

Minutes of the Meeting of Milton Parish Council held on Monday 4th December at 7.30pm in the Bowls Pavilion

Present: JE Coston (chair) PK Oldham (till min 549/06 inc) PS Badley AJ Campbell RH Chapman IL Davis R Day RJ Farrington B Jefferson J Payne IF May HM Smith RT Summerfield RLE Waters The clerk, the chairman of the youth committee (part) and County Councillor M Williamson (part)

Public Participation – members of the public are invited to speak

AGENDA

1 Apologies for absence - M Ellwood

515/06 **2 Declarations of Interest – personal and/or prejudicial**
RLEW item 6 personal (grandson a member of the youth club), item 12 prejudicial; HMS item 10 prejudicial; BJ item 12 personal (member of the bowls club); RHC item 17 personal (business dealings with Site Enhancements).

516/06 **3 Minutes** - the minutes of the meeting of 6th November 2006 were approved and signed as a true record.

4 Clerk's / Chairman's report

517/06 Field adjacent A14/A10 – the clerk would ask the Enforcement Officer for a time scale for re-instatement of this field. **Action: the clerk**
(409/06)

518/06 Crime – Histon Neighbourhood Panel Meeting scheduled for Wednesday 6th December 06. Noted that the Bobby Scheme, a charity providing practical help for older people who have been victims of burglary or who are worried about their security, was facing a financial crisis and requesting a donation. South Cambs Crime & Disorder Reduction Partnership Newsletter received.

519/06 Clerk's audit – Week 1 - 30 hours, week 2 – 33 hours, week 3 - 30 hours, week 3 – 33 hours, week 4 – 30 hours. Total 123 hours

520/06 Highways – foot/cycle bridge - Letter from Brian Stinton:
(466/06)

a) Double yellow lines - “If a need for restrictions is within our policy guidelines and has been (or is) identified, then I can see no reason why the Parish Council could not fund a scheme.” The cost of providing the signs and lines and advertising the proposals in the press would be £1000-£1500. Mr Stinton promised to contact Council again.

b) A10/A14 interchange - Letter from Philip Crack:

“..during the am peak period, the improvements to the Cowley Road Junction, currently taking place are influencing traffic flows on the main A14/A10 junction and that this is having a knock on effect to traffic trying to exit Milton village.

We have been continually reviewing the timings of the lights at the A14 Junction since the work there was finished. The latest adjustments were made on 16 November and we will continue to review the situation. Once the works are finished on the Cowley Road junction we will review again the A14 junction, including the possible installation of a box junction, the light timings and the lane markings on the roundabout and all the slip roads.”

The clerk had subsequently spoken with Philip Crack CCC.

- CCC would look to paint extra sign(s) on slip road (from Histon direction up to A10/A14 interchange) during February at the same time as the Cowley Road white lining. There would be an issue of cost.

- Signs on this (from Histon) slip road verge – these signs were. The police advised against signs here. Alistair Frost would see if extra sign(s) could be put further away from the junction along A14 [this is Highways Agency responsibility].

- A 3rd lane on this slip – the left being dedicated for A10 – would be ideal but this would be very costly. [RTS had proposed this originally].

- Highest traffic flows during evening peak were along A10 second highest into Tesco!

- Cowley Road works lane closure – this lane should be opened by the end of the week during peak hours. As soon as Cowley Road works were finished it was hoped that the junction would work as designed. (Until Guided Bus works starts?)

- Kerbing changes (detailed below) were being considered for implementation after the Cowley Road Junction scheme opened was and settled in (March “ish”). There will be no traffic lights at the Milton slip road.

- Kerbing changes - shaving off a section in the middle of the junction opposite the A10 and A14 westbound entry points would encourage drivers to take full advantage of both city lanes on the roundabout.

- Council unanimously opposed the tentative idea to remove all lane markings and lane marking signs for Milton and give traffic freedom to use other lanes. Council would prefer to see a sign saying “Use lanes as marked”.

