

MILTON PARISH COUNCIL

Parish Council Office
Coles Road
Milton
Cambridge
CB24 6BL



Clerk to the Council Jim Daniels
Tel: 01223 861447
Fax: 0871 433 9275
Email: clerk@miltonvillage.org.uk
Web: www.miltonvillage.org.uk

20 August 2008

TO ALL MEMBERS OF THE PARISH COUNCIL

You are summoned to the next meeting of Milton Parish Council to be held in the Bowls Pavilion on Monday 1st September 2008 at 7.30pm

AGENDA

1 Public Participation – members of the public are invited to speak

2 Apologies for absence

3 Declarations of Interest – personal and/or prejudicial

4 To approve the minutes of the meeting of 7 July 2008 (pages 4-8)

5 Clerk's/Chairman's report (page 9)

Telephone box Coles Road; Community Care; Parish Plan; Boundary Review; MCC; Milton Primary School – time capsule; SLCC regional conference Chilford Hall 25 September 2008; maintenance – hedge; Remembrance Ceremony

6 Planning

(25/3-08) Appeal by Mr S Lee Plot 6 Sunningdale Chesterton Fen against enforcement notice alleging without planning permission the erection of a dayroom building.

1 Bulteel Close – certificate of lawful use or development approved – internal and external works of alteration to existing integral double garage within dwelling house so as to form an exercise gymnasium area within the curtilage.

Decisions received:

(19/1-08) Mr W Webb Southgate Farm Chesterton Fen Road – use of land for 24 mobile home pitches for and 2 chalets for gypsies- **approved**. [Numerous conditions – attached to minutes].

(29/3-08) Donarbon – revision of existing site layout, provision of new organic waste reception building and revised surface water drainage scheme at Cambridge Waste Management Park Ely Road Waterbeach – **approved**.

(23/6-08) Exemplar Property Holdings Plc – Building 101 Science Park - signs - **approved**.

(45/6-08) Tesco Stores Ltd Cambridge Road – erection of glazed lobby - **approved**. East of England Plan 2008: **Policy SS1. LDF 2007: Policies DP/1, DP/2, DP/3, DP/7, ET/5, TR/1, TR/2.**

(46/6-08) Mr & Mrs Walker 27 Coles Road – extension – **approved**. **No windows, doors or openings on south west elevation at and above first floor level.** (Note amendment: now pitched roof).

Following Policies apply:

South Cambs Local Development Framework Development Control Policies 2007:

DP/1 (Sustainable Development); DP/2 (Design of New Development);

DP/3 (Development Criteria).

(48/6-08) Broadcom Europe Ltd 406 Science Park – installation of 500 KVA Standby Diesel Generating Set, 9000 litre fuel storage tank enclosed by timber fenced compound – **approved**. **Must be carried out in accordance with approved acoustic report. Scheme for pollution control to be approved.**

Following Policies apply:

East of England Plan 2008: **SS1 (Achieving Sustainable Development)**

South Cambs Local Development Framework Development Control Policies 2007:

DP/1 (Sustainable Development); DP/2 (Design of New Development);

DP/3 (Development Criteria).

(51/6-08) Mr & Mrs SEJ Coles 15 Goding Way – conservatory - **approved**.

East of England Plan 2008: **SS1 (Achieving Sustainable 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/7 (Development Frameworks).

(28/7-08) Landfill – 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 – **approved**. (see report page 9)

New applications:

(22/7-08) S/0935/08/O Helical (Milton) Ltd - Former EDF Depot and Training Centre Ely Road Milton – outline planning application for the demolition of existing buildings, removal of existing pylons/mast etc from training grounds & construction of 101 retirement units (including restoration of north lodge for use as a retirement dwelling) 1 wardens unit, visitor accommodation, central facilities building, provision of formal & informal open space, associated landscaping & improvements to the existing access.
Amendments: "The scheme has been reduced in size to 101 retirement units to enable development to be restricted to the existing built area of the depot. Although indicative, the illustrative layout also enables a gap between the buildings to the east of North Lodge to open up views to the countryside beyond and improve the relationship with the setting of the Lodge."
This application was withdrawn. A new application is due to be submitted.

