

MILTON PARISH COUNCIL

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2 March 2011

TO ALL MEMBERS OF THE PARISH COUNCIL

You are summoned to the next meeting of Milton Parish Council to be held in the Bowls Pavilion on Monday 07 March 2011 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 7 February 2011 (pages 2-6)
- 4 Public Participation – members of the public are invited to speak
- 5 Clerk's/Chairman's report (page 7)

Litter
Milton to Impington cycle lane
Highway issues:
 The Rowans/Cambridge Road junction
 Pedestrian crossing
LocalGiving.com
MCC
Cemetery
A10 bridge
Emergency Plan
Youth Participation Strategy
Seat
Review of recycling banks
Parish Council election

- 6 Planning (page 8)

For information:

S/01556/10/CW Long Acre Farm, Chesterton Fen Road (P6/10-10) - stockyard and screening area; change of use of stables to office, toilet, rest room and store; plastic and cardboard storage area within existing building; tree planting at rear paddock – to be determined by CCC development Control committee on 10 March.

Decisions received:

S/0303/10 Mr Patrick Davies Steeldome Ltd (PC6/02-11) – 296 bedroom hotel (C1) following demolition of existing health club (D20 and offices (B1). Change of use of existing Trinity Centre (D2) to hotel facilities (C1) with connection to hotel for associated restaurant, bar and meeting rooms along with associated landscaping, car parking and pedestrian links - **approved**. **Various conditions: materials, Travel Plan, drainage, contamination risk, pollution control, flood alleviation measures, landscaping, tree protection, management of lake, external lighting, air quality assessment, cycle parking, provision of fire hydrants, access levels, renewable energy scheme.**

S/2115/10 Mrs R Munro 9 The Sycamores (P5/12-10) – two storey side extension – **approved**.

New applications:

S/2139/10 South Cambridgeshire District Council Blackwells Caravan Site Kings Hedges Road – additional caravan plot; extensions to day blocks including provision of air source heat pumps; erection of metal palisade on site boundaries

S/0202/11 Ms F Roberts 48 Fen Road – single storey two bedroom dwelling on land adjacent 48 Fen Road

- 7 **Country Park**
 - a) to consider making a contribution towards the regular upkeep of Tomkins Mead and
 - b) to support the grant application to SCDC for refurbishment of the toilets in the Country Park car park
- 8 **To consider grant to cricket club**
- 9 **To consider grant of £150 towards youth Food & Hygiene course**
- 10 **To consider accepting quotation from Suffolk ACRE for insurance**
- 11 **S106 money – to confirm two Parish Councillors who will sign the Parish Council indemnity agreement as detailed in letter dated 25 February from SCDC**
- 12 **Telephone box Coles Road**
- 13 **County Council consultations:** (attached - previously circulated)
 - Bus service changes
 - Highway wardens
- 14 **Climate Week – 21to 27 March – to consider taking part** (Page 9)
- 15 **MCC update**
- 16 **County Councillor’s report** (Page 9)
- 17 **District Councillors’ reports** (Page 9)
- 18 **Land Group**
- 19 **Bills for Payment and Money Received** (to be circulated)
- 20 **Correspondence**
- 21 **Dates of Next Meetings – Community Care 17 March 11am; Planning 21March; Council 4 April**
- 22 **Items and Reports for April agenda** (to be received by Monday 28 March)

Jim Daniels

Jim Daniels
Clerk

The full agenda papers are available on the website www.miltonvillage.org.uk
and at the Parish Council office



FULL AGENDA PAPERS – 07th MARCH 2011

1 Apologies for absence

2 Declarations of Interest – personal and/or prejudicial

3 To approve the minutes of the meeting of 7 February 2011

Minutes of the Meeting of Milton Parish Council held on Monday 07 February 2011 at 7.30pm in the Bowls Pavilion

Present: RT Summerfield (chair) PS Badley AJ Campbell JE Coston R Day TA Drummond M Ellwood RJ Farrington M Hersom SC Humphreys B Jefferson IF May HM Smith RLE Waters Cllr M Williamson, two members of the public, the clerk and assistant clerk

1 Apologies for absence - GA Covell.

2 Declarations of Interest – personal and/or prejudicial

HMS – Planning agenda 6 personal – a member of SCDC’s planning committee.

