

## Minutes of the Meeting of Milton Parish Council held on Monday 03 February 2014 at 7.30pm in the Bowls Pavilion

**Present:** RT Summerfield (chair) A Bradnam DJ Chamberlin (arrived 7:35pm) RJ Farrington G Heaney M Hersom (arrived at 7:35pm) IF May J Mowatt MC Perkins HM Smith I Tyes  
The clerk  
County Councillor Maurice Leeke (arrived 8:15pm)  
9 members of the public (7 left at 7:59pm)

1. **Apologies for absence:** apologies were accepted and approved from: JE Coston – personal.
2. **Casual Vacancy:** No residents had come forward for co-option.
3. **Minutes:** the minutes and confidential minutes of the meeting of 13 December 2013 were approved and signed as a true record (proposed IFM, seconded HMS).
4. **Public Participation – members of the public are invited to speak.**  
The Chairman brought the following planning application forward from item 7 so members of the public present could speak on this item.
7. **Brought forward**  
S/2417/13/FL M & A Webb, A & M Tarways Eng. Ltd, 9 Lyndhurst Close, Milton – erection of two bungalows following demolition of existing bungalow.  
Residents from all properties in Lyndhurst Close and one on Butt Lane have sent letters of objection to SCDC about this application Their spokesperson showed photos of the Close to councillors and explained the reasons residents have for objecting to this application.  
**Recommendation of Council – Refuse** (proposed RJF, seconded DJC). Overdevelopment of the site. Design overbearing and not in keeping with the area. Loss of light to neighbouring property to the rear of the proposed development. Contrary to policies DP/2 and DP/3 of Local Development Plan. The plans submitted do not show all of the neighbouring properties, more detailed plans should be available for comment.  
7 members of the public left at the end of this item (at 7:59pm).
5. **Declarations of interest and dispensations**
  - a) **To receive declarations of interest from councillors on items on the agenda.**  
HMS (non pecuniary interest) Agenda item 7 – member of SCDC planning committee;  
HMS and IT (non pecuniary interest) Agenda Item 10 –members of Milton Action 4 Youth (MA4Y) (Youth workers costs included in Budget to be agreed);  
RTS and RJF (pecuniary interest) Agenda Item 10 – members of Milton Community Centre & Recreation Grounds Management Ctte;  
GH (non pecuniary interest) Agenda item 11 – interest in a property at North Lodge.
  - b) **To receive written requests for dispensations for disclosable pecuniary interests (if any).**  
None received.
  - c) **To grant any requests for dispensation as appropriate.**  
RTS and RJF have been granted a dispensation to discuss and vote on item 10 (members of MCC)
6. **Clerk's report**

**Actions from previous meeting:**  
**Annual Parish Meeting** (previous min 6/01-14): Speakers from Anglian Water (sewage works), Cambridgeshire County Council (Science Park Station) and Bellway (North Lodge) have confirmed they can attend the APM on 14th April. The lounge at the Community Centre (MCC) will be booked for this meeting if available.

**New:**  
**Great War Commemoration:** Through the project “The Great War – Between the lines” Cambs County Council is bringing local stories to life such as the role of women, the setting up of local hospitals and factories and the impact on local traditions and customs as well as the Local Regiment's history. This project involves the Libraries and Archives Services.  
Material is already featuring on the Cambridgeshire Community Archive Network website which can be found via this link <http://great-war.co.uk>  
The County Council would like to support your Council and local groups to publicise any commemorative events. These events can be publicised via the County Council. For more information please contact: Mark Miller, External Communications Manager, Box No: RES110, Shire Hall, Castle Hill, Cambridge, CB3 0AP  
Tel: 01223 699283; Email: [mark.miller@cambridgeshire.gov.uk](mailto:mark.miller@cambridgeshire.gov.uk)

**Consultation on proposed amendment to Affordable Housing Supplementary Planning Document:** South Cambridgeshire District Council is consulting on a proposed amendment to its Affordable Housing Supplementary Planning Document (SPD). We are seeking your views on a proposed change to one paragraph in the SPD relating to the Mortgagee in Possession Clauses to include them as standard practice unless exceptional circumstances exist and extend their use to Rural Exception sites. The proposed amendment to the SPD can be viewed online at the Council's website: [www.scambs.gov.uk/content/affordable-housing-spd](http://www.scambs.gov.uk/content/affordable-housing-spd) and can also be inspected at the Council's offices (address below) during normal office hours (Monday to Friday 8am- 5.30pm). Make your comments in writing using the response form, available on the Council's website: [www.scambs.gov.uk/content/affordable-housing-spd](http://www.scambs.gov.uk/content/affordable-housing-spd) or from the Council's offices. Completed response forms should be emailed to [ldf@scambs.gov.uk](mailto:ldf@scambs.gov.uk) or returned to: Jo Mills, Director of Planning and New Communities, South Cambridgeshire District Council, Cambourne Business Park, Cambridge CB23 6EA.

