

MANEA PARISH COUNCIL

MINUTES OF MEETING

17 JULY 2017 – 7.00 pm.

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

Apologies: Councillors Mrs Desborough and Risbridger.

In attendance: County Councillor Gowing and District Councillor Buckton.

The minutes of the meeting of 19 June 2017 were confirmed and signed.

M30/17 Open Forum

(1) Use of Manea playing field for charitable event

A parishioner enquired as to whether the Parish Council would give consent for use of the playing field, and associated use of the pavilion, on 24 September 2017 for a musical event aimed at providing support for children who have learning difficulties.

Members decided that the parishioner's request be approved and that use of the playing field and the pavilion be on a free-of-charge basis.

(2) Public footpaths/rights of way

A parishioner commented on the poor condition of public footpaths numbered 1, 2, 3 and 5 and she enquired as to whether the Parish Council could undertake work to clear at least one of those footpaths.

In response, the Chairman commented that the responsibility for public footpaths falls to Cambridgeshire County Council and is hopeful that the condition of these footpaths is a matter that County Councillor Gowing, who was present at the meeting, could raise with the relevant officer at the County Council.

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

(3) Damage caused to playing field

A parishioner mentioned damage which had been caused to the playing field as the result of a tank being driven onto the playing field to feature as part of this year's Manea Gala and he enquired as to what action would be taken, and by whom, to remedy the damage.

In response, the Chairman commented that this matter would be discussed under the Open Spaces item on the agenda for this meeting (minute M37/17 refers).

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

(4) Grounds maintenance

A parishioner made reference to a comment in a recent edition of the Manea Matters publication - when mentioning the report which had been given at the Annual Parish Assembly by the Chairman - that the Pariah Council considers that the recreation ground is a credit to the village and the parishioner stated that he had a different opinion. He commented that the council's grounds maintenance contractor should ensure that all cold drinks cans and other litter is removed from the ground prior to grass cutting works being undertaken.

In response, the Chairman undertook to discuss with the council's grounds maintenance contractor the comments made by the parishioner.

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

(5) Multi-use Games Area

A parishioner mentioned the decision of the Parish Council at its last meeting (minute M23/17 refers) with regard to use by children of the Multi-use Games Area (MUGA) and expressed the opinion that any such users should be accompanied/supervised by an adult.

Members decided that the comments of the parishioner be noted and they be taken into account when discussing issues in relation to the MUGA at minute M37/17.

(6) Possible Sensory Room

A parishioner mentioned comments made by villagers on social media in support of the provision of a sensory room in Manea. He suggested that such a facility could be provided by way of portacabin which could be sited adjacent to the pavilion; the parishioner estimates the cost of such provision at less than £20,000.00.

Members decided that the comments of the parishioner be noted and that the provision of such a facility be taken into account when considering future capital schemes for the village.

(7) New community building for the village

A parishioner made reference to the situation described at the last meeting of Manea Parish Council (minute M28/17 (1) refers) and the options which had been developed by the group within the village which is leading on this matter. He expressed the opinion that the type of building which is being proposed, for three possible locations at the recreation ground, is not a pavilion, as is being "branded", but a sports hall.

Members decided that the comments of the parishioner be noted.

M31/17 Vacancy in the membership of Manea Parish Council (minute M19/17 (1))

Further to minute M19/17 (1), the Clerk reported that, as a result of the election which took place on Thursday 29 June 2017, Mrs Lisa Eves had been elected to membership of Manea Parish Council. Prior to commencement of the meeting, Councillor Mrs Eves had signed a Declaration of Acceptance of Office.

Members decided that the information reported by the Clerk be noted and they welcomed Councillor Mrs Eves to her first meeting as a Manea Parish Councillor.

M32/17 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.

M33/17 Progress on actions from minutes of last meeting

(1) Community resilience (minute M19/17 (2))

Members considered further how the council should proceed in terms of developing a plan or community support in the event of small-scale emergency situations in Manea.

The Clerk informed members that Councillor Risbridger had produced a piece of editorial for inclusion in the next edition of the Manea Matters publication, through which members of the public are being invited to volunteer to perform certain roles within a village community resilience "team".

The Chairman informed members that Councillor Risbridger would no longer be able to lead on this initiative and invited other members of the council to take on that role.

Members decided that the current position in this matter be noted and that Councillor Mrs Berry would take on, from Councillor Risbridger, the lead in delivering this initiative.