TAD – Land update agenda 12 personal – member of Colts football club.

Noted that TAD (son member of cricket club) and RLEW (vice president cricket club) declared a personal interest “request from cricket club” under clerk’s report agenda 5.

3 Minutes - the minutes of the meeting of 10 January 2011 were approved and signed as a true record.

5 Public Participation

- As numbers of students at the College of West Anglia increased a resident expressed concerns about possible conflict / litter through Knights Way on route to and from the college.
- M Woolhouse asked Council to consider making a contribution towards the regular upkeep of Tomkins Mead and also to support the grant application to SCDC for refurbishment of the toilets in the Country Park car park. MW would send Council written details. To be discussed at next meeting.

5 Clerk’s/Chairman’s report

Fitness equipment (M7b/12-10) – MCC had agreed to allow the installation of fitness equipment on The Sycamores recreation ground. It was reported that both the football and cricket clubs would be keen to see the equipment on The Sycamores recreation ground – possible location between children’s play equipment and tarmac 5-a-side area. JEC would look for grants.

Milton to Impington cycle route (PC5/01-11) – response from M Davies:

1. There appears to be a gap of about 20 yards between the start of the Impington end of the cycle route and the pavement. Is that correct? “The cycle route takes cyclists from Milton into the traffic calmed 30mph speed limit at Impington where they are then expected to join the road, therefore the new foot/cycleway does not continue to St Andrew’s Way where there is a footway. If funding were not limited then this could be continued.”

2. The footpath/cycle path at present between the A10 and Mere Way is in a poor state of repair for cycles - having dips and hollows. “Any repairs to this section will have to be considered by our maintenance colleagues.”

3. Consultation: “There isn’t really anything to consult on in terms of options. Previously the Parish Council made it clear that they did not support a wide path of such a width that would have been of a standard for school buses to be withdrawn. The path to be built is relatively narrow and its presence should not cause the loss of such buses.”

Community Care (PC5/01-11) – Cambridge Housing Society had temporarily closed admissions to other schemes until the needs of those affected by the Crossway Gardens (Shelford) closure were met. Residents of Crossways with a “Milton connection” would have priority. This would involve one or two tenants only.

Localgiving.com (PC5/01-11) – the Assistant Clerk had registered MPC for this website, which was free for the first three months. The web was designed to generate fundraising for local community projects from those who visit the site. The Assistant Clerk was in the process of listing MPC’s Community Care Scheme as a project in need of fundraising to see whether any response is forthcoming. If not he would recommend withdrawing from site at end of three month trial period.

Parish Forum (PC5/01-11) – notes of the meeting not yet received.

Parish Liaison meeting – 29 March at Cambourne. Notes of previous meeting received.

British Legion Great Poppy Party Weekend - 10-12 June.

Golf course (P10/01-11) – JEC, MH, HMS and RTS met with CCC, SCDC and Environment Agency officers on 21 January to discuss the illegal dumping of waste on the site – discussed at end of meeting.

Double yellow lines junction The Rowans and Cambridge Road (second junction) – concerns by a resident about cars parking near junction causing potential hazard. He requested that Council consider double yellow lines.

Noted that this type of inconsiderate parking happened throughout the village and that as The Rowans was almost double width the police would be unlikely to try to pursue a conviction for obstruction.

Action: the clerk to write to the resident and to report concerns to PC Shulver and the PCSO

Pedestrian crossing near Tesco – a resident was concerned about the visibility problems for motorists approaching from Cambridge when buses were at the bus stop and the crossing's poor lighting.

Action: the clerk to write to the resident and to report concerns to PC Shulver and the PCSO

Refuse collections - correspondence between a resident and officer at SCDC about operatives "emptying the blue bin internal caddy for paper into the main bin then dumping whole contents into the main collection area of the dust cart instead of separating the items as before."

Noted that "residents reports are logged so that [SCDC officers] can "monitor collections."

