

Minutes of the Meeting of Milton Parish Council held on Monday 11 July 2011 at 7.00pm in the Bowls Pavilion

Present: RT Summerfield (chair) AJ Campbell DJ Chamberlin JE Coston GA Covell M Ellwood
RJ Farrington M Hersom IF May J Mowatt MC Perkins HM Smith A Winnington
One member of the public, the clerk and assistant clerk

1 **Lawrence Green SCDC – Emergency Plan**

The chairman welcomed Lawrence Green. He explained that there was no legal requirement for Parish Councils to adopt an Emergency Plan although SCDC were obliged to do so. Such a plan would identify local risk assessments, skills and resources, contact points, emergency centres in the event of an emergency. HMS reminded Council that Tesco had acted as a reception centre during the 'big freeze' on the A14.

It was noted that the school had its own Plan. This Plan would be focused on the school rather than the whole community. JEC would ask if Council could have a copy. **Action: JEC**

MCP, MH, JM and HMS agreed to form a working party to consider an Emergency Plan for Milton.

Thanks to Mr Green for attending.

2 **Apologies for absence - TA Drummond I Tyes.**

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

HMS agenda 7 – personal – member of SCDC Planning Committee.

4 **Minutes - the minutes of the meeting of 06 June 2011 were approved and signed as a true record.**

5 **Public Participation – members of the public are invited to speak**

SCDC had not litter picked Chesterton Fen recently (Min M8/03-11).

Action: the clerk, MH and HMS would contact SCDC.

6 **Clerk's report**

MCC dispensation (PC8/02-11) – the clerk would ask SCDC for dispensation to allow RTS, RJF and HMS to take part in discussions about MCC, especially finance matters.

Seat (PC5/03-11) – P Capitain had now installed the seat. Thanks to him and a band of volunteers who helped with lifting and carrying.

Parish Plan (PC11/05-11) – it was decided to do nothing further at the present time.

Pedestrian / cycle barrier (PC9/06-11) – P Capitain had ordered a "Sheffield" style barrier - to be concreted into the grass. Cost approx £70 + labour.

Christmas lights (PC11/06-11) – R Chapman had not replied to the clerk's request. RJF reported that he had a contact who might be willing to put up the lights.

EDF had submitted a budget figure of £1,000 - £2,500 for supplying power to Pond Green.

It was **AGREED**

to ask if EDF would be prepared to submit a proper quotation to supply power to a secure point without any obligation to do the work and also to submit a separate quotation for lighting up the village sign. Action: assistant clerk

Chesterton Fen visit – (PC14/06-11) – to be arranged.

Village bike tour (PC14/06-11)

Tomkins Mead: No 'Tomkins Mead' sign on the path by the surgery. **Action: Maintenance Committee.** (See min M10/06-11)

Missing drain cover in Coles Road: Now replaced.

State of red phone box on Coles Road: Asst Clerk wrote to BT and phone was now in working order.

Graffiti on side wall of Tesco: For HMS to bring up at her next meeting with Tesco manager.

Concrete slabs on Sycamores Rec paths: Loose slabs sticking up on both paths (especially by trees). **Action: MCC** (Manager Andy Gray had been advised).

No youth club: There was a sign on the youth building that there would be no youth club that night due to staff shortages. However, we were not told about this by the youth workers.

Hawthorn Hedge green: Discussed whether to have play equipment on this green or not. General agreement that, due to proximity of houses and size of green, might be best to leave it as it is. (See min M9/06-11)

Spinning Swing on Froment Way green: Fenland Leisure had found that this piece of equipment was not as bad as they had thought. They tightened the bolts up top and now the swing was fully safe and operational. However, Fenland Leisure recommended that Council upgrade the bolts in the timber to a larger size to give them more gripping power and would come back to us with a price. **Action: Clerk's Office.** (See min M9/06-11).

Cemetery: Noticed there were quite a few kerbs around various graves. Need to consult regulations to see if this is allowed and what, if any, action to take. **Action: Maintenance Committee.** (See min M7/06-11 below).

IVC Academy status – noted that the governors of IVC were consulting about academy status.

Live Bus Times

AGREED to give Paul Oldham permission to put a laminated notice on all the stops detailing how passengers can get live bus times via their mobile phone.

Histon Neighbourhood Panel Meeting – scheduled for Tuesday, July 12th at Waterbeach in the Church Room. MH would attend.

Parish Charter – draft Charter for South Cambridgeshire Councils had been received and circulated.

Comments:

“3.12 *“Elections* – we accept that that the parish will have to pay for elections.

4. *“All councils undertake to.....”* it needs to be made clear somewhere that engagement with the Parish Councils is through the clerk as some councillors have more access to SCDC and County than others, and it should be formal, and recorded.

Page 14 *Maintenance of verges* - add gritting and salt bins, and Litter bins - add dog bins.

SPEP (Page 15) – we do not agree that local councils should pay a membership fee, as this is helping SCDC to fulfill its own targets.”

Golf Course (Pc14/05-11) – enforcement notice had become effective on 4 July 2011. No appeal had been received.

- 7 **Planning** - the minutes of the Planning Committee meetings held on 27 June 2011 and 04 July 2011 were received and noted

Section 106 Rowing lake (PC8/06-11) – from Gary Duthie: “Agreement requires maintenance of all drainage infrastructure including pump houses (Condition 31). Stage 2 Flood Risk Assessment (Condition 30) will be reported to Planning Committee accompanied by local consultation results. The Planning Authority will require assurances on precisely the sorts of issues raised by MPC.”

