

# MANEA PARISH COUNCIL

## MINUTES OF MEETING

21 NOVEMBER 2011 – 7.00 pm.

**Present:** Councillor Emery, Chairman; Councillors Archer, Buckton, Cole, Mrs Desborough, Jolley, Lockett, Risbridger and Woodard.

**Apologies:** None.

**In attendance:** Mr Alan Pain, Corporate Director at Fenland District Council (FDC), in his capacity as FDC's liaison officer for Manea Parish Council - at the invitation of the Parish Council.

The minutes of the meeting of 17 October 2011 were confirmed and signed.

### M89/11 Open Forum

#### (1) Station Road, Manea

Further to minute M74/11, a resident of Station Road informed members of the latest situation in relation to the difficulties that nearby residents are experiencing as a result of activities at 31A Station Road. She stated that the situation had not improved during the last month and that it had been necessary to report an incident to the Police.

The resident stated that a petition, on behalf of people affected by the activities at this property, had been sent to Fenland District Council.

Mr Pain, Corporate Director at Fenland District Council (FDC) reported that officers of the Compliance Team at FDC would be undertaking a further visit to the site in the very near future.

Members decided that the current situation at this site be noted.

#### (2) Queen's Diamond Jubilee 2012

A member of the community informed the Parish Council of suggestions for possible activities and events to celebrate both the Queen's Diamond Jubilee and the Olympic Games in 2012; these included a Tea Dance, Discos and a Manea Olympics.

The member of the community stated that she would be happy to co-ordinate the activities.

Members noted the suggestions of the member of the community and agreed that Councillor Lockett would engage with her as part of the project being developed by the Parish Council (minute M99/11 (3) refers).

#### (3) Planning application F/YR11/0829/F (Erection of 5 x two-storey, 3-bed houses with attached garages on land north-east of 9 Park Road, Manea)

A group of local residents informed the Parish Council of their concerns regarding this planning application, as follows:

- a feeling that the Biodiversity Checklist which accompanies the application is inadequate; a proper survey of the site is needed
- the tree survey which accompanies the application is not up-to-date
- part of the application site lies outside of the Development Area Boundary for Manea
- an opinion that any new development in the village should be connected to mains drainage and sewerage systems, which does not appear to be the case with this application.

Members decided

- (1) that the concerns of the residents be noted and that they be taken into account by the Parish Council when considering the planning application (minute M94/11 refers);
- (2) to suggest to residents that they should submit their objections in respect of this application to the Local Planning Authority.

#### (4) **Advertising signage**

Further to minute M76/11 (1), a resident informed the Parish Council that the TVS sign has still not been removed by its owner.

Members decided, being mindful of the information provided by Fenland District Council at minute M76/11 (1), that the comment made by the resident be noted.

#### **M90/11 The Standards Board for England – Members' Code of Conduct**

Members were reminded of the need to ensure that their Register of Declarable Interests is kept up-to-date.

No members had any amendments to make to their register entries.

#### **M91/11 Manea Youth Club**

Members received a presentation from Donna Barnes, Youth Development Co-ordinator, and Debbie Hamilton, Young People's Worker, in respect of the Manea Youth Club.

Members were informed of the aims and objectives of the youth club, which has been operating in Manea for approximately two years, and the activities which it offers for those aged between ten and nineteen years.

However, given the budget reductions made at the County Council, it is no longer possible for the Chatteris and March Locality Team to fund continued youth service provision of this nature from its budgets. Consequently, the Parish Council is being asked to provide financial support to fund the engagement of a Level 1 Youth Worker for one year, at a cost of £1,050.

Mrs Barnes made the point that the County Council's Youth Service continues to seek to identify funding sources to support its activities and is also looking to recruit volunteers to support the operation of youth clubs.

Mrs Barnes and Mrs Hamilton responded to members' questions.

Members decided that

- (1) the information presented by Mrs Barnes and Mrs Hamilton be noted;

- (2) the Parish Council would consider, at its next meeting, when setting its Precept for 2012/13, the provision of funding towards the operation of Manea Youth Club.

### **M92/11 Progress on actions from minutes of last meeting**

#### **(1) Open space at Station Road/Jolley Close, Manea (minute M76/11 (2))**

The Clerk reported that the Parish Council's solicitors have now advised that the solicitors acting on behalf of the administrators require a payment of £1,500 plus VAT, to cover their fees, before proceeding with the land transfer.

