

MILTON PARISH COUNCIL

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1st December 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 07 December 2009 at 7.30pm**

AGENDA

1 Apologies for absence

2 Declarations of Interest – personal and/or prejudicial

RHC wishes to discuss what could be deemed a prejudicial interest.

3 To approve the minutes of the meeting of 02 November 2009

Minutes of the Meeting of Milton Parish Council held on Monday 02 November 09 at 7.30pm in the Bowls Pavilion

Present: RH Chapman (chair) PS Badley AJ Campbell JE Coston GA Covell R Day TA Drummond
M Ellwood RJ Farrington SC Humphreys B Jefferson IF May HM Smith RT Summerfield
RLE Waters
The clerk, assistant clerk and 3 members of the public

1 **Apologies for absence** - Councillor M Williamson.

2 **Declarations of Interest – personal and/or prejudicial**

JEC – planning application by Milton Primary School (agenda 6) personal (Governor of the school)

RD – electrical works (agenda 9) prejudicial.

TAD - land update (agenda 7) personal – member of colts football club.

IFM - land update (agenda 7) personal – chairman of colts football club.

HMS – planning agenda 6) - personal – member of SCDC planning committee.

3 **Minutes** - the minutes of the meeting of 05 October 2009 were approved and signed as a true record.

4 **Public Participation** – as the three members of the public were interested in specific items on the agenda they would be asked to speak at the appropriate time. **AGREED** to take agenda item 7 (confidential) after item 14 to allow members of the public to stay.

5 **Clerk's/Chairman's report**

Milton to Impington cycle route (PC5/10-09) – (from Mike Davies) “in terms of the formal process, there will be a meeting or meetings with stakeholders to iron out the details of the scheme. There is no requirement to go back to Cabinet or Area Joint Committee.

Atkins are looking in detail at the route to see what sort of width can be achieved before more detailed plans can be drawn up for discussion.”

AGREED
process and time scale for the possible

to ask the education department CCC about the
withdrawal of the “free” school bus. Action: the clerk

Training (PC5/10-09) – second session dealt with Statutory Powers and Duties; Budgets and Precepts and Risk Management.

If Council were unable to find a specific power to spend money then S137 of the LG Act 1972 can be used though there are conditions attached.

It was possible to use The Power of Well-Being (LG Act 2000) which allows Council to spend money on anything. In order to be able to use the Power of Well-Being Council must have:

- 1 a qualified clerk;
- 2 a minimum of two thirds elected councillors at the last ordinary election;
- 3 80% of councillors trained in the use of the well-being power; and
- 4 published a statement of intent as to community engagement.

The clerk was proposing to ask CPALC to provide the well-being training. 12 councillors must attend. With the aid of Councillor MW a statement of intent as to community engagement would be published.

Tesco meeting report 9 October 2009 (PC5/10-09) with Paul Torres (new Tesco manager, in post since July)

The following issues were discussed:

Health and Safety eg sunken drain cover on the way in, the zebra crossing markings, and Belisha beacons not working; path from The Rowans; graffiti and peeling paint in side passage; bushes along side The Rowans and grass cutting; litter; zebra crossings; trolleys by parent/toddler parking at cash machines; wind turbine (Paul unaware of this or mezzanine floor); policies for dealing with youth; parish notice board by the entrance.

Website (PC5/10-09) – the domain names (Miltonvillage.org.uk and Miltonvillage.co.uk) were now in Milton Parish Council's name.

Verge Cambridge Road (PC6/9-09) – noted that Council were discussing this problem in 1990. RHC was not allowed on to the Park & Ride site to collect topsoil as it was now a building site. The improvements to the verge would therefore have to wait until completion of the Park & Ride (probably January).

Remembrance Day (PC5/10-09) – reminder - 11 November 11am.

Accident Damage (PC12/10-09) – a cheque has been received from the driver's insurance company for £220.

Crime update – as a result of increasing bouts of vandalism culminating in damage running into 4 figures on Sunday 11 October at MCC the police had targeted Milton as number one priority village. The chairman and others attended the Neighbourhood Panel meeting on 13 October and complained vociferously about the seemingly inability to deal with this problem.

Noted that four culprits had been apprehended on 11 October and charged with criminal damage. Ideally MCC would like a restraining order banning the culprit(s) from the site and for the culprits to pay back the £2,000 + damages.