**Village Services & Facilities Update:** SCDC is reviewing the data held for Villages Services & Facilities. Clerk and HMS will send changes required to SCDC by 28<sup>th</sup> February.

**Police:** Sgt Paul Rogerson is moving from his current posting in South Cambs to a new role. This is a planned move, having been posted to Histon for 5 years. Sgt Sandra Davidson will be taking on his role as the local contact until a permanent replacement is appointed (email: Sandra.Davidson@cambs.pnn.police.uk), the designated PCSOs remain the same. Sandra will be in contact soon about a refreshed panel process for 2014. At each Local Police Panel meeting there will be a new item on the agenda - Local concerns raised via Parish Councils. The deadline for items for the next meeting is 5th Feb - the next panel meeting on Feb 12th at Cottenham Village College. HMS and AB will attend.

## 7. **Planning:**

### **Decisions received:**

S/0627/11 Mr Nelson O'Connor, Unit 1 Sandy Park, Chesterton Fen Road, Cambridge – Retention of existing wood-fired boiler enclosure (previous min P5/04-11): **approved**.

S/2157/13/FL Mr Bob Shimmens, Royal Society of Chemistry, 290 Science Park, Cambridge – Extension to create single storey cold/freezer store and shower/locker room facility (previous min P5/11-13): **approved**.

S/2440/13/FL Mr & Mrs David Bird, 6 Cambridge Road, Milton – single storey extension to form indoor swimming pool (previous min P4/01-13): **approved**. The description of the development has been amended to omit reference to the vehicle access gates, which do not form part of the consent.

S/2496/13/FL Dr Clive Petry, 5 Townsend Close, Milton – erection of single storey and first floor extensions to the rear of the dwelling house and single storey porch to the front (previous min P4/01-14): **approved**. Proposed first floor windows in the East and West facing side elevations of the extension shall be fitted and permanently glazed with obscure glass.

S/2570/13/FL Mr & Mrs Whybrow, 5 Old School Lane, Milton – 2 storey side extension (previous min P5/12-13): **approved**.

### **New applications:**

S/2417/13/FL M & A Webb, A & M Tarways Eng. Ltd, 9 Lyndhurst Close, Milton – erection of two bungalows following demolition of existing bungalow (taken forward to follow item 4).

S/2610/13/DC Aula Ltd, Plots 420, 430 and 440 Phase VI, Cambridge Science Park – discharge of conditions 10 (Surface Water Drainage), 12 (Pollution Control) and 22 (Fire Hydrants) relating to plot 430 in respect of outline planning permission S/0179/13/OL (Erection of 3 buildings totalling 13,800sq.m of B1a and B1b floorspace on Plots 420, 430 and 440, Phase VI, Cambridge Science Park. **For information only**.

### **Amendment:**

S/1176/13/FL Mr & Mrs Joe Upton, The Old Coal Yard, Chesterton Fen Road, Chesterton – Reduction in scale of dwelling (previous min P5/12-13). **For information only**.

## 8. **Maintenance:**

**Village Cleaner:** A staff appraisal has been carried out. No actions arising.

**Bus Shelter, Waggon & Horses:** the shelter was not cleaned over Christmas as the village cleaner was on annual leave. Unfortunately during this period an odour was noticeable. The shelter has now been cleaned and disinfected and will continue to be disinfected once a week. The seating area has been checked and no work is required at present.

**APPROVED** letter to send in response to email received from an allotment holder about allotment rent increase (proposed IFM, seconded AB).

## 9. **Community Care:** the minutes of the meeting held on 22 January 2014 were received and noted.

**AGREED** recommendations (proposed IFM, seconded RTS):

- The CPAD to be installed on the external wall of the Bowls Pavilion by PC Office. Agreed to accept quotation from Thompson Electrical (offer to fit free of charge and to be included in press releases);
- The launch date for the CPAD will be Weds 26 February at 12midday. (EoE Ambulance NHS Trust will arrange publicity material for this.)

## 10. **Finance & Administration:** the minutes of the meeting held on 20 January 2014 were received and noted. MH asked that his apology was shown on the minutes.

