

MILTON PARISH COUNCIL

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14 July 09

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 20 July 2009 at 7.30pm

AGENDA

1 Apologies for absence

2 Declarations of Interest – personal and/or prejudicial

3 To approve the minutes of the meeting of 08 June 2009

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

A10 Bridge – from a concerned resident: “I am really concerned now the barrier has been removed from the end of the footbridge/Butt Lane - Cycles are hurtling down the slope at quite a speed and cars leaving Coulson Close just do not see them.

I feel there is “an accident waiting to happen” here.

There are signs asking cyclists to dismount but in my experience this is not happening. In fact as a pedestrian using the bridge, you do not always hear a cyclist approaching from behind you which is also a little disconcerting as they hurtle past you.

I looked at the signs today and there is:-

- a red circle with a motorbike inside
- a blue sign showing both a pedestrian and a bicycle
- A sign asking cyclist to dismount.

I hope that this is something the parish council can help with.”

Another resident of Coulson Close has since complained – worried that there is going to be a serious accident.

I have passed these concerns on to Alistair Frost already.

5 Clerk’s/Chairman’s report

Policies - I refer to minute 13/1-09 “SLCC: The Human Resources Adviser SLCC also gave a presentation about the various Policies that Council should have in place.

AGREED to form an *ad hoc* committee (PSB, AJC and JEC) to review all Council’s Policies and Procedures, including Policies such as “Dignity at Work, Bullying, Lone Working” and “Recruitment and Complaints Procedures”. In addition this committee would formulate a Training Policy.”

We have been unable to meet. Although there is no urgency I feel that we should have all relevant policies in place.

Training – reminder:

Session 1 Code of Conduct and Standards Committee: Meeting Procedures

Session 2 Statutory Powers: Budgets and Accounts

Session 3 Planning Process: Risk Management

Please let me know how many hope to attend as CPALC wish to know.

Colts Football – letter of thanks received from the secretary Colts Football club for grant of £620.

South Cambs Traffic Management Area Joint Committee meeting on 13 July 09 – I asked that Milton Parish Council's request for a pavement adjacent Tesco will be considered under agenda item 10.

Response: The report to the AJC will not be identifying schemes from individual parishes but will be updating the AJC on how the County Council members agreed that this years funds should be used and suggests a way forward for next year.

Path from The Rowans to Tesco (PC7/3-09) - the village is being consulted (see Village View July). If the responses are positive I shall submit Council's request to Tesco.

Two responses received to date: "With reference to the proposed changes regarding access into Tesco from The Rowans, as described in the June 2009 edition of 'Milton Village View'.

It is very welcome to see the efforts and positive steps that Tesco and Milton Parish Council are making to improve the issues relating to the side passage.

However, regarding the proposed steps and path leading from The Rowans up to the Tesco car-park; there are currently a number of Tesco customers who park their cars on the section of The Rowans near the proposed steps/path, so that they do not have to enter the Tesco car-park. As this section of the road is a blind curve, it makes it very hazardous to drivers and cyclists alike if cars are parked on the side of the road. I believe that the addition of steps/path in this area would only make matters worse and encourage more people to park on this part of the road in order to 'nip-in-and-out' of Tesco and avoid using the car-park. Therefore before further action is taken, it would be a positive idea to consider the traffic implications of these changes as they may lead to (maybe serious) traffic incidents. The Rowans is already a popular area for learner drivers, who often cause mayhem by practising car manoeuvres in the middle of the road, and as a resident I would not wish to see any more road users on The Rowans than is absolutely necessary.

I would be grateful if the above issue could be considered before any further action is taken."

"I have seen the proposed plans for the path from Tescos to The Rowans in the Village View, and wanted to pass on my opinions on it.

I think it is really important to consider the ease of access to Tescos for local pedestrians, however I have some concerns that making this admittedly well used route into Tescos more formal is will encourage an unofficial car park for people who are "just popping in for a few things" or to use the cash machines to park on The Rowans instead of winding their way through the busy car park - I'm guilty of doing it myself - and while one or two cars is not a problem, I think if the numbers grew it could be - with more people getting in and out of their cars, turning in the road, along with the slightly obscured view of the road because of the bend.

