

MANEA PARISH COUNCIL

MINUTES OF MEETING

24 AUGUST 2009 – 7.00 pm.

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

Apologies: None.

The minutes of the meeting of 20 July 2009 were confirmed and signed.

M47/09 Matters arising from minutes of last meeting

(1) Open spaces (minute M31/09 (1))

Station Road – the Clerk reported that he had raised this matter with the Developments Manager at Fenland District Council (FDC), who stated that she has no objection to the Parish Council's adoption of this land, instead of the District Council, and would progress variation of the Section 106 Planning Obligation with the Legal Services Manager at FDC.

The Clerk reported the quotation that he received from EDF Energy for the provision of an electricity supply at this location. Members feel that this matter should be progressed.

Members decided that

- (1) the progress in relation to adoption of this site by the Parish Council be noted;
- (2) the necessary works to achieve the provision of an electricity supply on this land be ordered from EDF Energy.

(2) Highway maintenance works and drainage issues (minute M31/09 (3))

The Clerk reported the response from Rod Marshall of the Northern Area Highways Team of Cambridgeshire County Council in relation to the drainage problems at East Street. Mr Marshall stated that all drainage gullies have been cleaned and jetted and are running as they should be. His conclusion is that the problems being experienced by residents of East Street relate to the combined sewerage/drainage system, which is the responsibility of Anglian Water (AW). Mr Marshall stated that he had reported the situation to AW.

The Clerk reported that he was still awaiting a response from Anglian Water.

Arising from the discussion at the Open Forum, members are aware of the latest position in relation to the continuing drainage problems at East Street.

Members decided that

- (1) the County Council's position in this matter be noted;

- (2) if necessary, a response from Anglian Water be pursued;
- (3) in the absence of a suitable response from Anglian Water, a letter be sent by the Clerk to Malcolm Moss MP requesting that he lends his support to achieving Anglian Water's remedying the situation;
- (4) the involvement of officers of Fenland District Council's Environmental Health service in this matter be pursued.

(3) Cemetery Rules (minute M36/09)

Councillors Emery and Jolley reported back on their seeking to obtain examples of "best practice" cemetery rules, from which they concluded that Manea Parish Council should simply seek to produce a list of do's and don'ts for cemetery visitors, to be written in a sensitive manner. Councillor Cole suggested some items for such a list.

Members decided that Councillor Cole would produce a draft list of rules, for consideration at the next meeting.

(4) Land west of Station Road, Manea – potential unauthorised development (minute M39/09)

The Clerk reported that he had, to date, received no response from Fenland District Council regarding this matter.

Members decided that the information requested be pursued further by the Clerk.

(5) 4 Acorn Lane (minute M40/09)

The Clerk reported on both his discussions with the Developments Manager at Fenland District Council in relation to the current position in serving of an enforcement notice in respect of the unauthorised use of 4 Acorn Lane as a children's home and his receipt of a letter from Castle Care regarding activities at this property.

Firstly, Fenland District Council (FDC) has confirmed that it does intend to serve an enforcement notice, despite the fact that the need for planning permission for a change of use in this case is "finely balanced" and that Castle Care contends that no such planning permission is required. FDC is expecting that Castle Care will lodge an appeal against the notice and, consequently, FDC will be looking for local residents to provide evidence (e.g. number of staff movements, shift working patterns and vehicle parking) that the use of 4 Acorn Lane is substantially different to that of a traditional domestic property.

Secondly, the Clerk summarised the response from Castle Care in relation to the issues that he had raised in his letter. The letter from Castle Care explained the manner in which its children's homes are operated/managed and stated that the company takes very seriously its responsibilities as neighbours within communities. The company challenges the view of local residents that the level of supervision of the children at this property is inadequate and it gives a commitment to ensuring good communications and liaison between the children's home and the local community. The letter confirms that Castle Care does not consider there to be a need to obtain planning permission for a change of use of 4 Acorn Lane.

Members decided that the current situation be noted and that the Parish Council will continue to support local residents as far as it is able, bearing in mind its limited powers in relation to addressing matters of anti-social behaviour and development control.

(Councillor Emery declared his personal interest in this item of business, by virtue of his wife being an employee of Castle Care)

(6) Nomination Rights for social housing (minute M43/09)

The Chairman reported that a number of Parish Council members had considered, since the last formal meeting, the two applications for tenancy of a vacant property at Glebe Close. He informed members of the circumstances in each case and of the identity of the applicant who received members' support.

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

M48/09 Communicating the work of the Parish Council

Further to minute M31/09 (4), members considered the operational arrangements (e.g. dates, times, venues) of the Parish Council holding two community engagement meetings each year.

In addition, Councillor Archer informed members that he would soon be re-commencing his District Councillor surgeries in the village and suggested that, as a means of enhancing the Parish Council's engagement with the community, he be accompanied at these events by a member of the Parish Council.

