

MANEA PARISH COUNCIL

MINUTES OF THE MEETING

16th MARCH 2020

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

Also present: Alan Melton (Clerk)

M167/20: Coronavirus. The Chairman Mrs Eves, welcomed members and public to the meeting, she emphasised that the meeting was taking place under exceptional circumstances, members were placed 2 metres apart and public chairs were spread out.

The Chairman then opened a discussion regarding the role of the Parish Council in the present crisis. Mrs Eves said that the Emergency Plan would be enacted. Members expressed concern for the elderly and vulnerable in the village. Belinda Carson said it was important to assess how many vulnerable people there were in Manea. Belinda would make the necessary phone calls to persons she new to be in this category. The village needed to have a plan and that people who maybe could help would be contacted from the Emergency Plan list. Members agreed to raise the profile of the village using social media. Helpers need to assess whether any person needs:

- Universal Benefit
- Shopping
- Access for payment
- Health and Social Care.

In other discussions it was agreed that the Council could not make direct payments to people or make grants to individuals. However, the RFO pointed out that grants could be made to properly constituted clubs and societies, who have a constitution and bank account, by using the s137 money which is included in the budget. The RFO pointed out that there has to be a proper audit trail. The Council agreed to pay exceptional expenses that may be incurred by key helpers such as Belinda.

M167/20: Public Forum, Martin Hindry raised the matter of the Budget for 2020/2021, he felt that the Council had not given due diligence to the budget and that a 10% increase was excessive. The Chairman pointed out that the budget had been well discussed by members before and after publication of the draft budget and that the budget had been debated and voted on in full open meeting.

Sally Hookaway, asked members to ensure that the views of the users of bus services are consulted regarding the provision of new bus stops.

M169/20: Apologies, Councillor John Gowing (CCC).

M170/20: Code of Conduct. Members were reminded of the Code of Conduct.

M171/20: Declarations of Pecuniary or Non-Pecuniary Interests. Councillor Marks declared his interest in all planning matters as he is a member of FDC Planning Committee. Mrs Eves declared her non-pecuniary interest in F/YR20/0200/F. Both members took no part in debate or voting.

M172/20: The minutes of the meeting 17th February 2020 were agreed a signed by the Chairman subject to two minor amendments: M/154/20, should read Road, Planning's and M156/20. Councillor Pratt.

M173/20: Progress and Actions from previous meetings: Councillor Pratt reported that the quotations request for the supply of trees had gone out. He also reported that the Girl Guides bid for tree funding was successful. 17 Walnut trees were available for the Orchard Committee to plant 12 trees and the Allotment Committee to plant 5 trees. It was also suggested that hedging could be planted around the perimeter of the allotments. Councillor Cole reported that an Oak tree was available to the council.

Highways - On going

Drainage Issues, The Clerk reported that he had obtained a quotation from..... for the sum of £1200 + Vat for the specification and supervision of drainage works to the cemetery.

Telecom mast, the Clerk reported that a survey had been carried out by Telfonica.

Street Lighting - on going.

Dog Poo Bins - on going

PPG. Councillor Coupland reported that the previous PPG had been dissolved and that discussions were taking place regarding the formation of a more broader organisation.

Bus Shelters, Councillor Cundell gave a thorough update regarding the provision of Bus Shelters.

Members agreed the following recommendation:

- The Parish Council is asked to note the progress with the scheme, to note, consultation letters are being sent out prior to orders being placed. It is the intention to place orders with the 8 x Halton Shelters before the quote expires on 12th April 2020. 6 x of the shelters can be installed relatively quickly on existing asphalt footpaths, the 2 x Westfield Road shelters will need to be installed after the footpath has been extended. The order for the Cambridge Junior shelter for Wisbech Road Corner will be placed once the base has been prepared. Members thanked and congratulated Councillor Cundell for all the work he had put into this scheme.

M174/20: Planning Applications,

- **F/YR20/0186/F:** New House at, Westwood Farm, Westfield Road, Manea (**No Objection**)
- **F/YR20/0022/RM:** Reserved matters application relating to detailed matters appearance, landscaping and layout and scale pursuant to appeal decision. **APP/D0515/W/17/3182366 (F/YR14/0838/0)**, for the erection of 32no dwellings with garages (14 x 2-bed, 15 x 3-bed and 3 x 4-bed) at land North of 28 - 30 High Street, Manea. (**Note over development, No Objection**)
- **F/YR20/0200/F:** Change of uses to annexe (single-storey 1-bed) including the replacement of existing workplace door with patio doors to front 51 - 53 Charlemont Drive , Manea. (**No Objection**). Councillor Mrs Eves declared a non-pecuniary interest and did not comment or vote.
Councillor Marks did not comment on all applications or take part in any voting.

M175/20. Police Matters - Nothing to report

M176/20: Report from District and County Councillors - none received

177/20: Financial Reports, See attached report.