On a loosely connected note, I think the cutting of the bushes along the side of the Tescos walkway has greatly increased the visibility of the passageway, and would like to see the bushes kept more to this sort of size if possible."

Crime update – Histon Neighbourhood Profile update received detailing latest crime statistics. Neighbourhood Panel meeting scheduled for 14 July.

Verge opposite Tesco – a digger driver for the day will cost up to £300. Work will be done in/by September.

SOUTH CAMBS PARISH FORUM – From CPALC: "Further to my e-mail on 10th June regarding the postponement of the SCDC Parish Forum meetings, please find attached the new dates with the agenda. It has been decided by the Legal and Planning department at SCDC to only go with 2 dates and hopefully they will be well attended.

Meetings will be held in South Cambs on the following dates and locations:

- Wednesday, 23rd September 2009 at 10.00am
South Cambs District Council, Council Chamber, Cambourne
- Thursday, 8th October 2009 at 7.00pm
Sawston Village College, Walnut Gallery Room, Sawston

All South Cambs Parish & Town Councillors and Clerks are welcome to attend

AGENDA

1. Welcome & Overview
2. Session on:
 - Changing role of Parish councils
 - New Power of Wellbeing
 - Capacity building projects
3. Main session on parish council planning powers and potential problem areas
4. Code of Conduct and key areas of advice to parish councils
5. Data Protection Act and Freedom of Information issues for parish councils
6. Parish Liaison with SCDC & partnership working
7. Questions & Answers session

David and I hope to attend. Who else would like to attend?

Web site update – report to be given by the assistant clerk.

6 Proposal to purchase “Pay as you go” mobile phone for the Chairman

7 Planning – to receive the minutes of the planning meeting held on 29 June 09

Minutes of the Planning Meeting of Milton Parish Council held on Monday 29 June 2009 at 7.00pm in the Bowls Pavilion

Present: RJ Farrington (chair) JE Coston R Day B Jefferson HM Smith
RT Summerfield RLE Waters
Asst Clerk

1 Apologies for absence - none

2 Declarations of Interest - HMS personal (member of SCDC Planning Committee); JEC personal (governor at Milton Primary School) for S/0763/09

3 Minutes - the minutes of the meeting held on 20 April 2009 were approved and signed as a true record.

4 Planning Decisions

ABCAM 330 Science Park (PC11/5-09) - installation of liquid nitrogen tank associated fencing and erection of bicycle shelters – **approved**.

5 New Applications

S/0568/09/F Ms F Roberts land to the east of 48 Fen Road (PC11/5-09) – dwelling – revised boundary correcting southern boundary treatment of application site received - **application subsequently withdrawn**.

S/0564/09 Mrs S Lee 6 Sunningdale Park Chesterton Fen Road – retention of day room not built within accordance of condition 1ii (drawing no. 08-180-002) of Appeal Decision APP/W0530/C/08/2079175 dated 18 February 2009 – **refuse (support Inspector’s Report)**.

S/0733/09 Cambridge Mencap Trading 1 High Street – change of use from residential (C3) to residential care home (C2) – **refuse (1. Misrepresentation of the parish council's views on the application. Contrary to what the applicant has written, Milton Parish Council was not consulted about the application and had made no determination about its merits. 2. Milton Parish Council supports the concerns expressed by residents in letters and e-mails about potential future development.)**

RTS presented comments he had received from residents/neighbours voicing strong disapproval of S/0733/09. It was **AGREED**

to write to Gareth Jones, head of South Cambs Planning, informing him that, contrary to what was written on the application, the parish council had not been approached nor made aware of the application and had not given its backing in the pre-planning stage; the parish council considers the statements on the application to be a misrepresentation of its views and requests they be removed from the application by the applicant; and to copy the Chairman of Governors of Cambridgeshire Mencap.

Action: RHC and the Asst Clerk

[Asst Clerk’s note: I have since spoken with the relevant South Cambs Case Officer concerning Mencap’s planning application. He informed me that misrepresentation of the parish council’s views was not a material planning consideration, thereby precluding the need for the above letter. However, he said that he would contact Mencap and ask them to remove the offending statement from the application.]

