

Minutes of the Meeting of Milton Parish Council held on Monday 2 June 2014 at 7.30pm in the Bowls Pavilion

Present: Jane Coston RT Summerfield A Bradnam RJ Farrington IF May
MC Perkins HM Smith G Heaney DJ Chamberlin I Tyes.
Clerk
County Councillor Maurice Leeke (arrived 8pm)
No members of the public

1. To accept and approve apologies for absence.

No apologies

2. Casual Vacancy.

JEC has spoken to an interested member of the public, awaiting further information and availability.

3. To approve the minutes of the Council meeting of 12 May 2014 Approved and signed as a true record.

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

At the close of this item members of the public will no longer be permitted to address the council members unless invited to do so by the Chairman. – No members of the public present.

5. Declarations of interest and dispensations:

a) To receive declarations of interest from councillors on items on the agenda;

b) To receive written requests for dispensations for disclosable pecuniary interests (if any);

c) To grant any requests for dispensation as appropriate.

HS member of South Cambs planning team.

GH purchasing a house at the North Lodge Bellway site.

JEC interest in a piece of land on Fen Road.

6. Clerk's report

Report of trees being an annoyance at Edmund House.

A resident of the Rowans has been in touch about the trees in the Garden of Edmund House. They are blocking out light, dropping branches and leaves in her garden and sap is visible in the garden making it difficult to hang washing out. Clerk has spoken to Edmund House, the trees have a 'TPO' on them as South Cambs have advised to cut once every 5 years – referred back to resident.

Overgrown bushes on the corner of David Bull Way.

A resident has spoken of a near accident due to overgrown shrubs and bushes on the corner of David Bull Way. Clerk agreed to send a letter to the residents.

EON – Smart Meter.

EON are offering to upgrade our electricity meter for free to a 'smart meter', which automatically sends meter readings directly to EON so they no longer have to be read. Agreed Clerk will arrange for this to be installed with EON unless there are any objections.

Safe. – Not discussed.

Update on Milton Sewage Works.

Received new documents into the parish office, with updates on impact to the sewage works. JEC to visit.

Clerk feedback on meeting with Sutton Parish Council, including banking information.

Meeting with Sutton PC on the 21st of May, gained some useful tips on Scribe to help with accounting and also picked up some information on Unity Bank, a specialist bank for UK organisations only, specialising in Councils. Free online banking with option to set up payments for others to approve. Also the use of an Alto Card. Clerk to send information out to finance and administration committee members and add to agenda for the next meeting.

Action

Clerk

Action

Clerk

Action

Clerk

Planning:

Decisions received:

7. S/0570/14/FL - Cambridge Regional College, Science Park Campus – Trevor Smith – Pedestrian gate and bridge. – APPROVED.

S/0746/14/FL 45 High Street, Milton – Mrs Carol Croomer – Erection of detached double width garage. – APPROVED.

New applications:

S/0928/14/LB + S/0745/14/FL - Milton Hall, Ely Road, Milton. Internal alterations to form new toilet accommodation, office accommodation and externally to form an accessible entrance. All agreed **NO RECOMMENDATION.**

Not on agenda – added by delegated powers.

S/1022/14/AD – Tesco, Cambridge Road - 4 Unilluminated signs for the click and collect area.

NO RECOMMENDATION.

Amendment:

S/0728/12/FL (S/0988/14/NM) – 78, The Sycamores. Miss Choi Wan Tang – Non material amendment to

replace all upvc windows and doors with aluminium clad timber (anodized bronze) windows, change the size of windows and doors, change finishes for exterior walls, raise the roof on single storey extension by 250mm and amend fence design. **NO RECOMMENDATION.**

8. Maintenance:

Gassing of rabbits at the allotments - CWA have not been able to supply a quote for pest control. Quote from Command Pest Control for one-off treatment £660+VAT for one day of gassing plus additional £330+VAT for follow-up treatment 10 days later for a total of £990+VAT. RS Proposed action, IM Second. All in favour. **AGREED.**

Report from village walk around.

Attending: Jane Coston, Ian Tyes, Ian May, Hazel Smith, Gary Heaney, Jim Mowatt, Mike Perkins, Anna Bradnam (note-taker).

