

MILTON PARISH COUNCIL

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29th September 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 05 October 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 07 September 2009

Minutes of the Meeting of Milton Parish Council held on Monday 07 September 09 at 7.30pm in the Bowls Pavilion

Present: RH Chapman (chair) PS Badley JE Coston GA Covell R Day M Ellwood RJ Farrington B Jefferson IF May HM Smith RT Summerfield RLE Waters
Councillor M Williamson PCSO C Whiteman and 13 members of the public
The clerk and assistant clerk

1 Apologies for absence - AJ Campbell TA Drummond SC Humphreys.

2 Declarations of Interest – personal and/or prejudicial
HMS – planning - personal – member of SCDC planning committee.
IFM - land update personal – chairman of colts football club.

3 Minutes - the minutes of the meeting of 27 July 2009 were approved and signed as a true record.

4 Public Participation

Crime update – large fire in field near railway on Tuesday 28 July. CSLT own the adjacent land with the open access (next to the railway) and rent it to a farmer from Waterbeach. The Police have not been able to identify who or what caused the fire. Camping equipment has been found.
PCSO Whiteman has discussed the Police Action Plan with PSB and JEC.
Noted that there had been minor vandalism and anti-social behaviour recently on Coles Road recreation ground. The police had checked that youngsters' motor bikes were within the law.

Parking problems along entrance road to Country Park. G Chamberlain, Cecil Instruments and M Woolhouse, CSLT reported on the problems caused to commercial and emergency vehicles by indiscriminate parking on this road. The majority of these vehicles were using the Country Park. It was noted that cars also parked at Tesco and along the road in front of Cecil Instruments.

It was **AGREED**

to support the installation of double yellow lines on the road towards the entrance of the Country Park and along the road in front of Cecil Instruments; to seek advice from Cambridgeshire County Council and to bring ideas to the October meeting. Action: the clerk

In addition the clerk would ask the County Council about the provision of lorry parks along the A14.

Proposed Milton to Impington Cycle route – members of the public attended to give their views about the proposed cycle route. It was agreed therefore to bring item 8 forward.

Issues raised:

- Consultation happened at such short notice and poorly organised.
- A cycleway between Milton and Impington in principle was a good idea but **NOT** at the expense of the loss of the bus to Impington Village College.
- The proposals were very sketchy.
- The Park & Ride site and the HWRC were hazards for cyclists.
- The A10 footbridge was not suitable for use by cyclists.
- Concerns about younger children cycling along this stretch in all weathers and having to carry the large rucksacks on their backs that secondary school children seem to need.
- It would be difficult to build a safe cycleway near St Andrew's church Impington.
- More parents would take their children to IVC by car thus increasing traffic at peak times and having an environmental and economic impact.
- One resident was happy to support a free bus but not to the detriment of a cycleway.

Councillor MW explained the County Council decision making process and subsequent appeals procedure if the provision of a free school bus were to be withdrawn. He would support strongly any appeal.

8 Milton to Impington cycle route - to consider response (PC14/7-09)

JEC explained that the school bus to Impington Village College was only provided in 1992 after a long battle with the County Council and a special hearing agreed that the route was proved to be unsafe. MPC had also opposed a proposal for building a cycle path in 1997 because the County had stated that 'with a properly constructed footpath and cycleway it would be difficult to understand how there could be any safety grounds for the provision of transport.'

It was **AGREED**

to send a letter immediately as an initial response to the consultation with a view to consider sending a back-up letter with more cogent arguments and to set up an 'ad hoc' group to investigate the way forward and how to deal with the issues. Action: the clerk

Noted that the Winship Road junction improvements had already been agreed by Council.

The chairman thanked the public for attending.

5 Request for funds towards archaeology

WDB reported on two archaeological digs on land adjacent Fen Road. He gave Council a copy of a report published in March 2009: "Report of Test Pit Excavation at Long Meadow and Hill Close Fen Road."

It was **AGREED**

to pay £80 towards the publishing costs of the report.

Two more reports would cost £170.

