

# MANEA PARISH COUNCIL

## MINUTES OF MEETING

20 JUNE 2016 – 7.00 pm.

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

**Apologies:** Councillors Mrs Berry, Hirson and Risbridger.

**In attendance:** District Councillor Buckton.

The minutes of the meeting of 23 May 2016 were confirmed and signed.

### **M17/16 Open Forum**

#### **(1) Planning applications**

A parishioner asked how much consideration is given by relevant parties to proposed construction materials when making comments upon or determining planning applications.

In response to the question, the Chairman stated that the Parish Council would, as a consultee, make comments to the Local Planning Authority with regard to proposed construction materials in cases where members had any concerns in that regard; he made the point that the Parish Council is unaware as to the amount of consideration that Fenland District Council, as Local Planning Authority, gives to proposed construction materials when determining planning applications.

Members decided that the comments of the parishioner and the response of the Chairman be noted.

#### **(2) New pavilion for Manea**

A parishioner expressed the opinion that the Parish Council should ensure that any new pavilion constructed would best serve the needs of the village; a very considerable amount of money could be wasted if the proposal were not thought out properly.

The parishioner stated that she had examined the approved plans and considers that: the proposed changing rooms may not be of sufficient size; the disabled toilet may not comply with the most recent specification for such facilities; she desires and needs of the community may have changed since the time of the plans being drawn. She stated her belief that there is a need for a sports hall in the village.

Members decided that the comments of the parishioner be noted and that she be invited to submit to the Parish Council, via the Clerk, in writing any formal proposals which she would like the council to consider when discussing the future of this project.

#### **(3) Manea Pit**

A parishioner commented that there is a rumour circulating around the village that Manea Parish Council would be announcing at this meeting a date for installation of "otter proof" fencing around Manea Pit and enquired as to whether the rumour is true. In response, the Chairman stated that there is no truth in that rumour.

Members decided that the comments of the parishioner and the response of the Chairman be noted.

#### **(4) Garden Waste Service**

A parishioner enquired as to whether Manea Parish Council had any comments to make in relation to Fenland District Council's proposal to introduce a charge for the garden waste collection service with effect from April 2017.

In response, the Chairman commented that the council would be considering that matter later in the meeting.

Members decided that the comments of the parishioner and the response of the Chairman be noted.

#### **(5) Allotments**

A parishioner commented that there is a rumour circulating around the village that hares are being poisoned at the council's allotments sites and enquired as to whether the rumour is true.

In response, the Chairman stated that there is no truth in that rumour.

Members decided that the comments of the parishioner and the response of the Chairman be noted.

#### **M18/16 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.

#### **M19/16 Progress on actions from minutes of last meeting**

##### **(1) New pavilion for Manea (minute M7/16 (1))**

The Clerk informed members that it had not been possible, due to the unavailability of certain councillors during the period between this meeting and the last one, to arrange a separate meeting of Manea Parish Council (with the proposed new pavilion being the sole item of business on the meeting agenda); he, therefore, invited them to agree a date for the additional meeting.

Members decided that a separate meeting of Manea Parish Council (with the proposed new pavilion being the sole item of business on the meeting agenda) be arranged for 13 July 2016; the commencement time and venue for the meeting would be fixed by the Clerk.

## **(2) Cranmore Lots allotments site (minute M7/16 (2))**

The Clerk informed members that he had been informed that the solicitor acting on behalf of the council is in the process of "ironing out" the final details of the contract of sale for the allotments site. The purchaser's solicitors had sought clarification on a number of points and the solicitor acting on behalf of the council is formulating responses. The Clerk had provided to the solicitor various pieces of information to assist that process, including the completion of a General Enquiries document which had been sent by the purchaser's solicitors to the solicitor acting on behalf of the council.

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

## **M20/16 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 57 dwellings with garages, comprising 34 x two-storey 4-bed, 5 x two-storey 3-bed, 7 x single-storey 3-bed and 11 x single-storey 2-bed, with public open space incorporating balancing pond and water pumping station on land west of Teachers Close, Manea - F/YR16/0372/F (applicant: Matthew Homes Ltd).