- 521/06 Winship Road - Cycle Lane
PKO had met with Patrick Joyce, the County Council cycling officer, on another matter. During that meeting the problem of the Winship Road junction for cyclists on the shared use path was discussed. The visibility was very poor and there had been injury accidents there. He suggested the solution was to firm up the corners to remove the splay of the road (as at Butt Lane). This would make cars and lorries exiting Winship Road have to do so more slowly and would bring cyclists and pedestrians further out before they had to enter the road, giving them a better view and less road to cross.
He also said it might be possible to find the money in the short term to at least put some red tarmac or "elephants' feet" markings across the road to remind drivers of the possibility of cycle traffic. The clerk would ask P Joyce to provide these. **Action: the clerk**
- 522/06 Bus shelter Landbeach Road – a resident has requested that a path “extension” be laid at this shelter as the area where passengers exit and enter the buses had become very muddy. Bob Howard, County Council was investigating.
- 523/06 Maintenance
- Committee structure – RHC proposed that Maintenance incorporates Play and meets quarterly. **AGREED.**
- Allotments Gate - the gate had been installed.
- 524/06 Meetings - start times – Standing Order 1a states “Meetings of the Full Council shall be held monthly at Milton Bowls Pavilion at 7:30pm unless the Council otherwise decides at a previous meeting.” It was confirmed, as discussed at the end of the November meeting, that whenever a visitor attends a meeting that meeting should start at 7.00pm – to be incorporated in Standing Orders.
- 525/06 Standing Orders – an *ad hoc* group, JEC, PKO, RTS and RLEW would review Standing Orders, Committees, Policies etc and the clerk’s contract in readiness for the new Council in May.
- 526/06 Audit – internal audit (report not yet received).
- Risk assessments: these need to be done [eg allotments, cemetery, play, lone working] and minuted that they have been done.
- Fire risk assessment – a fire risk assessment for the office and meeting room should also be done.
Report awaited.
- 527/06 Budgets – requests to the Finance Committee for budgets in 2007-08 needed. The clerk intended asking the Finance Committee to budget for 36 chairs and 6 lightweight tables for the meeting room. – approx cost £1400. The bowls club had agreed to make a nominal donation of £100 towards this.
Noted also that the photocopier was 7 years old.
- 528/06 Motorbike mobile – the clerk had ordered a spring for the motorbike at Froment Way play area (cheque 3362) from Wicksteed only to discover that it was not a Wicksteed mobile. Wicksteed had taken the spring back and would give Council a credit. Upon searching the records the clerk discovered that the City Council supplied the Froment Way play equipment in 1995. The City Council had agreed to replace the spring.
- 529/06 Correspondence – noted that it was Council Policy that all correspondence goes through the clerk. Councillors were obviously at liberty to write to all and sundry as individuals but not on behalf of the Council unless asked to do so.
- 5 PLANNING**
- 530/06 (278/06) Appeal – Mr & Mrs Lemon against refusal of outline permission for a bungalow on land r/o 16 Butt Lane.
- 531/06 (434/06) British Telecommunications Plc – 2 telephone poles and associated wires at Ely Road Milton. Concern has been expressed about the prominent position of these poles within the Conservation Area.
- 532/06 (471/06) Guided Busway – landscaping submission received to discharge condition 4.
- 533/06 (489/06) Park & ride - noted that Histon Parish Council and the Cambridge Cycling Campaign had objected to the proposals.
- 534/06 Napp - The original plans to develop part of the undeveloped site on the science park with a new office facility had been set aside and reconsidered. Napp intended submitting new proposals to SCDC. JEC, RJF and RTS offered to attend an informal viewing and discussion on the proposals on 7th December from 5.00pm to 7.00pm.
- 535/06 Cambridge City Council – Draft Statement of Community Involvement: A Consultation Strategy for Planning in Cambridge received. Consultation period ends 8th January.

Decisions received:

536/06
(484/06) Mr Jutla 15 Froment Way – dormer windows and extension to front gable – **approved**. **Details of materials to be used for external walls and roof to be approved. Second floor rear dormer windows to be fitted with two window casements and not three, details to be approved.**

Structure Plan – **P1/3 (Sustainable Design in Built Development)**.