- 1) **Jolly Brewers Pub** - Noted that the sign advertising Associated Decorators had been removed from the fence. Excellent.
- 2) **Ely Road** – The footpath needed a blue roundel sign showing that the path was for shared use of both cyclists and pedestrians. This could be attached to the first street lamp on the east side. There was a similar roundel on the west side of Ely Road at the raised crossing (see below). Referred to ML.
- 3) **Ely Road** – Cycle route 11 to Waterbeach – raised crossing over Ely Road. The direction of the blue fingerpost was queried. Were cyclists intended to cross to the west side of the road and travel on the carriageway to Waterbeach, or were they intended to continue up the tarmac path on the east side of the road, which gets rather narrow further north? Referred to ML.
- 4) **Ely Road** – the eastern verge just south of the College Farm entrance. This needs to be trimmed back to about 50 cm from the footpath.
- 5) **Bus Shelter** opposite the Waggon and Horses Pub – there was some litter and an odour of urine and disinfectant. It needed to be steam-cleaned or pressure-washed. It was noted that buses stop next to the Bus Stop sign outside the bus shelter (and at the bus stop opposite) which causes a major obstruction in the road. There is a concrete lay-by just beyond and slightly south of the bus stop. If buses stopped here they would not obstruct the road. The words ‘Bus Stop’ could be painted on the concrete lay-by, to inform drivers. The electronic ‘real-time information board’ needed to be left where it was, visible from the bus shelter but could a Bus Stop sign be added to the ‘Give Way’ sign post in the lay-by? This would improve the safety of northbound and southbound traffic at this point.
- 6) **High Street outside College of West Anglia** – there were numerous potholes in the road and in the entrance to Knight’s Way. Referred to ML.
- 7) **High Street outside the College of West Anglia** - the garden hedge is overhanging the wall and obstructing the footpath. (Had the occupier already been written to about this?)
- 8) **Cemetery** – **Confidential Item.**
- 9) **Allotments** – The allotment policy only allows fruit or nut trees to be grown on the allotments. A number of plots had Lleylandii or conifer hedges surrounding them. All tenants had been sent a letter explaining that inappropriate trees must be removed and if they were not removed, the tenancy of the allotment might not be renewed. The enforcement of this rule had caused some concern.
- 10) **Play Area – Humphries Way** – all in good order
- 11) **Play Area – Froment Way** – the goal mouths needed to be levelled. A parent had requested a big slide for slightly older children. PC might wish to suggest a different item of play equipment. If privacy of neighbours would be compromised by a high slide, the residents would need to be consulted. **Maintenance agenda.**
- 12) **Play Area – The Rowans “Teletubby Land”** – toddlers play area - the ground underneath the swings needed to be re-filled with bark. The surface of the whole area needed to be raked to remove weeds. The fence needed one new slat. The lowest branches of the overhanging cherry tree needed to be removed to above head height as part of the **September maintenance agenda.**
- 13) **Play Area – The Sycamores “Hawthorn Hedge”** - Children mostly play football here as there are two conveniently placed ‘goalpost’ trees but also because there is not other play equipment here. IM suggested this area which is sheltered from the wind would benefit from one (and possibly two) concrete table tennis table(s).with suitable surrounding ground surfaces.
- 14) **The Rowans “The Beauty Box”** - a new business had been opened next to “Shapers”. It appeared to be in one side of a double garage. No planning permission for change of use had been applied for.
- 15) **Footpath from Butt Lane to The Elms - trip hazard.** Tree roots had lifted the surface which was now dangerous.
- 16) **Wild area on the corner of The Rowans and High Street** – there was some discussion about whether this area should be allowed to be wild or mowed. No change was proposed.
- 17) **The Sycamores 100-106 – shrubbery and fence** – the PC confirmed that the fence (low, square-section rails along the side of the shrubbery, now rather dilapidated) marked the boundary of the residents’ property. If they were concerned, they could repair or replace the fence. It did not belong to the PC. Buchans had planted more shrubs.
- 18) **The Sycamores Recreation ground – the Green Gym “Xerscape”** – it had been reported that a rubber on one of the ‘walkers’ needed to be replaced. In fact a plastic stopper on the ‘Leg Press’ needed to be replaced. The surface of the explanatory sign had been damaged or eroded and was now barely readable.
- 19) **The Rowans junction with Cambridge Road** there were overhanging shrubs on the north side.