*That the application be supported. In addition, the Parish Council would request the Local Planning Authority to attach to any planning permission granted a condition which prohibits the movement of lorries associated with construction of the development during opening and closing times of the village school (to protect the safety of the pupils and to minimise the potential for vehicular conflict/congestion in the village). Also, the Parish Council is of the opinion that the access to the site would only be able to serve lorries which are rigid in terms of their manufacture.*

- (2) Erection of a storage building on land north of Two Hoots, 100 Westfield Road, Manea - F/YR16/0385/F (applicant: Mr Richard Morris).

*That the application be supported.*

## **M21/16 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; however, it is anticipated that, as the summer months have begun, there is the possibility of incidents of motorcycles being ridden around the playing field area

- speed checks had been undertaken by a Special Constable in Station Road on 24 May 2016 with words of advice being given to one motorist
- PCSO patrols in the vicinity of the primary school continue and no matters requiring Constabulary intervention had been witnessed
- the New Horizons outreach vehicle had been parked outside of the Rose and Crown public house on 13 June (between 12.45 pm and 1.45 pm), so that parishioners could engage with the Constabulary through "having a cuppa with a copper". Further such engagement events are planned
- 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.

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

### **M22/16 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

- residents may have seen that removal notices had been placed upon some of the recycling bins which are sited at the Station Road/Wisbech Road junction; the Salvation Army would be removing these bins in the near future
- Fenland District Council (FDC) is currently consulting the public on its proposal to commence charging, with effect from 1 April 2017, for the collection of brown bins. He informed the Parish Council that every household in Fenland would receive a letter, inviting householders to submit to FDC their views in relation to the proposal. Receipt of this service by households after April 2017 would be on an opt-in basis.

District Councillor Buckton made the point that Fenland District Council is faced with the task of achieving budget reductions of the order of £1.8m, which would require lower levels of expenditure and/or increases in income.

One of the possible measures in that regard could have been the introduction of car parking charges but there was no "appetite" for such a measure. It had, therefore, been necessary for FDC to seek to identify other measures, hence the proposal to charge a fee to those households which wish to receive a brown bin collection service (a discretionary service which costs FDC approximately £700,000 per annum to operate). District Councillor Buckton commented that FDC is looking to achieve a situation whereby budget reductions have minimal impact upon front-line services.

District Councillor Buckton informed the council that approximately 50% of District Councils in the Eastern Region already charge for their garden waste collection service. He commented that Fenland District Council would operate the service on a cost-recovery (no element of profit) basis; it estimated that the cost of the service with effect from 1 April 2017 would be £40 per household per annum.

In response to a question from Councillor Drinkwater, Councillor Buckton confirmed that he is still pursuing action from Circle Roddons Housing Association to achieve repair works to the fencing of the play area at Williams Way, Manea.

Members decided that the situation be noted.

### **M23/16 Public open spaces**

- (1) RoSPA inspection – further to minute M11/16, members considered the undertaking of works to address the issues raised by the annual RoSPA reports in respect of the playing field and the skateboard park, in the light of their viewing of the various pieces of play equipment etc as part of the annual village inspection which took place immediately prior to this meeting of the council.

Members decided that

- (1) the maintenance works to the skateboard park identified in the RoSPA report be undertaken; Councillor Drinkwater undertook to make contact with the company which manufactured and installed the structure, with the purpose of achieving the necessary repair works;
  - (2) the Clerk would make contact with 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.
- (2) playing field - the Chairman informed members of a request from Chatteris Youth Services to use the playing field and the pavilion for activities on 17 August 2016.

Councillor Cole expressed the view that the playing field is in need of spraying (for the purpose of weed control).

Members decided that

- (1) the request from Chatteris Youth Services for use of the playing field and the pavilion be approved and that such use be on a free-of-charge basis;
  - (2) the Chairman would make arrangements for spraying, by the usual contractor, of the playing field.
- (3) Storage container - as a result of their inspection of the council's assets within the village, members are of the opinion that it is necessary to replace, because of its poor structural condition, the storage container which is sited on land adjacent to the playing field. All items which could suffer damage from water have been removed from the container.

