

MILTON PARISH COUNCIL

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5 MAY 2008

TO ALL MEMBERS OF THE PARISH COUNCIL

In accordance with The Local Government Act 1972 Schedule 12 section 10 (b) you are summoned to the next meeting of Milton Parish Council to be held in the Bowls Pavilion on **Monday 12 May 2008 at 7.30pm**

Register of Interests – Please check and sign your Register of Interests (20/4-08)

Public Participation – members of the public are invited to speak

AGENDA

- 1 Election of chairman and signing of declaration of acceptance of office
- 2 Apologies for absence
- 3 Election of vice chairman
- 4 Declarations of Interest – personal and/or prejudicial
- 5 To confirm the following committees: (page 3)
Community Care Community Minibus Finance Maintenance (incorporating Allotments, Cemetery and Play) MYCMG Planning Youth
- 6 To confirm the following representatives: (page 3)
Archaeological Warden Child Protection Officer Country Park Day Centre Footpaths Officer Landfill Liaison MCC Milton Charities Northern Fringe Police Liaison Press Officer [usually chairman] Sport Lakes Trust Tree & Deputy Warden Trolley Bus Under 5's Group Village View (by invitation) Website (Chairman [as Press Officer] and clerk)
- 7 To approve the minutes of the meeting of 7 April 2008 (pages 3-7)
- 8 Clerk's/Chairman's report (pages 8-11)
Citi 2 route; CCTV on foot/cycle bridge – double yellow lines – Winship Road realignment; Parish Plan; Road signs; Landfill Liaison; Sewage works; A14/A10 interchange traffic survey; Community Care; Tree – Coles Road; Recycling Centre – Tesco; Electoral Arrangements and Boundary Review; Land by A14; Inspector Paul Ormerod; Youth action; damage to sluice gates; CPALC EGM – proposed constitutional changes.
- 9 Planning - to receive the minutes of the Planning meeting held on 21 April 2008 (pages 11-13)
Decisions received:
R Moss and others Sandy Park Chesterton Fen Road – retention of gypsy caravan site of 29mpolts and access road (retrospective application) – **approved**.
Mr N O'Connor Plots 1,3 and 5 Sandy Park Chesterton Fen Road – use of 19 gypsy caravan pitches (retrospective) – **approved**.
Both approvals subject to various conditions (attached to minutes).
New applications:
C11/17/072/04 Mrs J Bevitt 26 Church Lane – proposed tree works horse chestnut – **comments:**
As this tree has a TPO on it we feel that it is not necessary to fell the tree. Removal of the dead wood and tree reduced would be more appropriate within our Conservation Area.
However professional tree surgeon's advice may differ (delegated).
S/0635/08 Cambridge Consultants Ltd Science Park – proposed 3 storey extension and energy centre, following demolition of the Banana Block, with associated landscaping additional car and cycle parking and alternative access arrangements – **no recommendation** (delegated).
S/0643/08 Mr & Mrs M Pearson 54A Fen Road – single storey side extension
S/1653/07 W Webb Southgate Farm Chesterton Fen Road – use of land as 26 mobile home pitches for gypsies – copy of acoustic assessment – **for information**.
Any other urgent applications (at chairman's discretion)

10 Youth – to receive the minutes of the Youth meeting held on 29 April 2008 (pages 13-14)

11 Annual Parish Meeting – minutes and matters arising (page 15)

12 Land update (page 16)

13 MCC update – reminder: Joint meeting 14 May 8.30pm

14 County Councillor’s report – no report to date

15 District Councillors’ reports – no report to date

16 Bills for Payment and Money Received (to be circulated)

17 Correspondence (can be read at 7.15pm or you may request copies)

Cambridgeshire Green Vision - First edition of Green Vision News

SCDC - Invitation to 2 parish council representatives to the annual South Cambs Crime and Disorder Reduction Partnership conference which will be held at Cambridge City Airport on Tuesday 22 July from 5 pm - 8.30 pm.
Public consultations - Parish Council monthly update (May 2008) - purpose of this is to assist Parish Councils to plan their involvement in plan-making.

NALC - Details of NALC Conference 20-22 May

CPALC - Electronic newsletter no. 1

Cambridgeshire Horizons - Invitation to the Cambridgeshire Horizons Water Cycle Strategy stakeholder workshop taking place at New Hall College, Cambridge on Monday 2nd June 9 a.m. - 1 p.m.

NALC - Annual conference and exhibition at Eastbourne on 20 - 22 May 2008.

18 Dates of Next Meetings

Finance - **19 May**

Council - **9 June**

19 Items for June agenda (to be received by 2 June 2008)

Jim Daniels

Jim Daniels - Clerk

The full Parish Council agenda papers are available at:

www.miltonvillage.org.uk [Council website]

Parish Council office & Community Centre notice board



5 Committees 2007:

Community Care	RD ME BJ IFM HMS
Community Minibus	RJF BJ <i>C Nunn B Pain G Sheen</i>
Finance and Staffing	AJC JEC HMS RTS RLEW
Maintenance	RHC JEC RD ME BJ SCH RLEW
(inc Allotments, Cemetery and Play)	<i>WD Booth E Spong allotments' consultees</i> <i>Cemetery All Saints' Church representative</i>
Planning	JEC RD RJF BJ RTS RLEW
Youth	PSB GAC HMS <i>L Henderson</i>

MYCMG (Milton Youth Centre Management Group) – a sub-committee of the youth committee – membership to be agreed by youth committee.

6 Representatives:

Archaeological Warden	<i>WD Booth</i>
Child Protection Officer	<i>L Henderson</i>
Country Park (& Deputy)	ME (JEC)
Day Centre	RLEW
Footpaths Officer	RLEW
Landfill Liaison	RHC JEC HMS RTS
MCC	RHC
Milton Charities	RD IFM <i>P Harrold BC Waterson</i>
Northern Fringe	JEC HMS RTS
Police Liaison	JEC
Press Officer	JEC
Tree Warden (& Deputy)	RHC (RD)
Trolley Bus	JEC
Village View (by invitation)	JEC
Website	Press Officer and clerk (min 193/4-07)

HMS was appointed as Cambridge Sport Lakes representative.

Land working group – RHC JEC RD IFM RTS. JEC would continue (with one other) to meet landowners.

7 Minutes of the Meeting of Milton Parish Council held on Monday 7 April 2008 at 7.00pm in the Bowls Pavilion

Present: JE Coston (chair) RH Chapman AJ Campbell G Covell R Day TA Drummond M Ellwood
RJ Farrington SC Humphreys B Jefferson IF May HM Smith RT Summerfield RLE Waters
Councillor M Williamson (part) and the clerk

1/4-08 1 Keith Faunch CCC Supervisor Highways

The chairman welcomed Keith whose appointment was now permanent (min 511/12-07).