Members decided that

- (1) the Parish Council will hold two community engagement meetings per year, one being linked to the Annual Assembly in April and the other being held in the autumn;
- (2) the autumn 2009 meeting be arranged for 20 October 2009, commencing at 7.00 pm in the Village Hall (refreshments to be provided);
- (3) the programme for the meetings will include such items as: Manea Pit development/improvement; the allotments provision; a facility for Parish Councillors' general engagement/dialogue with villagers; a suggestion box for ideas from the community for potential projects etc; reporting on progress in relation to delivery against actions in the Parish Plan;
- (4) Councillors Archer and Buckton will arrange the necessary publicity and promotion of these meetings;
- (5) Councillor Barnes will produce a draft presentation, for use at the October 2009 engagement meeting, for consideration by members at the next Parish Council meeting;
- (6) the suggestion of Councillor Archer that a member of the Parish Council accompanies him at his District Councillor Surgeries be supported.

M49/09 Bus services affecting Manea

Councillor Risbridger raised the matter of the recent reduction in bus services affecting Manea and the fact that the Parish Council had not been consulted by the County Council, as Public Transport Authority, in that regard.

Members decided that a letter be sent to Councillor Mrs Tuck, Leader of the County Council, making the point that Manea Parish Council is surprised and disappointed that the County Council did not consult the Parish Council on any proposals to reduce the level of public transport available to Manea residents and requesting her support in improving (rather than reducing) the level of access to public transport by Manea residents, particularly given the remoteness of Manea and the level of deprivation and poor access to services and facilities suffered by the people of this rural part of Cambridgeshire.

M50/09 Allotments

Further to minute M35/09, the Clerk read to members a letter from Fenland District Council, in which it informs the Parish Council that planning permission for the change of use of this land is now not deemed to be required and that the planning application fee will be reimbursed.

The letter also states that the erection of small ancillary buildings (e.g. sheds) at this site is considered to be permitted development, not requiring planning permission. The letter does suggest that the Parish Council encourages allotment holders to share such facilities where possible to minimise the visual impact upon the open countryside.

Members decided that the situation be noted.

(Councillor Archer declared his personal interest in this item of business, by virtue of being a member of the Allotments Association)

M51/09 Playing Field and play area issues

- (1) Fencing at the playing field – further to minute M37/09 (1), members considered the three quotations received for this work.

The Chairman reported that, prior to submission of the quotations, he had met with each of the contractors on-site and he explained to members the additional works identified as being necessary during those discussions (such as re-location of the water meter and the provision of double gates) to facilitate the initiative.

Members considered also the impact that the works, if undertaken in the manner agreed by the Parish Council, may have upon the operation of Manea Gala.

Members decided that, subject to the outcome of their inspection of the site (to assess the impact that the fencing works could have upon use of the playing field for Manea Gala), being to proceed with the fencing scheme, the quotation submitted by Mr T Savage, in the sum of £5,750 (plus VAT), the lowest received, be accepted.

- (2) Annual ROSPA inspection report – further to minute M37/09 (2), the circulation of the ROSPA report among Parish Councillors had not concluded. The Chairman reported on his conclusions of the works required.

Members decided that circulation of the report among Parish Councillors be concluded prior to the next meeting to enable a schedule of agreed works to be produced at that meeting but that no works be undertaken until the fencing works (referred to at (1) above) had been completed.

- (3) Cutting of conifers – further to minute M37/09 (4), members considered further the cutting of conifers at the playing field.

Members decided that quotations be sought from two contractors, i.e. the contractor appointed for that work last year but which had not undertaken the work because of the ground conditions plus the local contractor now identified, for reduction in height of these conifers to approximately eight feet.

- (4) Standard of grass cutting – further to minute M37/09 (6), the Clerk reported the response to his e-mail to the County Council.

Members decided to note the comments of the County Council and to monitor the situation for the duration of the current contractual year.

- (5) Manea Village Show – further to minute M37/09 (9), members decided to make a donation of £100 towards the cost of the provision of prizes. Members suggested that one of the prizes should be a cup/trophy for the Best Kept Allotment and that the organisers of the show be encouraged to give recognition to the Parish Council for its financial contribution. Members discussed also a number of operational issues in relation to the Village Show, including access to keys for the pavilion and the provision of voluntary labour to assist with setting up tents etc.
- (6) Bookings for the playing field and the pavilion – further to minute M37/09 (3), the Chairman reported that he has begun the process of taking bookings for these facilities.
- (7) Williams Way play area – some members expressed concern regarding the public's use of the private road adjacent to 42 High Street, instead of the "official" route, to achieve access to this new play area.

Members decided that Fenland District Council be requested to provide directional signage to direct users to the correct means of access.