**AGREED** recommendations:

- Training for new Clerk: CiLCA – total cost £500 (to commence April 2014); New Clerks training (2 day course) - £200 (next course is in March 2013) (proposed IFM, seconded GH).
- Sue Humphreys to help new clerk on an ad hoc basis after 6th February, and assist with year-end accounting, to be paid at her current payscale (proposed RTS, seconded IFM).
- That council approves grant of £32,000 to MCC for 2014/15 (proposed IFM, seconded GH).
- That Council approves the Budget for 2014/15 (hardcopy attached) and sets a precept of £125,000 for 2014/15 (proposed IFM, seconded GH).

**NOTED** the new clerk, Gemma Faulkner, will commence her employment on Monday 24th Feb.

**AGREED** to pay for additional hours worked by G Faulkner (at spinal column point (SCP) 25) from 27 Jan–21 Feb for training with current clerk (proposed IT, seconded IFM).

**11. North Lodge – sports facilities:**

NOTED under the terms of the S106 agreement with Bellway Homes, the Pavilion and Sport Pitches are required prior to the completion of the 65th dwelling. Bellway have advised that the current build forecast shows completion of the 65th unit in October/November 2014 and the completion of the Pavilion and Sport Pitches are being programmed to match.

NOTED that pitches should be left for c.12 months after being laid before use. They are likely to be used commencing from start of 2015/16 football season. They must be laid according to FA specifications.

**12. Reports from external meetings: Reports were received and noted from:**

**Ian Tyes: Local Highways Improvement Panel Meeting – 20th January**

IT was given 3 minutes to present the bid for speed reduction measures for the approach to Fen Road/High Street junction. Applicants can seek up to £10,000 from the County Council as a contribution, but must provide at least 10% of the cost themselves. Flashing speed limit signs are around £2500 each. A zebra crossing and reduced width would be around £25,000 - the panel recommended submission of a fully costed and designed proposal if such a scheme is presented in future years.

No decision has been received regarding the bid for flashing speed limit signs.

**13. MCC report was received: Andy Gray, Community Centre Manager**

Maintenance/Improvements:

Decoration of upstairs rooms 1 + 2 and the stairwell is ongoing, when the rooms are not in use.

Work is expected to start imminently to level the slabs on the pathway between MCC and the doctor's surgery.

Bookings:

Bowls is the main weekend activity during February, with all 4 Sundays being used all day by either South Cambs District Bowls or Cambridgeshire County Bowls.

Youth Building:

Nothing to report.

Vandalism:

Nothing to report.

RJF gave a brief update from the joint MCC/Parish Council meeting held on 29<sup>th</sup> Jan (minutes will be circulated when they have been finalised). The MCC trustees do not support a new skate park at The Sycamores rec. This will now not be pursued unless the working group looking at future facilities for the village recommend doing so.

**14. County Councillor's report was received: Maurice Leeke, County Councillor**

**Park and Ride Charges** – The County Council is consulting on its proposal to charge for parking at all the Park and Ride sites round Cambridge. This is likely to reduce the number of people using Park and Ride but the particular concern for Milton is the risk of displacement parking on the village side of the Butt Lane footbridge. Clerk to write to express concern about displacement parking in Milton, with Butt Lane of particular concern as the Primary School is situated on this road, the cost to set up this ill-thought out scheme could be better used elsewhere and, if implemented, improved facilities for obtaining change must be available at Milton P&R site.

**Action:  
Clerk**

**A14 Consultation** – The results of the previous consultation on the proposed improvements to the A14 showed that there was barely a majority in favour of the scheme. Those who supported it were balanced by those who did not support the plans to charge a toll for using it, including many who pointed out that it could lead to increased traffic on other roads as motorists and commercial vehicle users sought to avoid the charge. A revised plan is due to be issued shortly (without the tolling proposal) and there will be a fresh consultation exercise.

**Fen Road** – There was an accident on Fen Road over the weekend where a jogger fractured his ankle after stepping into a pot hole hidden in a puddle. I have been to see the site of the accident and the state of the road, which has been made much worse by the many contractors' vehicles for the works currently being done on the railway. I have asked for an urgent meeting with the highways officer for our patch to try to get something done about the road. RTS asked the Clerk to send a letter to Network Rail to complain about the damage caused by heavy equipment, and mud left on the road during recent works carried out on the railway.

**County Council Budget** – An announcement is expected imminently about the referendum limit on councils' budget for next year. The County Council is working on the assumption that it will be similar to last year's 2%, and if so the Council tax increase is expected to be just under 2%. The budget will include cuts to services and increases in charges, such as the Park and Ride one mentioned earlier.

## 15. District Councillors' reports

### *Councillors Report – February 2014 – Hazel Smith*

#### **Changing the rules on provision of sewerage**

The District Council has voted (44 to 1 with 1 abstention) for my motion, for SCDC to put in a response to the consultation by the Welsh Assembly on S101A Guidance for Wales. I have now received an email from Jim Paice's office saying that DEFRA will also be revising the Guidance in English law following the outcome of the Welsh one.