Members decided the offers of Councillors Cole, Drinkwater and Emery, to obtain quotations for the supply and delivery of a replacement (20 feet in length) storage container be accepted.

- (4) Netball Team - Councillor Drinkwater informed members of the formation of a village net ball team, which is using the multi-use games area at the playing field (free-of-charge

currently). It is hoped that the activity would develop further, with tournaments being played etc.

Members decided that the situation be noted.

- (5) Picnic area - the Chairman expressed his appreciation of the work which had been undertaken by the Manea Street Pride group to tidy and "refresh" the picnic area adjacent to the playing field.

Members decided that the information reported by the Chairman be noted and indicated that they are also appreciative of the work undertaken.

### **M24/16 Manea Pit**

Members considered the minutes of the meeting of the Manea Pit Management Committee held on 25 May 2016, noting that the minutes contained no recommendations to Manea Parish Council.

At 25 May 2016 meeting of the Manea Pit Management Committee a number of new members had been appointed to the committee. However, one of those members, Miss M Williams (who would lead on the maintenance of the community woodland/orchard) had subsequently resigned her membership. This situation would need to be considered at the next meeting of the Manea Pit Management Committee (on 6 July 2016).

At 25 May 2016 meeting of the Manea Pit Management Committee Councillor Fielding had expressed his interest in being re-appointed as one of the council's representatives on the committee and it had been made clear at that meeting by the Clerk that such a matter would require consideration by the council.

The Chairman informed members that, further to minute PMC5/16, a work party had been arranged for 22 June 2016.

Further to minute M12/16, the Clerk updated members on the situation regarding the possible installation of "otter proof" fencing around Manea Pit. He reminded members of the decision at minute M12/16, i.e. that the proposal be approved in principle, subject to the council undertaking all appropriate assessments and evaluations and obtaining all necessary permissions/consents (from organisations such as the Environment Agency and Natural England).

Subsequent to that decision, the Clerk had written to Natural England, detailing the proposal and the council's rationale for such; in response, the Parish Council had been invited to make application to Natural England for an Otters Mitigation Licence. He informed members that he had not had the time to examine the application process (which is supported by guidance notes running to 67 pages). It is clear, however, that the council would need to submit as part of the application:

- a method statement - showing how the applicant would reduce the impacts of proposed work on otters
- a reasoned statement - showing that the activity fits the criteria and that there is no satisfactory alternative
- references - showing that the ecological consultant possesses the necessary experience to apply for a mitigation licence.

The Clerk reminded members that the Wildlife Trust (WT) had commented, when consulted, that this issue is a matter for the Parish Council to determine; it is not a matter in respect of which consent from WT is necessary. In addition, he had responded to enquiries from the Environment Agency in relation to this matter and informed members that the EA wishes to receive a copy of the new Manea Pit Management Plan following adoption by the council.

The Clerk mentioned that he had responded to a letter from Stephen Barclay MP, who was seeking an update on the situation on behalf of one of his constituents. The Clerk summarised for members the letter from the MP and his response.

Members decided that

- (1) the contents of the Manea Pit Management Committee minutes be noted;
- (2) Councillor Fielding be appointed as one of this council's representatives on the Manea Pit Management Committee;
- (3) the update provided by the Clerk regarding the possible installation of "otter proof" fencing around Manea Pit be noted.

### **M25/16 Street Naming**

Members considered an invitation, by e-mail, from Fenland District Council to comment, by 10 June 2016, upon the street name proposed for the new development on land west of 49 to 49A High Street, Manea.

The name proposed is St Nicolas Close (chosen by the developer of the site because of the site's proximity to St Nicolas Church).

With the e-mail, Fenland District Council had provided a practice note containing advice to district ward members and local councils regarding the relevant factors to be taken into account when considering suggested street names.

Members decided that Fenland District Council be informed that Manea Parish Council has no objection to the proposed street name, provided that the spelling of the street name is the same as that of the church.