M178/20: Skate Park, The Clerk reported that the new Skate Park was complete, unfortunately an official opening day couldn't be arranged due to the current coronavirus situation.

M179/20: Train Services, CCTV was to be installed at the Station, new trains are in production, members are still concerned about the lack of hourly stopping trains.

M180/20: Donation to East Anglian Children's Hospice, Members agreed to donate £500 to EACH, subject to the Clerk writing to EACH clarifying the benefit to the Manea Community.

M181/20: Safety Matters, School Crossing, members agreed that a long term solution needed to be found for the installation of proper crossing and traffic control measures. However, members agreed to ask the Clerk to pursue the option of a "Lollypop" person as a short term measure. To formulate a more permanent option, members agreed to form a small working party to look into options and costing. It was agreed that Councillors Marks and Bonos join the Clerk and Peter Townlow (Chairman of School Governors) form the working party.

M182/20: VE Day Cessation of Hostilities. Members differed discussion about the commemorations due to the current emergency situation.

M183/20: Street Naming, Members agreed to recommend the name "Mason Close" in memory of Josiah Mason MM, who died during the First World War, for the development at: Land West and South of Keswick, Station Road, Manea.

M184/20: Correspondence, the following correspondence was received.

- An invitation for the Clerk to attend an Age UK Community Scheme seminar.
- Members were notified of the annual ROSPA inspection in the Park during April
- Members received a letter from Mr Terry Rider regarding concerns of overgrown shrubs at the rear of Jolley Close and concerns regarding the overhanging branches of the tree on the green. The Clerk would take the appropriate action.
- Members received a letter from the Active Learning Trust, asking for nominations for the position of Governor at the Cromwell Community College, Chatteris, which takes year 7 to 13 pupils from Manea catchment area.

M185/20: Coronavirus - Covid-19. The Clerk gave an update on the latest guidance regarding the current restrictions. Guidance from NALC and SLCC outlined plans to suspend all meetings of the council, including the Annual Council Meeting until further guidance, Parish Assemblies would be delayed. Annual accounting should proceed as normal until further guidance was available. Guidance also included the provision to delegate all statutory functions of the council to the Clerk. The following resolution was accepted by all members: " This Council to consider extending the delegation of the Council decisions to the Clerk/RFO during the restricted activity declared by HM Government in respect of Covid-19. Such delegation to enable the Council to fulfil its responsibilities to its residents".

The Clerk/RFO gave an undertaking to report all activity, including financial transactions he makes, to all members of the council, and to place any reports on the Councils website.

M186/20: Annual Parish Meeting, members decided to defer the date of the meeting until the current emergency allows.

M187/20: Proposed Meeting Dates 2020/2021. The Clerk tabled the proposed meeting dates for 2020/2021. The Clerk indicated that some dates may change due to change of day, in conjunction with Manea Village Hall Committee commitments. See attached schedule.

M188/20: Date and time of the next meeting: Monday 20th April 2020 at 7.00pm in the Village Hall.

The meeting closed at 9.20pm.

Signed:Chairman

Date:.....

MANEA PARISH COUNCIL - FINANCIAL REPORT - MARCH 2020

Income

Burial 170
 MUGA 297
 Memorial 97

564

Balance at the bank:

Current
 Account 69201.28
 Deposit
 Account 85166.39

154367.7

Expenses

A. Melton 1558.83 Clerk
 E.oN 326.47 Power
 S. Emery 7.99 Keys cash
 Manea VH 40 Hall
 S. Emery 85 Drains
 Manea Connect 140 Magazine
 E. Cave 100 Refund
 Manea S of G 60 Pruning
 Dack Pearson 352 Legal Advice
 E. Mason 1742.62 Grounds
 Fenland DC 309.4 Rates
 A Ryman 82.5 Cleaner
 M Willmott 316 Caretaker

5120.81

Authorisation to pay by BAC's Chairman..... Vice- Chairman.....

MANEA PARISH COUNCIL - PROPOSED MEETING DATES 2020/2021

Monday 18th May 2020	Annual Council Meeting	7.00pm Village Hall
Monday 15th June 2020	Full Council	7.00pm Village Hall
Monday 20th July 2020	Full Council	7.00pm Village Hall
Wednesday 26th August 2020	Full Council	7.00pm Village Hall
Monday 21st September 2020	Full Council	7.00pm Village Hall
Monday 19th October 2020	Full Council	7.00pm Village Hall
Monday 16th November 2020	Full Council	7.00pm Village Hall
Monday 14th December 2020	Full Council	7.00pm Village Hall
Monday 18th January 2021	Full Council	7.00pm Village Hall
Monday 15th February 2021	Full Council	7.00pm Village Hall
Monday 15th March 2021	Full Council	7.00pm Village Hall
Monday 19th April 2021	Full Council	7.00pm Village Hall

Dates to be decided: Public Assembly

Possible change of dates to alternative days, subject to the Village Hall availability