He gave an overview of his responsibilities:

repairing potholes; resurfacing and surface-dressing roads; footway repairs and resurfacing kerbing, path edging; winter maintenance programme to keep the roads free of ice and snow in the winter months; drainage, currently this is the major area of work for supervisors -including more and more ditching; vegetation - siding out, overhanging trees; encroaching bushes; investigation of insurance claims; approving licenses for skips and scaffolding; approving vehicle crossovers - on classified roads planning permission must also be sought; fencing and guardrails and safety barriers (crash barriers); on-call emergency telephone; routine maintenance including: verge cutting, gully clearing, sign cleaning and replacement, road marking maintenance, grip cutting and refresh, weed killing.

KF not responsible for: mud on road - this should be reported to the Police in the first instance; road sweeping - SCDC has a programme of sweeping that can be viewed on their website; street name signs- again the responsibility of SCDC; walls surrounding SCDC car parks and amenity land.

Budget constraints prevent KF from being able to repair everything brought to his attention.

KF reported that the A10 would be resurfaced from Butt Lane to the northern junction with the slip road in May and June.

He would replace damaged / missing posts outside industrial estate Cambridge Road. CCC would not take enforcement action against Transco about holes left in the path and carriageway.

KF was aware of drainage problems outside 4 Butt Lane and intended putting in a gully there.

He had agreed to remove “Hump 45 yards” sign from Church Lane [humps have been removed] and replace “No Through Road” sign outside Jolly Brewers with a new one.

a) to consider any major projects to be submitted to the CCC bidding process

Fen Road leads to nowhere – unlikely to be considered favourably by CCC. KF intended putting up a “Not suitable for Vehicles” sign near 76 Fen Road. Coles Road – road and footpaths in a poor state of repair.

b) to consider any bids for minor repairs and resurfacing

Noted that each village has on average £7000 to spend on highways repairs. A crew costs £900 a day.

Members would cycle / walk the village and feedback to KF any requests for **a)** and / or **b)** above.

Thanks to KF for attending.

- 2/4-08 **2 Public Participation** – none.
- 3/4-08 **3 Apologies for absence** - PS Badley.
- 4/4-08 **4 Declarations of Interest – personal and/or prejudicial**
HMS – planning personal - member of SCDC Planning Committee. IFM Tomkins Mead (min 12/4-08) personal – son fishes at Country Park; RLEW Tomkins Mead (min 12/4-08) personal – grandson fishes at Country Park. RHC maintenance at bus shelter (min 33/4-08) – prejudicial.
- 5/4-08 **5 Minutes** – the minutes of the meeting of 3 March 2008 were approved and signed as a true record.
- 6/4-08 **6 Clerk's/Chairman's report**
(166/4-07) Auditor – confirmation received that Moore Stephens had been appointed auditor to 2011-12.
7/4-08 Community stadium – no response from Cambridge Horizons.
(1/1-08)
8/4-08 Citi 2 route – no further information. The clerk would write to Stagecoach again. **Action: the clerk**
(6/1-08)
9/4-08 CCTV Foot /cycle bridge – no further information but A Frost had agreed to attend APM.
(7/1-08)
10/4-08 SCDC inspection - corporate governance inspection of South Cambridgeshire District Council by the
(17/2-08) Audit Commission received. [See District Councillors' report below].
- 11/4-08 Parish Plan – Parish Plan questionnaires had been delivered and approximately 55% returned to date.
(11/3-08) Many comments about traffic- the roundabout – feeling trapped in the village a peak times etc!! – also noise and 'rat running'.
- 12/4-08 Country Park – (taken from News Release 20 March 08):
(13/3-08) Transfer marks new era for Milton Country Park
"Milton Country Park is set to enter into a new era at the end of this month as South Cambridgeshire District Council (SCDC) hands over management of the park to Cambridge Sport Lakes Trust (CSLT).
All of the legal requirements are in place for the transfer of the park on 31 March and a public handover celebration will take place later in the year."
The chairman and M Woolhouse of CSLT had signed the Agreement management of Tomkins Mead. At the request of CSLT the clerk included "MPC will provide Public Liability insurance".
Noted that lottery bid to improve the visitor centre failed.
- 13/4-08 Youth Building – the building had been signed off. Final payments now due.
(17/3-08)
- 14/4-08 Road signs – MW had arranged a meeting with David Lines for 17th April.
(19/3-08)
- 15/4-08 Landfill Liaison – meeting scheduled for Wednesday 9th April 5pm.
(23/3-08)
- 16/4-08 Annual Parish Meeting – Alistair Frost would attend to report on Park & Ride. Time of meeting 7.30pm.
(34/3-08)
- 17/4-08 CPALC and SCDC Liaison Meeting – The chairman and clerk attended a meeting on 6 March. Gareth Jones talked about Planning Gain Supplement. The Local Area Agreement (LAA) and Local Strategic Partnership (LSP) were on the agenda. The LSP consists of such bodies as the Fire, Police and Health Authorities.
Refuse collections for next Christmas were "in hand". Kerbside plastic recycling would start in October. Most of the plastic recycling banks would be removed from villages.
90% of planning applications were decided by officers and 10% by chairman's delegation or by Committee.
This forum agreed to hold regular planning meetings.
- 18/4-08 Photocopier - Copy IT intended to finish the Service Agreement at the end of April as the machine was nearly 9 years old. Copy IT would support the machine on a 'time and material' basis.
- 19/4-08 Standards Committee – nominations needed to fill the Parish Council vacancy on SCDC Standards Committee.
- 20/4-08 Register of Interests 2008/09 Financial Year – members were reminded to update the register within 28 days of any change to interests.