(2) Manea Pavilion (minute M19/17 (3))

The Chairman informed members of the current situation with regard to the improvement works to the pavilion. He mentioned that the new floor covering would be fitted tomorrow, the new kitchen is scheduled for delivery on Wednesday; a couple of days work by a local carpenter would be needed for installation of the kitchen. The electrical contractor is ready to undertake the electrical works (i.e. installing panel heaters and re-positioning one electrical socket in the kitchen area). Following completion of those various works, the project would be complete.

The Chairman expressed his appreciation of the time and effort which had been devoted to this project by certain members of the community.

The Chairman expressed the opinion that the pavilion would benefit from some elements of new furniture (tables and chairs) and that he would make a proposal in that regard to the next meeting of the Parish Council.

Members decided that the current situation be noted and that they would consider, at the next meeting, the purchase of new furniture for the pavilion.

(3) Caretaker for the Parish Council's community spaces (minute M27/17)

The Clerk reported that he had produced an advertisement (which had been published on the council's website and displayed on notice boards etc in the village) seeking applications for the role of Caretaker for the Parish Council's community assets; as a result, two applications had been received.

The Clerk reminded members that, as is the case with the current Caretaker, the person selected by the council to perform this role would not be an employee of the Parish Council but deemed to be a contractor and be paid by the council on the basis of submitting claims/invoices for payment (at a level and at intervals to be agreed between the contractor and the council).

Members decided that the current situation be noted and that the Chairman, Vice-Chairman and the Clerk would interview both candidates and be delegated the authority to select one of those candidates (if suitable) to perform the role of Caretaker for the Parish Council's community assets.

M34/17 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) Erection of a two-storey 4-bed dwelling (re-submission of F/YR11/0522/F in relation to plot 3 only) and temporary siting of a mobile home during construction at plot 3, land south-west of 100 Westfield Road, Manea - F/YR17/0506/F (applicants: Mr and Mrs Wilkes) = revised proposal; revision is temporary mobile home included in the proposal and clarification regarding dressing room and garage windows provided.

That the application be supported.

- (2) Erection of a two-storey 3-bed dwelling, involving the formation of a new access, on land north-east of 52 Station Road, Manea - F/YR17/0558/F (applicant: Mr Simon Nunn).

Object, on the basis that

- *approval of this proposal would result in overlooking of the neighbouring property to the north of the application site, detrimental to the residential amenities of the occupiers of that property*
- *approval of this application would set a precedent for similar residential proposals at other locations along Station Road, leading to an unacceptable change to the character of that part of the village.*

- (3) Erection of a two-storey 3-bed dwelling on land west of 18 East Street, Manea - F/YR17/0570/F (applicant: Mr P Rolfe).

Object, on the basis that

- *approval of this proposal would result in over-development of the site*
- *the existing highway infrastructure (East Street) is inadequate to serve additional residential development.*

- (4) Continuation of landfill of stable non-reactive hazardous waste, soil washing and mineral processing within the existing site until 31 December 2044. Retention of 2 no. weighbridges and 14 metre x 8 metre site office building. Extraction of clay. Extension of stable non-reactive waste landfill area. Erection of ready mixed concrete plant, cement silos, 50 metre x 50 metre building for recycling tyres, 50 metre x 50 metre building for recycling plasterboard, 40 metre x 20 metre building for bagging aggregate and 3 no. 14 metre x 8 metre buildings to serve as office, site laboratory and welfare unit. Installation of concrete surface and its use for composting green waste; treating liquid waste; bio-remediation of waste; crushing demolition waste; storing vehicles and machinery; and ancillary parking for cars and lorries. Alteration of internal haul road. Storage of topsoil and subsoil. Formation of silt settlement ponds at Witcham Meadlands Quarry, Block Fen, Mepal - F/2000/17/CW (applicant: Mick George Ltd).

That the application be supported.

In addition, members considered a pre-application consultation in respect of the erection of one dwelling on land between 9 and 10 Glebe Close, Manea.

In addition to plans of the site and the residential proposal, the land owner's planning agent had provided the results of the public consultation exercise which had been undertaken (of the 15 properties consulted, only one had objected to the proposal).

Members decided that the residential development of this site by the erection one dwelling be not supported by the Parish Council, as they consider that it would have a detrimental impact upon the amenities of the occupiers of numbers 9 and 10 Glebe Close and make worse the existing traffic difficulties experienced in Glebe Close.