13 County Councillor's report (brought forward)

Double yellow lines (PC4/9-09 above) – Grenville Chamberlain had indicated to MW that Cecil Instruments might contribute towards the cost of implementing double yellow lines (c £1,000 - £1,500).

Mere Way – improvements to the surface north of Butt Lane and near the southern entrance were planned. (See correspondence below).

Archives (FS9/7-09) – storage space at Shire Hall present was limited.

Community Engagement Strategy – the County Council were keen to involve Parish Councils in decision-making. MW was happy to discuss this with Council. Consultation to end on 24 November. Agenda item in October.

A14 bridge (PC14/7-09) – CCTV cameras were in place. MW did not know who was managing the system.

A10 bridge (see item 8 above) – major cost of raising parapets would be the closure of the A10 while works take place. Noted that Mike Davies of Cycle Cambridge Team would attend the cycling consultation on Wednesday 9 September.

6 Clerk's/Chairman's report

Training (PC5/7-09) – an encouraging response: 30+ councillors and clerks from Histon and Impington, Horningsea, Landbeach, Milton and Waterbeach hoped to attend.

Village Tour – (PC4/7-09) – **Monday 21 September at 6pm. Meet at the office.**

Procedures: (PC5/7-09) - for the "Policies and Procedures" ad hoc committee to consider:

- **Voting Procedures** - It is not necessary to record the majority by which a decision is made unless a member requires the voting to be recorded.
- **Resolutions** - a seconder is not required by any rule of law (or by either Houses of Parliament). Our Standing Order 26: "A resolution or amendment shall not be discussed unless it has been proposed and seconded."

Highways issues: the clerk met Keith Fauch on 23 July to discuss the following:

- 1 Blocked drains: 1 and 2 Fen Road, Coles Road by telephone box
If the water has cleared within 24 hours he will not jet out the drains.
- 2 Verge opposite Tesco: (PC5/7-09) – we hope to install bunds in September. He will put in the bollards.
[Note: bollards have been installed].
- 3 A10 Bridge: (PC4/7-09) Cycle barrier – he will consider putting in a barrier similar to the one in the Butt Lane / Froment Way path.
[Note: Mike Davies Cycling Cambridge Team is dealing with this].
- 4 Path by Tesco: (PC5/7-09) - first we should consider asking for double yellow lines to allay the resident's concerns about parked cars obstructing the view and possibly being a cause of accidents.
Steps – may need some sort of barrier at the bottom and possibly railings – Health & Safety issue but as it is on private land this may not be the case.
Diagonal path from near James Carlton Close OK. It would need to be able to cater for disabled users.
The simplest solution – ask Tesco to block off the access.
Response from residents: the path would be a good idea as so many people use the short cut across the grass in any case.
Noted that a new manager, Paul Torres, had been appointed by Tesco. HMS would try to arrange a meeting for Friday 9 October. RHC and BJ hoped to attend.
- 5 Stanton Farm: - dangerous (and contrary to planning permission condition) entrance from A10 (PC5/6-09). The clerk had asked for the Enforcement Officer's update. (See DC report below).
- 6 1-5 Knights Way Road: – no money to repair this road – not a priority. (See DC report below).

South Cambs Parish Forum (PC5/7-09) – meeting Wednesday, 23rd September 2009 at 10.00am South Cambs District Council, Council Chamber, Cambourne. The clerk, assistant, RHC and RLEW hoped to attend.

Mobile phone (PC6/7-09) – purchase to be arranged.

South Cambridgeshire Crime and Disorder Partnership - information event about anti-social behaviour at South Cambs Hall on Tuesday 29 September at 7pm and finishing at 8.30pm.

SLCC Regional Conference – at Chilford Hall Linton Thursday 24 September 10.00am – 3.45pm.

SCDC:

- invite – invitation from C Nightingale Chairman SCDC to visit SCDC offices on 26 November. ME hoped to attend.

- open space contributions – S106 Agreements: SCDC is trying to improve the process for obtaining the transfer of open spaces and S106 contributions to Parish Councils and is proposing a standard form of indemnity. SCDC requests two PC authorised signatories so that the deeds of indemnity can be prepared and sent out for signature at the relevant time.