Traffic Calming – residents from The Rowans had asked Council to consider traffic calming measure. It was noted that there was a national 20mph initiative planned for 2010 (min PC 9/7-09 refers) - a trial scheme was taking place in Girton. Milton was high on the list for inclusion. It was **AGREED** to assess the results of this initiative before considering any other scheme.

The clerk would forward the request to the Parish Plan Transport Group. *Action: the clerk*

Tomkins Mead – RD walked Tomkins Mead with M Woolhouse and Keely Squires on 21 October.

There is ongoing maintenance on the pathway and CSLT will continue to monitor. No major works required. Thanks to the volunteers who have done an excellent job in clearing the central area of willow saplings. MW intends to remove overgrown willow from the perimeter of this central area. Boardwalk may need additional wood chippings. Tree works had been made good to the rear of 46 Old School Lane.

MW was asking for a quotation to replace the two metal signs with wooden ones.

Quality status – re-accreditation will take place in 2011. During her time as chairman Jane wrote a report for each edition of the Village View (providing a news letter / report is one condition of Quality Status).

The assistant clerk has offered to continue to do this.

Photographic club – “with the tenth anniversary of the Milton 2000 book, Milton Photographic club are keen not to wait another 1000 years before updating the photographic record of Milton. Therefore we are considering an on-going project to maintain a Photographic Record of Milton.

Within this we see two initial tasks;

(1) To photograph the everyday life of the village, as even from the year 2000 many things have changed. We imagine this to be a relatively low-level task, so may be only a few dozen subjects a year.

(2) We are also keen to consolidate the existing photographic record, by collecting the stories behind the existing photographs of the Village.

No firm decisions have been taken, but we do have a strong commitment from the club the members, and we would be happy to discuss ideas with others in the village.”

JEC reported that she intended to go to Ireland to retrieve old photographs of Milton. These photographs once belonged to the late Harold Easy. Noted that there was still money left from the “Millennium Fund”.

Christmas arrangements – as usual. RJF suggested that Council consider something different for 2010. To be discussed at February meeting.

6 Planning

Rowing Lake – Application S/0032/06/F – Cambridge Sport Lakes Trust – Section 106 Agreement and Draft Planning Conditions. Notes from an *ad hoc* Rowing Lake S106 Meeting Thursday 29 October 2009 at 7.30pm in the Bowls Pavilion were received.

It was **AGREED**
meeting and to copy it to
(1 abstention)
the agencies if necessary.

to formulate a letter from the concerns raised at the *ad hoc*
the relevant agencies involved and to arrange meetings with

Action: assistant clerk

Specific areas of concern: Drainage, Flood Risk, Surface Water, Bridges over Drains, Bund Heights, Details of Profiles & Cross-sections, Public Address System and Lighting.

Noted that the current plan attached to the S106 differed from the previous one in the planning application, which apparently covered land at the end of the drove road not in CSLT control.

MW reported that no discussions had been held with the consultant engineers working on the A14 widening to extract gravel.

Chairman's Delegation Meetings (P10/8-09): Review of Protocol and Operating Principles

The [SCDC] Planning Committee, at its meeting on 7 October 2009, **RESOLVED**

1. to abolish the Chairman's Delegation Meeting;
2. that a revised delegation procedure be considered at the Planning Committee meeting on 4 November 2009, and introduced as soon thereafter as is practical, subject to review after 12 months' operation;
3. that until such revised delegation procedure has been adopted by the Planning Committee, Chairman's Delegation meetings will continue;
4. that parish councils be invited to submit their further comments at the end of the period of 12 months referred to in (2) above; and
5. that, so as to ensure continuity and flexibility of service, Development Control Team Leaders be given the same degree of delegated responsibility as the Corporate Manager (Planning and Sustainable Communities) and Development Control Manager.

HMS pointed out that if local members wished to refer applications to the SCDC Planning Committee then because of time constraints these representations must be made at the same time as the Parish Council's comments are made. It was too late for example to ask SCDC to refer the application by Gemmix (min PC 6/10-09) to committee.

RTS reported that the Chairman's Delegation meeting held that morning had discussed this application in detail and recommended approval so long as two conditions were met: hours of operation 8am – 6pm weekdays and 8am – 1pm Saturdays (no Sunday working); lorries to access the site via the A14 and not through the village.

Comberton Parish Council had asked for further support especially in relation to planning delegation in controversial cases.