S/0763/09 Milton Primary School Humphries Way – access ramp to proposed ICT suite as per planning reference S/0367/09 – **approve**.

S/0824/09 Ms Debbie Davis 8 The Sycamores extension – **no recommendation**.

6 Land at Landbeach Road (PC10/6-09)

From SCDC: We can submit further applications at any time. Unfortunately, it is no longer possible to renew an application by letter and fee alone. As such, even if we submit the applications prior to the date the decisions expire, completely new applications (including all supporting plans and documentation) will be required.

The meeting ended at 7.30pm.

Decisions received

The College of West Anglia – change of use and extension of straw barn from agricultural to educational equine therapy unit including the replacement of external cladding (PC8/6-09) – **approved.**

Milton Primary School Humphries Way – erection of cycle and scooter shed and racks - **approved.**

SCDC - Blackwell Caravan Park – replacement warden’s building - **approved. If building ceases to be used for approved purposes it shall be removed and land restored to its former condition.**

Ms M Barker and Mr J Morley 1 Old School Lane – extension and alterations – including amendment – change to egress window in gable as requested by Building Control – **approved.**

New applications

S/0733/09 Cambridge Mencap Trading 1 High Street – change of use from residential (C3) to residential care home (C2) (min P5/6-09) – amended site plan received to include Edmund Close within ownership of applicant. Note that Planning Officers are recommending approval at Chairman’s Delegation meeting.

S/0120/09 Napp Pharmaceutical Holdings Ltd 191 Science Park – generator and enclosure - including amendments (retrospective application)

S/0848/09 Prof R Lemon 16 Butt Lane – erection of chimney

Any other urgent applications (at chairman’s discretion)

Guided Busway

Discharge of Condition 5 of Cambridgeshire Guided Busway [CGB] Order 2005 - Lighting. Details of the lighting system received – **comments**, if any, to SCDC

Gypsy and Traveller Development Plan

All are invited to a special meeting of the Planning Parish Forum to discuss the Gypsy and Traveller Development Plan Document Issues and Options 2 consultation which is taking place between 10 July to 9 October 2009 as follows:

Date: Thursday 30 July 2009

Time: 5.30pm - Coffee and Registration 6-8pm - Meeting & Presentation

Venue: Council Chamber, South Cambridgeshire Hall, Cambourne

A presentation will be made by officers introducing the Issues and Options 2 report, providing background information on the Gypsy and Traveller DPD, the requirement for new sites in the district, how site options were identified, the site options, and the next stages of the plan making process. There will then be an opportunity for questions.

Documents including CD have now been received.

Committee reports and recommendations:

8 Land Group update (Confidential)

Proposal [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

9 Maintenance – to receive the minutes of the Maintenance Committee held on 29 June 09

Minutes of the Maintenance Meeting of Milton Parish Council held on Monday 29 June 2009 at 7.30pm in the Bowls Pavilion

Present: RH Chapman (chairman) JE Coston R Day M Ellwood SC Humphreys
B Jefferson IF May RLE Waters
WD Booth Asst clerk

1 Election of Chairman – RHC elected chairman unanimously.

It was **AGREED**

to elect a Vice Chairman at the next meeting.

Action: Clerk (to put on next Agenda)

2 Public Participation

Request for raised table at junction of The Oaks and The Rowans – no representation.

Traffic issues: 1. Proposal to remove Give Way sign from Landbeach Road/Humphries Way junction.

General agreement that Give Way sign makes motorists stop and think before proceeding which is a benefit and should not be removed.

2. Proposal to reduce speed limit on Ely Road to A10 bypass from 60mph to 30mph.

General agreement that reduction in speed limit is warranted, however concern that reduction to 30mph may cause dangerous driving and suggest reducing speed limit from 60mph to 40mph.

Noted that both issues are action points from the Parish Plan and are due to be reviewed by the Transport Group. It was **AGREED**

to contact the Highways Authority and ascertain the accident rate at the Landbeach Road/Humphries Way junction as well as on Ely Road to A10 bypass; to pass on the information to the Transport Group and await their recommendations.