- 21/4-08 Sewage Works – the clerk had been reporting the recent problems with smells from the sewage works. In response AWA wrote:
 “Unfortunately, we have been experiencing operational difficulties at the pumping station which we are working to resolve. All the odour control units are fully operational and are performing as required. The issue we have is with the wet weather. The bad weather has meant that the storm lagoon has been in operation and is in the process of drying out.
 I understand the problem has now been resolved.”
AGREED to ask AWA to re-instate the liaison meetings (cc EHO). *Action: the clerk*
- 22/4-08 **15 County Councillor’s report** (taken early)
Waste Water Treatment Works – relocation unlikely to take place (min 21/3-08 refers).
Road signs - Meeting with David Lines 17 April (min 14/4-08)
A14/A10 interchange – traffic survey had not yet taken place (min 307/06 & 278/6-07 both refer). The clerk and MW would follow this up with Mark Kemp CCC. There was a feeling that traffic flows had become worse.
Action: the clerk and MW
- 7 Planning**
- 23/4-08 Appeal by S Duncan Wildfowl Cottage against refusal of pp for alteration and refurbishment of existing building, single storey extension (porch and extension with attached garden wall) to be heard on 23 April at Cambourne.
 (408/10-07)
- Decisions received:
- 24/4-08 Dr C Charlton 9 Cambridge Road – conversion of dwelling to three dwellings including extension and erection of annexe - **approved**. Conditions – provision of 2m x 2m pedestrian visibility splay; provision of open space in accordance with Policy SF/10 of the LDF 2007; car parking spaces for four cars so that they can enter and leave the site in forward gear; details of external materials to be approved; hard and soft landscaping scheme to be approved; planting of trees, seeding to be carried out in first year and replacements made within 5 years if necessary. Policies: Cambridgeshire and Peterborough Structure Plan 2003: **P1/3 (Sustainable Design in Built Development)**; LDF 2007: **DP/1/2/3/7 HG/2/3 SF/10/11 and TR/2**.
 (28/3-08)
- 25/4-08 Barry Jefferson The Phoenix Trust (Milton) Ltd Unit 8 Trading Estate Cambridge Road – shed (retrospective application) - **approved**.
 (21/2-08) Following Policies apply:
 Cambridgeshire and Peterborough Structure Plan 2003:
P1/3 (Sustainable Design in Built Development)
 South Cambs Local Development Framework Development Control Policies 2007:
DP/1 (Sustainable Development); DP/2 (Design of New Development); DP/3 (Development Criteria); DP/4 (Infrastructure and New Developments).
- 26/4-08 MJ Summerfield 264 The Rowans – extensions – **approved**. **External materials to be identical to those used for existing building**. Policies **P1/3 DP/1 DP/2 and DP/3**.
 (37/2-08)
- New applications:
- 27/4-08 S/0172/08 S Sathiamoorthy Unit 30 Cave Industrial Estate Chesterton Fen Road – change of use to car repairs and MOT centre – amendment -addition of area opposite Unit 30 for car parking - **no recommendation** (delegated).
 (38/2-08)
- 28/4-08 S/0467/08 Mrs J Haslop 25 David Bull Way – conservatory – **no recommendation**.
- 29/4-08 C/1140/072 Tamzin Sale removal of two conifers at rear of 11 Fen Road (Conservation area) – **approve and trust that applicant is sympathetic to wildlife especially during bird nesting season** [delegated]
- 30/4-08 S/0494/08 World of Computers 133 Cambridge Road -2 illuminated signs and 1 perspex sign – **no recommendation**.
- 31/4-08 C/11/17/72/03 PI Shurlock Milton Hall Various tree works – tree warden and the clerk to send response. *Action: RHC & the clerk*
- 32/4-08 S/0051/08/CW Waste Recycling Group Ltd – variation of Condition 3 of pp S/0289/91 to extend the time for reinstatement of the site to a condition suitable for the resumption of agricultural use to 31 December 2020. MW was happy to make representations on behalf of MPC.
AGREED to convene a Planning meeting on 21 April to discuss. More details would be available at Landfill Liaison meeting on 9 April.
- 33/4-08 **8 Maintenance** – the minutes of the maintenance committee meeting held on 17 March were received and noted. RHC had not yet been able to meet the family of the late Sam Smith (min 43/3-08).
 The clerk had received a request from a Histon resident to take up an allotment at Milton – request denied.
 The City Services inspection had recently condemned the wooden houses as unsafe. RHC would remove the houses upon receipt of a written report.
AGREED to confirm clerk’s actions:
- **acceptance of Sam Bowden’s (Countryside Services) quotation of £400 to install the new bin and to complete the hard standing area up to the bus shelter;** [noted that a resident had written thanking Council but also commenting how the layout could be improved. The clerk would thank him for his comments and for taking an interest]. *Action: the clerk*
 - **offer of the “Licence to Graze” to this applicant subject to references.** (References had been received), and to note Week of Action Initiative min 46/3-08 [see District councillors’ report below].

A resident from The Sycamores had written thanking Council for reducing laurels overhanging her garden from Council's land.

- 34/4-08 **9 Community Care** – the minutes of the Community Care meeting held on 20 March were received and noted:
- meeting with Dr Steward not yet arranged; noted that there were now 32 clients. It was suggested that the clerk ask Dr Steward to write to Milton Charities. The scheme was very successful and Milton was fortunate in having TE as warden.
 - suggestion that the charges be increased to £5 per household [£3 for those not receiving the allowance];
 - Tesco had offered a phone for the relief warden. The clerk reported that he had collected the phone.

AGREED to accept recommendation:

that Council offer L Harding, relief warden, 5 hours per week starting 1st April. (Noted that LH was covering the warden's duties for two weeks while the warden was on holiday).
Grant of £900 received from SCDC.

Request from Barnabas Court (min 52/3-08) - RLEW reported that MCC had cut down four (sorbus) trees adjacent Barnabas Court in 2007. The remaining eucalyptus tree was in the grounds of Barnabas Court and not on MCC land. He would discuss with Debbie Driver, manager of Barnabas Court.

- 35/4-08 **10 Poplar tree Coles Road – to consider possible financial support for SCDC**
(45/3-08) Estimates from SCDC for undertaking pollarding and bracing the poplar tree: “£800 + VAT though may increase if a mobile platform has to be used up to £930 +VAT. Thereafter five yearly re-pollarding would cost about £300 +VAT.”

AGREED 9 votes in favour, 2 against and 3 abstentions

to allow SCDC to remove the tree and replace with one of an appropriate species.

[The clerk would ask if MPC could help select the replacement]. **Action: the clerk**

Noted that this tree was planted in 1984 and was considerably younger than the Turkey Oak scheduled to be felled adjacent Knights Way.

- 36/4-08 **11 Proposal to purchase lap-top computer and data projector**
AGREED to purchase a laptop computer from World of Computers and a data projector.

- 37/4-08 **12 Land update**
(10/3-08) Land Group had met with Gary Saunders. Another meeting would be arranged. Iwan Jones URV also wished to meet. HMS and RTS as district councillors to attend these meetings.

- 38/4-08 **13 MCC update and Joint Meeting date**
Building programme was moving forward slowly. The structural engineer needed to do a survey. MCC were obliged to appoint a Health & Safety consultant.
The 5-a-side court had been resurfaced. The court would be equipped also for netball use. IFM reported that the resurfacing would have been eligible for a grant of up to £6,000 from the Football Association.
Agreed to hold the Joint meeting between MCC and MPC on Wednesday 14 May at 8.30pm after the MCC committee meeting.

- 39/4-08 **14 Northstowe – Council's response as part of the Joint Action Group (JAG)**
ME reported that SCDC were due to hold a meeting with JAG to discuss the various responses.

AGREED the following resolution:

Milton Parish Council supports wholeheartedly the work of the Joint Action Group of Parish Councils and would endorse the submissions made by its individual Parish Council members.

Thanks to ME for reading all the JAG reports.