S/1130/08 Mr & Mrs Nix 50 High Street – extensions and alterations – **no recommendation** (delegated).
S/1195/08 Mr L Wheeler 26 The Sycamores – extension - **no recommendation** (delegated).
S/1257/08 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/1310/08 Mr C Crickmore land r/o the Barn Chesterton Fen Road – change of use of land for the stationing of storage containers, general storage and erection of a covered/enclosed storage area - **no recommendation** (delegated).
S/1315/08 Post Office Ltd – installation of ATM at Milton Post Office 2 Coles Road - **no recommendation. Should the installation of anti-ram bollards be considered?** (delegated).
S/1364/08/LB Mr & Mrs Nix 50 High Street – remodelling of existing extension to form enlarged studio, utility and WC. {See above}
S/1379/08 Mr Fairhurst 42 Fen Road – conservatory.

Any other decisions received and urgent applications (at chairman’s discretion)

7 Finance – to receive the minutes of the Finance & Staffing Committee meeting held on 21 July 2008 and to confirm minibus tariffs (page 10)

8 To consider budgeting £500 per annum towards archaeological costs (page 10)

9 Crime update

(5/7-08) **a) Tesco walk way – to consider meeting manager of Tesco together with the police**
Cambs Police wish to meet with us, County Council and Tesco. There has been one report only of possible drug dealing in the alleyway. Since the Panel meeting the Police have adopted this area as a priority area, have stepped up patrols and spoken to youngsters.

(10/7-08) **b) Neighbourhood Watch**
From SCDC: invitation, booking form and agenda for the annual South Cambridgeshire Crime and Disorder Reduction Partnership conference received. The event will be held on **Wednesday 10 September** at Cambridge City Airport from 5.30pm - 8.20pm. A buffet will be provided. The aim of the conference is to consider how we can work together to reduce crime and anti-social behaviour in your area.
More information about a replacement PCSO will be available in the Autumn. (Inspector Chris Savage).

c) Sluice Gates

No offenders have been caught but there has been positive action re metal thieves in the area.

10 Land update – to consider appointing a fund raiser

11 County Councillor’s report - no report to date

12 District Councillors’ reports – no report to date

13 Bills for Payment and Money Received (attached)

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

The Cambridgeshire Rural Forum - conference on community-based solutions for rural services in Cambs and Peterborough 25/09/08. This event provides an opportunity to learn from others' successes in meeting the challenges that face our communities in retaining facilities in our villages and market towns.

Local Access Forum - Local Access Forum's Annual Report for 2007-08. The Local Access Forum is a group of volunteers who act as statutory advisors to the County Council and other bodies on countryside access issues.

Cambs ACRE - Notice of AGM Tuesday 2nd September 2008 at 5.30pm and results of Cambs & Peterborough rural services [see: www.cambsacre.org.uk/news/latest.htm]

Guided Busway - Local Liaison Forum for the Histon to Cambridge section – meetings 7 August and 18 September

SCDC - Housing Futures
- Invitation to the 2008 Funding Fair for South Cambs and the surrounding area on Saturday 13th September at South Cambridgeshire Hall in Cambourne. This is a free open event for representatives from Cambridgeshire voluntary and community groups come and gain advice and information from the local and national funding agencies exhibiting at the event.

National Trust - Wicken Fen Vision – newsletter

15 Dates of Next Meetings

Community Care - 10 September 11am
Youth - 15 September
Planning - 15 September
Minibus - 24 September
Maintenance - 29 September
Council - 6 October

16 Items for October agenda (to be received by Friday 26 September)

Jim Daniels

Jim Daniels - Clerk

Addendum to agenda:

Planning:

New Application

S/1403/08 The Lion & Lamb Public House High Street Milton – extensions and alterations. Erection of smoking shelter and fencing & installation of 3 parasol units.