Councillor Mrs Eves referred to the fact that Manea Parish Council is consulted regularly by the Local Planning Authority on applications for new residential development proposals in the village and expressed her concern about the ability of the village's community infrastructure - highways, school, doctor's surgery, drainage and sewerage facilities - to support continued housing growth. Consequently, she proposed that representatives of Anglian Water, Manea Surgery and Manea Community Primary School be invited to either send a representative to attend a future Parish Council meeting (to explain the capacity situation as it applies to the respective body/organisation) or to provide a written submission that could be reported by the Clerk to a future meeting of the council.

Members decided that the Clerk would make contact with Anglian Water, Manea Surgery and Manea Community Primary School, inviting each of them to either send a representative to attend a future Parish Council meeting or to provide a written submission that could be reported by the Clerk to a future meeting of the council.

M35/17 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 one theft of red diesel from a farm
- patrols outside the school, at opening time, continue but no issues relating to motorists' behaviour, such as inconsiderate parking, had been witnessed
- in response to residents' requests, there had been increased patrols in the village both during the day time and evenings
- 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 most recent event took place on 3 July 2017.

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

M36/17 Reports from District and County Councillors for the parish

District Councillor Buckton informed members that he had nothing specific to report in respect of the activities of Fenland District Council but mentioned that construction work had commenced in respect of the development residentially of land west of Teachers Close, Manea (planning application F/YR16/0372/F refers) and that, because of concerns regarding the movements of HCVs to and from the application site (using Hutchinson and Scholars Close) to facilitate the construction works, the developers had been required by the Local Planning Authority to produce a traffic management plan that covers vehicles travelling to and from the construction site.

District Councillor Buckton mentioned that he had requested a meeting with District Councillor Sutton and a representative of the developers to ensure that traffic movements accord with that plan. He made the point that, to minimise disturbance to nearby residents, construction works on site should take place only between the hours of 8.00 am and 5.00 pm. District Councillor Buckton stated that he would provide an update on this situation to the next

meeting of Manea Parish Council.

Further to minute M22/17, County Councillor Gowing reported on his investigations into the possibility/feasibility of a School Crossing Patrol being provided for Manea Community Primary School, in the light of a survey which had been arranged by the School Crossing Patrol Manager at the County Council to assess child pedestrian safety at Station Road/School Lane, Manea and whether the situation meets the required criteria for considering the installation of a School Crossing Patrol.

County Councillor Gowing informed members of the methodology of the survey and the factors which are taken into account. The results from the survey undertaken by the School Crossing Patrol service on a particular day show that the situation in front of Manea Community Primary School represents approximately 87% of the required nationally agreed criteria for the provision of a School Crossing Patrol; consequently, the School Crossing Patrol Manager at the County Council is unable to recommend a School Crossing Patrol for this location at the current time. That officer does, however, make the point that the survey results do meet the criteria for a third-party funded patrol site to be considered by the County Council. The approximate cost for this would be £6,000 in year one, which includes a one-off payment for appropriate road signage, and reduce to approximately £5,000 per year plus inflation.

County Councillor Gowing mentioned that a further survey could be requested in twelve months time or indeed sooner if any local factors may have a significant impact; for example, new housing developments can lead to an increase in pupil numbers crossing the road or an increase in traffic flow past the school.

Members decided that the information reported by District Councillor Buckton and County Councillor Gowing be noted and that the County Council be requested (by Councillor Gowing) to undertake a further survey in October of this year.

M37/17 Public open spaces

- (1) RoSPA inspection – further to minute M23/17, members considered further the issues raised by the annual RoSPA reports in respect of the playing field and the skateboard park.

The Chairman reported that he had made arrangements for the contractor which had carried out this work on previous occasions to undertake cleaning of the safety surfaces at the recreation ground; the Chairman would then fill, with appropriate material, any gaps in the safety surfacing. He mentioned that a parishioner had volunteered to re-paint the rocking horse. It would be necessary to purchase a new seat for one of the junior swings.

With regard to the works required to the skateboard park, Councillor Drinkwater reported a quotation, in the sum of £1,380.00, for replacement of some of the boards. One member of the council enquired as whether it would be more beneficial, in the longer-term, to replace all of the wooden boards with ones manufactured from sheet metal.