- 40/4-08 **16 District Councillors' reports**
Bus passes – it was anticipated that all residents should receive their bus passes by Wednesday 9 April.
Sport Lakes – draft S106 Agreement was still being discussed. HMS and RTS would ask for a meeting, to include representatives from Waterbeach Parish Council. Councils have the right to comment on the S106 before it is signed. **Action: HMS and RTS**
Corporate Governance Inspection – progress was being made - one area of concern being lack of effective communication with residents and Parish Councils. The CPALC / SCDC liaison meetings reported above (min 17/4-08) was one attempt to put this right.
Guided bus - Milton Road junction works were due to start mid April. The contractors hoped to keep two way traffic on Milton Road as much as possible.
Litter from Tesco – the clerk would write to Tesco asking that the litter blowing from their site be picked up. SCDC to be asked to keep recycling centre tidy. **Action: the clerk**
Electoral Arrangements Committee – meeting on Wednesday 16 April 2008 at 6.30 pm in the Swansley Room at South Cambridgeshire Hall. HMS and RTS would attend. The chairman hoped to attend to put forward Council's recommendations that Chesterton Fen should be part of Cambridge City and the boundary between Cambridge City and Milton should be the A14.
Field by A14 – HMS had written to David Atkinson CCC about the state of this field. The clerk would write in support and express disappointment that previous complaints had not been taken seriously. **Action: the clerk**

Week of action – thanks to those who helped litter pick. Rubbish was picked up from the bund, The Sycamores recreation ground, Fen Road and along Ely Road. The graffiti team removed graffiti but was not able to remove it from the Tesco wall. (Min 46/3-08 refers).

Bene't Garage – HMS was liaising about problems of car parking on land in front of Bene't Garage.

Tetra Pack – recycling centres now at Sainsbury Coldhams Lane and Tesco Newmarket Road.

Plastic kerbside recycling – this was in the SCDC budget (see min 17/4-08 above).

41/4-08

17 Bills for Payment and Money Received

The clerk presented an overview of all payments made from the minibus account – including cheques 35-40

CONFIRMED payment of cheques 3711-3713

AGREED payment of cheques 3714-3738 (one abstention – RHC).

42/4-08

18 Correspondence

- Atkins** - A14 Ellington to Fen Ditton asking if the Parish Council would like to have members of our team attend a meeting to provide a individual update on scheme progress and take any opinions and views that may be expressed by the Council.
- CCC** - Northstowe Area Footpath and Cycleway Network Project – a celebration event at Rampton Village Hall Tuesday 15 April 6pm – 8pm.
- Integrated Plan 2008
- Post Office closures (copy emailed)
- The Standards Board for England** - Town and Parish Newsletter
- ACRE** - 'Making a Difference in Cambridgeshire and Peterborough' brochure
- Community Life Awards 2008
- JAG** - Notes of a meeting with CCC officers at Shire hall before Christmas and copy of the presentation on Minerals & Waste
- NATS** - information about proposed changes to airspace called 'Terminal Control North'.
AGREED
to object to air space being expanded to an area over Milton. *Action: the clerk*
- CPALC** - Local Councils Liaison Committee meeting – Thursday 17th April
- Chairman's Professional development Stages I and II
- Regional Spatial Strategy draft policy on planning for gypsy and traveller accommodation in the East of England - consultation period ends 16 May
- SCDC** - Future of Council Housing in South Cambridgeshire – newsletter.

19 Dates of Next Meetings

- Planning** - **21 April**
- Annual Parish Meeting** - **28 April 7.30pm [Note time]**
- Youth** - **29 April (re-arranged from 14 April) 6pm**
- Community Care** - **30 April 11am**
- Council** - **12 May (Annual Parish Council Meeting)**
- Joint meeting with MCC** - **14 May 8.30pm**
- Disability working group** - **HMS to co-ordinate**

The meeting ended at 9.45pm

Signed..... Date.....

8 Clerk's/Chairman's report

(8/4-08) Citi 2 route – as from 6 April the citi2 route has been changed. The residents in High Street have thanked us for persevering with this. They are very grateful. I have written to thank Stagecoach. Stagecoach will look at the positioning of the timetable at Landbeach Road bus shelter and if possible will move it nearer the shelter.

(9/4-08) CCTV on foot/cycle bridge – A Frost reported to the APM.
Double yellow lines – Winship Road realignment – Shall we pursue?

(11/4-08) Parish Plan – no report to date.

(14/4-08) Road signs (min 22/4-08 also refers)

**Meeting with Michael Williamson and David Lines CCC Thursday 17th April 2008
Report to be presented to Council on 12 May 2008. David's comments are in red.**

1 Coles Road / Cambridge Road junction "Cycle Lane" is incorrect. There is no cycle lane along Cambridge Road but a shared cycle / foot path.

David agreed that this sign should no longer be there. The regulations have changed since the cycle lane was developed and the sign was right at the time. A simple triangle warning of cyclists is now enough.

The No waiting "at all times" sign should also be removed as double yellow lines mean that. Sign is not necessary.

2 Outside Apostolic Church going north there is no "end of cycle / foot path sign". There is a sign showing the start of the cycle / foot path going south at this point.

David will not put up a sign here because the planners of the cycle scheme intended cyclists going north to use the cycle lane on the western side of the road. If an "end of shared path" is put up then the CCC would need to show how/where cyclists should cross the road to get to the correct side of the carriageway. This would involve cost.

3 "End of cycle lane" sign near 14 High Street is in wrong place and therefore confusing. If anywhere it should be outside 18a High Street.

Agreed. Logically should be where cycle lane ends and not 10-15 yards away.

4 a) Outside 2 Butt Lane a sign saying "Cycle lane" is misleading, giving out incorrect information and therefore in the wrong place. There is no cycle lane in High Street at this point. This sign really should be removed.

David can see no justification for putting this sign in here now although he felt that at the time of the cycle scheme it was possibly justified. He argued that it is telling users that the cycle lane is starting at Pond Green (c 150 yards away).

The fact that Milton cyclists are using the path here and cycling along it when children are walking home from school and citing the sign as a reason to do so demonstrates to me the sign should be removed.

David would have no argument with this but cannot afford to remove the sign.

b) **David will authorise Keith Fauch to put the "No Through Road" sign on the back of the "Give Way" sign in Butt Lane and to remove the present "No Through Road" sign post. [The signs put up by SCDC are not really big enough on their own].**

Perhaps we should have a bright new sign? The old one is very faded.

5 The "Pedestrian Crossing" sign in Cambridge Road near Bene't Close is on wrong side (right hand side) of the road.

David has since put the sign on lamp post column number 8 outside 73 Cambridge Road and removed the red sign "New zebra crossing ahead" (outside Bene't Garage).