Local Plan – **HG12 (Extensions and Alterations to Dwellings within Frameworks)**.

Development not considered to be significantly detrimental to impact upon street scene.

537/06
(485/06) Ms T Small and Mr N Mather 1 Burling Walk – first floor side and rear extension – **approved**. **External materials to be identical to those used for existing building. Study windows in south elevation to be obscure glazed and permanently fixed shut.**

Structure Plan – **P1/3 (Sustainable Design in Built Development)**.

Local Plan – **HG12 (Extensions and Alterations to Dwellings within Frameworks)**.

New applications:

538/06
(487/06) S/2009/06 C Carter 5 Pearson Close – extensions – amendments: internal alterations, revised details reduction in depth of front extension - **refuse: over development of the site; over bearing and loss of light for the neighbours; overlooking neighbours; concerned about number of car parking spaces and problems of safety. Support the neighbours' objections.** (Delegated). Noted that the officers recommended approval.

539/06 S/2042/06 CSR Plc – temporary use of land for car parking at Chesterton rail Sidings – **no recommendation**. (Delegated).

540/06 S/2052/06 Mrs Hawes – first floor side extension and garage extension – **no recommendation**. (Delegated).

541/06 S/2123/06 SPP (Southern) Ltd – car park at Tesco Cambridge Road – change of use of car park to car valeting operation including siting of cabin and canopy (amended location) – **no recommendation**.

542/06 S/2125/06 Cambridge Regional College Kings Hedges Road – creation of external screen/enclosure – **no recommendation**.

543/06 S/2162/06 J Crickmore The Barn Chesterton Fen Road – barn conversion to form new dwelling - **refuse**. Comments: **“The site map is very old and does not show the area as it is now. We find this confusing. The application is for “conversion of existing barn to dwelling”. The Planning Inspector’s decision dated 31 July 2006 already allowed the appeal and granted planning permission for this conversion. This application, however, includes a garage also. We are concerned that this is within the Green Belt. There appears to be a mobile home on the site. Does this have planning permission? We note that the inspector’s decision excludes this mobile home (para 15). Does this application accord with SCDC’s Policies for Chesterton Fen?”** (Appeal min 361/06 refers).

544/06
(505/06) **6 Youth** – the minutes of the Youth Committee meeting of 20th November 06 were received.

(507/06) Link with the City – the youth service appeared to be giving better support.

CCTV – the system was now in place. The clerk would ask MCC for a contribution as the sports pavilion and car park were included. **Action: the clerk**

Maintenance in the first year was free of charge. T Crawford would charge thereafter labour costs. Council would need to consider building into future budgets replacement costs.

Opening – scheduled for 16th January from 6-7pm.

Proposed procedure to allow the (co-opted non parish councillor) chairman of the youth committee to speak at Council meetings:

(S/O 71) The following was suggested: **“Chairmen of Parish Council committees who are not parish councillors are invited to attend the ordinary meetings of the Council and where the business is relevant to the committee which they chair, may, at the invitation of the Chairman, speak without Standing Orders being suspended.”**

Ad Hoc group would discuss when reviewing Standing Orders.

Standing Orders were then suspended to allow LH to speak.

Name of Building – although the money was raised for a youth building it was pointed out that the youth were part of the community and that the building was a community building.

It was **AGREED** by 12 votes (2 abstentions)

to call the building the Milton Youth Centre.

Youth Club report – a report of the club’s activities had been circulated. It was commented that the club appeared to be moving in the right direction.

