**MANEA PARISH COUNCIL**

**MINUTES OF THE MEETING**

**17th FEBRUARY 2020**

**Present:** Councillors Mrs Eves (Chairman), Mrs Coupland (Vice Chairman), Bonos, Cundell, Cole, Emery, Pratt, Short and Marks.

Also present: Alan Melton (Clerk), Councillor John Gowing (CCC)

**Maurice Short.** The Chairman (Mrs Eves) formally reported the sad loss of Maurice Short who was for all of his long life a stalwart of the village and as Councillor Barry Cundell remarked "Uncle of the Village). Councillor Steve Emery led the tributes, outlining how Maurice served the football club for 75 years and was a champion for youth football. He was a long standing member of the Village Hall Committee, a keen supporter and organiser of the Annual Gala. He also regularly called bingo at the Royal British Legion Club for many year. Councillors Cole and Short also paid tribute.

Councillor Short (Nephew) said that the family wished to mark the life of Maurice, and were prepared to pay for 2 benches for the village, one opposite the Park and one under the Pavilion veranda. Members agreed to support the family and facilitate their request.

There then followed a 1 minute standing silent tribute.

**M153/20: Public Forum**: Mr Martin Hindry gave a brief report regarding the Manea Patient Group - Fenland Group Practise. He was concerned that patients were unable to interact with the public.

Councillor Marks stated that the surgery was to become part of the Fenland Forum, which would incorporate: Sutton, Manea, Doddington, and Wimblington practises, the start date was scheduled for within the next 8 weeks. There were concerns about communications, particularly unanswered emails, concerns on social media and a reluctance to engage. Councillor Cundell wanted assurances of the whereabouts of the Manea Practise Funds.

Mr Malcolm Willmott reported that he had picked up all of the debris from the park field as a result of the recent storms.

**M154/20: Apologies**, there were none.

**M155/20: Councillor Jan French (CCC**) had been invited to the meeting to talk to the Council about various funds the County Council had for distribution in local communities. She reported that there was an Innovation Consolidation Fund of £1million, for the current financial year. There was a grant of £2,000 available for a Man Shed. £19,000 was available over 2 years for Time Banking.

There was £5million available for community use on a first come first get basis. A further £20,000 in the LHI Scheme and a further £3.66million in the budget for Potholes. There was also £16million available for Climate Carbon Emissions Reduction.

Councillor French also confirmed that a large quantity of planning's were available for community use, provided they were collected.

The Chairman thanked Mrs French and said that Manea PC would certainly be making bids.

**M155/20: Code of Conduct**, Members were reminded of the Code of Conduct.

**M156/20: Declarations of Interests**. Councillor Marks item 7, Planning Applications.(Councillor Marks is a member of FDC Planning Committee). Mrs Eves, Item 7. Planning.

**M157/20: Minutes**: The Chairman confirmed and signed the minutes of the meeting 20th January 2020.

**M158/20: Progress and Actions from previous minutes**.

Councillor Pratt gave a short report of the latest tree developments, he reported that Haine Tree Services had carried out a Safety audit after the recent storms. He reported that the surplus wood from previously cut trees had gone. He reported that the Guides had put in an application for 10 trees. Haine Tree Services were to quote for ten further trees for the Park. A tree health inspection was being carried out and Haine recommended a tree health check every 18/36 months.

Councillor Marks reported that he had had a meeting with Nick Munns of Cambridgeshire Highways, the flashing lights at the school were still not working, and Boots Bridge signs had blown around again.

Councillor Emery reported a dropped kerb and parking issue at Festival Close, Councillor Marks would investigate along with Councillor Gowing.

Drainage Issues: The Clerk reported that he had a meeting with an engineer regarding the drainage in the Cemetery. The Clerk would obtain a quotation and commission a report.

Telecom Mast: The Clerk reported that Telfonica would be resubmitting a planning application for the provision of a Mobile Signal Mast in Park Road.

Bus Shelters: Councillor Cundell gave a comprehensive update regarding the provision of bus shelters, Councillor Cundell's report was welcomed by all members. Councillor Cundell requested that the council may wish to increase the budget provision from £25,000 to £33,000 to cover the extra cost of the proposals. The RFO said this could be considered at agenda item 11.

**M159/20: Planning Applications**. The following were considered.

* **F/YR20/0057/F:** Change of use of part of existing workshop to single-storey 1-bed annexe ancillary to existing dwelling involving the insertion of additional doors and windows to the North, West and South Elevations at**.** At, 43 Charlemont Drive, Manea. **(No Objection).** *Councillor Mrs Eves declared a Non-Pecuniary interest and took no part in the decision making***.**
* **F/YR20/0088/F:** Convert existing 2-storey 4-bed dwelling into 2 dwellings (1 x 2-bed 2- storey, involving the erection of a single storey extension to rear elevation and 1 x 3-bed 2-storey involving conversion of existing outbuilding) and demolition of existing outbuildings at , 13, Station Road, Manea**. (No Objection**) Councillor Cundell raised the positioning of a rear window).
* **F/YR20/0090/F**: Formation of a vehicular and dropped kerb to existing dwelling at Rainbow Field, 48E, Station Road, Manea. **(No Objection**)
* **F/YR20/0094/F:** Change of use from business use to an annexe (single-storey 1-bed) ancillary to existing dwelling, including the replacement of existing shutter door with window to front and the insertion of patio doors to rear (retrospective) at, 66, Charlemont Drive. Manea. **(No Objection).** *Councillor Mrs Eves declared a non-pecuniary interest in this application and took no part in the decision making*.
* **F/YR20/0099/F:** Erect 2 dwelling (2-storey 4-bed) involving demolition of existing building at, site of former DRP Vehicle Services, Fallow Corner Drove, Manea. **(No Objection**)