AGREED

(14 in favour, 1 abstention)

new procedures and to having the
Comberton Parish Council.

to inform SCDC that Council looked forward to seeing the
opportunity to comment after 12 months - copy to

Action: the clerk

Breach of Planning (PC6/9-09) – noted that Mr Patel the present tenant of the nursery portacabin at Stanton Farm was in breach of planning control and that he would submit a retrospective planning application.

Appeal: Mr B Moore – land south east of Chesterton Fen Road - against enforcement notice alleging change of use from agriculture and/or stabling of horses (pp S/1379/94/F) to yard for storage of building materials and equipment; and erection of covered structure and secure containers for the storage of materials and equipment.

Mr C Goldsmith (PC 7/9-09) – land between A14 eastbound on slip road and Cambridge Road – date 10 November 10am. RHC, JEC, HMS and RTS hoped to attend. RHC and JEC were given authority to speak on behalf of Council.

Decisions received:

09) – extension – **approved.**

erection of store, garage and garden room – to garage (**for information only**). **materials to be approved by LPA.**

Road (PC7/9-09) – part demolition and provide a day room - **approved. Building to be occupied by S Lee and her for overnight accommodation.**

(PC7/9-09) – extension - **approved.**

used for existing building.

extensions - **approved. Close boarded 2 metre privacy of neighbouring property.**

Science Park (P5/9-09) – erection of 2 portable Design and Access Statement; amended plan to remove entrance area; amended elevation to show covered only). **Approved for a period of up to 3 years.**

New applications:

(PC7/9-09) – extension to veterinary practice – **recommendation.**

sun canopy – **no recommendation.**

variation of Condition 1 of planning permission construction building for a further 5 years

removal of Condition 1 of planning permission permanent structure - **no recommendation.**

Crescent – raise crown of sycamore (TPO) to 5 **no comments.**

single storey dwelling. Request for Council’s Council’s Policy the clerk had written thus:

applications but to wait for a formal application I suspect, therefore, that this will be the

8 CCTV update and Quotation

Quotations for CCTV at office / meeting room: landline £1487; wireless £1398. If combined with additional cameras at MCC the cost would be reduced.

Issues raised: cost of cameras against cost of repairs; inconvenience - the clerk pointed out that the recent vandalism at MCC had caused the manager extra work - 4 hours from 9pm to 1am and 4 hours the next day; effectiveness of cameras – value as deterrent; possible reduction in insurance premium; letter of objection from resident about invasion of privacy.

AGREED
into what Council provides.

to budget for CCTV in 2010/11 and to research / look further

9 To consider quotations:

Mr & Mrs Tyrell 145 The Sycamores (PC7/7-

Mr Ron Holmes 45 High Street (P6/8-09) – revised access and boundary treatment **Approved – external**

Mrs S Lee 6 Sunningdale Park Chesterton Fen alterations of existing unauthorised building to **be demolished within one month. Day room immediate family and not to be used**

Mr Swegen & Ms Bennett 45 Butt Lane

External materials to be identical to those

Mr B Tibone 81 Coles Road (PC8/9-09) – **high fence to be erected to protect**

GSK Research Development Unit 315 cabins and freeze store amended hard surfacing from landscaped walkway (**for information**)

S/1146/09 Village Vets 26 Cambridge Road amended site location plan – **no**

S/1067/09 Milton Primary School – erection of

S/1438/09 Cambridge Regional College – S/1561/07 to extend permission for temporary (until 2013) – **no recommendation.**

S/1439/09 Cambridge Regional College – S/1018/08 in order to allow canopy to be

C/11/17/072/01 Mrs Aldhouse 2 Willow metres all round to ensure vehicular clearance –

Land at 48 Fen Road – proposed erection of comments pre-application. In accordance with

“Council’s Policy is not to predetermine any to be made and make its comments at that time. response.”

Council confirmed the clerk’s action.

- by EDF to install electricity meter inside bowls pavilion. The meter box had been repeatedly vandalised. Cost to move box inside the pavilion £1068 + VAT.

- by Thompson Electrical to tidy mains distribution within bowls pavilion - £1290.26 + VAT and £68.55 + VAT for ceiling mounted power point. These works were not essential. MCC would discuss at its January meeting.

AGREED to put in the budget for 2010/11.

10 To consider request for double yellow lines at Cambridge Road Industrial Estate

Letter received from CSLT and Cecil Instruments.

