

# MANEA PARISH COUNCIL

## MINUTES OF MEETING

11 DECEMBER 2017 – 7.00 pm.

**Present:** Councillor Emery, Chairman; Councillors Mrs Berry, Drinkwater, Mrs Eves, Fielding and Ms Hookway

**Apologies:** Councillors Cole, Mrs Desborough and Risbridger.

**In attendance:** County Councillor Gowing.

The minutes of the meeting of 13 November 2017 were confirmed and signed.

### M99/17 Open Forum

#### (1) Gritting of the public highway

A parishioner informed the Parish Council of her concern regarding the adequacy of gritting of the public highway at the "S bends" on Westfield Road. She commented that the grit which is spread in that area by the County Council's gritting lorries does not cover both sides of the road in that area and, consequently, there had been four recent incidents of cars leaving the carriageway and entering residents' gardens (causing damage to fences etc). The parishioner expressed her concern also for children who, when walking to school, could be hit by a car as a result of its losing grip on the slippery road surface.

The parishioner informed the council that she had raised her concerns with an officer of the Local Highway Authority but enquired as to whether the Parish Council could assist in this matter. She suggested that not only should the highway gritting be improved, so that both sides of the road are covered, but protective barriers be installed at certain locations. She commented also that residents living in that area would be happy to spread grit if a grit bin could be provided.

Members decided that the comments of the parishioner be noted and that County Councillor Gowing be requested to discuss this situation with the parishioner at the conclusion of this meeting, with a view to him raising the matter with the appropriate officer(s) within the Highways Service at Cambridgeshire County Council.

#### (2) Manea Archive project

A parishioner drew to the council's attention to the Manea Archive project, which is designed to capture as much of the history of the village as possible by collecting, and storing electronically, pictures, newspaper cuttings, memories etc. and covering all aspects of the life of the village. He expressed the opinion that, with an ageing population and the majority of people not interested in history until later in life, it is important that this history is retained for future generations.

The project is also proposing to capture the status of the village as it is today by taking a series of photographs of its buildings, streets/roads, businesses and making contact with the various clubs and groups which are operating today; the history of tomorrow. Co-incidentally, a Facebook group had been set up at the end of November called Manea Memories, where pictures and comments are being posted by a number of villagers. This has generated a lot of interest, with photographs being posted and members of the community adding their

recollections and comments. It is clear that there is significant interest, and material, to support a project of this type.

The parishioner informed the council that once the size of the Manea Archive project has been identified, governed primarily by the number of photographs that are available, it would need to establish the best way to make this history available going forward. Whether this is by way of an independent website, or 'housed' under an existing 'umbrella' will need to be decided but it must be accessible easily by the public. This is a large task which will never be completed and help is requested from anyone able to participate in moving the project forward, along with anyone who has material, either pictures, newspaper clippings, etc., who would be willing for the project to borrow them so as they can be scanned into a computer.

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

### **(3) New community building for Manea**

The parishioner who had addressed the council at its last meeting regarding this matter (minute M84/17 (3) refers) expressed his concern that the presentation which had been received by the council at minute M87/17, which, in his opinion, had been poor in quality and detail, had included no estimated costs associated with the provision of a new community building in the village. The parishioner expressed the opinion that the total cost of constructing and equipping such a building could cost well in excess of £1 million. He commented that the primary use of the current pavilion is as changing rooms for Manea United Football Club; the level of income generated by that use would be significantly insufficient to cover the operational costs of a new community building.

The parishioner urged the Parish Council to consider very carefully whether there is a need for such a building and how the costs of operating such a facility could be met without recovering them via the Parish Precept.

Members decided that the comments of the parishioner be noted.