Councillor Buckton reported a request from Manea Silver Band to use this area of land for the playing of carols, as part of the Christmas festivities.

Members decided that

- (1) the information reported by the Clerk in relation to transfer of this land be noted and that the payment of £1,500 plus VAT be made, via the Parish Council's solicitors, to the solicitors acting on behalf of the administrators;
- (2) the request of Manea Silver Band to use this area of land for the playing of carols be supported by the Parish Council.

#### **(2) Fenland Strategic Partnership Transport and Access Group – Fenland Rail Development Strategy (minute M76/11 (5))**

The Clerk read to members an e-mail from the Transport Development Manager at Fenland District Council on the outcome of the consultation event held on 16 November 2011.

More than 100 people attended the event and approximately 50 questionnaires were completed.

The key issues raised by attendees at the event were:

- Very strong support for the two hourly rail service proposal.
- The need for more trains to stop at Manea, as it is very difficult to make a train journey in both directions from the village.
- Many people living in Manea already use the trains but they access the service at March.
- Concerns about young people not being able to access work.
- Older people who do not drive are very concerned about how they will travel if bus or train services were reduced any further.
- Access to hospitals is difficult, especially to Huntingdon and Peterborough.
- Access to the station for people living in Manea is an issue. People commented that any new service needs to be accompanied by improvements such as car and cycle parking, footpaths etc up Station Road and possibly some form of community transport link.
- Interchange at Ely for Cambridge and Stansted will be important.
- Some people wanted advice on the best lobbying routes and processes for how they can be kept informed.

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

**(3) Joint meeting of local councils (minute M82/11 (4))**

The Clerk reported that Welney Parish Council has now set a date of 13 February 2012 for the next joint meeting of local councils and he reminded members of the invitation from Welney Parish Council to submit items for the meeting agenda.

Members decided that the date of the next joint meeting of local councils be noted and that they would give thought to potential agenda items.

**(4) Development adjacent to Charlemont Drive, Manea (minute M84/11)**

The Clerk reported the response received from Fenland District Council (FDC) in relation to this matter.

The District Council explains that although planning permission for the erection of 4 x 2-bed chalet bungalows on this site (application F/YR09/0286/F) was refused planning permission by FDC, consent was granted, on appeal by the applicant, by the Planning Inspectorate

Members decided that the information provided by Fenland District Council be noted.

**M93/11 Public open spaces**

- (1) Skateboard Park – Further to minute M77/11 (2), the Chairman reported that the electrical contractor would be installing the new CCTV system for the skateboard park area during next weekend.

Councillor Buckton informed members that some youngsters had asked for lighting at the skateboard park; members agreed that the necessary arrangements to be made.

Members decided that

(1) the current situation regarding installation of a new CCTV system be noted;

(2) the Chairman would make the necessary arrangements for lighting of the skateboard park;

- (3) Playing field – Further to minute M77/11 (3), the Clerk reported that the damaged waste bin had been replaced by Fenland District Council on 31 October 2011.

The Chairman informed members that he had removed graffiti from signs at the playing field.

Councillor Buckton informed members that Fenland District Council would be undertaking a "drop in" consultation event at the playing field on 29 November 2011.

The Clerk reported a letter from Manea Gala Committee, thanking the Parish Council for use of the playing field and facilities for this year's gala and enclosing a cheque in the sum of £200.00 as a donation towards the cost of maintaining the playing field.

Members decided that the information reported be noted.

**M94/11 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 5 x two-storey, 3-bed houses with attached garages on land north-east of 9 Park Road, Manea – F/YR11/0829/F (applicant: Mr E Barnes).

*Object to the application, on the basis that*

- *the proposal constitutes backland development*
- *there would be overlooking, because of the two-storey nature of the proposed dwellings, and loss of light to existing neighbouring properties*
- *there are inadequate visibility splays, detrimental to highway safety*
- *there are inadequate arrangements for the necessary drainage and sewerage of the proposed dwellings.*

*(Councillor Jolley declared his personal interest in this application, by virtue of an occasional business link with the applicant's planning agent)*

- (2) Erection of 26 x two-storey dwellings, comprising 5 x 4-bed, 16 x 3-bed and 5 x 2-bed, with garages and parking on land south-west of Fire Station, Westfield Road, Manea – F/YR11/0840/F (applicant: F and S Crouch and Maurice Crouch Growers).