Correspondence:

CCC - Countryside Access Team Annual Report 2007-08

Jim Daniels

Jim

Dated: 21/08/08



**The full Parish Council agenda papers are available at: www.miltonvillage.org.uk
[Council website] Parish Council office & Community Centre notice board**

Minutes of the Meeting of Milton Parish Council held on Monday 7 July 2008 at 7.30pm in the Bowls Pavilion

Present: JE Coston (chair) RH Chapman PS Badley (from min 11/7-08) G Covell R Day
TA Drummond RJ Farrington B Jefferson IF May HM Smith RT Summerfield RLE Waters
Councillor M Williamson, the clerk and one member of the public (part)

1/7-08 **1 Public Participation** – a resident of The Rowans gave details of anti-social behaviour in the car park area of Tesco and was concerned that the screening of the car park provided by the bank should remain in place.

2/7-08 **2 Apologies for absence** - M Ellwood SC Humphreys. Absent - AJ Campbell.

3/7-08 **3 Declarations of Interest – personal and/or prejudicial**
IFM - youth personal – son a member of youth club; land update personal – chairman of colts football club.
TAD – land update personal – member of colts football club.
JEC – land update personal – husband and son play cricket for Milton cricket club.
HMS – planning personal – member of SCDC planning committee.
RLEW - youth personal – grandson a member of youth club;
RD - cemetery personal – relatives buried in cemetery;
RHC - cemetery personal – relatives buried in cemetery.

4/7-08 **4 Minutes** - the minutes of the meeting of 9 June 2008 were approved and signed as a true record.

5/7-08 **12 Proposal to consider asking Tesco to seal up the passageway and to lay a new path into the Rowans**

This item was brought forward.

A report produced by RLEW had been circulated detailing the problems of litter, graffiti and possible intimidation by groups of youth loitering in this dark passageway. RLEW asked whether Council felt that in principle it was worth pursuing the idea of asking Tesco to consider blocking off the walk way and to replace it with a new path from The Rowans.

RLEW offered to produce a paper for the September meeting with firm proposals.

It was **AGREED**

to write to Tesco Head Office, the manager Tesco store and the police and to await their responses before considering any further action. **Action: the clerk**

RTS suggested that concerns about problems in this walk way and at Tesco car park in general should be raised at the next Police Neighbourhood Panel meeting scheduled for 15 July to be held at Milton Primary School.

Thanks to RLEW for producing the report.

5 Clerk's / Chairman's report

6/7-08 Community Care - the clerk had returned the mobile phone "donated" by Tesco for the deputy warden as
(14/5-08) it did not work and bought a replacement.

7/7-08 Village Tour – the clerk had asked Alistair Frost to remove and/or widen various cycle barriers as agreed
(5/6-08) on the tour. The chairman and the clerk met Keith Fauch on Friday 27 June and walked the village to look at the highways issues raised during the tour. He has agreed to pursue these issues.

Fence encroachment at The Elms - noted that MPC did not own the land,

Triangle of land at The Elms (owned by MPC) – the clerk would ask for a quotation to remove both trees

Action: the clerk

RD and RLEW were looking at various tree issues (see Maintenance – min 59/6-08)

Additional:

- Tree roots growing across the back lawn of a house in Ballard Close from one of Council's trees growing alongside the fence in Humphries Way open space. RHC would inspect and advise the best course of action. **Action: RHC**
- Extra soil and grass seed needed in grass crete at Landbeach Road bus stop.

8/7-08 Parish Plan – the group were continuing to meet.
(8/6-08)

9/7-08 Sewage works – a resident had complained to the EHO about the number of flies, suggesting that the