### **M100/17 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.

### **M101/17 Progress on actions from minutes of last meeting**

#### **(1) Community resilience (minute M86/17 (1))**

The Chairman commented that all that is needed, to be able to assist the community in the event of small-scale emergencies (such as flooding, loss of electricity supply, heavy snowfall etc), is to have a "pool" of parishioners who possess particular skills and/or equipment which would be useful in such circumstances. He suggested around forty people, which ought to include all of the members of the Parish Council, should be sufficient.

Councillor Mrs Eves reminded members that she had volunteered at the October 2017 meeting of the council (minute M73/17 (1) refers) to compile a list of parishioners who possess particular skills and/or equipment which would be useful in the event of small-scale emergencies in Manea and had invited other members to provide her with such information; however, despite her sending reminders, she had still received no such information from members.

Councillor Mrs Eves mentioned that she had asked members to provide her with names, addresses and telephone numbers for people who would be willing to help get information out and back to councillors in the event of a small-scale emergency in the village. She had asked members also to indicate whether such persons possessed a particular skill or equipment; however, the primary matter is to have a large enough group of people spread throughout the village who could knock on doors and feedback any concerns, particularly any vulnerable people who may need assistance. She commented that she had hoped to be in a position to produce lists etc as the basis of an emergency plan, for approval at this meeting.

Councillor Mrs Eves commented that, despite the lack of response from other members of the council, she had produced a list of appropriate parishioners and had plotted their home addresses on a map of the village. She stated that she would be happy to set up a "communications tree" which could be activated in the event of a small-scale emergency in the village; obviously, she would need the contact details (telephone numbers and/or e-mail addresses) for that purpose. On the map she had also shown the locations of potential places of refuge (such as the village hall, Church Rooms, RBL club).

Members decided that the current situation be noted and that they would assist, between this meeting and the next one, Councillor Mrs Eves with the further development (providing contact details of potential "volunteers") of a "communications tree" which could be activated in the event of small-scale emergencies in Manea.

**(2) Possible Sensory Room (minute M86/17 (3))**

The Chairman reported that Councillor Mrs Desborough had received, since the last meeting of the council, the second brochure that she had requested and that both this brochure and the one received previously are still being circulated around the members of the council.

Members decided that the information reported by the Chairman be noted and that this matter be considered further at the next meeting of the council.

**(3) Parish Council training (minute M93/17)**

The Clerk informed members that he had booked, via Doddington Parish Council, a certain number of places for members of Manea Parish Council (as listed at minute M93/17) on the Councillor Development training, to be delivered by CAPALC, and that he would forward, upon his receipt, any further details provided in relation to these sessions.

Members decided that the situation be noted.

**M102/17 New community building for Manea**

Further to minute M87/17, members considered supporting in principle of the proposal to provide a new community building for the village.

Councillor Mrs Eves stated her acknowledgement that it could have made clearer in advance of the presentation (made by a representative of the community group which is working on the possibility/feasibility of providing a new community building for Manea) at the last meeting of the council (minute M87/17 refers) that the intention had been to provide the council with an update on the outcome of the public consultation process; it had never been the intention to provide the council with a preferred design and associated costs. The design which had been produced was only ever intended to create visual stimulation to encourage more participation and feedback. Although the design showed to members does, in the main, meet most of the requirements expressed by villagers during the consultation and has been deemed suitable by the Football Association, it is only one of a number of potential designs.

Councillor Mrs Eves commented that, now that the consultation process had identified some strong themes and opinions, the next stage is to source funding to pay for a commercial architect to develop and cost out potential designs based upon the feedback. This would also include investigating what funding could be accessed to construct the building and various business plans to ensure self-funding for ongoing running and maintenance costs of the building. Following that process, there would be further consultation with the local community and the Parish Council. She commented that such a project, if it does become a reality, is not likely to happen within a short timescale; however, it is appropriate, in her opinion, to plan for the future.