Action: Clerk

[Asst Clerk's note: The accident rate information has since been received and sent out to councillors as well as to the Parish Plan Transport Group leader.]

to contact D Booth when Keith Faunch of the County Council was meeting with the Transport Group to discuss these issues.

Action: Asst clerk

Request to keep bees on allotment – no representation.

3 Apologies for absence – E Spong.

4 Declarations of Interest – personal and/or prejudicial – RHC, RD and SCH cemetery - personal (relatives buried in the cemetery). RHC – lock for cemetery gate – personal (M Overall, contractor, does work for RHC).

5 Minutes – the Minutes of the meeting held on 30 March 2009 were approved and signed as a true record.

6 Cemetery - update

General agreement that non-residents who wish to be interred in Milton cemetery must demonstrate a Milton connection to be determined at the discretion of the Chairman and Clerk. It was **AGREED**

to amend the village website to reflect this policy and to monitor the interment of non-residents.

Action: Clerk

Path – no response yet from church council.

Command Pest Control report – no sign of mole activity; all rabbit workings treated.

7 Allotments – update

Waiting list of four at present.

Car accident: Noted that an e-mail had been received in which a woman claimed responsibility for the accident which resulted in damage to the allotment fence. It was **AGREED**

to reply and inform her that the parish council shall be making a claim from her insurance provider for the cost of the damage to the fence.

Action: Clerk

8 Play – update

There was some question as to whether or not Buchans had rotovated the bark and replaced top soil in goalmouth at Froment Way. It was **AGREED**

to confirm whether or not this work had been done at the next parish council meeting

Action: Clerk

9 Tree works and general maintenance

Noted that the hedges had been cut by the Cambridge Road industrial estates and members thought it looked good. Two wasp nests had been found and temporarily prevented Buchans from finishing clearing up.

It was **AGREED**

to discuss trees at The Sycamores and at the War Memorial at the next maintenance meeting.

Action: Clerk (to put on next Agenda)

Noted that Tesco had attempted to cut grass on the rise but had not cut back hedges (by path to The Sycamores) one metre from the road as had been previously agreed. It was **AGREED**

to write and remind Tesco of their agreement to cut back these hedges one metre from the road.

Action: Clerk

10 Meeting room electrical works – update

Has not gone further. It was **AGREED**

to discuss this item at the next meeting.

Action: Clerk (to put on next Agenda)

11 Date of Next Meeting - 28 September 2009

The meeting ended at 8.30pm.

Matters arising

- Raised table at The Oaks / The Rowans – request to consider asking for funds from Minor Highways Improvements Joint Committee to install a raised table at this junction to slow down vehicles (similar to the one at Church Street / High Street Chesterton). This request was made verbally to the clerk. No representation was made at the Maintenance meeting and was not discussed.

I understand that the Area Joint Committee for Minor Highway Improvements is changing its funding priorities and that we shall not be able to bid for this scheme if we think it worthwhile pursuing.

- Play areas – Stuart had rotovated bark at The Sycamores (in error). He has now done other areas.
- Accident – the clerk's office is pursuing a claim with the driver's insurance company for repairs to the allotments' fence.

Cemetery – reimbursement of fee. Ivett & Reed paid a fee for a headstone on behalf of a family. The family has now decided not to proceed. **Ivett & Reed have requested reimbursement.** (Omitted from Maintenance agenda in error)

10 Landfill Liaison – to receive the minutes of the meeting with Waste Recycling Group held on 1st July

Minutes of the Milton Landfill Local Liaison Meeting held on Wednesday 1 July 2009 at 5.30pm in the Bowls Pavilion

Present: WRG: D Harling S Markham D Molland
 MPC: JE Coston HM Smith RT Summerfield
 Asst Clerk

1 Agree Last Meeting's Minutes

Planning: Noted that extension has been granted to 2020.

Planning: Relocation of HWRC: no new information.

Queries raised by PC: Water run off from landfill onto A14 slip road.

DH investigated and could not see a problem. Noted that water run off occurred in winter and DH will keep an eye on situation.

Queries raised by PC: Access to the landfill site for the general public.