- **The problem with the works detailed in 1, 3 and 4a is cost. David has agreed to cost these works for us so that we can decide whether we are willing to pay to have them done.**

NOTE: As I prepare the agenda I have not yet received the costs from David,

- **He has asked Keith to do the works as detailed in 4.**

(15/4-08) Landfill Liaison - meeting took place on 9 April. See Planning comments min 50/4-08.
Visit to landfill site to be arranged.

(21/4-08) Sewage works – from Nick Atkins EHO SCDC: “thank you for your email. I will liaise with John Wilson (EHO) here, as he has previous experience of instigating these meetings and will see if we can resurrect them in view of recent circumstances. I will of course inform you of any developments.”

(22/4-08) A14/A10 Interchange Milton – “thank you for your letter dated Tuesday, 8 April 2008. Mark Kemp has asked me to reply to you direct, so I hope I can help to answer some of your concerns.
As you will know, traffic at the A14/A10 junction is subject to considerable fluctuation on a day-to-day basis and as yet, the opportunity for a robust traffic survey has not arisen.
However, traffic figures for counts taken near Number 1 High Street in Milton are available from a Department for Transport traffic survey, which I have included below. The 2008 results of this survey are expected in July. You will see that there is a quite significant reduction in traffic, which I believe does indicate success for the A14/A10 improvement scheme:

Date	All vehicle	HCV	Bus/Coach	Car
14/05/2003	6144	171	77	5896
12/05/2004	6117	56	81	5980
11/05/2005	6118	153	68	5897
17/05/2006	5835	81	115	5639
16/05/2007	5522	92	162	5268

It is also expected that the layout modifications and equipment upgrade at the Butt Lane/A10 junction, taking place as part of the works for the new Park & Ride site, will improve traffic flow on the A10 southbound, especially in the morning peak period. These improvements will be put in place towards the end of the works for the new site, scheduled to take place at the end of August/early September 2008. Evaluation of the new junction layout and the effect on local traffic will be carried out as part of the road safety audit process once the new layout is open to traffic.

I do hope that helps to answer your queries, but please do not hesitate to get in touch using the contact details above if there is anything else I can help with. Alistair Frost Project Manager”

(34/4-08) Community Care – phone message from family of a client who recently died: “ massive thanks for Tracey who did an absolutely fantastic job caring for my grandmother - huge huge thanks from all of us.” I have passed this on to Tracey.

Incidentally – we have not been able to operate the mobile phone donated by Tesco. I spent 1 hour at Customer Services – at least 4 members of staff tried – without success. They gave a phone number helpline to ring. To date this “free” phone has cost the PC about 2 hours of my time!

Community Care meeting 30 April 2008 - postponed till we have had chance to talk with Dr Steward on 15 May.

(35/4-08) Tree Coles Road – SCDC Trees Officer has suggested an Oriental Plane tree to replace the poplar. I have asked if we could have a native tree and if she would be willing to send us a list of ‘acceptable’ trees.

(40/4-08) Recycling Centre – Tesco - From SCDC: “The banks are regularly monitored to ensure they are emptied at the appropriate frequency. Our staff pick up the material left on the floor on a very regular basis. This is left by the actions of lazy folks who often do not place the material in the banks when they still have capacity. And of course there is the blatant fly tipping.

Street cleansing crews currently spend 6 man hours per day around the various bring sites in an attempt to keep them tidy. Latter in the year when we plan to introduce a kerbside collection of plastic, it is envisaged that some of these problems should diminish.

I hope this provides should useful feedback but let me know if I cane of further assistance in this matter”

Jason tells me that he cleans the area near the shops on Thursday of each week – the clerk.
[Info for next Maintenance meeting – min 46/3-08 refers].

(40/4-08) Electoral Arrangements and Boundary Review – Impington PC asked for our help:

1) Arbury Park - “We know that SCDC have written to you and your residents regarding Arbury Park development and giving an extended consultation date of 9 May. Impington Parish Council would be glad if you could see your way to formally respond in support of their belief that the new Arbury Park parish should be created now, based on the reasoning given in the consultation document. Your help with this would be greatly appreciated. If you would like a further copy of the document, let me know.”

2) Chesterton Fen - Should we consult with Fen Road Chesterton residents? (This was raised at recent meeting – RTS).

(40/4-08) Land by A14 - “Dear Cllr Smith - Land adjacent to the A14, Milton
Thank you for your letter dated 1 April 2008.

As you know the above land is the property of a third party but was used by Balfour Beatty whilst they carried out the improvement works to the roundabout at the junction of the A10 and A14. The use of the land was in accordance with a Certificate of Lawful Existing Use issued by South Cambridgeshire District Council on 22 July 2005 under Section 191 of the Town and Country Planning Act 1990.

The certificate permitted Balfour Beatty to site offices and welfare facilities, and store plant equipment and materials, on the land whilst they carried out the improvement works but also required that the land was cleared and restored to its original use after the work was completed.

The site has since been cleared of all plant, machinery and waste material. Following discussions with the Waste Planning Authority, Balfour Beatty imported approximately 2000 m3 of clean topsoil, in October 2007. The soil was graded to agreed levels before being rotavated. The site was not seeded however as the planting season had passed and it was unlikely that the grass seed would germinate. I understand seeding should take place in the next few weeks.

The site was re-inspected following your recent telephone conversation with Andrew Greenwood and again following the receipt of your letter. During the inspection, the officer noted the localized ponding of surface water but could find no evidence to suggest that the geotextile membrane, which was placed under the hard standing at the site entrance, was still in place. The County Council has not received any complaints from the landowner about the restoration work and I believe that the land has been restored as per the requirements of the Certificate of Lawful Use. I have however, asked South Cambridgeshire District Council to inspect the site and confirm in writing whether they agree with this view. I will let you know their findings as soon as I have received them.

The land is currently for sale and any future development would be subject to the owners acquiring the necessary planning permission from South Cambridgeshire District Council.

I am not aware of any other works having been carried out on the site since the restoration works were completed. David Atkinson”

“I refer to the previous email and correspondence from the County Council concerning the above site. I can confirm that a further site visit has been made by Mr Readman and the findings discussed with Melissa Reynolds the Area Planning Officer.

As a result of those considerations we are in agreement with the County Council that the necessary work has been completed as required to clear the land of all plant, machinery and waste material. In addition the land has been restored to its original use as a result of the topsoil that has been imported onto the site. Please contact me if you wish to discuss the matter any further.

Regards Tony Marks Planning Enforcement Officer”

Inspector Paul Ormerod

“As many of you are no doubt aware, I moved on from my post as Sector Commander for South Cambridgeshire Sector at the beginning of this month, and have now taken up a new post as Neighbourhood Policing Lead for Cambridgeshire Constabulary, based at Force Headquarters.