CPALC – invitation to Consultation "Rural Cambridgeshire: Ensuring a Vibrant Future" at Bar Hill Wednesday 16 September.

Community Care - Care Network – meeting at Milton Community Centre 8 September 10.00am – 12.30pm. IFM to attend.

- 7 **Planning** – the minutes of the planning meeting held on 17 August were received and noted.

Appeal – (P7/8-09) - noted that comments in response to application by Turnstone were:
"24/11-08 S/1792/08 Turnstone Estates Ltd, erection of 120 bed hotel and restaurant together with associated parking and infrastructure on
(52/6-08) land adjacent A14.

"Milton Parish Council strongly objects to this application as the proposed building would have a severe detrimental effect on our village.

Land is in Green Belt. As we have watched Cambridge creep towards us we have consistently resisted any attempt to take this one remaining piece of rural land at the southern approach to the village out of Green Belt. It is the one parcel of land preventing coalescence with the city. This does not meet the criteria for removal from Green Belt status as admitted by the applicant.

Inappropriate. A hotel is an inappropriate building in our village. The Parish Council and residents of Milton do not accept that this location is urban and have always totally opposed any further urbanisation of our village.

We strongly refute the comments made in Section 9.2 and 9.6 of the Visual Impact Assessment. We are in great need of additional pitches for colts football and believe if the land were used for recreation/football it would benefit the village much more than the proposed hotel.

Traffic. A 120 bed hotel with car parking spaces for 93 begs the question "Where will all the cars go if the hotel is over ¾ full?" The roads in Milton are already extremely busy. They will not be able to cope with the extra amount of traffic. There would be an inevitable increased congestion on the A14/A10 interchange.

There would be yet another junction in an area with a number of junctions already.

Quality of Life. This area of Milton has been allowed to grow haphazardly over the years to the mishmash of industrial units that we have now plus a superstore with its own problems of traffic. Another rectangular building will just compound what is an unsightly entrance to the village. Compare this with the northern approach to Milton to see how we have got it wrong previously.

It is interesting to note that the recently completed Parish Plan survey highlights villagers' concerns about this approach to the village.

Visual impact. A large building of the type proposed will have an adverse visual impact on our village."

Copy letter received from resident opposed to application.

HMS would inform Council of appeal date.

Gypsy & Traveller Community Strategy (P8/8-09)

Consultation period runs until 21 October 2009. To be discussed at October meeting.

Document can be found at: http://www.scambs.gov.uk/documents/retrieve.htm?pk_document=908175

Gypsy & Traveller site consultation (P9/8-09)

SCDC Officer Keith Miles unavailable to attend. To be discussed at October meeting.

Decisions received:

Napp Pharmaceutical Holdings Ltd 194,196, 198 Science Park – generator and enclosure (PC7/7-09) (retrospective application) - **approved. Landscaping conditions.**

Prof R Lemon 16 Butt Lane (PC7/7-09) – erection of chimney - **approved.**

New applications:

S/1018/09 Mr & Mrs McGuinness 10 Goding Way (P6/8-09) – single storey rear extension and first floor balcony – amendment – insertion of 1.7m side screens.
For information only.

S/1146/09 Village Vets Maple Cottage 26 Cambridge Road – single storey infill extension with pitched roof and conversion of existing double garage to provide additional space for veterinary practice – **no recommendation.**

S/1154/09 Mrs S Lee 6 Sunningdale Park Chesterton Fen (P5/8-09) – part demolition and alterations of existing unauthorised building to provide a dayroom - **no recommendation.**

S/1196/09 Mr Swegen and Ms Bennett 45 Butt Lane – two storey extension – **no recommendation.**

S/1215/09 Mr Barry Tibone 81 Coles Road – single storey extensions to domestic dwelling – consisting of family room and entrance porch / shower room extension – **no recommendation. Noted that the hedge on the boundary between 81 and 83 Coles Road would need to be removed. Neighbours' concerns supported.**

C/11/17/072/14 Mrs E Taylor 2 Walnut Close – trimming of walnut tree at 1 Walnut Close overhanging conservatory at 2 Walnut Close – **no comments.**

9 Land Group update (PC8/7-09)

Landbeach Road: Expiration of planning permission at Landbeach Road in December 2009: SCDC had said it was no longer possible to renew an application by letter and fee alone. Even if an application is submitted prior to the date the decision expires, a completely new application (inc. all supporting plans and documentation) would be required. The clerk's office would prepare new application for Council to consider at October meeting.