Noted that PC had been promised access for general public. However, with current Health & Safety issues this will not happen.

Discussion of circular path around site. WRG to assess practicability. Two issues: expense of fencing; and problem of people hopping over fence (Health & Safety Insurance liability).

DH can arrange for members of PC to walk perimeter at any time (prior arrangement required).

2 Current Operations

Cell 18a: Full

Cell 18b: Being filled at present

30 articulated, netted lorries per day from Transfer Stations (Red Lodge and Haverhill; Colchester – short term). Not from London: planning restrictions state that 80% of waste must come from 50km radius of site. Trade waste dropped by 5,000 tonnes this year, probably due to economic downturn.

Cell 18c: Not under construction for another month or so. DH will notify PC when archaeologist next on site.

3 Planning Application for Short Rotation Coppicing (SRC)

Draft proposal for dealing with leachate on site involving two lagoons: first for aeration, with gentle agitation of leachate for 12-14 weeks; and second for storage of treated leachate. JEC asked about odour issues. DH responded that two sites elsewhere in country are operational with no complaints. Coppice plots will all be willow, harvested every three years and sold as carbon neutral fuel. Project to be managed and coordinated with gas people, etc. Site will be fenced for security. DM to provide information to JEC for village magazine. Draft proposal at present; will require formal planning permission and discussion with planners. Target date to build lagoons is April 2010.

4 Queries Raised by PC

Traffic problems (illegal turns) at A10 junction. PC has lobbied CC for more signs. DH noted that his drivers have reported problems and will write in support of more signage to CC.

[Asst Clerk has provided DH with letters sent to CC explaining signage situation.]

5 Date of Next Meeting – To be determined.

The meeting ended at 6.45pm.

11 Community Care - to receive the minutes of the Community Care meeting held on 16 July (to be circulated)

12 Parish Plan update

- Environmental Group [HMS]
- Police Liaison Group [asst Clerk]

Representative reports:

13 Milton Community Centre [MCC] update

14 County Councillor's report

At their meeting on July 13th, the South Cambs AJC is due to discuss a report entitled 'Cambridge Cycling Town' which contains the following:

Milton to Impington

2.21 Preliminary design is just starting on a new foot and cycleway to improve safety between Milton and Impington. The scheme will provide a safe route for children from Milton to cycle or walk to Impington Village College. The scheme will also link Impington to the Park and Ride site, give a route to Milton Country Park, and will provide a path for the many migrant workers who are commonly seen walking in large groups along the road. The facility is likely to be 2.5m wide and will require the felling and trimming of some trees and perhaps the piping of ditches.

2.22 Discussions will take place with Parish Councils and local members once some more details are available, and then a public consultation will be undertaken in the summer allowing construction to commence spring 2010.

I know how concerned MPC have been in the past about the security of the bus service from Milton to IVC so the second sentence of 2.21 may well cause concern. It may be that a member of MPC would like to attend the meeting and speak or I could express the view of MPC.

Full details can be found from <http://www2.cambridgeshire.gov.uk/db/council2.nsf/selectagenda?OpenForm>

15 District Councillors' reports

Housing Transfer Ballot result of ballot:

Tenants:	Yes	1426 (27.4%)	Leaseholders:	Yes	165 (46.6%)
	No	3772 (72.6%)		No	189 (53.4%)
	Turnout	5198 (73.4%)		Turnout	354 (61%)

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

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

Guided Busway	-	Local Liaison Forum Thursday 11 June; update June 09
ACRE	-	Community Action magazine Summer edition
SCDC	-	Gypsy and Traveller DPD - Planning and New Communities Portfolio Holders' meeting, 19 June 2009
National Trust	-	Wicken Fen Vision Strategy Document
CCC	-	Archaeology Annual Report 2008-09
NALC	-	Local Council Review Summer 2009
Cambridge Horizons	-	Green Vision News June 2009
Cambridge Housing Society	-	Summer newsletter

18 Dates of Next Meetings

Finance & Staffing	-	27 July
Council	-	7 September

19 Items and Reports for September agenda (to be received by Friday 30 August)

Jim Daniels

Jim Daniels
Clerk

