

**Minutes of the Meeting of Milton Parish Council held on Monday 3 March 2008 at 7.30pm in the Bowls Pavilion**

**Present:** JE Coston (chair) RH Chapman R Day M Ellwood RJ Farrington SC Humphreys B Jefferson  
IF May HM Smith RT Summerfield RLE Waters  
The clerk

- 1/3-08      **1 Public Participation** – no members of the public were present.
- 2/3-08      **2 Apologies for absence** - PS Badley AJ Campbell G Covell TA Drummond Councillor M Williamson.
- 3/3-08      **3 Declarations of Interest – personal and/or prejudicial**  
HMS – agenda 6 personal – member of SCDC Planning Committee. IFM Tomkins Mead (min 13/3-08) personal – son fishes at Country Park, Colts football (min 20/3-08) – member of Colts Football Club; RLEW Tomkins Mead (min 13/3-08) personal – grandson fishes at Country Park; Bill for payment cheque 3709 (min 38/3-08) chairs for meeting room – personal – member of bowls club.
- 4/3-08      **4 Minutes** - the minutes of the meeting of 4 February 2008 were approved and signed as a true record.
- 5 Clerk’s / Chairman’s report**
- 5/3-08  
(499/12/07)      Impington Village College – letter received from Robert Campbell, Principal IVC, thanking Council for supporting his successful bid for grant aid towards the development of the Sports Centre.
- 6/3-08      Community stadium – no response from Cambridge Horizons.  
(1/1-08)
- 7/3-08      Citi 2 route – no further information.  
(6/1-08)
- 8/3-08      CCTV Foot / cycle bridge – this would be installed at the same time as the CCTV installation at the Park & Ride (report from MW).  
(7/1-08)
- 9/3-08      Urban Retirement Village – exhibition took place on 19 February. The Land Group agreed to meet to look at S106 Agreements in anticipation of the planning application.  
(8/1-08)
- 10/3-08      Land update  
It was **AGREED** to close the meeting to the public at 8.20pm under the Public Bodies (Admission to Meetings) Act 1960 owing to the confidential nature of the business.  
The land group agreed to meet to discuss the possibility of land becoming available shortly for football pitches  
  
The meeting re-opened at 8.32pm with 11 members present.
- 11/3-08      Parish Plan – the questionnaires were in the process of being delivered - collection to take place between 8th and 16th March. The group were identifying where to apply for a grant.  
(11/1-08)      Parish Partnership - copy of the new Parish Partnership document from NALC and ACRE received indicating how a Parish Plan could be effectively used.
- 12/3-08      Internet Banking and credit card – Lloyds Bank would not allow internet banking as the clerk was not a signatory. Lloyds would also not allow the clerk to order a corporate credit card for the same reason.  
(45/1-08)
- 13/3-08      Tomkins Mead – letter from M Woolhouse received. The clerk had subsequently drawn up an “Agreement” for the management of Tomkins Mead which after amending Council agreed to send to Mr Woolhouse:  
(1/2-08)      “CSL agrees to provide a level of day to day management of Tomkins Mead as part of its responsibilities to manage Milton Country Park for an initial period of 5 years.  
The CSL Rangers will be responsible for the maintenance.  
Specialist contractors for large scale works eg pollarding of trees would be organised by CSL after consultation and agreement in writing with MPC. The cost to be met by MPC.  
CSL and MPC will meet on site every 6 months – April and October - to agree an ongoing programme of works.  
Either party may terminate this agreement after giving 6 months notice.”  
The clerk would point out to CSL that Tomkins Mead was a low cost low maintenance nature reserve – no fertilisers or spraying to be allowed. **Action: the clerk**
- 14/3-08      Parking restrictions Butt Lane - from Alistair Frost: the Area Traffic Engineer - David Lines would be happy  
(16/2-08)      to help review the parking (to ensure CCC policy etc are all correctly understood) at opening and following a settling in period. If restrictions were needed and receive appropriate approvals such as Police, Area Joint Committee etc he would get them put in.