Action: clerk's office

Alternatively should Council consider asking County Council for permission to start work now on site?

If Council proceeded with the Landbeach Road site it was expected that the adult football club would move there and the colts would play at The Sycamores.

Former EDF Site: future management of the sports facilities on site would possibly include involvement of Milton Community Centre.

Land Group had met three times and minutes were received and noted. Iwan Jones, URV, had informed the assistant clerk that he expected the S106 Agreement to be engrossed on Friday 11 September although Council's requirements had not been met. HMS would find out exact position from Gary Duthie, solicitor SCDC.

Action: HMS

It was AGREED at 10.13pm [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 10.22pm.

- 10 Finance** - the minutes of the Finance & Staffing committee meeting held on 27 July 09 were received and noted Internal Audit report (FS9/7-09) - both Council and the Finance and Staffing Committee had now considered the internal auditor's report in full. The clerk had sent a detailed letter in response to the internal auditor's comments.

11 Parish Plan update

Communications Group and Web Site Policy (PC5/7-09) – noted that a new web site had been set up “Milton.org.uk” - not be confused with the Parish Council web site “Miltonvillage.org.uk”. The Parish Council had complete control of the content to be posted on its web site. The PC web site would be factual and not express opinions.

PSB reported on the recent Communications Group meeting:

Parish Council Notice board; suggestions for a link to Milton Chat; Advertising Policy; Home Page – review.

It was suggested that the Communications Group should bring more concrete proposals to Council.

It was **AGREED**

that the Communications Group should look into the web design and improvements that need to be made and its content and look at the relationship with the milton.org.uk web site.

Environmental Group

The following issues were discussed at a recent meeting:

Baits Bite Lock project - the landowner was keen to support this project. HMS had contacted Gareth Guest, the bridge officer at CCC as building works would take place near the 'dilapidated' footbridge. More research was needed. There would be an article published in the Village View. Lottery money had not yet been received.

Energy monitors; Carbon Conversation Workshops; Food share project - food from allotment holders was being distributed to the Children's Hospice, Edmund House and Jimmy's Night Shelter.

A litter pick was planned for Saturday 12 September.

Transport Group – hoped to meet soon.

12 Milton Community Centre [MCC] update

Anti-social behaviour had occurred recently – vandalism, graffiti and meter cupboard at bowls pavilion broken.

Invitations to tender for improvement works at MCC had been sent out.

14 District Councillors' reports

Knights Way: (see clerk's report above) the usual channels have failed to get this road improved. Hazel and Michael are working with Jo Snaith who is going to raise this at question time at the County Council.

Home-link (PC11/7-09): the district councillors no longer get the magazine in their pigeon holes - but we will pick it up at SCDC offices and bring a copy back when we can.

A14 bridge - Hazel has emailed Rob Barron at the Highways Agency Area 8 (in charge of maintaining the Jane Coston Bridge). He reported that the graffiti was due to be cleaned off in August (NOTE: still there), and that the lights were to be replaced in late September. The CCTV is installed now.

Stanton Farm: a Planning Contravention Notice had been served on the owners. They have to return a questionnaire within 21 days, and can face a fine. It turns out that they are operating the nursery without planning permission. Entry to the nursery was restricted to the Landbeach Road entrance in the previous personal planning permission.

Chairman's Delegation meetings (P10/7-09): it is likely that they will stay, but may be opened to the public to allow more transparency in the decision making process.

15 Bills for Payment and Money Received

CONFIRMED payment of cheques 100101 – 100110

AGREED payment of cheques 100111 - 100117

16 Correspondence

SCDC

South Cambridgeshire Local Development Framework

Adoption of Supplementary Planning Documents

SCDC adopted the following Supplementary Planning Documents (SPD), which expand upon policy policies in adopted Development Plan Documents, on 2 July 2009: Biodiversity; Listed Buildings: Works to or affecting the setting of.