Lines were needed on both sides to prevent overnight parking of lorries. Parking fees at Country Park were regularly monitored. Sliding charge at Country Park would be difficult to manage. 3 and 6 monthly permits were available for regular users. CSLT and Cecil Instruments would fund the cost of implementing the double yellow lines to the 'whole' of the roads as identified.

Issues raised: permit perhaps could be better advertised; as a result of parking charges cars would probably park elsewhere in the village; residents should be informed of proposed double yellow lines (in Village View) and asked to report any impact on parking elsewhere in the village; time limited parking at Tesco (as some Country Park users park at Tesco).

Discussion ensued as to whether Council should suspend Standing Orders and then rescind minute PC4/9-09.

AGREED (with 2 abstentions) to confirm minute PC4/9-09.

AGREED to ask CCC to arrange to install double yellow lines at the Cambridge Road Industrial Estate including the turning circle at the entrance to the Country Park.

The clerk would ask CCC for an estimated cost and whether CCC would contribute towards the scheme in view of the recent application by Gemmix (PC6/11-09 above refers).

Linda Browne (Parish Council Liaison Officer SCDC) had been updated on the Parish Plan by PSB and the clerk. PSB had advised her of the need for lorry parking alongside the A14.

11 To consider quotation for tree works (PC12/10-09)

AGREED (2 abstentions)

to carry out tree works as detailed in report by RD and RLEW and to accept quotation of £840 + VAT submitted by Town and Country Tree Surgery Company.

The clerk would ask Buchans Landscapes to carry out some works as part of their contract. *Action: the clerk*

Noted that Council would consider requests from residents backing on to Tomkins Mead for example to cut back trees in the same way that it responds to residents at The Sycamores and elsewhere.

Council was aware that by pruning trees there would be on-going costs but preferred this solution to removing trees completely.

RHC reminded Council of his previous comment that the tree budget would continue to increase. Thanks to RD and RLEW for the review.

12 Finance – the minutes of the Finance meeting held on 19 October 09 were received and noted.

13 JAG report – noise pollution A14 and A14 widening – to consider response to consultation

ME's JAG report was received. Some measures to reduce noise pollution would increase air pollution. JAG may ask Council to contribute to a fund for employing an expert to advise what was needed to reduce noise and air pollution. The main item of debate concerned the level of noise from the A14.

AGREED to organise an *ad hoc* group to meet with the Highways Agency as soon as possible and report back to the December meeting; to advertise in the Village View and on the website so that residents can comment (at a public response would be taken to the January 2010 deadline on 6 Jan. The views of that meeting/suggested to enable Council to formulate a response before the

Action: Assistant clerk and JEC

14 Parish Plan update

- Report about discussion at MCC committee meeting concerning the Parish Survey

PSB had asked MCC Committee to look at the data from the Parish Plan – 40% of residents did not use the Community Centre. He asked: "Does MPC feel MCC fulfils its obligation that as many people as possible have the opportunities to use the Community Centre facilities and whether anything extra could be done to ensure more people use the building?" The chairmen of MCC and MPC would arrange a joint meeting.

The chairman expressed his pleasure that the manager of MCC was doing an excellent job and was already reaping

rewards.

- **Communications Group** - the minutes of the meeting held on 21 October were received and noted
Examples of possible Web pages were presented. The Group wanted to develop a more modern web but keep the editorial style of writing.

Comments: Council must consider those who find it difficult to find their way through web pages; does the fact that it is a Parish Council website come over strongly enough? How difficult would it be to set up and how much would it cost? The photographic club had been approached to take new photographs; it might be useful to look at other village websites.

AGREED to give the Communications Group permission to continue developing the structure and style of the website.

- **Environmental Group** - nothing to report.

Thanks to PKO for his help with the A14 widening issues and website.

7 Land Group update

AGREED at 10.10pm [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 minutes of the confidential business held on 5 October 09 were approved as a true record.
The clerk's office had submitted the planning applications for Landbeach Road.

The meeting re-opened at 10.25pm.

15 Milton Community Centre [MCC] update

- vandalism (reported in clerk's report)
- Building improvements – MCC had accepted a quotation for the improvement works and were in the process of applying for grants.

16 County Councillor's report

Community Engagement Strategy – held over till December meeting.