ActionClerk

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Hazel Smith

ActionClerk

ActionClerk

During week days cars park all day close enough to the junction to present a hazard to cars approaching the junction. It was felt that if the PC requested double yellow lines to be painted up to (say) 20 m from the junction, the problem would just move further down The Rowans. *[It has to be said, this would make the junction safer. AB]* A driveway effectively stops cars parking very close to the junction.

ActionClerk

- 20) **Cars doing 'donuts' in Tesco car park (and Coles Road car park) late at night** HS has asked Tesco if their CCTV and number plate recognition equipment could be used to identify those causing this nuisance.
- 21) **Village Sign** – it was suggested we might want a new village sign (southern approach). **Maintenance Agenda.**
- 22) **Coles Road – broken wooden bollard** - on the RHS of the raised pedestrian crossing (going northbound). Trip hazard. Highways needed to be advised about this, as it was their responsibility.
- 23) **Telephone box** – the telephone had been broken. Some of the glass panes had been broken. Need to inform BT.
- 24) **Coles Road – green service** – graffiti
- 25) **Coles Road** – a dead tree, covered in ivy needs to be removed. It is in the clump next to the National Grid 'hut'. Advise Buchans.

**Highways Clerk.
ActionClerk**

**ActionClerk
ActionClerk**

The Chair would raise the problems at the Cemetery on the PC meeting agenda Monday 2 June. All other items would be held over until the maintenance June meeting or PC July meeting.

Cemetery

AGREED to set up a meeting with the traveller liaison officer Debbie Barrett and some of the Smith family to discuss issues. Meeting members to include HS, IT, AB, MP. Letter to be sent to the family to ask them to remove items on the wild flower garden.

Action clerk

Bus Stop at the Waggon and Horses.

Smells strongly of urine and disinfectant, Clerk to look at prices for steam cleaning. To be taken to the maintenance meeting on the 23rd of June. GH approval of up to £500.00 for the works to be done.

Action clerk

9. **Bellway.**

Meeting at The North Lodge Site with Bellway Homes.
13th May 2014. 11am.

Attendees: - J Coston, R Summerfield, I May, H Smith, A Bradnam, I Tyes, B Waters, R Day, R Mungovan, David Hamilton, R Gardner, A Prentis, M Oakes, P Thompson and The Clerk to Milton Parish Council.

Topics for Discussion. Pavilion, Football pitches and Lake. (Unfortunately we were unable to view the lake).

LAKE

Rob Mungovan – South Cambridgeshire District Council.

After visiting the site and looking at the lake at the end of March, Rob shared photos of the lake and reported that there was a concern about the level of work still to be completed.

Attention was drawn to the following Executive summary points of lake restoration strategy where work is incomplete:

1.5 – The existing outfall will be constructed as a weir to regulate the flows to match the existing flow conditions.

1.6 - The existing silt removed from the base of the lake is proposed to be re-used in the construction of soft landscaping around the development site, subject to screening and acceptability testing.

4.30 A sediment forebay is proposed to be constructed at the inlet to the incoming ditch (at the western corner of the lake) and at the inlet of the main drainage from the development site. The sediment forebay will provide a means to trap incoming silt and debris which could possibly wash down from the ditch, as well as provide a means for more manageable future maintenance of the lake. Details of the locations of these forebays have been indicated on the general arrangement drawing available within this document (Or from Milton Parish Council Office): - <http://plan.scambs.gov.uk/swiftlg/MediaTemp/1125443-420257.pdf>
As a result of no sediment forebay having been constructed, there was a build-up of sediment from the building works (when the lake was viewed in March), making the water look cloudy, along with a build-up of rotten organic material and silt at the feeder stream to the lake. This would likely cause a impediment to flow which may increase flood risk to upstream properties.

Questions for Bellway: -

Q - When are aquatic plants going in? – Pat at Bellway to look at.

Q - When is the final de-silt going to be done – The lake will be de-silted again in August.

Query on Owl Boxes agreed 20/08/2012 – Pictures shown to RM, most preferable chosen. Richard Gardner informed of choice.