Councillor Mrs Eves requested members to give their 'support in principle' to enable this proposal to move forward. She stated that there would be no expectation that the Parish Council would own or contribute to the activities involved in the process but an indication of council support for further investigative work by a task and finish group would assist in applications from the group for grant funding for the further investigative work. She expressed the opinion that it would be difficult to obtain funding in the absence of support from the Parish Council (particularly as the proposed site is owned by the Parish Council). She acknowledges that many members of the council have concerns regarding ongoing costs and any future financial burden on the Parish Council but all of this would be considered as part of the investigation and evaluation process and appropriate steps would be taken to ensure that such a situation would not occur.

Members decided, having listened to the comments of Councillor Mrs Eves, that Manea Parish Council would indicate its support in principle for a task and finish group, comprising representatives of the local community, to undertake investigative and assessment work in relation to the possible provision of a new community building in Manea. This decision does not commit the council to providing any resources (human or financial) to the work.

### **M103/17 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) Certificate of Lawful Use (Existing): The use of a mobile home as a separate dwelling for a period in excess of 10 years and conversion of stable block to kitchen and bathroom at The Bungalow, Iretons Way, Chatteris - F/YR17/0369/CERTLU (applicant: Mr Smith).

*The Parish Council has no knowledge as to whether the applicant's assertion is correct.*

- (2) Erection of a first-floor rear extension and insertion of first-floor side window to existing dwelling at 46 High Street, Manea - F/YR17/1086/F (applicant: Mr Justin Read).

*That the erection of the proposed extension be supported in principle but the council considers that the first-floor side window should not be permitted because of the overlooking which would occur to 44A Station Road; resulting in a detrimental impact upon the residential amenity of the occupiers of that property.*

(Members considered copies of letters of objection which had been submitted to the Local Planning Authority by the occupiers of 44A and 48 High Street, Manea).

- (3) Formation of a new vehicular access to 4 Westfield Road, Manea - F/YR17/1126/F (applicant: Miss G Dutta Gupta).

*That the application be supported.*

- (4) Erection of a two-storey rear extension and insertion of roof light to front roof slope to existing dwelling, involving demolition of existing single-storey element and outbuildings (part retrospective) at May Villa, Straight Road, Manea - F/YR17/1130/F (applicant: Mr Keane).

*That the application be supported.*

- (5) Erection of a two-storey rear extension and insertion of roof light to front roof slope to existing dwelling, involving demolition of existing single-storey element and outbuildings (part retrospective) at May Villa, Straight Road, Manea - F/YR17/1130/F (applicant: Mick George Ltd).

*That the application be supported.*

#### **M104/17 Police matters**

Although no representative of the March and Chatteris Policing Team was present at the meeting, PCSO Carol Holloway had provided a report detailing recent incidents of crime and disorder which had been reported to the Constabulary, as well as updating the Parish Council on other relevant matters, since the last meeting of the Parish Council. PCSO Holloway's report mentioned that

- there had been a report of poaching at Elderwood Farm; officers attended the scene and stopped a vehicle
- with regard to the crimes which had been reported to the Constabulary since the last meeting of the council, there had been: one dwelling burglary (offenders had gained access at the rear of the property and various items had been stolen); one incident of criminal damage; the theft of a motor vehicle; theft of a cast iron post box from the front of a property
- the Constabulary had increased the number of patrols through the villages in response to the recent increase in burglaries
- community engagement events continue to be held at the Meat and Eat premises, to enable parishioners to be able to engage regularly on a face-to-face basis with a representative of the Constabulary; the next event is scheduled for 25 January 2018 (to take place between 9.30 am and 10.30 am).

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

#### **M105/17 Reports from District and County Councillors for the parish**

Councillor Buckton, the District Councillor for Manea, was not present at the meeting and he had not provided information to the Clerk, for reporting on his behalf to the Parish Council.

Councillor Gowing, the County Councillor for the electoral division which includes Manea, informed members that the County Council, as Local Highway Authority, intends to deliver improvements to the A142; these include: investigating the possibility of widening the carriageway; installing rumble strips along the edges of the road; making mud-resistant the centre lines of the carriageway.