*That the application be supported.*

*However, the Parish Council wishes to make the following comments:*

- *the provision of affordable housing as part of the scheme is not apparent from the planning application*
- *the grant of planning permission should be subject to a Section 106 Planning Obligation requiring a financial contribution towards the provision of recreational facilities within the village*
- *the proposal has the potential to increase the level of car parking on Westfield Road*
- *members would like to see the application incorporate a school bus shelter (for use by pupils using the bus to the Cromwell Community College at Chatteris) and an increase in the size of the existing bus waiting area (to avoid pupils standing in the road).*

### **M95/11 Reports from District and County Councillors for the parish**

Although County Councillor Harper was not present at the meeting, he had produced a report on County Council-related issues, which the Clerk read to members. This report informed Manea Parish Council of the County Council's actions in response to the Government's health reforms.

Councillor Archer, the District Councillor for the Manea ward, had no updates to give.

Councillor Jolley, in his capacity as Chairman of the Overview and Scrutiny Panel at Fenland District Council, informed members that the panel is currently reviewing tourism services in Fenland; he explained briefly some of the early conclusions from the review.

Further to minute M87/11, Mr Pain, Corporate Director at Fenland District Council (FDC), updated members on the current situation regarding FDC's adoption of the public open space at Charlemont Drive. He reported that ownership of the land has now passed to the Crown and explained the matters (including costs) which, according to Crown Estates, would need to be addressed by FDC if it wished to acquire the land.

Mr Pain stated that he would be providing information on the situation to the residents of Charlemont Drive.

Members decided that information reported be noted.

### **M96/11 Manea Pit**

Members received the minutes of the Sub-Committee meeting of 27 October 2011.

The Chairman read to members an e-mail from a member of the community relating to alleged incidents of a member of the public shooting wildlife at the pit area and notices that had been displayed in that area, by an unknown person, naming the "offender". Members discussed this matter briefly and agreed that it should be referred to the Sub-Committee. Members agreed that the public should be encouraged to report to the Police any future such incidents.

With regard to minute SC48/11, the Chairman reported that he had engaged a local contractor to undertake the dredging work to a section of the pit, He informed members of the likely cost of the work and why the decision had been taken. Councillor Archer expressed his concern regarding the Chairman's action in this matter.

Members decided that

- (1) the contents of the Sub-Committee minutes be noted;
- (2) the alleged incidents of shooting at the pit area be referred to the Sub-Committee.

### **97/11 Finance**

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

#### **Income**

Various (via I Fost)	Fishing fees	£331.50
B Fletcher	Allotment rent	£200.00
A Howell	Allotment rent	£200.00
C Howell	Allotment rent	£200.00
P Clarke	Allotment rent	£250.00
J Lawrence	Allotment rent	£200.00
Manea Allotment Association	Allotment rent	£300.00
A R Clingo	Grave plot (double depth) purchase	£550.00
<b>Total Income</b>		<b>£2,231.50</b>

#### **Expenditure**

RPM Design and Print	No Dogs sign	£24.00
Public Works Loans Board	Loan re-payment	£95.39
Mrs A Ryman	Wages and expenses	£79.06
John Stimpson	Owl box for woodland area	£45.00
Royal British Legion	Poppy wreath	£19.00
SLCC	Clerk CiLCA training	£210.00

Cambridgeshire SLCC	Councillor training event 14/11/11 – 2 places	£80.00
Graham Dack and Company	Legal costs of Administrator's solicitors regarding land at Jolley Close, Manea	£1,800.00
T Jordan	Salary (less income tax of £135.28), Broadband and other expenses	£707.83
Steve Emery	Repairs to safety surfacing at playing field	£56.00
RR Angood and Son	Chemicals for spraying – woodland area	£36.00
E.on	Electricity for village green	£7.86
E.on	Electricity for pavilion	£133.41
E.on	Electricity for sports area	£21.17
D Cole	Grass cutting at pit area	£100.00
Manea PCC	Room hire on 17/10/11	£20.00
<b>Total Expenditure</b>		<b>£3,434.72</b>

In addition, the Clerk reported to members on the levels of funding held within the Parish Council's bank accounts as at 31 October 2011 (in the total sum of £55,075.99), together with the month-end figures for each of the preceding six months.

Members decided

- (1) upon a proposal from Councillor Buckton, seconded by Councillor Lockett, that the income of £2,231.50 be noted and that the payments totalling £3,434.72 be authorised;
- (2) that the levels of funding held within the Parish Council's bank accounts as at 31 October 2011, together with the month-end figures for each of the preceding six months, be noted.