- (8) Future development of facilities – members considered that it would be appropriate to obtain some plans/drawings and to make a planning application for the provision of a new pavilion.

Members decided that Councillor Jolley would discuss this matter with a local architect and report back to the next meeting.

M52/09 Planning appeal – 6 Acorn Lane, Manea

Further to minute M10/09, the Clerk reported the outcome of the appeal to the Planning Inspectorate against the decision of Fenland District Council, as Local Planning Authority (LPA), to refuse planning permission for change of use of dwelling (C3) to Independent School (D1) at 6 Acorn Lane, Manea.

Members decided to note that the appeal was upheld by the Planning Inspectorate on the basis that it did not consider that either of the two reasons given by the LPA for refusal of planning permission could be substantiated.

M53/09 Manea Pit

Members received the minutes of the Sub-Committee meeting of 11 August 2009 and considered the Sub-Committee's recommendation in respect of Carp Syndicate membership fees for 2009/10 (minute SC15/09 refers).

With regard to Carp Syndicate membership fees for 2009/10, Councillor Jolley referred to the level of income and expenditure in relation to Manea Pit in the financial years 2008/09 and 2009/10 and asked Councillor Barnes a number of questions relating to operation of the Carp Syndicate and the debate which took place at the Sub-Committee meeting in relation to the recommendation it had made to the Parish Council. After receiving responses to his questions, Councillor Jolley proposed that the current annual Carp Syndicate membership fee remains at £100 on the basis that the membership year 2009/10 expires on 16 June (instead of 31 August), to bring the Carp fishing season into line with the general fishing season. This proposal was supported by all members. Councillor Barnes agreed to discuss this proposal with the Carp Syndicate and, subject to its agreement, to implement the arrangement.

In addition to presenting the Sub-Committee minutes, Councillor Barnes updated members on the application for filling and piping the dyke (minute M41/09 refers), i.e. that an Engineer from the Manea and District Drainage Commissioners had inspected the site and will respond in writing as to how the Parish Council could proceed.

The Clerk reiterated the point that he made at the last two Parish Council meetings regarding the desirability of reviewing, on the basis of one year's operation, the Terms of Reference and Standing Orders of the Sub-Committee to ensure that they remain fit for purpose. It was noted that the revised draft Terms of Reference and Standing Orders of the Sub-Committee that had been produced by the Clerk were still being circulated among members of the Parish Council.

Members decided that

- (1) the contents of the minutes and the update given by Councillor Barnes be noted;
- (2) subject to discussion and agreement with the Carp Syndicate, the Carp Syndicate membership fee remains at £100 on the basis that the membership year 2009/10 expires on 16 June (instead of 31 August) 2010, to bring the Carp fishing season into line with the general fishing season, and that, in the event that agreement is reached, Councillor Barnes will implement the new arrangement. In the event that the Carp Syndicate opposes the proposal, the matter be referred back to the Parish Council for further consideration;
- (3) the revised draft Terms of Reference and Standing Orders of the Sub-Committee continue to be circulated among members of the Parish Council between this meeting and the next, to enable a decision to be made at the next meeting.

M54/09 Finance

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

Income

Various	Sale of fishing tickets	£55.00
Various	Sale of fishing tickets	£23.00
Manea United Strikers FC	Use of football pitch: February – May 2009	£160.00
Anglia Memorials	Memorial fee - Abrook	£125.00
Various	Fishing fees	£120.00
Various	Fishing fees	£246.00
Manea Gala	Donation	£500.00
Total Income		£1,229.00

Expenditure

Richard Yardy	Electrical works at pavilion	£57.50
P J Thory Ltd	Construction materials – Manea Pit	£287.50
Grademore Ltd	Sleepers for Pit	£345.00
Fenweb Limited	Management of PC website	£340.40

E-on	Electricity for pavilion	£58.10
E-on	Electricity for playing field	£30.87
Mrs A Ryman	Wages and expenses	£50.89
T Jordan	Salary (less income tax of £87.40), telephone, Broadband and other expenses	£418.08
Manea Village Hall Committee	Hire of room 20/7/09	£7.50
Total Expenditure		£1,595.84

Members decided, upon a proposal from Councillor Mrs Palmby, seconded by Councillor Jolley, that the income of £1,229.00 be noted and that the payments totalling £1,595.84 be authorised.

M55/09 Correspondence

(1) Fenland District Council's Community Grants Scheme.

The Clerk reported receipt of a letter from Fenland District Council (FDC), in which it invites applications for funding under FDC's Community Grants Scheme for 2010/11. Decisions on applications submitted will be determined by the relevant Neighbourhood Management Board and met from the total pot of £20,000 allocated to each Board.

Members decided that an application pack to be obtained from Fenland District Council.