17 District Councillors' reports - none.

18 Bills for Payment and Money Received

CONFIRMED and **AGREED** payment of cheques 100134 – 100147

19 Correspondence - list of meetings at SCDC and CPALC throughout November and December was circulated.

20 Dates of Next Meetings

Minibus - 4 November; Community Care - 19 November 11.00am; Planning - 23 November;
Council - 7 December

21 Items and Reports for December agenda - to be received by Friday 27 November.

The meeting ended at 10.35pm

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

5 Clerk's/Chairman's report

Policies (PC6/9-09) – I have drawn up the following Policies:

- Dignity at Work
- Disability Discrimination and Disability Access
- Lone Worker
- Recruitment

The F&S Committee will consider these in January and make recommendations to Council's February meeting.

Archaeology (PC5/9-09) - I have drawn up a cheque to D Booth for £170, the remainder of the money allocated for the production of reports on his field walking projects at Long Meadow and Hill Close off Fen Road.

The Oxford Archaeology East whose facilities at Bar Hill will be used to produce copies of the report, hopefully before the end of the year.

Minutes (PC11/10-09) – the minutes from 1953 – 1998 have been scanned in. We have two CD's of the minutes – 1 to be kept in the safe and 1 at the clerk's home/MCC? We hope to put all of these records on the web site.

Milton to Impington cycle route (PC5/11-09) – from the officer responsible for transport policy and strategy
“I am writing in response to your e-mail of 6 November 2009, regarding the proposed cycleway between Milton and Impington.

Once a new cycle/walk way is completed, a review of that walking route takes place. This review assesses the route against the legal definition of an 'available route' which is: 'a route along which a child, accompanied as necessary, can walk, and walk with reasonable safety, to school'. If the conclusion reached is that the route does not meet this definition, students who use this route are entitled to free transport. However, if the conclusion is that it meets the definition, parents would be informed of this, at least a term in advance of any change to entitlement, and would be granted the opportunity of an appeal. Any changes to entitlement take place at the beginning of a new school year. Therefore, given the likely timing of construction work in 2010, the earliest that transport might be withdrawn would be September 2011.

Whilst, I appreciate the points you make, I would add, on a point of equity, that it is essential that the Authority's policies are implemented consistently. No secondary-aged pupils in Cambridgeshire, living on a route of less than three miles that has been agreed as safe, receive free home to school transport. The Milton / Impington Village College route will, therefore, need to be subject to the same, rigorous assessment processes. It would be premature at this stage to comment on the outcome of such a process.

I am unable to give you the 'cast iron assurances' which you seek regarding the provision of free home to school transport if the proposed cycleway is built, but hope that the above satisfactorily answers your questions with regard to the process and time-scales.”

Training (PC5/11-09) – final session dealt with the planning process and S106 Agreements.
Total cost of 3 sessions - £350 x 3 = £1050. Our contribution is 9/33 = £286.35. I suggest that we pay the total and request each council to pay us.

Remembrance Day (PC5/11-09) – well attended. Thanks from the school for the invite.

I suggest that we make a donation to the British Legion of £30 for the wreath.

A14 widening (PC13/11-09)

Notes from the Ad Hoc Group considering A14 Widening issues which met Tuesday 10 November 2009 at 7.30m in the Bowls Pavilion. The Ad Hoc Group will meet again on Wednesday 9 December to discuss the lack of sound barriers along the Milton stretch of the road.

Present:	RH Chapman (chair)	JE Coston	M Ellwood	B Jefferson
	RT Summerfield	RLE Waters	P Oldham (resident)	
	D Owen (resident)	M Woolhouse (Cambridge Sport Lakes Trust)		
	Clerk	Asst Clerk		

1 Apologies for absence

TA Drummond, SC Humphreys, HM Smith, I Davis (resident), C Tupman (resident)

2 A14 Widening

RTS reported on the South Cambs District Council meeting on this issue on 9 November:

- Contrary to previous plans, the site compound depot will be located between the river and the Fen Ditton Junction on the North East side.
- Better plans are now available, yet although Girton, Histon and Impington are well served with sound barriers, Milton still has none whatsoever. (It was noted that at Fen Ditton there was a sound barrier for only one house.)