- 545/06
(509/06) **Purchase of settees / armchairs for the youth building**
(See also min 490/06). There was considerable discussion about whether chairs or settees should be bought for the building. Arguments for chairs: easy to clean, easy to move, more flexible and could be used for other events, possibly cheaper, reached level 5 flammability standard.
Settees: young people and youth workers preferred settees, chairs were institutionalised and gave the room the impression of a doctor's waiting room, young people obtained £5,000 from Awards for All, Fire Officer had indicated that settees met the fire regulations.
- It was proposed that Council purchase settees so long as they were within budget and subject to a written Fire Officer's report. This was amended to purchase chairs at a total cost of £638.
- The amendment was defeated - 5 votes in favour, 7 against and 2 abstentions. JEC asked that her name be recorded as voting in favour [Standing Order 11].
The motion that Council purchase settees so long as they were within budget and subject to a written Fire Officer's report was **CARRIED** – 7 votes in favour, 5 against and 2 abstentions.
PKO requested that members' names be recorded [Standing Order 10].
In favour: PSB, AJC, RD, JP, PKO, HMS, RTS.
Against: RHC, JEC, RJF, BJ, IFM.
Abstentions: ILD, RLEW.
- 546/06 **Quotations for insurance of youth building**
The clerk had obtained quotations from Allianz Cornhill and Suffolk ACRE.
AGREED
to accept quotation from Allianz Cornhill to insure the building. *Action: the clerk*
Standing Orders were reinstated.
- 547/06
(459/06) **7 Minerals and Waste Plan**
- report of general meeting held at Bottisham
Comments / points made by the audience – general consensus was against moving the sewage works to Honey Hill. Redevelopment of existing site or making the site West of Milton as a preferred option were suggested.
Comments/points made by the panel in response to audience questions:
Anglian Water –
The works move must be financially viable. Expected time scale for move is about 2015.
- City Council**
Development of the Northern Fringe is a sustainable type of development - people will be close to employment and amenities. 3,200 houses are planned (900 by South Cambs on the railway sidings and 2,300 on the City Council part of the site).
Statements by AWA, CCC Waste LDF received and posted to Council's website.
- Responses on preferred options**
AGREED to send the following to CCC:
- Council agrees with the County Council Criteria for deciding where a replacement sewage works should be sited. Any new site should be a good distance from communities. Both sites suggested in the Milton area would be very close to a number of large communities and business properties where thousands of people work as well as the Regional College and Milton Country Park.
 - The sewage works, being so close to business properties and homes has caused over the years a great deal of distress to workers and householders in the area. Short sighted to locate the new works so close to so many homes.
 - The access for both Milton sites would entail lorries using local roads for access and this is unacceptable.
 - Ancient monuments close to both sites.
 - The site north of Milton falls partly into the flood plain.
 - Both sites are close to areas of significant archaeology so archaeology may be found on site.
 - Both sites within the Green Belt.
 - Support the need and pleased that at last a new modern cleaner works may be built suitable for the needs of Cambridge.
- The clerk would reaffirm Council's objection to the now not preferred option of a HWRC at Crane Industrial Estate. *Action: the clerk*