- 15/3-08  
(25/2-08) Complaint - Trees: Steve Hampson SCDC was “concerned that the Parish Council have been left feeling that their questions have been left unanswered or that the response to questions has been less than prompt” and apologised “for any delay in resolving this matter to date.”  
To date no satisfactory response had been received to the original query about the poplar tree.  
The chairman had contacted Greg Harlock and was now waiting for a response from Gareth Jones. The chairman had been advised that Council could not contact the Ombudsman although she could as an individual.  
Through Custom and Practice SCDC had always consulted on tree works in the Conservation Area and Council was disappointed that there had been no consultation about the yew tree works in the church yard. Council was mystified as to why the yew tree had been considered urgent on Health & Safety grounds by SCDC whereas the poplar had not been considered so.
- 16/3-08 Planning – consultations by SCDC  
In view of the response from G Jones SCDC (min 25/2-08) the clerk had investigated the law on consultations. [See clerk’s report in agenda papers]. Article 13 of The Town and Country Planning (General Development Procedure) Order 1995 requires the local planning authority to **notify** the Parish Council of applications.  
RLEW had also conducted further research and asked for SCDC’s Policy on consultations especially in light of the Planning and Compulsory Purchase Act 2004. HMS reported that SCDC produced a Local Development Scheme (LDS) which sets out the timetable the Council will follow in its production of planning policy documents over a three year period – to be reviewed annually. The timetable in the LDS was in the process of being updated and the revised LDS would be published in April 2008.  
A “Statement of Community Involvement” revised timetable would be incorporated into this LDS.
- 17/3-08  
(26/2-08) Youth Building - a meeting had taken place with Brian Murfitt, Ian Kendall, Hazel Smith and the clerk and final snagging were being dealt with. The clerk expected the building to be signed off soon.
- 18/3-08 SLCC Meeting – report – the chairman and the clerk attended an interesting SLCC meeting on 8<sup>th</sup> February.  
Items discussed:  
*Assets*  
*The Power of Well-Being* - The new Well Being allows Quality Councils to spend on anything that will benefit the community. CPALC advised that Council should continue to use specific powers and S137 where necessary and use the Well-Being power only if the limit of S137 is reached.  
*Audit* - the external auditor had suggested that Council’s value of fixed assets (£287,302 at 31st March 2007) should be included on the Annual Return, but the Annual Return asks for ‘book’ value [nil] as fixed assets are not included in the balance sheet. Jacque Wilson, CPALC advised that the auditor wanted to know the insurance value of Council’s fixed assets and that figure should go into box 9 of the Annual Return.  
*Cemetery* – it was suggested that both fees and regulations should be reviewed annually.
- 19/3-08  
(16/2-08) Road signs - Michael Williamson and the clerk had looked at misleading road signs and signs in the wrong place. [See clerk’s report in agenda papers]. MW had arranged a meeting with David Lines.  
D Duncan SCDC had agreed to put “No Through Road” signs on the Butt Lane street name signs.
- 20/3-08  
(22/2-08) Colts Football – letter of thanks received from the Colts Football Club for grant of £1000.
- 21/3-08 Cambridge Waste Water Treatment Works – copy Press Release received. Noted that the sewage works would not be relocated if the Northern Fringe (East) were to be developed for industrial use. A new consultant’s study was due by the end of March which would report on the feasibility of relocating the sewage works. This would be presented to the CCC cabinet on 15 April.  
The clerk would report the recent smells from the sewage works. **Action: the clerk**
- 22/3-08 Tree at Cemetery - a tree had become unsafe during the recent high winds. The clerk had received a quotation from Countryside Services of £350 to take down and remove this tree (to be done on Friday 7 March).  
**AGREED** to accept this quotation subject to RD and ME confirming that the tree was dead and unsafe.  
RHC declared a prejudicial interest and left the meeting for this item.
- 23/3-08 Landfill Liaison – a landfill liaison meeting was proposed by Dave Harling manager of the landfill site to be held in April. Exact date to be confirmed.