In parallel there is the Water Bill currently making its way through parliament. It has passed through the Commons (1st reading) and is due in the Lords next week. I contacted Baroness Christine Humphreys who is speaking on the Water Bill in the Lords on Monday. She was interested in the situation with residential caravans. It may be possible to make the change through that means (though the EA would prefer detailed Guidance).

We are meeting SCDC officers on 28th to put together a response from the District Council.

#### **Conservators of the Cam**

The meeting was this week, and everything seems to be changing in the next few months. They are looking at moving the office from Bait's Bite Lock to Clayhithe, and developing there a better workshop and office provision attached to it. The Chairman for the last few years, John Adams (who worked for the Environment Agency), has retired from the EA and as Chairman, and is retained as a consultant until May to look at improving the efficiency of the staffing structure, and to manage the planning side of the building project. In the meantime, Dr Pip Noon, who some of you will know, the River Manager, is leaving at the end of January, and John Adams will be filling that role on a temporary basis while they appoint a replacement.

The lock cottages are to be re-thatched this year. There is also controversy over the moorings at Riverside, for which the City Council has recently found itself to be responsible.

#### **Finances**

The capping or referendum limit has still not been announced so councils have to second-guess the government on this. The County Council has guessed 2%. SCDC seems likely to do the same. There is a Council Tax Freeze grant available to councils, which is worth 1% if the CT stays the same. Because of the mechanics of it all if the referendum limit is actually 1½ % then SCDC would do better at least this year to take the CT Freeze grant. The Rate Support Grant from government will reduce by 33% in 2015-16 (down £848,000) having already dropped by £750,000 between 2013-14 and 2014-15.

SCDC also loses at least £500,000 a year in Business Rate appeals, and if a business's rateable value is reduced we have to pay out arrears of overpaid tax. The next review of businesses' rateable values was due in 2015 and has been postponed till 2017. The statutory relief for small businesses originally brought in for one year has been extended.

Savings are again the theme – most cuts will come in in 2015. The Council is looking to cut over £400,000 from Environmental Health through the 'Business Efficiency and Improvement Plan' which includes 72 separate 'projects' for savings. There are cuts (£70,000) and reorganisation in the Waste Collection service that will come in this year, including some sharing of costs with the City Council. Because the Council now has to fund Council Tax Benefit from Council Tax, and 35-40% of new houses being built will be affordable housing, let to benefit claimants, we lose on average approx £50 per year per new house. We have to pay for the refuse collection and other services and don't get enough in Council Tax to cover it. New Homes Bonus looks like a very lucrative pot of money, but the Council does not expect it to remain at the current level. (£5m of it has been earmarked to pay towards the A14.) We have received the decision that the NHB will not be top-sliced to provide funding for the LEP (which had been a serious proposal).

They hope to make money through the new housing company to fill some of the gap. There will be extra money in the budget to take through Area Action Plans on Cambridge Northern Fringe East, Waterbeach, and Bourn Airfield. Lots of work coming for us in Milton there.

Councils are increasingly lending surpluses to each other. The Greater London Authority and Transport for London have sold bonds, and Cornwall is now doing the same. The LGA is setting up a Municipal Bond Agency and it is likely that SCDC may become a founder member, investing some of its funds and benefiting from fees paid in the future by other councils.

#### **Planning Enforcement**

The officers are investigating Tesco advertising banners and car sales on the car park.

County officers are handling Travellers who have moved onto the Milton P&R site.

The mobile warden scheme grants for 2014/15 will be presented at the Environmental Services PFH meeting on 18 March for decision.

## 16. Bills for Payment and Money Received, Budget Figures

**CONFIRMED and AGREED** payment of cheques 101008–101017 and direct debits (proposed GH, seconded RJF). Budget figures were **NOTED**.

## 17. Correspondence:

Clerks & Councils Direct – January 2014

The Clerk Magazine – January 2014

Highways Agency – A14 Cambridge to Huntingdon – copy of the consultation report

Health and Social Care Information Centre (HSCIC) – leaflet and FAQs on NHS Data Use Programme

Magpas – request for a financial contribution for their work. **AGREED** to write to advise the council only has funds to support village-based projects (proposed RTS, seconded MP).

**18. Dates of Next Meetings** – 17th February Planning; 3rd March Parish Council (7pm); 17th March Planning; 24th March Maintenance.

**19. Items and Reports for March agenda** (to be received by Fri 21 February 2014).

RTS thanked Sue Humphreys for her hard work during her time as Clerk and wished her well for the future.

The meeting closed at 9:13pm

Signed..... Date.....