### **M26/16 Financial matters**

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

#### **Income**

Various (via I Fost)	Sale of fishing tickets	£58.00
Carp Syndicate	Membership fees 2016/17	£880.00
Chatteris Funerals	Cremated remains plot purchase and interment fee	£532.00

March Funerals	Interment fee	£170.00
Cambridgeshire County Council	Verge cutting	£623.42
Manea UFC	Hire of playing field (9 matches)	£360.00
Manea Allotment Association	Allotment rent	£300.00
<b>Total Income</b>		<b>£2,923.42</b>

### **Expenditure**

Manea Village Hall	Room hire on 23 May 2016	£40.00
Mrs A Ryman	Wages and expenses	£64.80
T Jordan	Salary (less income tax of £149.40 and NI of £9.00), other expenses and allowances	£745.04
E.on	Electricity for village green (includes VAT of £0.35)	£7.25
E.on	Electricity for sports area (includes VAT of £0.37)	£7.78
Society of Local Council Clerks	Membership 2016/17	£83.50
HM Revenue and Customs	Clerk's Income Tax and NI (April, May and June 2016).	£506.25
Manea Dinners	Financial support	£500.00
D A Pest Control	Control of moles at playing field	£60.00
Fenland District Council	Re-charge for election on 11 February 2016	£3,192.45
G Fowler	Cesspit emptying at playing field	£80.00
<b>Total Expenditure</b>		<b>£5,287.07</b>

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 31 May 2016 (in the total sum of £88,924.87), together with the month-end figures for each of the preceding six months and as at 31 May 2015.

Members decided

- (1) upon a proposal from Councillor Ms Hookway, seconded by Councillor Fielding, that the income of £2,923.42 be noted and that the payments totalling £5,287.07 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 31 May 2016, together with the month-end figures for each of the preceding six months and as at 31 May 2015, be noted.

### **M27/16 Garden Waste Service**

Members considered, as a consultee, Fenland District Council's proposal to commence charging (with effect from 1 April 2017) for the garden waste collection service.

The District Council's consultation exercise, which includes the delivery (between 20 and 30 June 2016) to household in Fenland of a consultation document, operates between 10 June and 31 July 2016. All of the feedback received by the District Council, included that received from Town and Parish Councils, would be included in a report to be presented to that council's Cabinet in the autumn of this year.

Members noted that the estimated cost of the service with effect from 1 April 2017 would be £40 per household per annum.

Although members feel that this proposal would be a retrograde step, which could lead to an increase in the amount of fly tipping in Fenland, they are mindful of the need for Fenland District Council to achieve financial savings.

Members decided that Fenland District Council be informed that Manea Parish Council has no comments to make in respect of the proposal to commence charging (with effect from 1 April 2017) for the garden waste collection service.

### **M28/16 Cambridgeshire Lowland Search and Rescue -request for financial assistance**

The Clerk reported a request from Cambridgeshire Lowland Search and Rescue (CamSAR) for financial assistance towards the cost of providing support to the emergency services within Cambridgeshire; this is predominantly for the Police in the search for vulnerable missing persons.

The CamSAR, which is a registered charity (with no funding from the Government), run by the volunteers, had 51 call-outs in 2015 for vulnerable missing persons. The organisation's annual operational costs are between £15,000 and £20,000.

Members decided that before being able to make a decision on the request they wish to hear more about the activities of the organisation. Consequently, they requested the Clerk to invite a representative of the Cambridgeshire Lowland Search and Rescue to make a brief presentation to a future meeting of the council.

### **M29/16 Correspondence**

#### **(1) Magpas - financial assistance**

Further to minute M172/15, the Clerk read to members a letter from the Head of Fundraising at Magpas expressing the organisation's appreciation of the financial assistance provided by Manea Parish Council towards the costs of operating its services in the financial 2016/17.

Members decided that the content of the letter be noted.

**(2) The late Mrs Fost**

The Chairman informed members that he had sent to Mr I Fost, a member of the Manea Pit Management Committee, a letter of condolence on behalf of Manea Parish Council and that he had received a Thank You letter in response.

Members decided that the situation be noted.

**M30/16 Next meeting**

Members were reminded that the next meeting of the Parish Council has been scheduled for 18 July 2016, to commence at 7.00 pm, at the Village Hall, School Lane, Manea; this meeting would be preceded by the annual inspection of Manea Pit, to commence at 6.00 pm.

**Meeting finished at 8.40 pm**

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

Date:.....