- (9/6-08) sewage works could be the cause of the problem. Another resident had complained about the continuing odour problem.
The EHO had since confirmed that “extensive works are currently taking place and a number of primary settlement tanks are offline. there are five tanks on the site and although a major problem was identified in only one, all the others are receiving the same attention. The work on one tank is completed and it is now back online. Two tanks are currently in the process of being drained and cleaned (this was probably the cause of the recent odour). It is expected that the second tank will be running by the middle of next week and the third in approx 2-3 weeks time. These tanks are considered a priority as they are closest to Milton. When the work has been completed on these the remaining tanks situated further away will be commenced.
It is anticipated that during the works there will be some odour from time to time, as levels of effluent are concentrated in the remaining tanks and whilst cleaning of the tanks takes place. This is unavoidable, but will benefit everyone in the long term.
In view of the co operation given by Anglian Water, in respect of this current problem and the amount of work that is being done on site, it is not anticipated that enforcement action is either appropriate or required at present.”
- 10/7-08 Crime & Disorder Reduction Partnership - South Cambs CDRP Conference Wednesday 10 September
(11/6-08) 5.30pm – 8.30pm at Cambridge City Airport. The focus of the conference will be to cut crime in our communities.
Up to 2 representatives were invited to the South Cambridgeshire Traffic and Speeding Summit being organised by John Fuller, Community Engagement Manager, Cambs Constabulary to take place on Tuesday 22nd July 2008 at Sawston Village College.
- 11/7-08 Street Trading – the clerk would fill in the questionnaire. *Action: the clerk*
(12/6-08)
- 12/7-08 Mereham – the secretary of state would make her decision by 9 September.
(32/6-08)
- 13/7-08 Dog warden - Waterbeach Parish Council had asked whether Council would be interested in joining with Waterbeach and other neighbouring councils in employing a dog warden to enforce the Clean Neighbourhoods and Environment Act 2005.
(33/6-08) The clerk reported that PCSO Scott Evans whose duties included this role had left to join the police force. The Environmental Health Department SCDC fulfilled some of the dog warden’s duties.
The clerk would reply that Council might be interested if 5/6 villages were interested as partners and if it could be shown that the village would get value for money and would ask the clerk to Waterbeach PC to produce costings. *Action: the clerk*
The chairman and other witnesses had recently approached a dog owner who let his dog foul The Sycamores recreation ground and had also contacted the police offering to act as a witness in court – no action had been taken by the police.
Noted that as a Quality Council MPC could issue fixed penalty notices.
- 14/7-08 Countryside Access Provision - Cambridgeshire County Council's Countryside Access Team had received increased funding towards countryside access provision in the parishes around Cambridge – towards improvements to footpath, bridleway and byway networks, and possibly also access areas such as community woodlands.
- 15/7-08 Parking The Rowans - a resident had complained about parking problems at The Rowans and the blocking of an access to garages. PC Shulver had reported that no offence was being committed. The clerk would suggest that the resident put up a sign “Please do not park here”. *Action: the clerk*
- 16/7-08 Youth participation - a Youth Participation event on June 28th was postponed due to a low response.
The clerk would fill in a short questionnaire as Susannah Harris, SCDC, wanted to know how SCDC could support parish councils to involve young people in decision-making in the community.
- 17/7-08 PCSO – the clerk would write to thank Scott Evans for his work as PCSO and to stress to Inspector Chris Savage that MPC looked forward to seeing a replacement as soon as possible.
- 18/7-08 **6 Representative to JAG**
A representative to the Joint Action Group was not appointed. The clerk would ask that JAG continue to keep him informed of their work. *Action: the clerk*