- 548/06
(469/06) **8 Parish Plan - ACRE Information Evening.**
A report prepared by PSB on a recent informative Cambridgeshire ACRE Information Evening on 14th November 2006 had been circulated. In summary: The focus was 'Community Planning'. The evening confirmed for PSB that Milton should / must(?) engage with the process of producing a parish plan and that it should start as soon as possible.
Benefits: the community of Milton would become more informed about the activities of the Parish Council and other village organisations AND the Parish Council would have information about the opinions and interests of the community. The process would take between 12-18 months from the initial meeting to publication of the report but the process was as important as the final document – which normally has an action plan covering the next ten years. Given the changes that Milton was likely to face in the next ten years decisions need to be made in the context of known information and public awareness.
Noted that Council would not run the process and that ACRE would provide a grant towards the costs.
Although Council had previously decided not to pursue this option PSB proposed that Council look again at the possibility of producing a Parish Plan and invite Melanie Baker from ACRE to the next meeting. **AGREED.**
- 549/06
(498/06) **9 Country Park** – noted that the portfolio holder was being recommended to support an application for the designation of Milton Country Park as a Local Nature Reserve. Council sent the following to SCDC in January:
“We would support your application for Nature Reserve status so long as this does not conflict with present uses e.g. fishing, dog walking, children playing.”
Updates: community orchard – opportunity to sponsor a pear tree. Histon & District Angling Society would like a discounted car parking season ticket. No progress had been made in setting up a Trust. Further cuts of £75,000 needed in 2007-08.
- 550/06 **10 Gate Chesterton Fen**
HMS left the meeting for this item.
The District Council and the Environment Agency had been working together to tidy up the path from Fen Road Chesterton through to Grassy Corner on the Cam. [Public Footpath No 5].
The County Council had ordered a new 'strong resilient' gate at the Chesterton Fen Road end at a cost of £1550 to stop vehicles going down there and fly-tipping. SCDC would maintain it.
The Environment Agency were organising to clean up the ditches on either side of the track.
Both SCDC and CCC were contributing towards the gate. HMS asked that Council contribute up to £500.
It was **AGREED** [Highways Act 1980 ss 43,50]
a) that Council would make a contribution after receiving guidance from the Parish Paths Partnership (P3) and
b) would give £500 less any contribution that could be obtained from P3.
- 551/06 **11 War memorial**
Members at the Armistice Day ceremony felt that that the war memorial lettering needed cleaning. The Charities had indicated that they would consider contributing towards this. The clerk had obtained a quotation from Ivett & Reed plus a quotation also for a total clean of the memorial. The clerk was asked to obtain quotations from Fairhaven and Hibble.
AGREED
The works to be done in 2007-08. *Action: the clerk*
- 552/06 **12 Request from Bowls Club to purchase ditch surrounds**
RLEW left the meeting for this item.
The bowls club had asked for a contribution towards replacing the wooden ditch surrounds to the bowls green with concrete ditches - the total cost being £9559.80. The bowls club would ask other bodies also for support. Concerns expressed: would this set a precedent? Could Council afford it?
It was **AGREED** [LG (Miscellaneous Provisions) Act 1976 s 19] 8 votes in favour, 3 abstentions
to grant the bowls club £1,000 and make an interest free loan of £1,500 to be re-paid over three years.
[Council would also make the order and pay the invoice as the green ultimately belonged to the Parish Council].
- 553/06 **13 Land update** - nothing to report
- 554/06 **14 MCC update** - Building Committee scheduled to meet on 5th December to progress work towards alterations to the Community Centre. MCC were seeking grants from SCDC under the “Community Facilities Grant”.
- 555/06 **15 County Councillor's report**
Park & ride – MW would speak on Council's behalf at committee.
Budget cuts – major cuts were expected in 2007-08 in Social Services, book fund, highway services (eg double yellow lines) and maintenance. CCC had the second lowest Council Tax in the Country.

556/06

16 District Councillors' reports

HMS: had attended the City North Locality (our new 'patch') meeting for councillors, and had got information about children's and young people's provision and initiatives in the area.

Development north of Newmarket Road was due to start in 2008. The Transport Strategy would eventually have a major impact on Chesterton Fen area with a proposed bridge over the railway connecting it to Chesterton Station and the Northern Fringe and Science Park. The railway level crossing could then be closed. Also possible connection from Fen Road Chesterton to the A14 junction at Fen Ditton for buses only.

SCDC communications team (of two people who produce the South Cambs Magazine) won several prizes, including Small Team of the Year and Best Low Budget Campaign at the Chartered Institute of Public Relations (CIPR) East Anglia Pride Awards 2006/7.

RTS: Council would prefer to see the landfill site filled sooner rather than later (8 votes in favour, 1 abstention).

557/06

17 Bills for Payment and Money Received

CONFIRMED payment of cheques 3376 - 3380

AGREED to authorise payment of cheques 3381 - 3397

559/06

18 Correspondence

- CCC - Guided Busway updates
- Highways Agency - Newsletter Autumn 2006
- CALC - Bulletin
- I Jones - Web Site Photo Policy
- Sports Lake - Newsletter
- Robert Roweth CCC - HCV Newsletter
- SCDC safety Advisory Partnership Group - Advice about organising large events (500+ people)
- SCDC - Letter - Grant Funding: Community Facility, Village Sports, Arts Capital

560/06

19 Dates of Next Meetings and diary for the year 2007

Discussed. Clerk would circulate final list. *Action: the clerk*

- Planning - 18th December
- Minibus - 18th December
- Council - 8th / 15th January

The meeting ended at 10.55pm.

Signed.....

Date.....