HMS reported that he stage 2 and 3 Flood Risk assessment would be done after the S106 is signed. MPC would be consulted and a full report given to SCDC’s Planning Committee at which HMS would be able to speak. Important planning conditions must be agreed by the Local Planning Authority (SCDC).

Decisions received:

S/0881/11 Mrs Nicola Hawksley Christine Cottage, 27 High Street (P5/06-11) – extended drop kerb – **approved.**

New applications:

S/1260/11 Mr P Overton 363 The Rowans – conversion of garage into antiques shop (A1 use class) –

Refuse on the following grounds:

- **Parking problems:**
 - close to a busy junction
 - opposite an already established business
 - adjacent care homes where staff cars are parked
- **Once change of use to a business is approved a much larger business could at a future date become established.**

Should Planning Officers be minded to approve this application Council requested that it be taken to Planning Committee which JEC address on behalf of Council.

S/1273/11 Mr B Jefferson The Phoenix Trust (Milton) Ltd - land adjacent Jane Coston bridge – replacement sign.

It was proposed but not seconded that Council should object and to ask for a standardised sign for all of the companies on the Cambridge Road Industrial Estate especially as the sign would be on a major approach to the village.

It was then **AGREED to approve the application.** (8 votes in favour, 1 against and 3 abstentions). ME, as a trustee of Phoenix Ltd., declared a prejudicial interest and left the room for the vote.

8 Community Care – the minutes of the Community Care committee meeting held on 9 June 2011 were received. The issue at Barnabas Court (CC6/06-11) had been resolved. Another resident of Milton had been housed there.

9 Maintenance - the minutes of the Maintenance committee meeting held on 27 June 2011 were received.

Winter Maintenance Extension Programme (M6/06-11) – details had been received. If Council agreed to take up the County Council (CCC) offer then volunteers would be needed. Noted that they would be covered by the County Council insurance. A list of sites for gritting would be needed eg A10 bridge, Jane Coston bridge.

It was not known whether the CCC would grit the bridges. It was therefore **AGREED**

to defer any decision until Council receives M Oakman's response.

Action: The assistant clerk to advertise for volunteers on the web, P Oldham's news and the Village View if necessary.

Cemetery (M7/06-11) - the graves should be East – West but were 20⁰ out of alignment towards East South East – West North West. It was generally agreed that all burials should be kept together.

AGREED to leave the question of any necessary re-alignment of future graves to the clerk and chairman of Maintenance.

The clerk confirmed that the headstones were within the regulations and that Council had no regulations about grave kerbstones.

The (new) cemetery was a Council cemetery and had not been consecrated.

Tomkins Mead (M10/06-11) – ME reported that Phoenix would not be able to make a concrete sign and that he had obtained a quote of £80 per sign from Rickwood.

It was **AGREED that the Maintenance Committee should discuss.**

10 Proposal to appoint a Play Representative to advise on all play matters

It was **AGREED to appoint JEC as 'Play Advisor'.**

The question was raised whether the fitness equipment (M9/06-11) would be used. JEC responded that the equipment would be sited on The Sycamores recreation ground and that sports clubs were keen on using it and that in her experience this type of equipment was proving to be popular in Cambridge City.

Council would seek grants to fund this equipment and in order to obtain grants Council would be expected to prove the need for it.

11 MCC update

The Village Fayre again proved to be very popular and successful.

Action: the clerk to thank the organising committee.

12 County Councillor's report - attached (received in his absence)

Community Transport

A10 speed limit review

Council agreed that as the volume of traffic controlled the speed on the A10 alongside Milton any money would be better spent on improving the junctions, especially the Humphries Way/Landbeach Road junction.

13 District Councillors' reports - attached
Councillors Report – July 2011 – Hazel Smith

Litter picks

Another litter pick was scheduled for Sunday 17 July at 3pm at Chesterton Fen.

Chesterton Fen sewage connection appeal

SCDC solicitor was looking into this – judicial review?

Noted that any development in South Cambs will have condition relating to foul drainage – cess pits, septic tanks being acceptable to SCDC.

Tesco

Planning and localism

Conservation in SCDC

Industrial estate

Ageing well

Bus cuts

Gemmix (P6/06-11) - HMS had withdrawn Council's objection as it was Cemex that had applied not Gemmix.

14 Land Group update

AGREED at 8.50pm [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 meeting re-opened at 9.10pm.

15 Bills for Payment and Money Received

AGREED and CONFIRMED payments of cheques 100492-100507

16 Correspondence

SCDC - South Cambridgeshire Community Pride and Village Hero Awards – RTS and HMS to discuss.

City Council – consultation on draft Eastern Gate Development Framework

ACRE – Community Action magazine

LCR – Local Council Review magazine

The Clerk and Clerks and Councils Direct - magazines

Guided Busway – due to open 7 August

17 Dates of Next Meetings

F&A 18 July 2011

Staffing 2 August 2011

Planning tba if necessary

Council 5 September 2011

18 Items and Reports for September agenda (to be received by Tuesday 30th August)

The meeting ended at 9.18pm

BILLS GREATER THAN £500 June-July

09/06/2011 Buchans Landscapes	April	-2,390.14
	May	-2,390.14
09/06/2011 Prime Plumbing	MCC heating	-4,817.66
30/06/2011 Salaries		-2,953.19
11/07/2011 HM Revenue & Customs	PAYE/NI 1st Qtr	-2,680.38
11/07/2011 Moore Stephens	Audit fee 2010/11	-660.00
11/07/2011 MCC	Youth building 1st Qtr	-1,179.03
11/07/2011 Buchans Landscapes	Grass cutting month 3	-2,390.14
TOTAL		-19,460.68