to discuss the necessary works. He mentioned also that the cleaning of the safety surfacing at the play area had been undertaken.

Councillor Drinkwater reported that he had contacted the company which manufactured and installed the skateboard park, with the purpose of obtaining a quotation for the repair works

identified in the RoSPA report. He informed members that the contractor had estimated the cost of the works to be between £900 and £1,300.

Members decided that the current situation be noted and that the quotation for the repair works to the skateboard park be accepted.

- (2) Storage container - further to minute M23/16 (3), Councillor Drinkwater informed members that he is awaiting the receipt, as a result of his enquiries, of quotations for the supply and delivery of a (20 feet in length) storage container.

Members decided the situation be noted and that Councillor Drinkwater would pursue the receipt of quotations for supply and delivery of a replacement storage container.

- (3) Multi-use Games Area - Councillor Drinkwater expressed the opinion that the council should consider replacement of the surfacing of the multi-use games area, to ensure that it is safe to use in all weather conditions.

Members decided that

(1) Councillor Drinkwater's comments, with which they concur, be noted;

(2) the offer of the Chairman to seek to obtain quotations for replacement of the surfacing at the multi-use games area, be accepted;

(3) this matter be discussed at the next meeting of the council.

- (4) Manea Railway Station car park - Councillor Mrs Desborough updated members, as a result of her attendance at a recent meeting of the Community Rail Partnership, of the (lack of) provision of a car park for Manea Railway Station. She commented that Network Rail needs to undertake various studies (including a health and safety assessment and a statutory road study); there is a need to change the current point of access to the car park site, which would require planning permission, It is unlikely that there would be car parking provision at Manea Railway Station until mid-2007 at the earliest.
- (5) Parish street lighting - further to minute M134/15 (3), the Clerk informed members of the latest position in this matter.

District Councillor King, Cabinet member for Rural Affairs, had given an undertaking to meet again with Parish Council Chairmen and Clerks to discuss the results of the market testing which was being undertaken by officers at Fenland District Council (FDC) in relation to FDC's street lighting contract. Unfortunately getting like-for-like information had proved more difficult than had been anticipated; also, part way through that process, FDC had decided to incorporate the Comprehensive Spending Review decision to consider switching-off some of FDC's lights in the comparisons.

The process is, according to District Councillor King, now nearing completion and, consequently, he hopes to arrange a meeting with Parish Council Chairmen and Clerks in early August 2016.

The Clerk informed members that, having considered the latest correspondence from District Councillor King, the Parish Councils of Christchurch, Doddington, Wimblington and

Wisbech St Mary had all agreed to await the outcome of Fenland District Council's tendering process before proceeding with the replacement of their respective Category 2 street lamps.

Members decided that Manea Parish Council would, like the other Parish Councils listed within this minute, await the outcome of Fenland District Council's tendering process before proceeding with replacement of the Category 2 street lights within Manea.

M40/16 Manea Pit

Members considered the minutes of the meeting of the Manea Pit Management Committee held on 6 July 2016.

At 6 July 2016 meeting of the Manea Pit Management Committee a number of new members had been appointed to the committee.

Although the minutes contained no recommendations to Manea Parish Council, the Clerk drew to members' attention certain elements of the minutes, including that

- a) a community group would be formed to produce a maintenance regime and operational management plan for the community orchard/woodland (minute PMC16/16 refers)
- b) a more formalised approach to work parties at the Manea Pit area had been agreed (minute PMC17/16 refers)
- c) the committee is now in possession of the final draft version of the new Manea Pit Management Plan and its members would progress finalisation of the plan at the next meeting of the committee (minute PMC18/16 refers)
- d) one member of the committee had expressed the opinion that there is a need for measures to be in place to "protect" those members of the committee who would be engaging with children and young people. She considers that Manea Parish Council's Child Protection Policy does not provide volunteers with sufficient "protection". She suggested that , for the protection of all individuals (and members of the Parish Council) who may come into contact with older children, DBS checks of such persons should be undertaken and that the council should put in place a Safeguarding Policy (minute PMC19/16 refers).

With regard to d) above, the Chairman informed members that the results of his research show that there would be no requirement for the members of the Parish Council or its volunteers to undergo DBS checks.

Members decided that

- (1) the contents of the Manea Pit Management Committee minutes be noted;
- (2) with regard to the comments made by the member of the Manea Pit Management Committee at minute M33/16 (3), the Parish Council re-affirms the fact that Manea Pit is an asset for the whole community and that no group has precedence in terms of its use;
- (3) the Clerk would undertake discussions with the council's insurers regarding the possibility/feasibility (and any cost) of including within the council's policy of insurance 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;

- (4) the offer of Councillor Fielding to investigate the requirement of the members of the Parish Council and the volunteers to be covered by a Safeguarding Policy be accepted.

M41/16 Bus service

The Clerk read to members e-mail correspondence from District Councillor Sutton regarding the possibility, subject to financial viability, of the extension of a bus service, which currently runs between Welney and Downham Market on a Friday, to serve Manea.

Christchurch Parish Council is undertaking a consultation exercise within that village, to ascertain if demand exists for the service to include Christchurch.

Members decided that the situation be noted and that Councillor Hirson would undertake 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.

