

MANEA PARISH COUNCIL

MINUTES OF MEETING

22 SEPTEMBER 2008 – 7.00 pm.

Present: Councillor Emery, Chairman; Councillors Archer, Barnes, Buckton, Mrs Desborough, Jolley, Mrs Palmby and Risbridger.

Apologies: Councillor Cole.

The minutes of the meeting of 18 August 2008 were confirmed and signed.

M1/08 Clerk to the Council

Members welcomed Mr T Jordan to his first meeting as Clerk to the Parish Council.

The Chairman made a presentation to the retiring clerk, Mrs I Cook, and thanked her for the valuable service that she had given to the Parish Council over the last 27 years. The other members present concurred with this sentiment and they all wished her well for the future.

M2/08 Matters arising from minutes of last meeting

(1) Acorn Lane

It was noted that no update has been received from Steve Robshaw, one of Fenland District Council's Planning Enforcement Officers, regarding the planning enforcement situation at this site.

Members decided that a letter be sent to Mr Robshaw, requesting an update on the situation.

(2) Castle Care

A letter has been received (dated 4 September 2008) from Steve Robshaw, one of Fenland District Council's Planning Enforcement Officers, informing the Parish Council that Castle Care has been informed that it requires planning permission for a change of use of 4-6 Acorn Lane from a residential dwelling (Use Class C3) to a residential dwelling (Use Class C2).

Parish Council members are aware that the amenity of nearby residents is being affected adversely by the current use of these premises and is keen to assist them.

Members decided that the current situation be noted and that letters be sent to Mr Robshaw (requesting that Fenland District Council "encourages" the submission of a planning application for the change of use) and to Castle Care (requesting a response to the Parish Council's letter of 18 August 2008).

(Councillor Emery declared his personal and prejudicial interest in this item of business, by virtue of his wife being an employee of the company, and retired from the meeting for the duration of the discussion thereon)

(3) Open spaces

- a) Williams Way – members noted that Fenland District Council intends to terminate the existing contract and to engage the services of a replacement contractor. It is hoped that such action will address the current difficulties.
- b) Station Road – members were informed that Hazelmere Homes has terminated its contract for maintaining the grass at this area of the village and, consequently, advice has been sought from Bob Ollier, the Parks and Open Spaces Manager at Fenland District Council, as to how the Parish Council can assume the legal responsibility for this maintenance work.

Mr Ollier suggests that the Parish Council seeks legal advice from Mr Ian Hunt, the Legal Services Manager at Fenland District Council.

Members requested the Clerk to make the necessary contact with Mr Hunt in an effort to progress this matter.

(4) Highway and drainage issues

- a) Station Road, adjacent to 3 Jolley Close – members considered a proposal from Cambridgeshire County Council, in accordance with Section 116 of the Highways act 1980, to Stop Up a piece of redundant highway.

Members decided to raise no objection to the proposal and that the County Council be informed accordingly.

- b) School bus stop, High Street – members considered a proposal from Cambridgeshire County Council to re-locate the point along High Street at which pupils travelling to the Cromwell Community College catch the school bus.

Members decided to raise no objection to the proposed re-location of the bus stop and that the County Council be informed accordingly.

- c) Hedges – members noted the progress situation, as detailed in an e-mail from Rod Marshall at Cambridgeshire County Council, regarding the works required to hedges in the village.
- d) Drainage – members raised concerns regarding surface water failing to drain away on the public highway at two locations within the village – on Park Road (in the vicinity of the Londis shop) and on East Street (opposite no. 9).

Members decided that these matters be drawn to the attention of Rod Marshall, of the County Council's Highway Division, for investigation/resolution.

- e) Sewage Treatment Works – concern was expressed by Councillor Risbridger regarding the apparent high frequency with which the sewage treatment works (STW) at the Town Lots is being visited by Anglian Water, which, he feels, indicates that the STW does not possess the necessary capacity to support the needs of the village.

Members decided that a letter be sent to Anglian Water, to seek assurance that the STW possesses the necessary capacity to support the needs of the village.

M3/08 Community Access Point (computer) in Church Room

Mrs N Scott, an Outreach Co-ordinator from the County Council's Libraries and Information Service, attended the meeting to inform members of the situation regarding the computer which is provided as a Community Access Point (CAP), in the Church Room.