General agreement that the only issue to pursue concerning the A14 widening was the lack of sound barriers for Milton. The current Highways Authority (HA) model for the scheme does not show an appreciable increase in noise along the Milton stretch of the road. There was discussion whether the HA guidelines specified 200m or 300m as the effective range of sound barriers. [Asst Clerk's Note: I have since confirmed 300m with the HA.] The absence of any homes in this range is the reason sound barriers have not been provided for Milton. The presence of the Country Park as well as industrial estates and Tesco supermarket do not figure in the HA guidelines as justification for providing sound barriers. There was discussion whether the HA model was accurate. It is unclear whether issues such as noise over water, prevailing winds and the fact that the stretch of road at issue was elevated were adequately taken into account.

PO, DO and MW suggested that the most effective course of action would be to lobby for sound barriers on the basis that the Country Park is a vital amenity for the parish as well as the wider public. RLEW pointed out that HA guidelines were advisory rather than mandatory, and an exception could and should be made in this instance. BJ added that a similar argument could be made for the industrial estates, where workers would be subjected to a dramatic increase in noise which might affect health and safety issues in the workplace. BJ noted that current natural sound barriers along the road would be removed to make room for the widening, further

exacerbating the noise problem. MW wondered about additional planting but there was a question as to its effectiveness due to the road's elevation.

JEC said that if enough residents were to put in claims for compensation (due to the increase in noise), HA would deem it more cost effective to provide sound barriers. PO pointed out that claims for compensation could only be made a year after the widening of the road.

ME suggested it would be effective for the parish to ask James Paice MP to weigh in on the issues as well as contact an expert on noise pollution, if need be, to sort out what exact sound protection is needed for the village.

RHC concurred that there was a need for sound barriers and it was **AGREED**

to contact the Project Manager and/or Sound Consultant at the Highways Agency dealing with the issue and invite them to present detailed plans for the A14 widening from Junctions 32-34 on both sides of the road with a specific aim to encourage the provision of sound barriers for the northern side of the road;

to contact James Paice MP, informing him of the parish's concerns and asking him to liaise with the Highways Agency on the parish's behalf;

to contact Philippa Noon, River Manager at Cam Conservators, informing her of the parish's concerns and inviting her to attend the next meeting;

to advertise in the Village View magazine that plans for the scheme are available for viewing at the parish office.

The meeting ended at 8.50pm.

Second Highways Agency newsletter received.

Cemetery path (M7/9-09) – the Charities will consider request towards the cost of the cemetery path at its March 2010 meeting.

Office – the photocopier needs some attention. **Do we spend (a lot of) money in having it serviced or should we now consider a new all-in-one photocopier / printer / computer?**

Budget 2010/11 – I shall be preparing the budget in December. If you can think of anything that should be considered please let me know.

Meeting dates 2010 – now confirmed. (Attached)

Workshops / Meetings – recent meetings attended:

Cambridge Council for Voluntary Services - workshop (min CC3.4/11-09) about quality and funding.

Liaison – report of meeting:

S106 payments – SCDC are introducing a scheme whereby developers will pay the Parish Council approximately £3000 per 3 bedroom house to be use specifically for recreation use (this includes play equipment). A standard formula is used to calculate payment. Developers cannot be expected to make greater contributions in High cost areas such as Milton –might put them off developing.

David Bard agreed that there is a strong argument that decision notices should not be issued until S106 Agreements are in place.

Housing and Grounds Maintenance – budget is being severely cut. I have asked again whether we can take on the areas near Recreation Close and Walkling Way

Recycling and Refuse – SCDC is a Beacon Authority. In Oct 2010 a 3rd (blue) bin will be introduced in place of the two green boxes.

Gypsy and Travellers Sites – further sites have been identified. A second consultation therefore will take place.

Finances – c £2 million savings have been identified. Reserves will be used to maintain essential services and by 2014/15 will decrease from £7 million to £2.25. They are looking at ways of sharing resources with other public bodies such as Fire and Police Authorities, PCT, other councils etc. Over a six year period the Employers' contributions to the Local Government Pension Scheme will rise from 21% to 33% adding about £2 million pounds per year on to the budget. SCDC is 12th lowest Council Tax charging council in the country.

The budget will be cut by about 10% in 2010.