- 19/7-08 **7 Planning** – the minutes of the planning committee meeting on 30 June 2008 were received and noted.
Decisions received
- 20/7-08
(27/5-08) 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 – **refused. Transport Assessment insufficient and contrary to Policy DP/3 of South Cambs Development Control Policies DPD 2007.**
- 21/7-08
(43/6-08) MR AE Dewey 49 Old School Lane – extension – details of first floor window treatment – **approved.**
No windows, doors, openings other than those authorised by this permission to be constructed in the side (north and south) elevations at and above first floor level. Proposed first floor windows in the south side to be fitted with obscure glass.
SCDC LDF 2007:
DP/1 (Sustainable Development), DP/2 (Design of New Development) and DP/3 (Development Criteria) Policies apply.
- 22/7-08
(47/6-08) S/0935/08/O Helical (Milton) Ltd - Former EDF Depot and Training Centre Ely Road Milton - outline planning application for the demolition of existing buildings, removal of existing pylons/mast etc from training grounds & construction of 121 retirement units (including restoration of north lodge for use as a retirement dwelling) 1 wardens unit, visitor accommodation, central facilities building, provision of formal & informal open space, associated landscaping & improvements to the existing access.
Approve: the following comments were **AGREED:**
“Green Belt. Council supports the principle of change of use from industrial units to retirement housing on the existing footprint. We note that the proposed development is encroaching on to the Green Belt land and beyond the footprint for industrial units but we believe that this proposed development will bring an overall benefit to the village.
We welcome the renovation of North Lodge, a listed building, with appropriate materials after many years of neglect. [Milton Parish Council has been trying for years to have this building restored].
Visual aspect. Such a development will improve the visual aspect of this area. Properties with appropriate landscaping will be an improvement over industrial units.
Woods and lake. We welcome the improvements to the lake and wood and their opening up to the public.
Section 106 Agreement. It is **imperative** that Milton Parish Council is a party to a S106 Agreement which must address the following:
- Considerable support for sports facilities for community use.
 - Due to increased foot traffic provision should be made for improved footpaths especially in Church Lane
 - Traffic calming features in Ely Road and highway improvements
 - New bus shelter in Ely Road.
- Age Limit** – it is essential that restrictions are in place to ensure that the properties are sold to the over 55's only.”
- 23/7-08
(52/6-08) Turnstone Ltd - Proposed application by Turnstone Ltd on land adjacent A14 – this application had not yet been received.

- 24/7-08 **8 Maintenance** – the minutes of the Maintenance Committee meeting held on 30 June were received
1) Cemetery fees and regulations (with slight amendments to min 56/6-08 *in italics*)

AGREED:

FEES

Interment of an adult	£200
Interment of a child up to 7 years	No charge
Interment of a child from 8 years to 18 years	£80
Interment of ashes (£47.50) and tablet (£32.50)	£50 + £35
Headstone not exceeding 76cms x 46cms	£90
Double headstone not exceeding 90cms x 150 cms	£200
Headstone for a child up to 7 years	£15
Headstone for a child from 8 years to 18 years	£45
Inscription on any monument added on a later occasion	£25

All fees to be 3x current rates (at present therefore £600) for non residents.

Note: At clerk's discretion the 3x fee may be waived for people previously resident in the *parish*.
Purchase of exclusive rights of burial includes the fee for interment.

REGULATIONS

Anything placed, *eg kerbing*, or planted on any grave other than a headstone/tablet becomes the property of the Council and may be removed and disposed of at the Council's discretion without the Council being liable to account for any proceeds of disposal.

No memorial shall be erected in the cemetery without the prior approval of the details by the Council. (This function to be delegated to the clerk). All applications should be made by a Council approved memorial mason and submitted to the Council together with a drawing showing dimensions, method of construction, proposed inscriptions, method of fixing and description of the type of materials to be used and shall be in accordance with the National Association of Memorial Masons specification for the construction and fixing of memorials.

Vehicles must keep to the hard track.

Double plot headstones to be no taller than 90 cms and no wider than 150 cms.

(57/6-08) 2) **Allotments** – RHC had cleared 25.28 tonnes of rubbish including long term rubbish such as builders' rubble from the allotments. Landfill charges amounted to £1686.16 + VAT £295.08 = £1981.26. [RHC had not expected it to come to this amount and apologised to Council].

AGREED (RHC abstained)

to thank RHC and reimburse him £1981.26.

The clerk would write to all the allotment holders asking them to keep all rubbish within the boundaries of their allotments.

In future the allotment holders would be expected to share costs.

PSB as an allotment holder declared a personal interest for this item.

The allotments appeared to be in excellent condition and Council felt sure that the allotment holders appreciated all the work put in by RHC to achieve this.

3) **AGREED**

to build on the trust established with Buchans and the generally good standard of work and to ask them to quote for a three year contract from 2009-2012 with a clause revoking the contract in any year if their work was deemed unsatisfactory (min 59/6-08).