CCC

Guided Bus - Contractor's update

Busway contractors BAM Nuttall have advised Cambridgeshire County Council that they expect to hand over the track between St Ives and Cambridge at the end of October.

Next Local Liaison Forum for the Oakington to Cambridge section will take place in the Family Wing, Meadows Community Centre on Thursday 10 September 7pm.

John Sargeant

Rights of Way Officer CCC

Improvement works expected to take place in the autumn/winter. It is HGF (Housing Growth Fund) funded and forms part of our programme to improve access to the countryside. (County Councillor's report above refers).

Following improvement works to the southern end of Mere Way (both sides of the A14 and adjacent to Blackwells Travellers' Camp) which were completed earlier this year, we are now planning Phase 2 to take in the northern section from Butt Lane (Sun Close Farm) to Oldfield Farm – The main works include strengthening the TRO gates across the byway, hardening the surface adjacent to Sun Close Farm where there is a great deal of farm traffic, cutting down some trees that have encroached onto the byway, gapping up the hedges with native hedge species, and signage.

AGM 29 September 5.30pm.

ACRE

Standards Committee

Newsletter – Kathy English (member of MCC Committee) is new chairman.

17 Dates of Next Meetings

Planning - 21 September

Maintenance - 28 September

Council - 5 October

18 Items and Reports for October agenda

Double yellow lines; Milton to Impington cycle route; Actions following village tour;

Community Engagement Strategy; Gypsy and Traveller Strategy

The meeting ended at 11.10pm.

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

5 Clerk's/Chairman's report

Milton to Impington cycle route (PC4/9-09) – report from JEC. Cycle route has been agreed by Cabinet.

Archaeology (PC5/9-09) letter of thanks received from WD Booth.

Training – a very well attended session was held at Milton on 23rd September led by Ian Dewar County Executive Officer CPALC. It was encouraging to see all six local councils represented including the clerks. Topics addressed: Meeting Procedures and the Code of Conduct. Training notes were provided for those attending. We have a copy in the office if any of you would like to look at them.

Declaration of Interest – if you do not take part in the debate there is no need to declare a personal interest.

I look forward to the next meeting on 14 October at Horningsea.

Village Tour – (report attached orange)

Tesco - meeting scheduled for 9 October.

South Cambs Parish Forum meeting Wednesday, 23rd September - report:

- **Changing Role of Parish Councils** – Ian Dewar County Executive Officer CPALC. Parish Council cannot be rate capped. We were advised not to try to cut our precept as the principal authorities are under financial pressure. If we want something done then we shall have to ask the residents to pay for it through the rate precept.

Parish Council duties and powers are wide ranging. Where there is no specific power to spend money eg for the Community Care scheme then Section 137 of the Local Government Act 1972 can be used. This states that £6.15 x the number of electors (= c£18,450) may be spent so long as it is commensurate with the benefit to the community. This money cannot be spent on individuals. We could not therefore sponsor an athlete to the Olympics.

The new Power of Well-Being (POW), however, can be used to spend money on anything or anyone, including individuals, but we must meet four criteria to use the POW two of which we do not at present meet: at least 80% of members must have attended POW training; Council must have a Community Engagement Strategy in place.

Ian emphasised that Parish Councils should be proactive, learn to be better partners to enable partnership working within the community (Parish Plan an example?) and learn to maximise the Powers and Precepting abilities.

- **Parish Council Planning Powers** – Gary Duthie Senior Lawyer SCDC. We have a duty to the whole community – not just those who make their views known - and should be open minded.
- **Code of Conduct** – Fiona McMillan Deputy Monitoring Officer SCDC. Strong emphasis on the rules regarding declaration of interest.
- **Data Protection and Freedom of Information Acts** – David Lord Senior Lawyer SCDC.

Housing growth survey - from Mark Vigor Head of Strategic Planning Cambridgeshire County Council:

“A survey has been organised by the County and District Councils in Cambridgeshire to help us plan a response to the East of England Regional Assembly (EERA) on the four options for growth which they are proposing for the county (see Qu. 3). The views of county residents and organisations such as Parish Councils will be crucial to helping us tell EERA which of the four growth options we feel the county can sustain.