Members decided that

- (1) the current situation be noted;
- (2) before making a decision on the replacement of some of the wooden boards at the skateboard park, Councillor Drinkwater would obtain, from the same contractor, a quotation for replacement of all of the boards with ones manufactured from sheet metal;
- (3) this matter be discussed further at the next meeting of the council.

- (2) Multi-use Games Area - further to minute M23/17, the Chairman commented that, in his opinion, work is needed to reduce the level of the soil adjacent to the Multi-use Games Area to prevent water running onto the new surfacing and he offered to obtain quotations for that work.

Councillor Mrs Eves mentioned that there had been discussion on social media regarding the charging structure which had been agreed by the Parish Council at minute M23/17 for clubs'/groups' use of the Multi-use Games Area (MUGA). With regard to use of the MUGA by those aged under 16 years, she suggested that such users should neither need to be part of organised clubs/groups nor required to pay £5.00 deposit for a key; youngsters should, in her opinion, be allowed a greater level of freedom in terms of using this facility and be trusted to use the area responsibly; it should be left unlocked for their ease of access.

In responding to the comments of Councillor Mrs Eves, the Chairman mentioned that in making the decision at minute M27/17 the Parish Council had taken into account previous incidents of misuse of the MUGA and had concluded that a degree of control of use needs to be exercised. Other members concurred with the comments of the Chairman.

Members decided that

- (1) the Chairman would obtain quotations for works to reduce the level of the soil adjacent to the Multi-use Games Area, to prevent water running onto the new surfacing;
 - (2) the Chairman would obtain a quotation from the installer of the new surfacing at the Multi-use Games Area for additional markings on the surfacing so that it can be used for the playing of additional sports;
 - (3) no changes be made, at this time, to the charging structure and operational arrangements agreed at minute M23/17 for clubs'/groups' use of the Multi-use Games Area but the situation be reviewed in three months time.
- (3) Storage container - further to minute M17/17 (3), members were informed of an offer from the Netball Team to paint, on a voluntary basis, the storage container adjacent to the Multi-use Games Area, subject to the Parish Council meeting the cost of the paint, estimated at £80.00.

Members decided that the offer from the Netball Team - to paint the storage container, subject to the Parish Council meeting the cost of the paint - be accepted.

- (4) CCTV - further to minute M23/17, the Chairman mentioned that an alternative electrical contractor - the one which undertakes the majority of the electrical works for the Parish Council - would now be undertaking the necessary works in relation to the CCTV system at the recreation ground.

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

- (5) Manea Cemetery - further to minute M24/17, the Chairman informed members that he had made arrangements for the council's grounds maintenance contractor to lay gravel around the memorial tablets within the cremated remains section of the cemetery, to both improve the visual appearance of that area and to make easier the maintenance of that particular area.

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

- (6) Dog walking - Councillor Mrs Eves mentioned that a number of comments are being made by parishioners that there are insufficient public areas within the village where people are able to walk their dogs and she enquired as to whether the Parish Council would be able to consider ways of addressing this situation.

The Chairman expressed the opinion that, when compared to many other areas, Manea has a number of areas where dog walking could take place and that no action by the Parish Council is needed to try to create additional areas; generally, other members concurred with the opinion of the Chairman.

Members decided that there is no need for the Parish Council to seek to provide additional areas for dog walking in the village.

- (7) Playing field - in the light of comments which had been made by a parishioner at minute M30/17 (3) in respect of damage caused to the playing field as a result of activities at Manea Gala, the Chairman stated that he would inspect the situation and consult with a specialist contractor - one which had undertaken works to the football pitches in the past - if necessary.

Members decided that the Chairman's comments and intention be noted.

- (8) New community building for the village – Councillor Mrs Eves suggested that, given the increasing interest within the village, as had been demonstrated by the comments made by a parishioner at minute M30/17 (7), in relation to the possibility/feasibility of providing a new community building for the village, it would be appropriate for the Parish Council to receive a presentation from members of the steering group which is working on this initiative.

Members decided that the steering group which is working on this initiative be invited to give a presentation on this matter to the next meeting of Manea Parish Council.

M38/17 Manea Pit and Community Orchard/Woodland

Further to minute M24/17, members considered the acceptance of a quotation for the installation of "otter proof" fencing around Manea Pit. The Chairman made the point that works to clear some vegetation would be required prior to installation of this fencing and that it would be necessary to arrange a work party, to take place during August, for that purpose.