Action: the clerk would ask the resident to inform both SCDC and Council if this happened again.

Request from cricket club: "Milton cricket club runs 3 Saturday teams, this means only the 1st and 2nd team can play their home games at Milton recreation ground. As a result of this the 3rd team have to play their home games out of the village, with this comes lost of costs (usual costs £80 -£150 a game to hire a ground).

The committee mentioned at our last meeting that it would be good if there was some help available with funding for us to cover some of our costs. Do you know if there would be any help available, no matter how small?"

Action: to be included on March agenda for discussion

Funding for youth - request for funding (£150) from Paula Mayes towards youth First Aid & Food Hygiene training course. **Action: to be included on March agenda for discussion**

6 Planning

Gemmix Concrete Batching Plant (P4/10-10) – copy letter received from G Chamberlain Cecil Instruments detailing list of planning conditions being breached. Council supported Mr Chamberlain. The clerk would write to SCDC and also to Mr Chamberlain thanking him for keeping Council informed. **Action: the clerk**

Decisions received:

S/1593/10 Mrs D Miller 73 Coles Road (Pc7/11-10) – front extension - **approved**.

S/1992/10 Cambridge Regional College (PC7/12-10) – installation of mezzanine floor to create additional classroom; erection of external staircase and external alterations – **approved**.

S/2008/10 A De Simone 25 Butt Lane (PC7/12-10) - 2 storey side and single storey rear extension and front bay. Extension to time limit for implementation of planning approval S/2055/07 – **approved**.

S/2087/10 Mr & Mrs Witt 10 Willow Crescent (P5/12-10) – single storey front and two storey side and rear extensions to house - **approved**. **External materials to be identical to those used for existing building or to be approved by LPA.**

New applications:

S/0303/10 Mr Patrick Davies Steeldome Ltd – 296 bedroom hotel (C1) following demolition of existing health club (D20 and offices (B1). Change of use of existing Trinity Centre (D2) to hotel facilities (C1) with connection to hotel for associated restaurant, bar and meeting rooms along with associated landscaping, car parking and pedestrian links (PC10/01-11) - amendments and flood risk assessment – **for information only**.

S/2217/10 Mr Ben Moore – land to the rear of the Barn Chesterton Fen Road – erection of stable building and use of land for stabling of horses – **refuse**.

In view of the history of the site in which a stable 'became' a dwelling Council was concerned that this could happen again. The size of the proposed stable block was out of keeping with the rural scene within the Green Belt.

The application appeared to be incomplete in that the plans did not show the type of materials to be used.

S/0088/11 Milton Primary School Humphries Way – roof alterations – **no recommendations**.

Noted that the owner of 48 Fen Road was intending to submit a new application for a dwelling adjacent 48 Fen Road.

- 7 **Staffing** – the minutes of the Staffing Committee held on 17 January 2011 were received and noted.
- 8 **Finance** – the minutes of the Finance & Administration Committee meeting held on 24 January 2011 were received. The chairman explained minute F&A9/01-11 and F&A13/01-1.

It was AGREED to accept recommendations to:

- **ask MCC to give an undertaking to pay any amount above £70,000 back to Council should the VAT claim on the refurbishment work be rejected** (F&A9/01-11)
- **approve increased expenditure on youth centre cooker (£387.49 + VAT)** (F&A10/01-11)
- **approve the grant to MCC of £32,000** (F&A13/01-11) [RTS and HMS as members of the MCC Finance Committee declared a prejudicial interest and left the room. AJC took the chair for this item]
- **approve the budget forecast for 2011/12** (F&A13/01-11)
[The budget forecast spreadsheet was reviewed and approved by Council after amendments were made to the way that the grants to the youth were shown on the spreadsheet. It was **AGREED** to support the youth club for the amount requested (£5,717 – Min PC2/12-10) (9 votes in favour 4 abstention)]
- **precept for £125,000 for 2011/12** (F&A 14/01-11)

The above decisions were agreed unanimously.