I'd just like to take this opportunity to thank everyone for their support and assistance during the time I was at South Cambs. A considerable amount has been achieved over the last four years - particularly in terms of Neighbourhood Policing and partnership working - and I hope that since 2004 I've been able play my part in making South Cambridgeshire a safer place.

Hopefully I'll still be visiting Southern Division, and South Cambridgeshire, on a regular basis, as we try and embed neighbourhood policing across the Force and progress the achievements of the Neighbourhood Policing Project; and I look forward to meeting and working with you again in the future.

My successor as the Sector Commander for South Cambridgeshire will be Inspector Chris Savage, who I am sure will be looking to introduce himself to you all in the near future.”

Histon Police profile update received. Histon Neighbourhood Panel Meeting - notes of meeting held at Impington Village College on Tuesday 15 April 2008 at 7.30pm received. “No major problems at Milton identified.” Dates of Future Meetings: Tuesday 15th July 2008 Tuesday 14th October 2008 Tuesday 13th January 2009

Youth action – Chris Farmer leader of young people at All Saints' Church organised a weekend of community work that took place 3 May. I suggested that he clean the area near the bus shelter opposite the Waggon & Horses (in response to a complaint from a resident). If you have any ideas for further work let me know.

Damage to sluice gates - From River Manager (Pip Noon) to EHO SCDC (30 April 08):

“Thank you for calling into the office yesterday afternoon to report the vandalism to the sluice gate at the end of Fen Road, Milton. The drain and sluices are maintained by SCDC. Jonathan has reported this through to their Health & Environmental Services department today (08450 450 063). They have allocated a job number to its repair: 130362. The metal thieves strike again!

This is not an isolated act of theft and vandalism in this area lately. The rower’s gun shed was broken into, twice, in the last month. On the first occasion the thieves stole £2000 worth of poles used for the rowing races. Also, a large tree trunk which had been beside the gun shed had been rolled into the river and our staff had to retrieve it off the safety boom at Baits Bite Sluices last week (23 April). It was a hefty lump; our staff can’t imagine how many people were needed to roll the thing into the river.

Your vigilance is much appreciated.”

“Our River Foreman, Colin Sparkes, inspected the sluices after my earlier e-mail and has noticed that one gate is now completely missing, one is in the river and the other is propped up beside the structure. All the retaining bolts are missing. He has reported this to the Police.”

CPALC EGM – proposed constitutional changes – EGM at Histon & Impington Pavilion Saturday 31 May 10.30am. Do we want to send a representative?

Minutes of the Planning Meeting of Milton Parish Council held on Monday 21 April 2008 at 7.30pm in the Bowls Pavilion

Present: RJ Farrington (chair) RH Chapman JE Coston R Day RLE Waters
In attendance HM Smith
The clerk

43/4-08 **1 Apologies for absence** - B Jefferson RT Summerfield Cllr M Williamson

44/4-08 **2 Declarations of interest – personal and prejudicial**
HM Smith personal – member of SCDC Planning Committee.
RHC Landfill Site application personal – a neighbour of the site.

45/4-08 **3 Minutes** – the minutes of the meeting of 18 February 2008 were approved and signed as a true record.

4 Decisions received
46/4-08 The Phoenix Trust Ltd Unit 8 Milton Trading Estate – portable building for classroom / mess and toilets
(30/3-08) (renewal of time limited permission S/2439/22/F) – **approved**.
Policies: Cambs Structure Plan 2003 **PI/3**; SCDC LDF 2007**DP/1, DP/2 and DP3**

47/4-08 S Sathiamoorthy Unit 30 Cave Industrial Estate Chesterton Fen Road – change of use to car
(27/4-08) repairs and MOT centre – **approved**.
Policies: Cambs Structure Plan 2003 **PI/3**; SCDC LDF 2007**DP/1, DP/2, DP3 and TR/2**.

5 New applications
48/4-08 S/1339/07 Mr & Mrs S Bowyer 53 Old School Lane – revised roof light design – **for information only**.
(415/10-07)

49/4-08 C/11/17/72/03 PI Shurlock Milton Hall Various tree works – **no comments** (delegated).
(31/4-08)

50/4-08 S/0051/08/CW Waste Recycling Group Ltd – variation of Condition 3 of pp S/0289/91 to extend the
(32/4-08) time for reinstatement of the site to a condition suitable for the resumption of agricultural use to 31
December 2020 – **refuse:**

“Milton Parish Council strongly objects to this application.

When an application was considered previously by Cambridgeshire County Council for the extension of timescale the chairman of the committee agreed that there should be no further extension in the future and this was why the 25 mile rule was removed. At a future date ‘earlier and later working times’ were also agreed to help speed up the fill rate. This site has already had permission to land raise which is contrary to the policies for the area for natural flat landscape.

We are concerned that this is yet another application to extend the timescale for filling this site when we fully expected it to be at a stage where it was being returned to grassland/ agricultural/ recreational use.

When this landfill site was first proposed we were promised that there would only be a few years of landfill and then the site would be returned to recreational / agricultural use. The current and previous applications to extend the timescales have meant that this blot on the landscape has already remained in use well past the promised original closure date.

This site should close in 2010 and a revised land form application submitted. We suggest that the land form should be a bank in one direction rather than an 'L' shape.

If planning permission is approved we would like to ask for the following conditions:

1. Working times

Weekdays - work on site will not start before 7am or continue after 4pm.

Saturdays - work on site will not start before 7am or continue after 12.00noon. Sundays - no working.

Reason: Permission was given to extend the hours of working only so that the site could be filled by 2010.

2. Distance Waste travels to site

Site should have the same distance restrictions as other local sites.

Reason: Permission was given for the site to collect waste from further away only so that the site could be filled by 2010.

3. Timetable for returning land to agricultural / recreational use

A clear timetabled plan should be submitted as part of the planning permission showing the timescales for returning the land in stages as soon as possible to recreational and agricultural use.

Reason: From the time the landfill was first talked about there were promises of making the area available for recreational and agricultural use as sections were completed. Had these promises been kept we would have had some recreational / agricultural use of the site. At the time of the last planning permission we were promised a perimeter footpath and this should have been in place by now. There now seems little recollection by the developers of these promises and we therefore ask that these be mentioned as being part of the planning permission with timescales.

4. Further extension of the site

No further extensions of working area will be allowed.

Reason: We note that the applicant owns adjoining land to the south of the site and would like to be assured that the landfill will not be allowed to expand into this area in the future.

5. Traffic movements

Consideration must be given to pedestrians and cyclists using the Park & Ride site. We are very concerned about the direct conflict of interest between HGV's using the landfill site and pedestrian and cyclists and the serious dangers posed.

We are also concerned about the congestion caused by the increase in traffic.

6. Soil contaminants and waste

A pressurised wheel wash must be a condition of any permission.

Reason: To prevent soil contaminants and waste being spread throughout the Park & Ride site.