Action: the clerk

25/7-08 9 **Year End Internal Audit Report**

Council received the year end audit report: "There is little I can say when presented with such a well run council but there are some issues highlighted on the (enclosed) check list."

The clerk would query the issues about fire certification and assets. *Action: the clerk*

BJ offered to help with the fire certification. *Action: BJ*

26/7-08 10 **Boundary Review – Council's response**

(30/6-08) HMS and RTS conducted a consultation in Chesterton Fen. 10 responses were sent to SCDC, another 19 collected by HMS and RTS - the majority of which supported the Parish Council stance. One letter from a resident in Milton objecting to the Parish Council's response was received.

TAD and SCH delivered consultation documents throughout the Science Park – 1 response only was received by SCDC. HMS declared a personal interest - married to a director of and working for a firm on the Science Park.

Council **CONFIRMED** the response sent by the clerk to SCDC:

"Milton Parish Council has consistently argued that the natural boundary between Milton and Cambridge is the A14 and that both the Science Park and Chesterton Fen should now be incorporated within the city. Responses to our consultation exercise now show support for this and we therefore ask South Cambs Council to support our view."

The chairman would attend the Electoral Arrangements committee meeting and express Council's concern that the SCDC officers' comments submitted to that committee reflect South Cambridgeshire District Council's concern about its own image and what it may be able to gain from keeping Chesterton Fen and the Science Park in its own area rather than the needs and views of the residents.

In addition it was noted that in April 2002 the Boundary Committee published its final report on electoral arrangements for South Cambridgeshire for the Electoral Commission. As part of that review it looked at Milton and Milton Detached and commented on it thus in paragraph 151:

"While we acknowledge that the most appropriate solution to this anomaly [of Milton Detached] would either be the inclusion of the Milton detached area within Cambridge City or a parish review in order to create a separate Parish Meeting for the detached area, neither of these outcomes are possible within the remit of [this document]."

So in proposing that both the Science Park and Chesterton Fen should now be incorporated within the city we are agreeing with the conclusions of the Boundary Committee."

26/7-08
(28/6-08)

11 Land update
Proposal to pursue the purchase of land in Milton
Proposal to pursue and investigate sale of Parish Council owned land

The chairman gave a report on the history of recreation land in Milton during the previous 50 years. Council had already worked hard to acquire colts football pitches. The application by URV (see min 22/7-08 above) was proposing to offer Milton a 125 year lease for sports provision. A S106 Agreement was being drawn up. Eversheds, solicitors had been engaged – fees to be paid by Helical.

It was then **AGREED** [Public Bodies (Admission to Meetings) Act 1960]
to exclude members of the public to this item as publicity would prejudice the public interest by reason of the confidential nature of the business.

The meeting re-opened at 10.47pm with all present.

It was **AGREED**
to give the Land Group Council’s authority to continue to negotiate with URV and other land owners and that legal and land agent fees be kept within reasonable costs.

Proposal to interview and appoint a fundraiser/project manager to oversee the project to provide additional recreation ground in Milton

Additional office help was needed though not necessarily a fundraiser at this stage.

It was **AGREED**
to appoint a temporary member of staff for as long as (s)he is needed – to work under the guidance of the chairman and clerk. *Action: chairman and clerk*

27/7-08

13 MCC update

Julia Gray, administrator, had submitted her notice of retirement. An advert for her replacement had been placed in the Cambridge News.

Community Challenge Award – MCC’s application had been assessed at stage 1 and had not been selected to go forward to stage 2.

28/7-08
(33/6-08)

14 County Councillor’s report

Landfill application extension of time of operation of site – scheduled to be heard on 17 July at 10.30am. MPC was the only objector so far.

(7/6-08)

Double yellow lines – were now in place.

(7/6-08)

CCTV – going ahead.

Affordable Housing Landbeach – an application for affordable and full priced houses on the southern edge of Landbeach was proceeding.

29/7-08

15 District Councillors’ reports – list of post office closures had been published. Milton Post Office was not due to close.