Members decided that the situation be noted.

#### **M106/17 Public open spaces**

- (1) Playing field - further to minute M91/17, members reviewed the practice introduced in relation to key holders for the pavilion (minute M64/17 refers).

Councillor Mrs Eves suggested that, now that a harmonious situation appears to have developed between Manea United Football Club (MUFC) and Manea Parish Council (including the club providing details, in advance, of its home games), MUFC be provided with keys to the pavilion. Members are aware that the council's caretaker for community assets considers that the members of MUFC are now acting responsibly in terms of use of the pavilion and the associated liaison with him in that regard.

Further to minute M91/17, the Chairman reported that he had invited, from a local contractor, the submission of a quotation for manufacturing lids for the waste bins located at the Multi-use Games Area and the skateboard park but he is not yet in possession of such.

Members decided that

- (1) keys to the pavilion be provided to Manea United Football Club; the situation to be reviewed in three months;
  - (2) the information reported by the Chairman in relation to provision of lids for certain waste bins be noted.
- (2) Street lighting - further to minute M91/17, the Clerk reported the response that he had received from an officer at Fenland District Council in relation to his request for an updated quotation for the cost of re-locating the street lighting between Manea railway station and the Station Road/Wimblington Road junction to the same side of the road as the footpath.

In his e-mail to the Clerk, the officer of Fenland District Council (FDC) states that as FDC has not had a contractual arrangement with Balfour Beatty (which had provided the previous quotations to Manea Parish Council) since April 2017 - the company still has some outstanding works to complete from 2016 on behalf of two Parish Councils and, therefore, the council continues to press Balfour Beatty to complete - FDC will not be ordering any further works via Balfour Beatty either for FDC or on behalf of a Parish Council. Although FDC currently has an interim street lighting contractor which is able to attend emergencies and undertake repairs and fault works, the company is not best placed to undertake replacement works, especially those which require board connectivity, overhead cable works and road crossings (as would be required to re-locate the street lighting between Manea railway station and the Station Road/Wimblington Road junction to the same side of the road as the footpath).

The officer of Fenland District Council comments that he is in the process of writing a new repairs and maintenance works contract. which would soon be tendered and would include Parish Council assets for those Parish Councils which had expressed a desire to be included. This contract would also have the ability to undertake small scale replacement works such as those sought by Manea Parish Council; it is hoped that the new contract will be in place from 1 April 2018.

The works to re-locate the street lights on Station Road would involve UKPN disconnections, road crossings and new service connections; these are expensive. It is not something that FDC is able to facilitate at this time but the council would be happy to discuss the matter next year once a new service provider has been appointed.

Members decided that the response from Fenland District Council (FDC) be noted and that this matter be pursued following the appointment by FDC of a new street lighting contractor.

- (3) Drainage at Manea Cemetery/Park Road, Manea - the Chairman reminded members of drainage problems which exist at Manea Cemetery/Park Road (minute M166/15 and M175/15) and that some drainage pipes clearance works had been undertaken to alleviate the problems. It was identified at that time that, ideally, all of the pipe work be replaced; such action would be both expensive and disruptive. He informed members that there is a company which undertakes internal lining works to drainage pipes, which negates the need to replace damaged pipes. To ascertain the feasibility and cost of such work, the company would need to examine the condition of the drainage system, through the use of appropriate cameras.

The Chairman suggested to members that such a course of action be pursued and he reported a quotation that he had received from the company for the necessary investigative camera work.

Members decided that the information reported by the Chairman be noted and that the quotation received in respect of the necessary investigative camera work, to ascertain the feasibility and cost of undertaking internal lining works to the drainage system at Manea Cemetery/Park Road, be accepted.