*Councillor Marks took no part in the decision making of all applications.*

**M160/20: Police Matters**, None to Report.

**M161/20: Financial Matters**. The RFO presented the monthly financial report, which was accepted by the members subject to one alteration. The RFO had inadvertently entered a payment to Fenland LP twice. The RFO amended to report, which was initialled by the Chairman. (appendix 1)

**M161/20: The Responsible Financial Officer presented the following Budget and Precept report of the financial year 2020/2021. Which members debated and moved a minor amendment.**

**Members are asked to consider the financial report and precept for the forthcoming municipal year 2020/2021.**

* Manea Parish Council is in a very sound financial position, prudence by members and with the aid of previous asset sales have ensured robust balances.
* In the current financial year 2019/2020 the council has carried out a number of unexpected repairs including, repairs to street lights **£3295.66,** following significant storm damage, tree cutting etc. **£6330.00,** following a vest robust safety inspection emergency electrical repairs and replacements were carried out at the park and pavilion, **£7,914.84.** A total of **£17,540.50.**
* The council also repaired the allotment approach road, **£5,376.00**
* The council set up the Seed Money initiative, with a budget of **£2,000**
* On the current account, I can report that I am expecting the outturn accounts at the end of the financial year to show a small deficit. Expenses are up whilst income has contracted.
* **I can report that the Concurrent Functions Grant will remain at £2,607.00**
* Please refer to any notes that I have attached to the budget with a brief explanation of my proposals. I shall verbally talk through the budget.
* A sum of **£63,688** will be credited to our account within this financial year as s106 contribution towards the Skate Park.
* Members resolved at minute **M123/18** allocate **£45,000** of capital towards the Skate Park.

**Recommendations.**

1. **The forecast expenditure for 2020/2021 is £107,035.**
2. **To meet this commitment I am proposing a forecast income of £44,950. A precept of £55,143. Taking into account the rise in the tax base to 853 homes this equates to an increase of £5.88pa or .48p per month for a standard Band D Property. A transfer from cash reserves of £6,942**
3. **Members are aware that there are a number of high cost projects that will have to be funded over the medium term, they include: expenditure around the pit, new drainage to the cemetery and ditching to the park area. Re-surfacing of the car park at the pit/park will have to be carried out. An upgrade to the picnic area is also planned. Members have expressed their desire to re-build the pavilion using the most up to date sustainable building design.**
4. **There be an of 10% increase in charges for Burials, Memorials. Allotments No Increase and Land Hire. 5% increase 2021/2022.**
5. **There be no increase in charges for sports facilities use. (To encourage sport and keep fit activities).**
6. **There be no increase in charges for fishing at the Manea Pit until the full review has been completed.**

**Members accepted the report and the recommendations as set out by the RFO. The Chairman then put the Budget Report to the vote. The report was accepted unanimously. The Chairman and members thanked the RFO for the work in formulating the budget*.*** *(Full report on website)*

**M162/20: Skate Park,** The Clerk reported that work was progressing well, on budget and on time.

**M163/20: Dog Poo Bins**, Councillor Marks asked if consideration could be given to the provision of more bins in the area between the School and the Station. Members agreed to look into the matter.

**M164/20: Correspondence**, The clerk reported that he had received a request from East Anglian Children's Hospices, for a donation. The Clerk reported that last year the members agreed to donate £500. The matter would be discussed at the next meeting.

**M165/20: Date and Time of next meeting - Monday 16th March 2020 commencing at 7pm in the Village Hall**

**The meeting closed at 9.20pm.**

**M166/20**: Confidential Item: Members were briefed by the Clerk/RFO about an insurance matter.

**Signed.........................................................................................................Chairman**

**Date.............................................................................................**

Appendix 1.

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| **MANEA PARISH COUNCIL - FINANCIAL REPORT - 16th FEBRUARY 2020** | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |
| ***Income*** |  |  |  |  | ***Expenses*** |  |  |  |
| 250 | MUGA |  |  |  | A. Melton | 1531 | Clerk |  |
| 197 | Fishing |  |  |  | YPM | 1374.66 | Youth |  |
| 110 | Memorial | |  |  | FLP | 352.94 | Repairs |  |
| 3.73 | Interest |  |  |  | Cambs Acre | 57 | Subs |  |
|  |  |  |  |  | R.Yardy | 723.4 | Electrical |  |
|  |  |  |  |  | Bendcrete | 35160 | Skatepark | |
|  |  |  |  |  | Hain Trees | 4350 | Tree Surgery | |
|  |  |  |  |  | Vision ICT | 510 | Website |  |
|  |  |  |  |  | S.Emery | 67.76 | Repairs | Inc. Diston |
|  |  |  |  |  | A.Ryman | 138.5 | Cleaner |  |
|  |  |  |  |  | Fenland DC | 3719.75 | Elections |  |
|  |  |  |  |  | EoN | 341.75 | Power |  |
|  |  |  |  |  | M.Willmott | 386.62 | Caretaker | |
| **560.73** |  |  |  |  | Manea VH | 10 | Hall Hire |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | **48723.38** |  |  |
| Balance at the bank | |  |  | Authorisation to pay by BAC'S | | | |  |
| Current account | | 81662.16 |  |  |  |  |  |  |
| Deposit account | | 85163.12 |  | Chairman................................................... | | | | |
|  |  | **166825.3** |  |  |  |  |  |  |
|  |  |  |  | Vice Chairman............................................ | | | | |
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