30/7-08

16 Bills for Payment and Money Received

CONFIRMED payment of cheques 3778 – 3780 (Note: ch 3780 – correct amount £234.10)
AGREED payment of cheques 3781 – 3791 (ch 3792 already confirmed min 24/7-08 above)

31/7-08

17 Correspondence

CSLT - Spring newsletter
Guided Busway - Notes of Local Liaison Forum for Park Lane to Milton Road (14 May 08).
- June 2008 edition of the Cambridgeshire Guided Busway update

18 Dates of Next Meetings

Finance & Staffing - **21 July 8.15pm**
Community Care - **tba**
Council - **1 September (possibility of meeting in August to discuss land)**

The meeting ended at 11.10pm.

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

5 Clerk's/Chairman's report

(29/6-08) Telephone Box – a resident has written suggesting that we buy the phone box – using contributions from residents. He has offered £50.

(6/7-08) Community Care – meeting set for Wednesday 19th September 11am.

(8/7-08) Parish Plan;

(26/7-08) Boundary Review - JC has now attended 2 meetings at South Cambs (16th April 08) when the Electoral Arrangements Committee asked the parish councils to consult with residents on suggested boundaries. This consultation was done with leaflets delivered by parish councillors to Chesterton Fen and the Science Park. At the 8th July **SCDC Electoral Arrangements** Committee Meeting the results of our consultation were communicated to the committee – overall MPC had support for their suggested A14 boundary.

Process Guidance

In conducting a review, the **Boundary Committee** must have regard to: 'The need to secure effective and convenient local government; and the need to reflect the identities and interests of local communities.'

The **SCDC Electoral Arrangements Committee** received papers that brought in these arguments which do not reflect the above Boundary Committee statement:-

i) Cambridge Science Park is world-renowned and there is benefit to the District in retaining this within its boundary given the positive associations. In any event the basis for review is consideration of the best local governance arrangements for residential communities rather than the commercial sector.

ii) By using the A14 as the boundary line this may set a precedent for amending other areas of the proposals map. The focus of the review is community governance and not necessarily simply following man-made or natural boundary features at the exclusion of other considerations.

iii) In the event that business rates revert to local authority control in the future the loss of this commercial area would be detrimental to the District Council.

iv) Officers cannot recommend a proposal which would result in the loss of a valuable area to which travellers resort and which the Council has spent many years working with the traveller community to provide.

The Committee decided to recommend their original suggested boundaries which left the science park and Chesterton Fen in Milton.

Decision:- That the submission of a request for a review of the administrative boundary between Cambridge City Council and South Cambridgeshire District Council be agreed in principle, on the basis of the proposals outlined previously and shown on the attached plan, subject to definitive assurances from central government that the housing targets fixed in the Regional Spatial Strategy will be readjusted to take account of the numbers of planned new housing going to the City as a result of a boundary review.

JC was concerned that the Parish Council were asked to consult but it would appear that even if we had 100% support for the A14 boundary the council had no intention of listening to this argument (see paras i – iv above) and had therefore wasted parish council time and money on a consultation.

MCC – a new manager has been appointed – to start work 15 September.

Milton Primary School – time capsule;

SLCC regional conference Chilford Hall 25 September 2008 10.00a.m – 3.45pm. Agenda: Planning, Financial management, current issues, an effective council. Cost £45 [3 delegates £115]. The clerk would like to attend. Any one else interested?

Maintenance - hedge – note that Mencap have taken out the hedge at the front of 2 Cambridge Road and replaced it with a laurel hedge.

Remembrance Ceremony – reminder.

6 Planning

Milton Landfill

(28/7-08) JC attended the meeting but only had 3 minutes to argue the case against the landfill continuing and to raise a number of points which included:-

Reducing working times, reducing distance waste travels to site in line with other sites, timetable for returning land to agricultural / recreational use, stopping further extension of the site, traffic movements, pedestrian crossing, congestion, pressurised wheel wash.

None of the points made by Milton Parish Council was agreed.