#### M98/11 Correspondence

- (1) Volunteer Centre, Fenland. - request for financial assistance.

The Clerk reported a request from the Volunteer Centre, Fenland for financial assistance towards the organisation's annual operating costs.

The letter of request, which detailed the Volunteer Centre's aims and activities, was accompanied by the Chairman's of the Volunteer Centre's Annual Report 2011 and a copy of the Fenland Volunteer Bureau's Accounts for 2010/11.

Members decided that the request for financial support be not supported.

- (2) Review of Polling Districts and Polling Places – results of consultation exercise.

Further to minute M69/11 (3), the Clerk reported a letter from Fenland District Council detailing the outcome of this consultation exercise.

The Clerk reminded members of the consultation response submitted by Manea Parish Council and informed them that the review exercise had not resulted in changes to the polling arrangements in the parish.

Members decided that the outcome of the consultation exercise be noted.

- (3) Cambridgeshire Playing Fields Association Newsletter: Autumn 2011.

The Clerk reported receipt of the latest edition of this newsletter.

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

- (4) Fenland District Council's Rural Capital Grants Scheme.

The Clerk reported a letter from Fenland District Council (FDC), reminding the Parish Council of the existence and purpose of its Rural Capital Grants Scheme and setting out briefly the eligibility criteria. The letter includes an offer for representatives of Parish Councils to meet with relevant officers of FDC to discuss potential bids for this funding.

Members decided that the information within the letter be noted.

### **M99/11 Parish Council and community projects and initiatives**

- (1) **Quality Parish Councils scheme**

Further to minute M83/11 (1), Councillor Buckton informed members that he had attended a training event, organised by the Society of Local Councils, held on 14 November 2011, which covered the subjects of Roles and Responsibilities (of members and officers of local councils) and Localism; the learning from this event will be of value in progressing the Parish Council's aim of becoming a Quality Parish Council.

Councillor Buckton reported that he aims to complete work on the Manea Parish Council Community Engagement Strategy within the next few days.

Members decided that the information reported by Councillor Buckton be noted.

- (2) **Community-led plan for Manea**

Further to minute M83/11 (2), the Chairman reported on the latest position regarding the development of a new community-led plan for Manea. He informed members that, although it had been intended that the focus of the Manea Action Plan Group's last meeting would be the production of a questionnaire, this did not happen because of the low number of attendees at the meeting; this will now take place at the group's next meeting, which is scheduled for 29 November 2011.

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

- (3) **Queen's Diamond Jubilee 2012**

Further to minute M83/11 (3), Councillor Lockett reported a number of suggestions for celebratory activities have been made by groups and individuals within the village. The current situation will be reported in the next edition of Manea matters.

Councillor Lockett informed members that the next stage of the project will be to establish a group of people to develop ideas for a programme of activities; it is hoped that an initial meeting of such a group could take place in January 2012.

Members decided that the information reported by Councillor Lockett be noted.

**(4) New pavilion for Manea**

Further to minute M83/11 (4), Councillor Jolley reported that he is in the process of producing the information required by Fenland District Council in relation to the application for Rural Capital Grant funding and that the planning agent acting on behalf of the Parish Council is currently producing an application for Building Regulations approval.

Members decided that the information reported by Councillor Jolley be noted.

**(5) Manea Youth Bus**

Further to minute M83/11 (5), Councillor Buckton reported on the current situation in relation to the proposed trip to the indoor ski slope at Milton Keynes on 26 November 2011. He informed members of the number of young people who had, to date, booked a place on the trip and actions that had been taken to enable young people to access this activity.

Members decided that the information reported by Councillor Buckton be noted.

**(6) Extending the Winter Maintenance Service 2011/12**

Members decided, further to minute M76/11 (3), that updates on the operation of this function be reported to future meetings of Manea Parish Council.

**M100/11 Highway issues**

Members mentioned the following highway maintenance issues:

- On Fallow Corner Drove, from FJS to Westfield Farms: road is suffering from subsidence and pot holes
- Adjacent to The Bungalow on Straight Drove, the road dips
- From the Railway Station to Fodder Fen: road is split.

Members decided that these issues be brought to the attention of the Local Highway Authority, with a request that the necessary action be taken to address the issues.

**M101/11 Next meeting**

Members were reminded that the next meeting of the Parish Council has been scheduled for 19 December 2011, commencing at 7.00 pm, at the Village Hall, School Lane, Manea.

**Meeting finished at 9.45 pm**

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

Date:.....