### M107/17 Manea Pit and Community Orchard/Woodland

The Chairman updated members on the situation with regard to installation of the "otter proof" fence; he mentioned that he had accepted, on behalf of the council, the contractor's offer to undertake the work in the New Year and to repay to the council the money which had been paid to the contractor for the purchase of materials. With regard to repayment of money to the council, the Chairman informed members that the contractor states that instruction had been given to his accountant to make the necessary arrangements.

The Clerk read to members an update report provided by the Manea Community Orchard/Woodland Group, a copy of which he had circulated to members in advance of the meeting. The report informed the council that

- work to clear grass mowings had ceased, as the majority had been cleared and placed next to the hedgerows and the weather conditions are no longer suitable. The donation of a ride-on mower had made this task easier but the grass is now too wet to do any more this season. This will, however, make the job easier at the end of next season. Work is still required to cut down the Fen Reed in the hedgerow and clear around the base of the plants in the open areas in the orchard along with those in the hedgerow. The members of the Manea Community Orchard/Woodland Group had been discussing the way forward for the next growing season but need to see what impact the "otter fence" would have and realistically what the remaining volunteers can achieve now that their number has reduced to only four; however, there are now two other persons who may be interested in joining the group.
- following planting of the Daffodil bulbs on 5 November 2017, notices had been placed along the bank to remind the grounds maintenance contractor not to mow the area until the flowers have died back next year, at which time the notices would be removed to allow for the mowing to take place; they would be re-instated at the end of next year ready for the new growth prior to flowering.
- the majority of the plants received from the Woodland Trust have been planted in the hedgerow and replacing some of the plants in the Hazel copse which had died. The Woodland Trust provided almost double the amount that were ordered/expected, so the remaining few were given to one of the pit bailiffs for planting at other locations around the pit.

Further to minute M80/17, the Chairman informed members that, because of the size of the piece of machinery, it is not possible to store the lawnmower which had been donated Manea Community Orchard/Woodland Group in the existing container at the cemetery; consequently, the lawnmower is now being stored in a shed at the playing field.

Members decided that

- (1) the information reported by the Chairman be noted;
- (2) the content of the report of the Community Orchard/Woodland Group be noted;
- (3) the current situation regarding the work to install the "otter proof" fence be noted;
- (4) further to minute M80/17, the new Manea Pit Management Plan, which had been circulated by the Clerk to all members in advance of the meeting, be adopted by Manea Parish Council.

### **M108/17 Provision of defibrillators in Manea**

Councillor Mrs Eves invited members to consider, in the light of discussion at the last meeting (minute M91/17 refers), the level of provision of defibrillators in the village.

Councillor Mrs Eves informed members that the cabinet used currently to house the defibrillator on the external wall of the Rose and Crown public house is not designed for outside storage. One of the local Community First Responders had informed the councillor that, to ensure that the unit is fully functional if/when needed, it should be stored in a cabinet which is designed for external installation; such cabinets are fitted with a thermostat and, when the temperature drops below 5 degrees Centigrade, a heater "kicks in". Councillor Mrs Eves mentioned that the proprietors of the public house would be happy to provide the electricity for a heated cabinet.

Councillor Mrs Eves commented that she would like the Parish Council to consider purchasing a replacement defibrillator cabinet. She would also like the council to consider supporting a potential community-led project for the provision of additional defibrillators in the village. She considers it to be imperative that an accessible defibrillator be provided at the pavilion. She expressed the opinion that it is fortuitous that Manea United Football Club (MUFC) had offered to make available for use by the local community the one that it had purchased recently if the Parish Council would contribute towards the cost of an external cabinet. She stated her awareness that one of the members of MUFC had forwarded to the Clerk a quotation for the cost of an external-use cabinet.

The Clerk confirmed that he had received a quotation for the cost of an external-use cabinet, in the sum of £375.00 plus VAT.