Council seal – the recent signing of the S106 raised the issue of whether we should have a seal. Standing Order 13 states:

- a. A document shall not be sealed on behalf of the Council unless its sealing has been authorised by a resolution.
- b. Any two members of the Council named in a resolution moved under the provisions of paragraph (a) of this

Order may seal, on behalf of the Council, any document required by law to be issued under seal. CPALC’s advice: “My opinion is that if you do not have a seal you do not need one. Normally the council will through a properly formed resolution nominate two members to sign a legal document. The document may also require a witness. I have run this past our legal team and they agree so do not feel the need to rush out and buy a seal unless your council feel this is necessary for aesthetic reasons.”

An embossing tool costs about £50.



Emergency Plan – Milton School has adopted an Emergency Plan which involves using the school as an emergency centre. JEC is seeking permission to discuss with the school on behalf of the Parish Council if there could possibly be some joint work so the Village/Parish Council has access / details of the Emergency Plan and contacts in case of a village emergency. (JEC is the community link associate governor at the school).

6 Planning

Decisions received:

Mr and Mrs Parkins Meadow Farm Ely Road (PC10/4-09) – extension and conversion of garage into annexe and link to main dwelling - **approved. External materials to be identical to existing.**

Cambridge Sport Lakes Trust (PC6/11-09) - extension to visitor centre and addition of velux roof lights – amendments to fenestration on ground floor eastern elevation **approved.**

J Hammond 53 Cambridge Road (PC6/10-09) - erection of dwelling following demolition of existing bungalow - **refused. Harmful to amenities of number 51m – contrary to Policy DP/3 of LDF 2007.**

Mr Libby Saunders 27 and 28 Newfields Chesterton Fen Road (PC6/10-09) – erection of utility/day room - **approved. For Mr Saunders and immediate family; no overnight accommodation; within 6 months existing dayroom to cease, building to be demolished and rebuilt and scheme for foul water drainage to be approved.**

Milton Primary School (S/1067/09)– sun canopy - **approved.**

New applications:

S/1243/09 Gemmix SGB Storage and Distribution Cambridge Road (PC6/10 & 11-09)) – concrete batching plant – amendments: vehicle tracking plan and car parking spaces – **for information only.**

S/1621/09 Mr Luke Edwards 49 Cambridge Road – alterations and extension to form a one bedroom flat and two bedsits

7 Land Group update

Minutes of the confidential business held on 19 November 09 (attached light green)

RHC and RTS signed the S106 Agreement for the proposed retirement village on the former EDF site. Urban Renaissance Villages (URV) has just submitted the Reserved Matters planning application. The next issue facing the parish is whether to accept the land/lease for the playing fields or instead to accept the Recreation Sum (£200,000). Attached (in dark green) you will find a briefing sheet outlining the Pros & Cons of each option. A decision will only have to be made within three months after URV has given the parish notice of Implementation (according to URV, the parish should receive notice of Implementation in the April-May 2010 time frame).

Decision notice (16/1-09) 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 warden's unit, visitor accommodation, central facilities building, provision of formal & informal open space, associated landscaping & improvements to the existing access - **approved**. [Conditions to be attached to minutes].

Landbeach Road land: Council's Planning Application S/1600/09 for change of use from agricultural to recreation land (to extend the time limit for implementation) – land south of Stanton Farm.

8 Historical Milton / Archives

JEC has recently travelled to Eire to bring back photographs and slides of old Milton (PC5/11-09). She is keeping these and other historical documents on behalf of the village. Should we store these artefacts in the office archive room? Should they be on display from time to time and if so where? JEC will give more details at the meeting.

It is our intention to put photographs and scanned minutes (see clerk's report above) on the web (the originals to be deposited at Shire Hall).

The cost of the flights was £89.26 & the bus across Ireland £26.27. (Please note that Jane has not asked for expenses. I think we should consider whether to reimburse her hence proposal 1).

Proposals to use the History/ Millennium Fund to:

- 1 reimburse JEC for [part of] travelling expenses to retrieve photographs and slides of old Milton.
- 2 give the clerk and JEC the authority to spend up to £100 on artefacts / scanning documents and related activities.
- 3 scan in Parish Council (photocopied) minutes from 1894 -1950 at 12 pence per sheet.
[JEC photocopied these some years ago and the copies are in the safe. (The originals are at Shire Hall).