Councillor Mrs Eves informed members of her opposition to installation of "otter proof" fencing around Manea Pit, commenting that, in her opinion, the Parish Council had never produced evidence of the need for this structure.

The Chairman mentioned that it had been necessary to undertake, since the last meeting of the council, action to increase temporarily the level of oxygen in the stock ponds, to prevent the death of fish, and that it is possible to purchase equipment which ensures sufficient oxygen levels at all times; he suggested that the purchase of such equipment be investigated.

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

- with regard to the proposal to plant daffodils along the bank fronting Manea Pit, members of the Manea Community Orchard/Woodland Group had displayed leaflets around the village and shared a stall at Manea Gala. On the day of the Gala, donations to the fund totalled £120. At minute M24/17 the Parish Council decided that it would consider, once the outcome the fundraising activity at Manea Gala were known, providing financial assistance towards the purchase of daffodil bulbs. Now that the sum is known, the Manea Community Orchard/Woodland Group is asking the council whether it would make a contribution or match the amount collected from the community.
- following the decision that one of the two remaining simple benches be set in concrete at the pond dipping area, the group asks that the work be undertaken as soon as possible, so that the bench could be available for school holidays.

- further to minute M145/16, at which it was agreed that the sum of £100 be allocated for such, the tree stakes and ties had now been purchased (at a cost of £87.97).

The Chairman mentioned that Councillor Mrs Desborough, who has relatives in the flower bulbs trade, had commented to him that the price at which the group had stated that it would be able to source daffodil bulbs (i.e. £96.00 per 1,000 bulbs) is extremely competitive.

Members decided that

- (1) the quotation from Ian Woods (Keep Otters Out) for the installation of "otter proof" fencing around Manea Pit, in the sum of £11,380.00 (inclusive of VAT), the lowest received, be accepted;
- (2) the offer of the Carp Syndicate to investigate the purchase of equipment which maintains oxygen levels in open water be accepted;
- (3) the content of the report of the Community Orchard/Woodland Group be noted and that it be informed that the Parish Council would match the funding achieved by the group for the purchase of daffodil bulbs.

M39/17 Financial matters

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

Income

Carp Syndicate	3 membership fees for 2017/18	£360.00
George James Funerals	Interment fee	£170.00
Various (via Mr I Fost)	Sale of fishing tickets	£60.00
Fenland District Council	Concurrent Functions Grant: first 50%	£1,307.00
Richard King Memorials	Cemetery memorial	£170.00
Total Income		£2,067.00

Expenditure

Manea Village Hall	Room hire on 19 June 2017	£10.00
T Jordan	Salary (less income tax of £152.40 and NI of £10.80), other expenses and allowances	£735.74
E.on	Electricity for village green (includes VAT of £0.98)	£20.58
E.on	Electricity for sports area (includes VAT of £1.00)	£20.98
E.on	Electricity for pavilion (includes VAT of £2.68)	£56.18
Galleon Glass	New windows for pavilion (less 30% deposit paid previously)	£2,620.00
E Mason and Son	Grounds maintenance: May 2017 (includes VAT of £316.00)	£1,896.00
B Short	Plumbing repairs at pavilion	£30.00
I Fost	Reimbursement of the cost of fuel for pump to oxygenate ponds at Manea Pit	£25.00

Ridgeons	Masonry paint for pavilion (includes VAT of £7.53)	£45.16
Ridgeons	Paint for pavilion (includes VAT of £13.05)	£78.30
Ridgeons	Rainwater goods etc for pavilion (includes VAT of £9.35)	£56.06
Ridgeons	Hammerite paint for pavilion (includes VAT of £7.60)	£45.61
Ridgeons	Pipework and fixings for pavilion (includes VAT of £6.39)	£38.37
Ridgeons	Chains, bolts and screws (includes VAT of £3.01)	£18.05
Manea P.C.C	Hire of Church Rooms for Internet Club	£130.00
Fenweb Ltd	Website hosting (includes VAT of £113.80)	682.80
Manea and Welney District Drainage Commissioners	Agricultural drainage rates	£72.96
M Short	First half-year Caretaking wages	£425.00
Westcotec	Speed Indicator Device (includes VAT of £480.00)	£2,880.00
M Hindry	Reimbursement of the cost of purchasing tree stakes, ties and guards for the community orchard/woodland	£87.97
S Payne	Reimbursement of the cost of materials for manufacturing ramp for pavilion (includes VAT of £17.76)	£106.57
Total Expenditure		£10,081.33

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 30 June 2017 (in the total sum of £248,381.48) together with the month-end figures for each of the preceding six months and as at 30 June 2016.