With the consent of the Chairman, a representative of Manea United Football Club informed the council that, in the light of the decision at minute M106/17 to allow the club to have keys to the pavilion, the club would be happy to leave in the pavilion, so it could be available more widely for the users of the pavilion and recreation ground, the defibrillator that it had purchased (minute 91/17 refers). Also, as the defibrillator would be stored within the building, there would be no need to purchase an external-use cabinet.

At the invitation of the Chairman, Mr J Doherty, a local Community First Responder addressed the council on this matter. He informed the council that he had made an application to the British Heart Foundation (BHF) for funding to meet the cost of providing five defibrillators at Manea (he mentioned the locations that he thinks would be appropriate in the village) but the application had not been supported by the BHF. He confirmed that he would be happy to lead a community project aimed at providing additional defibrillators in the village.

Members decided that

- (1) a defibrillator cabinet designed for external use, at a cost of £375.00 plus VAT, be purchased by the Parish Council, for installation in place of the existing cabinet on the exterior of the Rose and Crown public house;
- (2) the offer of Manea United Football Club, to leave in the pavilion the defibrillator that it had purchased, be accepted;
- (3) the council would consider, at its next meeting, the provision of defibrillators at other locations within the village.

### **M109/17 Parish street lighting**

Further to minute M52/17, the Clerk read to members a letter from District Councillor King, Cabinet member for Rural Affairs, in relation to parish street lighting. The letter had been circulated to members, by the Clerk, in advance of the meeting.



In his letter, District Councillor King mentions that Fenland District Council (FDC) had received written or oral responses from all the Parish Councils in Fenland, only two of which had decided not to be part of the FDC repair and maintenance tender in respect of street lighting; some of those councils had, however, made it clear that such participation would be dependent upon the outcome of the tendering exercise.

The letter from District Councillor King states that agreement of the specification for the inventory and condition survey procurement process is underway and that FDC had decided that this survey would take in FDC owned street lights first and then Parish Council owned street lights following formal agreements with the individual Parish Councils.

The letter states also that FDC officers are in the process of preparing a specification and tender documentation to progress the repair and maintenance procurement process. Parish Councils would be informed, hopefully early in 2018, of the results and of a final proposal. On the advice of FDC officers and his Cabinet colleagues, District Councillor King had decided that the Parish Council responses and the finalised package would be determined by FDC's Cabinet. Although time is tight, it is still FDC's intention to have the new arrangements in place for April 2018.

A contract has been awarded for replacement of the outstanding Category 1 street lamps lights; these will incorporate LED lanterns and reflect the new FDC standard street lamp replacement specification which is to be used for all replacements from now on.

District Councillor King makes the point that a number of Parish Councils had commented on the improved street lighting service that they are experiencing and he makes the point that this service is currently unchanged; faults should continue to be reported to FDC by e-mail ([assets&projects@fenland.gov.uk](mailto:assets&projects@fenland.gov.uk)) or by telephone (01354 654321).

Members decided that the content of the letter from District Councillor King be noted.

### **M110/17 Financial matters**

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

#### **Income**

Richard King Memorials	Additional inscription on memorial	£99.00
Manea Gala Committee	Donation	£150.00
Manea UFC	Hire of football pitch (3 matches plus payment Of £120.00 debt)	£240.00
Tony Clingo	Interment fee	£170.00
Chatteris Funeral Services	Cemetery memorial	£170.00
<b>Total Income</b>		<b>£829.00</b>

#### **Expenditure**

Manea Village Hall	Room hire on 13 November 2017	£10.00
T Jordan	Salary (less income tax of £152.40 and NI of £10.80), other expenses and allowances	£773.50
E.on	Electricity for village green (includes VAT of £0.70)	£14.72
E.on	Electricity for sports area (includes VAT of £0.29)	£6.04