M42/16 Financial matters

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

Income

Fenland District Council	Concurrent Functions Grant: first 50%	£1,307.00
Turner and Son	Interment (of ashes) fee	£170.00
Various (via R K Miller)	Sale of fishing tickets	£128.50
Total Income		£1,605.50

Expenditure

Manea Village Hall	Room hire on 20 June 2016	£10.00
Mrs A Ryman	Wages and expenses	£61.30
T Jordan	Salary (less income tax of £149.40 and NI of £9.00), other expenses and allowances	£735.44
E.on	Electricity for village green (includes VAT of £0.46)	£9.72
E.on	Electricity for sports area (includes VAT of £0.48)	£10.07
E.on	Electricity for pavilion (includes	£25.19

	VAT of £1.20)	
D Cole	Reimbursement of the cost of purchasing railway sleepers for put maintenance works (includes VAT of £37.20)	£228.78
M Short	First half-year Caretaking wages	£425.00
Manea PCC	Use of Church Rooms for Manea Internet Club	£130.00
Anglian Water	Water for playing field	£40.24
Anglian Water	Water for cemetery	£15.23
E Mason and Son	Grounds maintenance works: May 2016 (includes VAT of £264.90)	£1,589.40
Total Expenditure		£3,280.37

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 30 June 2016 (in the total sum of £86,931.22), together with the month-end figures for each of the preceding six months and as at 30 June 2015.

Members decided

- (1) upon a proposal from Councillor Mrs Desborough, seconded by Councillor Drinkwater, that the income of £1,605.50 be noted and that the payments totalling £3,280.37 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 30 June 2016, together with the month-end figures for each of the preceding six months and as at 30 June 2015, be noted.

M43/16 Allotment rents

Further to minute M15/16 (1), the Clerk informed members that the Chairman of the Manea Allotment Association had requested, again, that Manea Parish Council re-considers its decision to increase the annual rent for the site rented by the association from £600 to £700 per annum with effect from October 2017.

The Clerk read to members the e-mail from the Chairman of Manea Allotment Association, in which he had provided the association's case for requesting the council to re-consider its decision. The Clerk had sent a copy of the e-mail to members in advance of the meeting.

In his e-mail to Manea Parish Council, the Chairman of Manea Allotment Association comments that

- he is awaiting replies from some plot holders as to whether they intend to keep their plots beyond 2016/17 and the response so far is not favourable
- currently only 4 of the 40 plots are vacant this current year; the best level of occupancy to date. However, the association anticipates losing, for various reasons, 14 plot holders next year; this would have a significant impact upon the association being able to cover the current level of rent charged by the council
- the allotments site at Manea provides no facilities, such as a water supply or security measures
- Manea Allotment Association may be unable to continue renting the land from the Parish Council, as it would become an unacceptable proposition financially. This could see the demise of the association, which would be a great loss to current plot holders who have invested money and time into their plots; it would also result in the loss of an important community project.

Members took into account the comments made at minute M33/16 (1) by the member of Manea Allotment Association in relation to this matter

Members decided that, instead of being increased (from £600) to £700 with effect from October 2017, the rent payable by Manea Allotment Association be reduced to £500 with effect from that date.

M44/16 Correspondence

Community Speed Watch

The Clerk read to members an e-mail from a parishioner, who is one of the members of the village Speed Watch group, requesting the council's support in seeking to address the concerns of the community with regard to speeding in Manea. The Clerk had sent a copy of the e-mail to members in advance of the meeting.

The parishioner reminded the council that a small number of volunteers had been recruited, who had undergone the necessary training and had been loaned Police-owned Speed Watch speed-monitoring equipment. He mentioned that it is proving difficult, on occasions, to get the minimum number of 3 volunteers required for each Speed Watch session.

The parishioner had attached to his e-mail a summary of results of the Speed Watch activity covering the period between the beginning of July 2015 and the end of June 2016; this showed that there had been a total of 20 sessions. The volunteers had undertaken activity at Station Road, High Street and Westfield Road; the highest number of speeding motorists had been on Station Road.

The statistics provided to the council show that a total of 1,913 vehicles had passed the Speed Watch equipment during the 20 sessions and 83 (4% of the total) had been exceeding 35mph.

The parishioner reminded the Parish Council that it had been approached by the Speed Watch volunteers in the past, seeking funding for village-owned equipment. He asked the council to consider, again, purchasing such equipment and supporting the volunteers. He also asked the council to consider providing funding towards speed control measures for the village.

The Clerk reminded members of the council's previous decisions in relation to the purchase of Speed Watch equipment (at a cost not less than £2,400) - that the request for funding for the purchase of Speed Watch equipment be deferred until the Parish Council had been able to see and assess data achieved through three months of Speed Watch activity in Manea - and that the council tends to submit each year an application under the County Council's Local Highway Improvements (LHI) scheme for some form of traffic safety measure; a successful application in recent years had resulted in installation of the build-out in the vicinity of the primary school.

Members decided that the content of the e-mail from the parishioner be noted and that they would

- (1) consider the submission of a LHI bid for 2017/18 for further traffic calming measures in the village;
- (2) assist in the recruitment of additional Speed Watch volunteers;
- (3) consider, following the establishment of a sustainable Speed Watch group and the receipt of further data, the purchase of Speed Watch equipment for the village.

M45/16 Next meeting

Members were reminded that the next meeting of the Parish Council had been scheduled for 15 August 2016, to commence at 7.00 pm, at the Village Hall, School Lane, Manea.

Meeting finished at 9.20 pm

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

Date:.....