HMS explained that the relatively low percentage increase was due to an additional 25 Band D homes in Milton during the year. Additional homes were spread across the bands from A to G. Band A (7 new homes) would be small houses or plots on Chesterton Fen, extensions might move houses up a band, other additions would come from the change in discount rules for second homes, change in number of long term empty homes and fewer homes in single occupancy (which qualify for 25% discount).

9 **MCC update**

Refurbishment: the work was just about completed. Opening ceremony was arranged for Thursday 10th Feb at 10.30am, all the 4 funders had been invited (WREN, Milton Parish Council, SCDC and Donarbon), together with the Cambridge Evening News.

Bookings: Very little to report, all the regular groups continue to use the facilities, with the exception of the over 60's, who have had to cancel as they no longer had a volunteer to run things.

Youth Building: No new bookings or enquiries - the building being used only by the Youth Club on a Tuesday evening and Young Carers on a Saturday morning.

Vandalism: Not much to report, except for some Graffiti on the Annexe - CB4 in bright pink was daubed on 2 walls during the night of Wednesday 26th January - now removed by SCDC graffiti removal squad.

Premises licence holder – the premises licence holder had given notice that he intended to retire.

10 **County Councillor's report** (detailed report attached to minutes)

County Council budget summary

Park and Ride lighting - Campbell Ross-Bain who is responsible for the P&R says that the lighting is reduced to 50% at nights but needs to be kept on for security.

It was felt that leaving these lights on was a waste of energy and resources.

Suggestions for Mr R-Bain to consider:

- Should all lights be turned off after a certain time?
- Turn off most of the lights but leave a few on near the building
- Dim the lights if possible.

The question was asked: "Are the lights all left on at the other Park & Ride sites around Cambridge?"

Action: MW and the clerk to investigate

Subsidised bus services - removal of subsidies from bus services - *in terms of service 9 the journeys involved are the evening ones. The remaining journeys are operated on a commercial basis and therefore not part of the review. Service X9 is again largely commercially operated with the contracted journeys under review being the 08:30 and 16:30 Monday to Friday arrivals in Ely from March and the 07:35 and 16:35 departures to March from Ely.*

Milton-Impington cycleway - meeting arranged 10th February at 14.00. (See clerk's report above).

11 District Councillors' reports (detailed report attached to minutes)

Drains on Chesterton Fen – HMS was trying to arrange another meeting to discuss lowering the culvert near Long Reach Farm. She was also trying to get something done to improve the state of the ditches under the Health Powers. Chris Bradley, Enforcement Officer SCDC has informed the clerk that 95% of the rubbish, including electrical appliances ie fridges etc, had been removed from the last field by the A14.

Blue bins – “income from the recycling collections has been even more than anticipated. However the volume of paper and other materials has been greater than they had expected, so the council is using some of the extra income to buy another freighter, to cope with the extra amounts.

There is a lot of blown litter after the recycling collections compared to the green and black bin collections. They are looking at the way in which material blows out in the process of being tipped into the freighter, to see if some better way can be found. It is recommended that only confidential parts of papers are shredded, and that the shreds are put into an envelope, rather than piled into the bin loose.”

Bus cuts - explained by CCC above.

Tesco – the clerk’s office contacted Tesco, both Head Office and locally and also Chris Bradley, Enforcement Officer SCDC. He and a colleague came out immediately and saw Mr Coe, under manager Tesco who agreed that the area around Tesco was unacceptable.

Four “Department Heads” from Head Office had been to see the site.

New contractors had been employed – to litter pick monthly at present and fortnightly during the summer, to trim bushes and cut the grass.

The clerk would write to Mr Coe thanking him and reminding him to cut the bushes back to the highway boundary. **Action: the clerk**

Golf course – HMS had asked the Enforcement Officer to take action regarding the signs and “dazzling” lights at the entrance to the golf course.

Ditch Ely Road – had been cleaned out recently by CWA. HMS would talk to the drainage manager SCDC, Pat Matthews to find out what was happening there, where silt and roots had been piled up beside the road. [**Note: Pat Matthews has asked CWA to remove the 'arisings' 09/02/11**].

Litter pick – scheduled for second Saturday half term.