Please also note that we are running a public roadshow from October 5th to 10th.

The survey is live for anyone to fill out on the County and District websites until October 31st.”

Website – A number of years ago, Paul Oldham very kindly gave the website (miltonvillage.org.uk) and its content to the parish council. However, the domain name was never formally transferred. Therefore, there is a

PROPOSAL

to contact Paul Oldham and ask to have the domain name www.miltonvillage.org.uk transferred to Milton Parish Council.

Estimated cost is £10 plus VAT.

Note: email from PKO: “... **there are two domains involved as we also registered miltonvillage.co.uk so the total cost will be £20 plus VAT**”.

Remembrance Day – reminder that a ceremony will take place at 11am on 11th November. I shall invite the school

6 Planning – to receive the minutes of the planning meeting held on 21 September

Minutes of the Planning Meeting of Milton Parish Council held on Monday 21 September 2009 at 7.30pm in the Bowls Pavilion

Present: RJ Farrington (chair) RH Chapman JE Coston R Day
 HM Smith RT Summerfield RLE Waters
 In attendance IF May
 Asst Clerk

- 1 **Apologies for absence** – B Jefferson.
- 2 **Declarations of Interest** - HMS personal (member of SCDC Planning Committee).
- 3 **Minutes** - the minutes of the meeting held on 17 August 2009 were approved and signed as a true record.
- 4 **Planning Decisions**

Miss Rosie Davey 63 Cambridge Road – rear extension (P6/8-09) - **approved**.

Mr and Mrs I McGuinness 10 Goding Way (PC7/9-09) – singles storey rear extension and first floor balcony - **approved**. **Glass balcony screens to be permanently fitted with obscure glass; brick in external elevations of extension to match that of original dwelling.**

5 New Applications

S/1199/09 Trinity College 310 Science Park – extension to form new offices and communal atrium area – **no recommendation**. **Comment that landscaping was part of original Science Park application and provision was made for open space.**

S/1248/09 GSK Research Development Unit 315 Science Park – erection of 2 portable cabins and freeze store – **no recommendation**.

S/1253/09 Mr R Cave Plot adj init 24 Cave Industrial Estate Chesterton Fen Road – erection of 4 small offices and associated car parking – **no recommendation**.

Guided Busway - discharge of Condition 3(a)(iv) – design and external appearance of the CGB Maintenance Track – **noted**.

S/1243/09 Gemmix SGB Storage and Distribution, Cambridge Road – concrete batching plant – **to be put on Parish Council’s October Agenda**. **Concerns: extensive times of operation (24 hours a day/7 days a week); danger to already busy traffic junction (as well as cycle bridge users); potential lorry traffic through the village (application contains no proper access plan); noise pollution; precedent for heavy industrial work on a light industrial estate; inappropriate development; high, unsightly towers would be a blight on village appearance (parish plan specifically addressed entrance to the village as an area for visual improvement).**

6 **Park & Ride extension of car park – for information only.**

The second phase for an additional 250 spaces has now been given the go ahead and works are due to start on 22 September. It is anticipated that some of the spaces will be released in time for Christmas with the remaining amount fully operational early in 2010.

The works are planned to take place over the next two to three months

Possible timeline of key events

September 2009

Works start to create 250 new car parking spaces

December 2009/January 2010

New car parking spaces available

Who is building the scheme?

Cambridgeshire County Council is managing the scheme, with Jackson Civil Engineering building the new site, with Atkins acting as consultants.

Project Manager for Cambridgeshire County Council

The meeting ended at 8pm.

Planning (continued)

Gypsy & Traveller Community Strategy

Consultation period runs until 21 October 2009.

Document can be found at: http://www.scams.gov.uk/documents/retrieve.htm?pk_document=908175

Gypsy & Traveller site consultation

Decisions received:

Mrs L Newton 109 The Sycamores (P6/8-09) – extension - **refused**.