Finally a representative of Milton Parish Council wishes to speak at the County Council committee meeting. Please advise the date and time of the meeting and how long we shall be allowed to speak."

- 52/4-08 S/0457/08 Mr & Mrs Jefford Greengates Chesterton Fen Road – replacement dwelling and extension to garden – **no recommendation.**
- 53/4-08 S/0549/08/A P Shenton Village Vet 26 Cambridge Road – signs (retrospective application) – “**refuse the sign by the hedge – obtrusive and unnecessary addition to the sign on the house about which we make no recommendation.**”
- 54/4-08 S/0592/08 Ms R Davey 63 Cambridge Road – conversion of garage to annexe
“If this is intended to be a separate dwelling then we object. I refer to application S/1809/01:
 ‘Land r/o 63 Cambridge Road bungalow – **refused.** Back-land development out of character with the surrounding area. The bungalow would be sited in a poor environment suffering noise and disturbance from its commercial neighbours and causing noise and disturbance to its residential neighbour. The proposed access for the bungalow would run between and in close proximity to the two proposed houses. Further noise and disturbance would occur through the use of the proposed access to the new properties either side of the access.
 Contrary to Policy SP12/10 of the Structure Plan 1995, Policy H15 of the South Cambs Local Plan 1993 and Policy H16A of the South Cambs Deposit Local Plan 1999.’
If however it is ancillary to and part of the house we make no recommendation.”

The meeting ended at 8.45pm.

Signed.....Date.....

Minutes of the Youth Committee Meeting of Milton Parish Council held on Tuesday 29 April 2008 at 6.00pm in the Council Office

Present: L Henderson (chair) RH Chapman JE Coston G Covell HM Smith
 Paula Mayes Jackson Nazombe PCSO Scott Evans The Clerk

- 56/4-08 **1 Apologies for absence** - PS Badley Sophie Lucas
- 2 Declarations of interest** – none.
- 57/4-08 **3 Minutes** - the minutes of the meeting of 30 October 2007 were approved and signed as a true record. CCTV working all right. Boiler issue resolved. Noted that a replacement worker from MCC staff was now assisting with cleaning/opening duties etc. Hazel’s set of keys to be kept in Parish Council office.
- 58/4-08 **4 Youth Clubs**
 - **report** – final report received from Jackson and Paula [attached]. Jackson was moving on. Sophie Lucas, one of the team, would take over – had been working in the club for several months. A smooth transition was expected. There were both male & female leaders for each evening.
 Attendance: 25-30 Wednesdays. [30 registered members]. 5 young people on the leadership training programme.
 Tuesdays – 15 have taken on ownership of the club – confident, dominant girls. Boys aged 11-12 still shy. Programme includes cooking and art. Minor accident in the kitchen which Jackson had recorded. He had also spoken with the parents. MCC accident book - procedures need to be clarified. The clerk would discuss with MCC. **Action: the clerk [Note: accidents should also be reported to MCC. Julie has reminded users].**
 Drug dealing taking place in the Tesco passage. Scott had not seen any concrete evidence of drug dealing there.
 HMS would meet Tesco manager after Parish Plan results are known. Youngsters shopping for youth club had been scared by reaction from Tesco staff who appear to see the youngsters as a nuisance / problem. Perhaps youngsters should introduce themselves to customer Services.
 Budget – Jackson had not reclaimed any amounts of £50 since the first – would need to ask for more.
 RHC commented that Jackson had done a fantastic job and asked about the next steps. Jackson replied that there were two:
 1 a few more local volunteers who would be willing to train would help the youth clubs to be seen as a community project.
 2 young people getting a platform to speak back to the community eg presentation to the Parish Council, Village Fayre – “a gradual integration”.

LH thanked Jackson for all his hard work – and helping making a big change in the attitudes of the young people.

- **future programmes** - the two sessions had been poorly attended the previous summer. Sophie was currently consulting the young people about summer activities and we would e mail programme when decided.

Paula to liaise with LH.

59/4-08

5 Any building issues and other users

Notice board to be put up on outside wall of youth centre. [Note: Julie will ask John again to put up notice board].

Users should be shown how to set the lock on the door to prevent accidentally locking themselves out (by John?). Perhaps a Notice saying: “this is a self locking door”. [Note: John does show users how lock works].

Boys loo lock not yet repaired. Brian Murfitt to check.

David Bailey – work to be finished.

Equipment discussed. Pool table popular. Issue about money needed to be resolved – Ultimate Leisure had agreed to remove mechanism but had not yet done so.

Air hockey pucks broken – youth club to have own pucks in lockable cupboard. JEC recommended that clubs should have own small equipment eg table tennis bats and snooker cues. It needed to be recognised that games in general use between hirers can go “missing” but clubs must be responsible to look after equipment. Young people and all groups need to have an agreement about ownership.

The clerk would ensure that the above action points are followed up. **Action: the clerk.**

LH would discuss with Young Carers and Church youth group and would order through the clerk table tennis bats etc to set up the centre. Replacement of small games equipment thereafter to be found by the clubs themselves. **Action: LH and the clerk**

6 Any other business - none.

7 Date of next meeting - September 15 7.30pm

The meeting ended at 7.30pm.

Chairman.....Date.....

Jackson's Final report

The work

Work with Milton youth Club has involved:

Training the staff team and supervising their contribution to the programs, supervising the youth participation and leadership training project, overseeing the development of the two youth clubs and overall responsibility for the vision and implementation of objectives for 2007 to 2008.

It has been difficult to maintain a sense of continuity with staff training as there have been some changes to the team make up which has slowed down progress. We now have a strong team which will be able to sustain the momentum and continue to develop the youth clubs. Josh, Stephen, Jim, EJ and Amy have been doing very well in their personal development. Their leadership training is tailored for each individual so that it allows organic progression. The young people have attained their bronze levels (with the exception of Amy) and are working towards their silver. The youth workers and the young leaders have worked well to establish and develop the junior youth club. They are now working on the new term program which is currently got commitments running till half term.

I believe that the youth are ready for more challenging sessions and are enthusiastic about their involvement in the youth club. We have not had any themed terms or months and we would like to establish a more deliberately preplanned educational or informative program that enables us to maximize on the learning opportunities within the national youth curriculum. I hope that Sophie and the team will have even more success with the youth groups.

Sophie will oversee the two groups until further notice, and has been working with me from February 2008. Jo will co-lead the junior club. Paula will continue to provide overall supervision. I will say my formal goodbye to the young people in May.

My departure

I would like to apologize again for the missed sessions which were mainly due to my commitments in Zimbabwe. Because of the regularity of these commitments I have had to give up my work with County Council, again. I wish I could do both as I have enjoyed working in Milton but unfortunately this could mean reduced quality of work and further cancellations. Your patience has been most gratefully received and I would like to thank you all for your support and wish you all the best for the future.