12 Land Group

RTS noted that the group will meet with Allen Moore from the Institute of Groundsmen to discuss layout of sports pitches. Asst Clerk is discussing planning application with SCDC planners with intention to re-submit change-of-use application from agricultural to recreation land.

Golf Course – (from Clerk’s report above)

AGREED at 9.56pm [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 meeting held on 21 January were received and being treated as confidential. Asst Clerk will email all present at meeting to confirm Minutes are a true record. It was hoped that some progress will have been made by the time the next meeting takes place in March.

The meeting re-opened at 10.04pm.

13 Bills for Payment and Money Received

CONFIRMED payment of cheques 100401 - 100404

AGREED payment of cheques 100405 – 100416 (1 abstention)

14 Correspondence

Connections Bus Project - advertising its availability for hire for youth work

Magazines - The Clerk, Local Councils Direct, Local Government Review

CPALC - Bulletin and letter about “Type 2” diabetes research

15 Dates of Next Meetings – Planning 21 February, Council 7 March.

16 Items and Reports for March agenda (to be received by Monday 28 February)

The meeting ended at 10.05pm.

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

5 Clerk's/Chairman's report

Litter (PC4/02-11) – PC Shulver has had a quiet word with CWA. The resident has asked Council to write to all properties in her neighbourhood.

Milton to Impington cyle lane (PC5/02-11) – site meeting on 10 Feb. From HMS: “I think the PC should consider writing to Mike Davies to say we **don't** want the path to be filled in just beyond the first houses in Impington.

While it would not be expensive to fill it in at a later date, if that were the main objection to removing the school buses, it is one further hurdle that the County would have to get over (and would probably need to be paid for from a different budget, etc).As before I think another argument is the private path at Doctors Close. But other than those 2 areas, and the crossings of the entrances to the tip and the Mereway warehouse units there is not much we can argue makes it dangerous for an adult walking (which is the criterion, as Jane has always stressed).”

Highway issues (PC5/02-11)

The Rowans/Cambridge Road junction – PC Shulver had not noticed any problems with parked cars at this junction but would monitor.

Pedestrian crossing - he emphasized that “pedestrian crossings should be used as a give-way, i.e. stop, look and make sure all vehicles have stopped before you cross.”

LocalGiving.com (PC5/02-11) – Milton Community Care Scheme is now active on the LocalGiving.com website: <http://localgiving.com/MiltonCommunityCareScheme>. It's free for three months, so we can see whether or not it generates any donations before having to pay a subscription fee.

MCC (PC8/02-11) – undertaking received from MCC to pay any amount above £70,000 back to Council should the VAT claim on the refurbishment work be rejected.

Cemetery – rabbit burrows have been treated. No mole activity. (Command Pest Control report 09/02/11).

A10 bridge - the probation service had cleared litter from both sides of the A10 bridge including the P&R side.

Emergency Plan – Lawrence Green SCDC will attend July 11th meeting to discuss an Emergency Parish Plan how MPOC and the local authority can work together to improve our response should a major incident occur that effects our area – approx 30 minutes.

Youth Participation Strategy - the first draft of South Cambs District Council's Youth Participation Strategy went through a formal public consultation process from 29th January 2010 – 23rd April 2010. SCDC now feel that the redrafted and renamed Children and Young People's Plan better reflects how important it is to us at the Council to make sure that children and young people have opportunities to have a say in the things that affect them in their lives.

A copy of the Children and Young People's Plan has been received, along with a link for more information to www.scams.gov.uk/cyp-plan.

Seat – a resident wishes to put a wooden seat around the horse chestnut tree Ely Road (opposite Symbian).

Review of recycling banks - the new blue bin service now provides additional capacity to collect cans, glass and cartons at the kerbside, rather than through the banks, effectively at no additional cost.

As a result SCDC is proposing to remove can, glass and carton banks from recycling sites and replace them with a range of new banks for new materials e.g. books, shoes, textiles, small electrical items. SCDC will be contacting all parish councils individually about this new development.

Parish Council election – nomination papers for the forthcoming election received.