Mrs Scott explained the purpose of providing Community Access Points in rural areas, ie as a (free-of-charge to users) information and learning resource. She explained the "Trace Your Ancestry" facility currently being offered by CAPs, which can be utilised by local people on a free-of-charge basis.

The reason for Mrs Scott's attendance at the meeting was to seek the Parish Council's support in promoting the CAP facility – it is not currently being used and if that situation continues, there is a risk that the facility will be withdrawn from the village.

Having listened to Mrs Scott's presentation, members discussed with her how the Parish Council could lend its support to this initiative.

Members decided that

- (1) notices would be prepared, in association with Mrs Scott, and circulated around the village (eg Doctor's Surgery);
- (2) certain members of the Parish Council (possibly Councillors Mrs Desborough and Risbridger) would be the holders of a key to the Church Room, for the purpose of providing public access to the Community Access Point.

M4/08 Allotments

- (1) New Allotments – members decided that planning permission be now sought for the proposed new garden allotments at The Twenties. The Clerk will complete the necessary planning application and bring to the next meeting with cheque for the necessary fee. In addition, the tenants of the council's allotments at The Twenties will be provided with notification of this decision when sent their rental invoices next month.
- (2) Letter from Fenland District Lodge of Oddfellows - In the letter they express concern regarding the proposal to allow use of land at The Twenties as garden allotments. Members are of the opinion that this letter raises the same issues that were raised in the letter from Mr Angood that was considered at the last meeting.

Members decided that a letter, replicating the one sent to Mr Angood last month, be sent to the Fenland District Lodge of Oddfellows.

- (3) Letter from Mr BC Risely - raises the issue of grass verge being "lost" over the years.

Members decided that a letter be sent to Mr Risely, informing him that the Parish Council notes his comments and will draw the matter of the grass verge to the attention of the County Council's Farms Division.

M5/08 Cemetery Memorial

Members considered a request from Emmerson and Son of Downham Market for approval of a proposed new memorial for the grave of the late Mr Fred White in Manea Cemetery. Members were informed of the proposed design, materials and wording for the memorial.

Members decided that the request be approved.

M6/08 Playing Field

Members noted that Manea United Football Club (MUFC) had used the playing field for four home games during the month of September 2008. Also, it is necessary for the Parish Council to establish the use of the playing field by the girls' team, the under 8's team and the under 14's team and to collect fees for such usage.

In the absence of Councillor Cole, Councillor Emery reported on the cost of spraying treatment to remove the moss and algae from the safety surfacing. He explained that further details are to be sent, by a potential contractor, by e-mail, to Councillor Cole, who will report to the next meeting.

Some of the trees at the end of the playing field need to be cut-back. Quotations for this work will be required.

Members considered a letter from the Secretary of Manea Gala Committee, in which he expressed concerns regarding the quality of the CCTV equipment installed at the site and the condition of the guttering of the pavilion.

Members decided that

- (1) an invoice in the sum of £160.00 be sent to the Secretary of MUFC;
- (2) a letter be sent to the Secretary of Manea Strikers' Club, requesting a list of the dates that the club will require use of the playing field for home games and training activities;
- (3) Councillor Cole be requested to report to the next meeting in relation to treatment of the safety surfacing;
- (4) two quotations for the cutting-back of the identified trees be sought from the contractors suggested;
- (5) a letter be sent to the Secretary of Manea Gala Committee to inform him that the guttering of the pavilion has been repaired since the gala took place and that, although the Parish Council has no plans to upgrade or replace the CCTV equipment, it will arrange for it to be inspected;
- (6) a Car Park sign be purchased and erected at the playing field.

M7/08 Manea Pit

Members received the minutes of the Manea Parish Sub-Committee meeting of 8 September 2008.

Councillor Barnes, Chairman of the Sub-Committee, updated members orally on the progress achieved since the meeting of 8 September and responded to members' questions.

Members decided that both the content of the minutes and the supplementary information provided by Councillor Barnes be noted.

M8/08 Planning applications

Members considered the following planning applications and decided to submit to Fenland District Council the comments set out (in italics) below:

- (1) *Erection of conservatory to side of existing dwelling at Crossfields, Days Lode Road, Fodder Fen, Manea - F/YR08/0788/F*

That the application be supported.

- (2) Installation of two solar panels to existing dwelling (retrospective) at 6 Wisbech Road, Manea – F/YR08/0787/F

That the application be supported. In addition, the Parish Council is disappointed that the District Council deems it necessary for the occupier of this property to be required to obtain planning permission for the proposal.