The Landfill was given permission to continue until 2020.

7 Finance

Minutes of the Finance & Staffing Committee meeting held on Monday 21 July 2008 at 8.00pm in the Council Office

- Present:** RT Summerfield (chair) AJ Campbell RH Chapman JE Coston SC Humphreys RLE Waters
The clerk
- 32/7-08 **1 Apologies for absence** – HM Smith.
- 33/7-08 **2 Declarations of Interest** – none.
- 34/7-08 **3 Minutes** – the minutes of the meeting of 19 May 2008 were approved and signed as a true record.
- 35/7-08 **4 Matters Arising** – although minute 43/5-08 was technically correct February and March interest was subsequently included in the 2007-08 accounts.
- 36/7-08 **5 Bank Reconciliation and Bank Statements** – the chairman reconciled the bank accounts as at 1st July 2008.
- 37/7-08 **6 Review of Debtors and Creditors at 30 June 2008**
Debtors amounted to £8672. VAT to be reclaimed. Community Care fees to be checked. *Action: the clerk* Creditors were reviewed.
- 38/7-08 **7 Minibus report**
The treasurer Minibus Committee had suggested an increase in charges due to the rise in fuel bills. **AGREED** to recommend an immediate increase of 7 pence per mile and to propose the Minibus Committee consider an increase in the minimum charge from £8 to £10. It was also recommended that the committee be given the authority to implement increases as and when necessary without the need to refer back to Council.
Action: the clerk
- 39/7-08 **8 Internal Auditor report**
Already discussed (min 25/7-08) – Council’s comments endorsed.
- 40/7-08 **9 Review of Budget and Year End Actuals**
Committee reviewed the budget. The clerk would check Community Care fees and youth expenditure.
Action: the clerk
- 41/7-08 **10 AOB**
Direct debit – recommended that the clerk pay the broadband fee by direct debit.
Assistant clerk – JEC, RHC and the clerk would meet in September.
- The meeting ended at 8.35pm.

8 Re: Milton Parish Council support for voluntary archaeological and historical work in Milton

I trust you and the Parish Council found the ‘walkabout’ on Friday 25 July at the old EDF site interesting with reference to the archaeological potential of this site and its significance to the heritage of Milton. Furthermore, the work I have been conducting over the last 2 years in my voluntary capacity as our Parish Archaeological Warden (PAW) is complementary to the archaeology being carried out by the professional archaeologists Oxford Archaeology East (OAE, previously CAMARC) at the EDF site.

My work has involved fieldwalking on the adjacent land to the EDF site i.e. Long Meadow and Hill Close, and this has been supported by pupils from the Perse and Hill’s Road 6th forms under the supervision of OAE. The fieldwalking has provided many artefacts including pottery and metal objects indicating intense activity on the land from at least the Roman period through Anglo Saxon and later medieval periods; evidence is suggesting a Roman settlement in Long Meadow and further confirmation of the supposed first medieval manor in Milton at Hill Close.

Having provided you with this brief summary of the significance of the archaeology in a historical context of Milton’s manorial estate, I now wish to come to the essence of my writing to you. To further and complete my present voluntary project, I need (a) assistance from the professional archaeologists with the identification of the finds, and (b) voluntary man-power to carry out small excavations (test pits) at Long Meadow and Hill Close after this year’s harvest in late August – early September; already I have a voluntary group lined up to do the test pit excavations. However, a major expenditure for this group is a public liability insurance premium of perhaps £200-£300 (hopefully less) without which the work cannot be done. Then after the excavations any finds have to be identified and if not by amateurs then by the professional archaeologists who are increasingly making a charge to the voluntary sector. In a nut shell, I wish to propose that the Parish Council see it fit to set aside a sum of at least £500 per annum towards the advance of Milton’s heritage to include help towards some archaeological costs and costs in relation to other aspects of local history i.e. in setting up a village history society as indicated in the Milton Parish Plan survey. I sincerely hope the Parish Council will look favourably on my proposal, many thanks.

Dr Derek Booth *Parish Archaeological Warden*