Contrary to Policy DP/3 LDF 2007 – unacceptable and adverse impact upon residential amenity. Contrary to Policy DP/2 – which seeks to ensure that all development is compatible with its location in terms of scale, mass form siting and design and preserve or enhance the character of the local area.

New applications:

S/0922/08 Tesco Stores Ltd – erection of glazed lobby (13/9-08) – amendment – installation of sliding doors to both the north-east and south-west – **for information only**.

S/1243/09 Gemmix SGB Storage and Distribution, Cambridge Road - concrete batching plant – (see P5/9-09 above)

S/1314/09 Mr James Hammond 53 Cambridge Road – erection of dwelling following demolition of existing bungalow

Any other urgent applications (at chairman's discretion)

7 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

Confidential Minutes of 16 & 21 Sept, Confidential Notes of 25 Sept (see attached in light orange.)

The latest version of the Section 106 Agreement has been e-mailed to councillors separately.

Proposals:

- to accept the Section 106 Agreement for the Former EDF Site.
- to designate two signatories for the Section 106 Agreement.

8 Audit 2008/09

The Clerk's Office received the audited Annual Report for the year ended 31 March 2009.

9 To consider proposals for double yellow lines at Cambridge Road Industrial Estate

See Village Tour notes.

From CSLT: we have entered into this with the goodwill that we would contribute to the cost so that is not going to be a stumbling block. I will speak with Grenville as to how we propose to share this with 'Cecil' and/or others.

From Cecil Instruments: I shall canvas all the businesses on the Estate for their support and cash!

10 To investigate the provision of CCTV at the bowls pavilion / meeting room (RLEW)

11 To consider quotation to scan in minutes from 1953 – 1995 (FS9/7-09)

"Some of the older copies would require a little more handling and scanning time to ensure that the premium quality image is captured but the more recent minutes are more straightforward and would enable a fairly fast throughput. I think we can say that a high percentage of pages are double sided so on our original estimate of approx. 2000 pages, we can probably increase that now to approx. 3000 pages/images.

The costs for carrying out the scanning in our bureau would be as follows:

To paper prepare, scan, index (using the date only) and reconstitute the Lever Arch files.....12p per sheet/image

(This would include QA checking)

To supply a set of 2 CD's containing the images.....£75

3000 pages x 0.12 = £360

2 CD's £75

TOTAL £435

We would advise that the pages are scanned in TIFF format to ensure maximum clarity. These can be viewed using a standard Windows application. There would be no additional costs as we would personally collect the files from you F.O.C. and return post scanning."

12 Maintenance – to receive the minutes of the Maintenance committee meeting held on 28 September 09 and to consider recommendation

Minutes of the Maintenance Meeting of Milton Parish Council held on Monday 28 September 2009 at 7.30pm in the Bowls Pavilion

Present: M Ellwood (chairman) R Day SC Humphreys IF May RLE Waters
M Desvaux WD Booth E Spong D Chamberlin
1 member of the public The clerk

1 **Election of Vice Chairman** (M1/6-09) – ME was elected vice chairman.

2 **Apologies for absence** – RHC, JEC, BJ and HMS.

3 **Public Participation**

Request to keep bees on allotment – the bee population was on the decline.
It was **AGREED**

to allow allotment holders to keep bees on the allotments.

The clerk would write this into the Agreement. Bee hives could be kept on the allotments and also on the area of land at the southern end adjacent the “Farm College” land.

Conditions: the owner of the hive must be responsible for it; advice and training must be sought from a “mentor”. Noted that there were allotment holders with bee keeping experience.

4 **Co-option of Mark Desxaux**

AGREED

to co-opt Mark Desvaux on to the committee as an addition allotments representative.

Mark was instrumental in setting up the Food Share project and would be happy to pass on information to and from meetings via email. (Noted that 2/3 of allotment holders could receive emails).

5 **Declarations of Interest** – personal and/or prejudicial – ME, RD and SCH cemetery - personal (relatives buried in the cemetery).

6 **Minutes** – the Minutes of the meeting held on 29 June 2009 were approved and signed as a true record.