(2) Children's Centre Development in Cambridgeshire.

The Clerk reported receipt of a letter from Cambridgeshire County Council setting out details of the Children's Centre provision in the County.

Members decided that the document be circulated amongst members of the Parish Council.

(3) FCVS Newsletter – July 2009.

The Clerk reported receipt of this newsletter.

Members decided that the newsletter be circulated amongst members of the Parish Council.

(4) "Fens Adventurers" Rural Development Programme: grants scheme.

The Clerk reported the receipt of documents detailing funding available under this initiative.

Members decided that the information be considered by Councillor Buckton.

(5) E-mails from Mr M Crompton.

The Clerk read to members the contents of two e-mails received from this resident of the village.

The issues raised in the e-mails related to highway, playing field, litter and play area issues.

Members decided that all of the issues be addressed by the Parish Council or referred to the relevant agency, as appropriate.

(6) Community Fairs in Fenland.

Further to minute M31/09 (5), the Clerk reported a letter from Fenland District Council (FDC), in which it invites the Parish Council to participate in the Community Fairs which are being introduced as part of FDC's new approach to neighbourhood management and engagement in the district. The letter informs the Parish Council that the Rural South Community Fair, which covers a geographical area including the parish of Manea, is scheduled for 3 October 2009 at the Townley School in Christchurch.

Members decided to note the information provided by FDC and to offer assistance in the form of helping to promote (e.g. leaflet drops and posters display in the village) the Rural South Community Fair. Members felt that they would be able to provide a greater level of assistance if/when a venue in Manea is used for the holding of a future fair.

(7) Rural Cambridgeshire: Ensuring a Vibrant Future.

The Clerk reported invitations from Cambridgeshire ACRE, on behalf of Cambridgeshire Together, for the Parish Council to participate in workshops and an Evening of Rural Debate in September 2009 in respect of this project.

Members decided that the invitations be circulated amongst members of the Parish Council.

(8) Cambridgeshire Regiment Memorial Appeal.

Members considered a request from the Cambridgeshire Regiment Association for a financial donation towards the cost of providing a Cambridgeshire Regiment Memorial at the National Memorial Arboretum within the National Forest near Lichfield.

Members decided that no financial donation be made to this appeal.

(9) Safeguarding in the Sporting Environment event.

The Clerk reported an invitation from the Cambridgeshire Football Association to attend this event, scheduled for 16 September 2009.

Members decided that the invitation be circulated amongst members of the Parish Council.

(10) NHS Cambridgeshire AGM.

The Clerk reported receipt of an invitation to the NHS Cambridgeshire AGM on 22 September 2009.

Members decided that the Parish Council be represented at this meeting by Councillor Archer.

M56/09 Future Jobs Fund

The Chairman reported on a conversation between him and the Chief Officer of CPALC regarding the Future Jobs Fund, which, in summary, provides funding for employing persons aged 18 to 24 years in rural areas.

Members decided that the Chairman be requested to obtain further information from CPALC.

(The Chairman agreed to this item of business being discussed as a matter of urgency to avoid undue delay to determination of this matter)

M57/09 Items for Press Release or news stories

Members decided that the following matters be the subject of Press Releases or news stories for public attention:

- Parish Council’s community engagement meeting
- Village Show and “official opening” of Allotments
- Playing field – arrangements for booking the playing field and its facilities.

M58/09 Highway issues

Members mentioned a number of highway-related issues in the village, including:

- footway “sinkage” in the vicinity of 1 and 1A Orchard Way
- pot holes and carriageway deterioration along Park Road
- overgrown trees at 93 Westfield Road
- various defects in the footway and carriageway along High Street
- overgrown trees and bushes by 1 East Street
- the condition of the carriageway from Manea to the Isle of Ely Way.

Members decided that these matters be brought to the attention of the County Council’s Highways Team.

(The Chairman agreed to this item of business being discussed as a matter of urgency to avoid undue delay to determination of this matter)

M59/09 Fenland District Council officers’ liaison/communication with Manea Parish Council

Further to the issues debated by members at minutes M19/09 (1) M23/09 (1) and M23/09 (2), the Clerk reported receipt of a letter from Mr A Pain, Corporate Director at Fenland District Council. In the letter, Mr Pain states that he is investigating the matters drawn to his attention by the Parish Council Clerk and is pleased to accept the invitation to attend the next Parish Council meeting.

Members decided that an item be placed on the agenda for the next meeting in relation to Mr Pain’s attendance and that he be requested to invite the Leader of Fenland District Council to accompany him.

M60/09 Future meetings

Members decided that future meetings of the Parish Council for 2009 be scheduled for 21 September, 19 October , 23 November and 21 December 2009, all commencing at 7.00 pm, at Manea Village Hall.

Meeting finished at 9.45 pm

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

Date:.....