- 24/3-08 **6 Minutes** - the minutes of the planning committee meeting held on 18 February 2008 were received and noted
- 25/3-08  
(41/1-08) Appeal by S Lee 6 Sunningdale Chesterton Fen Road against refusal of day room (retrospective) – **dismissed. Inappropriate and loss of openness in the Green Belt and harm to the character of the area.**
- 26/3-08 South Cambs Local Development Framework, Southern Fringe and Cambridge City Council East Area Action Plans – adopted 21 February 2008.
- Decisions received
- 27/3-08  
(40/1-08) Mr & Mrs S Clarke 15 Willow Crescent – two storey side extension (retrospective application) – **approved.**  
Following Policies apply:  
Cambridgeshire and Peterborough Structure Plan 2003:  
**P1/3 (Sustainable Design in Built Development)**  
South Cambs Local Development Framework Development Control Policies 2007:  
**DP/1 (Sustainable Development); DP/2 (Design of New Development); DP/3 (Development Criteria).**
- New applications
- 28/3-08  
(38/1-08) S/2431/07 Dr C Charlton 9 Cambridge Road – conversion of dwelling to three dwellings including extension and erection of annexe – amended parking arrangements – **for information only.**
- 29/3-08 S/00226/08/CW Donarbon Ltd - Cambridge Waste Management Park Ely Road Waterbeach – revision of existing site layout, provision of new organic waste reception building and revised surface water drainage scheme – **no comments.**
- 30/3-08 S/0267/08 The Phoenix Trust (Milton) Ltd – Milton Trading Estate Cambridge Road – portable building for classroom / mess and toilets (renewal of time limited permission S/2439/02/F) – **no recommendation.**  
BJ declared a prejudicial interest and left the meeting for this item.
- 31/3-08  
(7/2-08) **7 Horse grazing rights - proposal to let 0.496 hectares of land north of the allotments**  
It was **AGREED** to close the meeting to the public at 8.40pm under the Public Bodies (Admission to Meetings) Act 1960 owing to the confidential nature of the business.  
RHC declared a personal interest as one of the applicants was a regular customer of his.  
It was **AGREED**
- to offer the tenancy to a family (already allotment tenants) living at the edge of the village for £400 per year subject to references. To be reviewed in October. **Action: the clerk**
- The meeting re-opened at 8.50pm with 11 members present.
- 32/3-08 **8 Locum Clerk**  
The chairman checked the office for messages, emails etc when the clerk was on leave. RLEW offered to help whenever the chairman was unable.
- AGREED**
- that the Finance & Staffing Committee consider implications of employing a locum clerk during the clerk's leave. **Action: F & S Committee**
- 33/3-08 **9 Milton Week of Action Initiative**  
The Police and other public organisations were planning 4 days of action in Milton - not just on car crime awareness but on dog mess, graffiti, litter, bogus callers, door chains and spyholes, smoke alarms for those hard-of-hearing.  
Volunteers were needed to clear litter in the village or at MCC/Sycamores during the weekend of 15/16 March.  
A further planning meeting in Milton would take place at 1pm on 13 March in the Parish Council office.  
RTS and the clerk volunteered to be part of the team to walk the village on 17 and 18 March.
- 34/3-08 **10 Annual Parish Meeting 28 April 2008 – suggested format and speakers**  
It was **AGREED** to invite Alistair Frost to give an update on the Park & Ride. **Action: the clerk**
- 35/3-08 **11 MCC update**  
Summer Fayre scheduled for Saturday 12 July with evening entertainment.
- 36/3-08 **12 County Councillor's report**  
Park & Ride – was behind schedule – should open in the Autumn.  
(Other items incorporated already in Clerk's report).

37/3-08 **13 District Councillors' reports**

Guided Bus – works were behind schedule. Junction alterations at Milton Road were now not programmed.

Planning – HMS was on the joint planning committee which was looking at the Cambridge Fringes: Trumpington Meadows, Bell School site, Niab site between Huntingdon Road and Histon Road and Clay Farm, Trumpington. The area between the M11 and Huntingdon Road would be the next stage.

(19/2-08) Appeal: The Old Coal Yard, Fen Road, Chesterton, by Mr Joseph Upton against an enforcement notice issued by South Cambridgeshire District Council for breach of planning control. HMS reported that it was not possible to challenge the ruling as the development had been in the Green Belt for more than four years.

38/3-08 **14 Bills for Payment and Money Received**

**CONFIRMED** payment of cheques 3697 and 3698

**AGREED** payment of cheques 3699 – 3710 (HMS abstained).

39/3-08 **15 Correspondence**

- CCC** - Policy on speed limits
- Transport briefing note
- Countryside access issues
- Milton Park & Ride Briefing Notes
- February 2008 newsletter about the Cambridgeshire Guided Busway
- CPALC** - Liaison Meeting between South Cambs Parishes and South Cambs Cabinet is on Thursday 6<sup>th</sup> March 2008 at 7.30 pm at South Cambs District Council offices.
- Atkins** - A14 Ellington to Fen Ditton - Stakeholder meetings
- SCDC** - List of Public Consultations at February 2008

**16 Dates of Next Meetings**

- Planning** - **17 March 7pm**
- Maintenance** - **17 March 7.30pm**
- Community Care** - **20 March 11am**
- Council** - **7 April**
- Youth** - **14 April**

The meeting ended at 9.20pm

Signed.....

Date.....