- (3) Erection of dwelling involving demolition of existing stables, land north-east of 16 Station Road, Manea - F/YR08/0805/O

Object to the application. The Parish Council deems this proposal to constitute backland development and it has a policy of opposing such development. Also, it considers that approval of this proposal would result in overlooking of existing residential properties.

- (4) Erection of a 3-bed detached chalet bungalow, detached single garage and 1.8m high close-boarded fence, involving demolition of existing storage building, land north-east of Fen View, Wisbech Road, Manea - F/YR08/0798/F

That the application be supported.

- (5) Erection of porch to front elevation and part first-floor, part two-storey extension to front and rear of existing dwelling, 14 Charlemont Drive, Manea
- F/YR08/0810/F

That the application be supported.

M9/08 Finance

The Clerk reported on the Parish Council's income and expenditure since the last meeting, the current status of the audit of the 2007/08 accounts and the need to amend the approved cheque signatories because of the appointment of the new Clerk to the Council.

Details of income and expenditure were reported, as follows:

Income

Dog Agility	field hire	£60.00
Emmersons	memorial fee	£125.00

Expenditure

EDF Energy	new light service	£1,044.58
E-on	pavilion electricity	£66.76
	sports area electricity	£36.09
G Fowler	cesspit emptying	£65.00
Zurich	insurance renewal	£1,622.08
A Ryman	cleaning materials	£52.69
I Cook	salary, telephone, internet	£298.05
Inland Revenue	Clerk's income tax	£215.90
Cambridgeshire CC	LGPS contribution for Clerk	£80.32
Moore Stephens	Audit of accounts	£346.63
S Emery	notice board repair	£35.00
Ridgeons	repairs material	£23.18

Members decided

- (1) to note that audit of the 2007/08 accounts had been completed;
- (2) that the authorised bank account signatories list be revised to delete Mrs I Cook as an authorised signatory and to replace her with Mr T Jordan (the new Clerk to the Council);
- (3) upon a proposal from Councillor Emery , seconded by Councillor Mrs Desborough, that the income of £185.00 be noted and that the payments totalling £3,886.28 be authorised.

M10/08 Correspondence

- (1) E-mail received seeking information regarding the RAF Halifax crash in Manea in 1944.

Members decided that the e-mail be passed to a particular resident in the village, for response to the writer of the e-mail.

- (2) Cambridgeshire CC Countryside Access Team Annual Report 2007/08.

Members decided that Councillor Mrs Desborough would consider the report.

- (3) Link Cambridgeshire – local involvement network.

Members decided to distribute the posters and leaflets around the village.

- (4) Cambridgeshire CC/Peterborough City Council – Minerals and Waste Options.

Members decided that the CD containing the information would be circulated among Parish Councillors.

- (5) E-mail received seeking information regarding the ancestry of the surname of Hibblings within Manea.

Members decided that the e-mail be passed to Councillor Cole for response.

- (6) COPE information.

Members noted the information provided by the organisation.

- (7) CPALC training courses.

Members noted the training events offered by CPALC but were mindful that Manea Parish Council is no longer a member of CPALC.

Members are now of the opinion that, depending upon the current cost of membership, there may be benefits of re-considering the decision to not be a member of CPALC and, consequently, decided that the cost of membership for 2008/09 be ascertained by the Clerk.

- (8) Fenland DC funding event on 7 November 2008.

Members noted the details of the event.

(9) Cambridgeshire CC budget consultation roadshows.

Members noted the dates and times of the roadshows which are being held across the County during October 2008.

(10) Cambridgeshire NHS – community-based health services in South Fenland.

Members decided to accept the invitation from the Cambridgeshire NHS for the opportunity to discuss options for the future of community-based health services in South Fenland and agreed that an invitation to the next Parish Council meeting be sent.

(11) Fenland Road Safety Campaign.

Members noted the content of the document circulated.

(12) Rail Services.

Councillor Archer reported that a meeting relating to rail services in Fenland is scheduled for 29 September 2008 at Fenland Hall, March and that the Parish Council can be represented by three attendees.

Members noted the situation.

M11/08 Next meeting

Members decided that the next meeting of the Parish Council be held on 27 October 2008, commencing at 7.00 pm, in the Village Hall.

Meeting finished at 9.30 pm.

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

Date:.....