9 Community Care – to receive the minutes of the meeting held on 19 November 09.

Minutes of the Community Care Committee Meeting of Milton Parish Council held on 19 November 2009 at 11.00am in the Bowls Pavilion

Present: IF May (chair) D Chamberlin R Day M Ellwood RLE Waters
T Ebbon – Warden Community Care Scheme
D Driver - Manager Barnabas Court
The Clerk to the Council

- 1 Apologies for absence - GA Covell HM Smith.
- 2 Declarations of Interest – personal and/or prejudicial - **none**.
- 3 **Minutes** - the minutes of the meeting of 16 July 2009 were approved and signed as a true record.
 - 3.1 **Lifeline alarms** (CC6/7-09) – The chairman of the Charities (BCW) had two spare pendants. The clerk and TE were able to programme pendants to the alarms. Noted that the warranty on the alarms was due to expire. IFM would discuss with BCW. **Action: IFM**
 - 3.2 **Wheelchair** (CC6/7-09) – the clerk had asked Tesco for a replacement.
 - 3.3 **Vetting and Barring Scheme** (CC9/7-09) – the clerk would ask Care Network for advice.
Action: the clerk
 - 3.4 **Grant applications** – the clerk had applied for grants from CCC and SCDC. The clerk intended to attend a workshop run by Cambridge Council for Voluntary Services (min CC4/3/09 refers).

4 Mobile Warden Scheme – there were now 26 clients in 22 households.
TE was keeping up to date with training. The scheme continued to work successfully.

5 Barnabas Court update (CC7/7-09) – Charles Clay SCDC: “No list from CHS was ever passed to SCDC. The parish clerk could register for a subscription [to the Home-link magazine] for six months which costs £12.00.”

DD commented that one flat was available but no-one with a Milton connection had applied for it although according to Mr Clay there were 5 applicants registered with a confirmed Milton connection.

AGREED to ask Mr Clay to attend next meeting. *Action: the clerk*

The clerk would ask HMS to investigate whether there were any conditions relating to applications.

Action: the clerk

6 Request for grant towards Day Centre – RLEW asked that the Finance Committee be aware that the Day Centre may consider requesting a grant towards its expenses. The Day Centre caters for 20 members, but on occasions recently have been as low as 15, due to illness. This reduces the income. In January 2010 the weekly fee will go up from £3 to £4 to help reduce the deficit of £600 incurred this year. There were 27 volunteer helpers.

Grants from CCC, SCDC and the Charities helped towards expenses – rent, catering and speakers.

7 AOB - Care Network - Quality and Funding workshop Meadows Community Centre 20 November 2.30-5.00pm. The clerk would attend.

8 Date of next meeting - Thursday 18 March 2010 at 11am.

The meeting ended at 11.45am.

I understand that the Charities have approved a grant of £2000 toward the Community Care scheme.

10 Parish Plan update

Neighbourhood Watch – 19 attended the re-launch of the scheme at a meeting held on 13 November. Website: www.milton-neighbourhood-watch.org.uk

Communications Group – website ongoing

Representative reports:

11 Milton Community Centre [MCC] update

12 County Councillor’s report

Stagecoach bus service changes

These have been postponed because of the delay in the opening of the Guided Bus.

Park & Ride lighting

The new extension has been equipped with some temporary lighting. The proper lights will be installed once they are delivered.

County Council Budget

Councillors have had a confidential briefing on the prospects for the budget for 2010-2011 and subsequent years. While we are not allowed to discuss specific cuts that are under consideration at this stage, it is clear that the situation looks extremely serious in terms of many County Council services.

Community Engagement Strategy

Unfortunately, we are now past the date for responding to the County proposals. My apologies for not being around to present the issues. The finalised plan will be completed in the New Year and I shall advise you of the content. Meanwhile, I am happy to help with the Community Engagement Strategy for Milton as required for re-accreditation for Quality status.

Michael Williamson

www.michaelwilliamson.org.uk

13 District Councillors' reports

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

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

- CCC - review the Cambridge Core Traffic Scheme - Stage 4. For more information see website
<http://www.cambridgeshire.gov.uk/transport/projects/cambridge/core4perception>.
Comments to Core4@cambridgeshire.gov.uk 11 December 2009.
- NHS - Keeping in Touch (newsletter)
- CPALC - Autumn 2009 Bulletin and details of Big Lottery Fund – grants available

16 Dates of Next Meetings

Planning and Maintenance Council	14 December 4 January
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17 Items and Reports for January agenda (to be received by Tuesday 22 December)

Jim Daniels

Jim Daniels
Clerk

The full set of agenda papers are available in the office or on the website
www.miltonvillage.org.uk