Jackson Nazombe

Youth Worker Milton Youth Club

Minutes of the Annual Parish Meeting held on Monday 28 April 2008 at 7.30pm in the Bowls Pavilion

Present: JE Coston (chair) PS Badley RH Chapman R Day M Ellwood RJ Farrington B Jefferson IF May HM Smith RT Summerfield RLE Waters
The clerk SJ Daniels, County Councillor M Williamson and 14 members of the public

Minute 55/4-08

- 1 Introduction of Parish Councillors** – the Councillors introduced themselves.
- 2 Apologies for absence** – G Covell TA Drummond SC Humphreys C Brunt.
- 3 Minutes** - the minutes of the APM of 2007 were approved and signed as a true record.
- 4 Park & Ride** – Presentation by Alistair Frost Cambridgeshire County Council. AF summarised the progress. He expected the opening to be in October. Works to sign foot / cycle routes through the village and realignment of radii at certain junctions eg Winship Road would take place during the summer. CCC would look at possibly installing double yellow lines – Butt Lane being a possibility.
In response to questions:
Apologies that the CCTV on the Jane Coston bridge was not in place. Cameras were being made.
Resurfacing of A10 – work would be organised to minimise disruption and to “tie in” with the Park & ride works.
Butt Lane traffic lights were now old technology. He would ask the traffic engineers to look at the settings of the lights at the A10/A14 interchange. Advice suggests that there are more accidents at part-time traffic lights.
30mph temporary speed limit on A10 was in place as works were being carried out to ditches along side the A10.
The Park & ride had been designed to minimise noise and light pollution.
Park & Ride and Landfill Site would work closely together to avoid conflict of interest – eg mud on road from landfill.
Technology at Cowley Road junction for cyclist / pedestrians was faulty. Unit had been sent back to manufacturers.
Central government funding was assured as the planning process had been put in place in time to meet government deadlines.
Nothing was in place for the installation of traffic lights on the Milton slip road on to the A10 / A14 interchange. There was regular monitoring of accidents.
Thanks to A Frost for attending.
- 5 Chairman’s report and Draft Accounts** – the chairman presented her report - (attached).
- 6 Charities report** - Barry Jefferson presented his report - (attached).
- 7 County Councillor’s report** – Michael Williamson presented his report – (attached).
- 8 District Councillors’ report** – the district councillors presented their report – (attached).
SCDC had no powers to force AWA to improve the sewage works unless AWA put in a planning application to extend the works.
- 9 Question and Answer Session**
Mereham – the proposal by the developers to remove the Jane Coston bridge and replace it with a bridge for buses was a serious proposal.
Bus stop - apparently all the citi2 stops were request stops. The clerk would ask Stagecoach to make the Waggon & Horses stop going south an obligatory stop. [Passengers could not see along the High Street from the shelter]. In addition he would ask Stagecoach to stop on the concrete lay-by.**
Plastic recycling – kerbside collection due to start in October.
Parish Plan – there had been about 900 returns - 55%. Initial analysis showed that sewage smell, traffic and recycling to be important issues. Majority of respondents seemed to enjoy living in Milton. After analysis of all the data the steering group in conjunction with the Parish Council would work out an action plan – by Christmas. Thanks to the steering group for their hard work.
Tomkins Mead – an agreement had been signed with Cambridge Sport Lakes Trust to manage Tomkins Mead along the same lines as with SCDC previously.

The chairman thanked all for attending. The meeting ended at 9.00pm.

** Reply from Stagecoach: Stagecoach will put up a notice asking their drivers to be aware of potential passengers in wet weather. The controllers will reinforce this message.

12 Land Update - My letter to Iwan Jones:

Proposed Retirement Village Milton

Our committee have looked at the "Potential Heads of Terms for use of Playing Fields" and would request that you consider the following and ask your lawyers to work these into a S106 Agreement :

PAVILION

This needs to be to the FA standards with a minimum of 4 changing rooms, a kitchen, function room for 20 people to meet and public toilets and an external storage area for equipment.

Please refer to the enclosed link for guideline details.

<http://www.thefa.com/GrassrootsNew/Facilities/Postings/2006/07/ClubhouseDevelopment>

CAR PARKING/CYCLE PARKING

We would require approx. 50 car parking spaces along with 3 nr disabled bays along with a covered cycle bay housing 20 cycles

PITCHES

Pitches must be constructed to the minimum FA standards (see link below) and be well prepared for drainage from taking soil samples and taking all relevant action to prevent future flooding

<http://www.thefa.com/GrassrootsNew/Facilities/GroundsAndPitches/Postings/2005/01/NaturalGrassPitches>

As a minimum we require 3 pitches:

- 2 @ 98 x 68 yards and
- 1 @ 80 x 58 yards

Noting all recommended run off areas and dimensions between pitches as recommended by the FA on the enclosed link

<http://www.thefa.com/GrassrootsNew/Facilities/Postings/2004/07/GoalpostPitchSizes>

In addition we would require a cricket square.

ACCESS

Minimum period dawn till dusk all year round for affiliated, organised sports clubs as recognised by the Parish Council and affiliated to Milton Community Centre and Recreation Grounds Management Committee.

MAINTENANCE

It will be necessary to define our boundaries and yours - responsibilities and who pays for what. We would like an area specified for community use – the whole are to be drained appropriately for sports use and pitch layout to be able to be modified to suit the sports / ages that the village needs to accommodate at the time.

We recommend that the grass is cut by owner - pitch lining specialist maintenance will be done by clubs after initial set up by owner and that the maintenance of the sports area should be along the lines of the present maintenance regime for our recreation grounds.

I enclose a copy of our present arrangements for looking after our two recreation grounds for your information:

" Coles Road and Sycamores Recreation Grounds

- All grass areas (coloured orange) to be cut weekly from 1st April to 30th September (26 cuts) and once a month during the months 1st October to 31st March (8 cuts). Total 34 cuts a year. (Note during the cricket season the Sycamores Rec. must be cut on Fridays).
- Fertilise grass areas (twice a year).
- Weed spray all grass areas to suppress weeds (three times a year)
- Football pitches on both Recs. to be rolled and then slit (three times during the football season).
- Immediately after the end of the football season, all goalmouths, penalty spots and corners to be repaired. (Repair means: prepare the ground; top dress; reseed and fertilise)."

LEASE

Lease to be 125 years.

USE OF PAVILION

Pavilion to be available for evening meetings (after dusk) subject to joint approval of owner.

BREAK CLAUSE (7.5)

There should be no Break Clause.

LEGAL COSTS (7.17)

Helical to pay all legal costs

We understand that a new building for community use will not incur any VAT.

We look forward to meeting you again. We have provisionally booked Thursday 15th May at 7.30pm. If that is unsuitable please let me know.