Further to minute M25/17, the Clerk reported the receipt of a response from the Head of Planning Services at Fenland District Council regarding the possibility of Manea Parish Council accessing the Section 106 Planning Obligation monies, currently being held by Fenland District Council (FDC). The Head of Planning Services (HPS) states, in his response, that FDC is happy to fund the works to the Multi-use Games Area but not to the pavilion; this is because they are outside of the scope of the Section 106 Planning Obligation, as they are deemed to be items of revenue expenditure and the obligation covers only items of capital expenditure. The HPS states that he had made the necessary arrangements for payment of the agreed funding to Manea Parish Council.

Members decided

- (1) upon a proposal from Councillor Fielding, seconded by Councillor Drinkwater, that the income of £2,067.00 be noted and that the payments totalling £10,081.33 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 30 June 2017, together with the month-end figures for each of the preceding six months and as at 30 June 2016, be noted;

- (3) that the situation with regard to Manea Parish Council accessing the Section 106 Planning Obligation monies, currently being held by Fenland District Council, which are allocated for leisure and recreation provision in Manea, be noted.

M40/17 Request for financial assistance

The Clerk read to members an e-mail received from Manea Community Primary School, seeking financial support towards the cost of producing a digitised copy of a complete set of log-books dating from 1876. The originals have recently been taken to the County Council Archives for safe keeping but the school would like to have a duplicate set in digital format which could be viewed by the school and parishioners.

The applicant states that the total cost of the project is £1,185.00. It is anticipated that a former student would donate almost half of this amount and the school is enquiring as to whether the Parish council would provide the balance of funding needed.

Members decided that the request be supported in principle but would like to know, before making a decision on the matter, exactly what these log books are; consequently, the Clerk was requested to seek clarification regarding the exact nature of the log books and to report such information to the council when received.

M41/17 Communications to and from the Parish Council

Councillor Mrs Eves informed members that she had heard comments personally from parishioners and had read comments from members of the public on social media that they would appreciate additional information regarding the activities and decision-making of Manea Parish Council and she expressed the opinion that the current situation could be improved by the publication of draft minutes of council meetings prior to them being reported to the following meeting for approval and she proposed that the council considers introducing such an arrangement. She suggested also that she be permitted to publish on social media, on behalf of the council, certain pieces of information which is forwarded to councillors by the Clerk and which may be of interest to parishioners (such as road closures, highway schemes, public consultation exercises etc).

Members decided that

- (1) the council would introduce, with immediate effect, a process whereby the Clerk would publish on the council's website at the same time as publishing the agenda for a meeting the draft minutes of the previous one; for example, the draft minutes of this meeting (of 17 July 2017) would be published with the agenda for the next meeting (on 14 August 2017);
- (2) Councillor Mrs Eves' proposal to publish on social media, on behalf of the council, certain pieces of information which is forwarded to councillors by the Clerk be supported

M42/17 Correspondence

(1) Application for financial assistance - East Anglia Children's Hospices (EACH)

Further to minute M6/17 (4), the Clerk read to members letters from both the EACH Fundraising Manager for Cambridgeshire and West Essex and the Director of Income Generation at EACH, expressing appreciation of the financial assistance which had been provided to the organisation by Manea Parish Council.

Members decided that the content of the letters be noted.

(2) Fit Cubs

The Clerk read to members an e-mail, which had been forwarded to him by Councillor Mrs Eves, from a parishioner seeking the consent of the Parish Council to display banners on the Pump Corner mini-roundabout to advertise Fit Cubs (which takes place on Tuesday evenings at the Royal British Legion Club)

Members decided that the request to display banners on the Pump Corner mini-roundabout to advertise Fit Cubs be approved and that Councillor Mrs Eves would inform the parishioner of that decision.

M43/17 Next meeting

Members were reminded that the next meeting of the Parish Council had been scheduled for 14 August 2017, to commence at 7.00 pm, at the Village Hall, School Lane, Manea.

Meeting finished at 9.30 pm

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

Date:.....

DRAFT