E.on	Electricity for pavilion (includes VAT of £6.11)	£128.34
A Ryman	Pavilion cleaning	£60.59
E Mason and Son	Grounds maintenance: October 2017 (includes VAT of £140.00)	£840.00
E Mason and Son	Grounds maintenance: November 2017 (includes VAT of £216.00)	£1,296.00
M Willmott	Caretaking duties	£172.00
M Hindry	Reimbursement of the cost of keys for lock to storage containers at Manea Cemetery and at the playing field	£25.60
D A Pest Control	Control of moles at recreation ground	£60.00
DVD Builders Ltd	Repairs to skateboard park (includes VAT of £240.00)	£1,440.00
Young People March Ltd	Manea Youth Club: Quarter three 2017/18	£1,374.66
Ridgeons	Post mix concrete (includes VAT of £11.11)	£66.67
S Emery	Reimbursement of the cost of gift to the parishioner who re-painted the Manea village sign	£8.99
H M Revenue and Customs	Clerk's Income Tax and NI (September, October and November 2017)	£526.86
<b>Total Expenditure</b>		<b>£6,803.97</b>

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 30 November 2017 (in the total sum of £246,498.57), together with the month-end figures for each of the preceding six months and as at 30 November 2016.

Members decided

- (1) upon a proposal from Councillor Mrs Berry, seconded by Councillor Ms Hookway, that the income of £829.00 be noted and that the payments totalling £6,803.97 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 30 November 2017, together with the month-end figures for each of the preceding six months and as at 30 November 2016, be noted.

#### **M111/17 Request for financial assistance**

Members considered an application from Manea RBL Bowls Club for financial assistance towards the club's operating costs (which include maintenance of the bowls green), without which there is the possibility that the club, which had operated for many years, could be forced to close.

In the letter of request, the Secretary of Manea RBL Bowls Club explains the manner in which club members generate a small amount of funding towards the club's operating costs.

Members decided

- (1) in principle that they wish the council to provide some financial assistance to the Manea RBL Bowls Club but would like answers to a small number of questions before reaching a final decision on the request for financial assistance; those questions being:
  - how many members does the Bowls Club have?
  - what is the level of funding that the club is seeking from the Parish Council?
  - has the club sought to identify other potential sources of grant funding (if so, which organisations and how much money has been applied for?)?;
- (2) that the application be considered further following receipt by the Clerk of answers the questions at (1) above.

### M112/17 Correspondence

#### (1) Manea Youth Club

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 states that Manea Youth Club remains extremely popular with young people in the village.

Members took the opportunity to view the report at the meeting.

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 2018.

Members decided that the situation be noted and that

- (1) content of the report from Young People March Ltd be noted;
- (2) Manea Parish Council does wish to continue the village Youth Club for the 2018/19 financial year, provided that the cost of delivery by Young People March Ltd of the Youth Club in that financial year would be at the same or similar cost as that in 2017/18.

#### (2) Stainless Metalcraft (Chatteris) Ltd celebration event

The Clerk read to members a letter of invitation, a copy of which he had circulated to them in advance of the meeting, from Stainless Metalcraft Ltd, to an celebration event (to celebrate the success of the first year of the company's Community Fund), which is scheduled to take place at Chatteris Working Men's Club, Chatteris on 18 January 2018.

The event is designed to gain feedback from local organisations and obtain any suggestions for improvement going forward; at the event the company will also share developments that have happened at Metalcraft over the last twelve months and announce some 'exciting news' on how it is looking to develop the Community Fund for the next twelve months.

Members decided that the content of the letter be noted and that those councillors who wish to attend the event should inform the Clerk, so that he is able to respond, on behalf of the council, to the invitation.

**M113/16 Dates of meetings for 2018**

Members decided that meetings of the Parish Council in 2018 (all commencing at 7.00 pm and taking place in Manea Village Hall) be held on the following dates: 15 January, 19 February, 19 March, 16 April (including Annual Assembly), 14 May (Annual Meeting of the Council), 18 June, 16 July, 13 August, 10 September, 15 October, 12 November and 10 December.

**Meeting finished at 9.15 pm**

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

Date:.....

DRAFT