7 **Cemetery - update**

Path – the church council was unable to help fund the turning area. The clerk would ask the Charities for help.

Action: the clerk

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

8 **Allotments – update**

Waiting list of four at present.

The allotments had been inspected. Concern was expressed that inappropriate trees had been planted and would cause problems to neighbouring allotments. Overgrown and invasive brambles, raspberries etc were also causing problems. Should Council have a more rigid guidelines – a Policy - detailing what cannot be grown? Weeds were seeding and as a result were spreading from poorly maintained allotments to neighbouring plots.

The clerk would remind all of their responsibilities as per the Agreement paragraphs 5 and 7:

“5. The Tenant shall during the tenancy carry out the following obligations:-

a) The Allotment Garden shall be kept in a clean decent and good condition and properly cultivated.

7. If the Tenant shall have been in breach of any of the foregoing provisions of this Agreement for a period of one month or longer the Council may re-enter upon the Allotment garden and the tenancy shall thereupon come to an end but without prejudice to any right of the Council to claim damages for any such breach or to recover any rent already due before the time of such re-entry but remaining unpaid.”

Action: the clerk

Car accident: the claim for damages had not been met by the insurance company. The clerk reported the chairman’s view that Council may have to seek recompense through the Small Claims Court.

9 **Play – update**

The clerk reported that Buchans had rotovated the bark. The City Services inspection report recommended that Council provide more bark.

It was **AGREED**

to ask Council’s village maintenance person to rake the bark regularly. Action: Clerk

10 Tree works and general maintenance

Tomkins Mead – the clerk to arrange site visit with M Woolhouse. *Action: the clerk*

Tree adjacent post office – to be severely reduced in height to below ridge of adjoining garage, trees along bund at The Sycamores and north of Butt Lane, tree at The Elms, tree line in front of Cambridge Road industrial estate.

RD and RLEW would draw up a list of works to be done and ask Town & Country Tree Surgery [as a continuation of the tree works programme agreed in 2008-09 – Standing Order 56 (d)] to quote for these works – to be put before Council at its November meeting. *Action RD and RLEW*

11 Grass cutting contract review and to consider asking to take on SCDC contract

Review – changes to the contract to be notified to clerk.

AGREED

to continue to ask Buchans Landscapes to submit a tender for next year's contract [Standing Order 56(d)]

Final contract price for 2010-11 to be agreed at December Council meeting.

SCDC Contract – the clerk would find out the position re the SCDC contract for Walking Way and Recreation Close and whether Council could take this on also. The clerk would ask Buchans to quote for these areas. *Action: the clerk*

12 Policy re proliferation of posters on lamp posts etc

Noted that the County Council had a zero tolerance of unofficial signs throughout the county. No signs should be allowed but where there is no complaint little will be done to remove them.

Email from HMS “it's actually an SCDC performance indicator and SCDC litter pickers are supposed to remove them.”

13 Meeting room electrical works – update

The meter box outside the bowls pavilion had been vandalised (PC12/9-09). C Nunn of MCC was seeking a quotation to have the meter installed within the building plus upgrading and tidying electrical works. To be put before November meeting.

12 Date of Next Meeting – 14 December 2009

The meeting ended at 8.30pm.

Accident Damage (M8/9-09) – proposal that Council pursue the claim through the Small Claims Court if necessary

13 Parish Plan update

Communications Group

Minutes from 14 Sept meeting (see attached in Light Blue).

Representative reports:

14 Milton Community Centre [MCC] update

15 County Councillor's report

Community Engagement Strategy

16 District Councillors' reports

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

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

- EERA** - East of England Plan > 2031 Public Consultation till 24 November
- CPALC** - Sustainable Communities Act
- CCC** - Next Local Liaison Forum for the Oakington to Cambridge section Meadows Community Centre on Thursday 15 October, from 7pm.
- ACRE** - ACRE Impact Report 2008/09 & Community Action magazine Autumn 2009

19 Dates of Next Meetings

- Planning and Finance - 19 October
- Council - 2 November
- Minibus - 4 November

20 Items and Reports for November agenda (to be received by Friday 23 October)

Jim Daniels

Jim Daniels
Clerk