6 Planning

For information

S/01556/10/CW Long Acre Farm, Chesterton Fen Road (P6/10-10) - stockyard and screening area; change of use of stables to office, toilet, rest room and store; plastic and cardboard storage area within existing building; tree planting at rear paddock – to be determined by CCC development Control committee on 10 March.

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- b) to support the grant application to SCDC for refurbishment of the toilets in the Country Park car park

8 To consider grant to cricket club

9 To consider grant of £150 towards youth Food & Hygiene course

10 To consider accepting quotation from Suffolk ACRE for insurance (attached)

11 S106 money – to confirm two Parish Councillors who will sign the Parish Council indemnity agreement as detailed in letter dated 25 February from SCDC (copy of letter and indemnity attached - beige)

12 Telephone box Coles Road

The box has been vandalised (details previously circulated). Apparently the box does not make any money and it costs BT to keep repairing it. Do we want to adopt it? Details have been circulated. It will cost £1 to adopt but there will be ongoing costs – mainly to repair vandalism. I have asked for SCDC's advice.

13 County Council consultations: (attached - previously circulated)

Bus service changes
Highway wardens

14 Climate Week – 21 to 27 March – to consider taking part

Climate Week is a supercharged national occasion that offers an annual renewal of our ambition and confidence to combat climate change. It is for everyone wanting to do their bit to protect our planet and create a secure future.

Climate Week will shine a spotlight on the many positive steps already being taken in workplaces and communities across Britain. The power of these real, practical examples – the small improvements and the big innovations – will then inspire millions more people.

Thousands of teams in workplaces and schools will take part on 21 March, the first day of Climate Week. It helps develop skills of innovation and teamwork, and needs no preparation. You can do a one-day version or the one-hour Mini Challenge.

You can also tell Climate Week about the events and activities you or your members are planning for Climate Week. These can then put them on the official events list promoted to the media and to key figures such as politicians, celebrities and business leaders. Register your event here: <http://www.climateweek.com/run-an-event/register-an-event/>

15 MCC update

16 County Councillor's report

Unfortunately I am not able to attend the Parish Council meeting next Monday due to the AGM of another organisation.

Two items to mention but hopefully with more to report nearer the time:

1 The Citi 2 - It is not clear what is happening here and the County Council don't seem to know either! However, I shall try to get an authoritative response and will supply a supplementary report by Monday

2 P&R lights - no progress. I am about to launch an attack on another front! Keep an eye on the press!

17 District Councillors' reports

District Council magazine survey (attached)

Councillors Report – March 2011 – Hazel Smith

Chesterton Fen sewage connection appeal

Anglian Water have now sent the details of what it would cost them to connect up the area, to the Environment Agency, so the decision cannot be more than a couple of months away ...

South Cambs budget meeting

This went off without any surprises. Unlike the County and Cambridge City meetings, which were full of protesters in the public gallery, we had just 2 spectators and no dramas. They still hope that there will be few if any redundancies: the council has been leaving empty posts unfilled for a year now.

We proposed a motion that the Council should be actively trying to share posts and services with neighbouring authorities to save money, and should create a policy on sharing officers and services. This was voted down.

South Cambs is not cutting its funding for grants: this was cut drastically last year, and will be reviewed again next year.

Planning service scrutiny review

I went to a forum to discuss the shortcomings (and successes) of the planning department: the council accepts that the service has been through bad times and it's trying to improve now that the cuts in staffing have been implemented and things are settling down. The new web site for the planning applications is still being developed, and they are promising improvements to the user interface.

There is a Forum for Parish Councillors to discuss the planning service with the scrutiny task and finish group coming up soon.

18 Land Group

Planning Application for change-of-use on CWA land submitted to SCDC

Meeting with Institute of Groundsmanship Regional Advisor Allan Moore to discuss layout of pitches

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

20 Correspondence

21 Dates of Next Meetings

Community Care 17 March 11am; Planning 21 March; Maintenance 28 March; Council 4 April

22 Items and Reports for April agenda (to be received by Monday 28 March)



Jim Daniels - Clerk