Q - Why was de-silting stopped? RG - Speak to contractor.

Q - Pathway/Footpath, partially in place to the edge of the woodlands – why? It is intentionally not completed, no work near to the woods will be completed while it is nesting season for birds. Look to restart this at the end of August to beginning of September.

Q – When will the remaining tree planting take place? – November. 10% Already completed.

Q - Bridge- Should logically be completed as the footpath is completed, Bellway to clarify a date.

Q – Weir - Should be completed by Autumn, Bellway to confirm a date.
Q – What happens to the silt? – It will be removed and dried out.
Q – How long will the de-silt take? – A few days. Advise that the PC and SCDC be invited back in the middle of September to view the lake.
Q – Will there be a pre-inlet pond to catch silt before it enters the lake as indicated in the lake restoration strategy? (Documentation produced by Rob M 2010).
Lake levels need to be put back to where it was.
Sediment gully may need cleaning. Cleaned every 3/5 years. Documentation to be checked about the management of cleaning/de-silting.
A new drainage system was put in place for the site, the old system from the previous building were dug out.
Boundaries – Southern boundary, a discussion with the farmer is needed. Solid hedge, left as is. Wire fence along the side of the football pitches to be looked at in the planning documents.

Football Pitches and Pavilion.

Silt from the pond to be used as a base for the football pitches.
There is a 6 month programme in place to build the pavilion and pitches, with hope to get the foundations down before the end of June. Bellway are using a new contractor, who are concentrating on houses and then the pavilion. Once the pavilion is started, they will move on to the pitches.
The underground preparation is important, and we would prefer this worked on as soon as possible, using the correct materials.
Bellway said ideally the pitches will be seeded in September/October. This will need to be done before hand over to parish council. The pitches must be to FA Specification.
Q – What type of drainage will be used? There will be a natural run-off.
Q - Query on clearing the aggregate out of the soil, does this need to be screened? The screening and depth of clearing, complies with the S106 and FA. Maximum slope will be 1 in 3 from touchline to boundary edge.
Q – Confirm that the pitches are full size? Yes 90m by 50m.

Bob, Roger and professional to meet with Lee, the site officer.
Parish Council agenda item, to agree whether to appoint a professional to supervise the development of the football pitches.
Parish Council agenda item, to agree whether to appoint a professional to oversee the construction and development of the pavilion.

Dates still required for actual handover. But likely to be November.
Freehold documentation still required. Bellway confirmed again that they will be handing over the freehold. Varying S106 from Leasehold to Freehold will need South Cambs approval.

If there are items that need to be added to the design of the pavilion such as an alarm, Bellway will need to be aware 4-6 weeks before the build starts. Any items will have to go to a Parish Council meeting to be agreed.

Queries to be discussed at the next Parish Council Meeting before formal discussions with Bellway –
Could there be a possibility of varying the S106 date of handover?

North Lodge.

Renovations are still in discussion with South Cambs. Nothing agreed as yet. Security is being maintained.

Playareas.

JC to look at playground plans.
Query on grass mat surfaces.
NOT part of freehold. A management company will be in charge of all green areas. Service charges levied on home owners applied.

Bats

Bat boxes on fringe and pavilion.
All boxes should be facing south.
Bat boxes on buildings still to be erected.

Bird boxes
A number still to be erected

Wildflower meadow

This is to be re-seeded once earth works are completed. Ideally an autumn sowing should be aimed for as it has less risk of failure due to dry weather.

S106 includes a definition of the required “Landscape and Ecological Management Strategy Plan”. The provision of this document is a requirement of the S106 which was discussed casually between RM & RG at the end of the meeting. The provision of this document would clarify many management areas and avoid later confusion as to responsibilities. It should be delivered by the autumn.

Clerk to send meeting note to Richard Gardner.
Clerk to amend all Northlodge references to North Lodge

Public Bodies (Admission to Meetings) Act 1960] to exclude members of the public to this meeting owing to the confidential nature of the business. Proposal to close meeting.

Report from Land group meeting 23rd May 2014.

Meeting reopened at 9.15pm

Agreed to appoint Peter Jones Associates to supervise the laying of the football pitches and oversee the management of the process.

Agreed to appoint The Roger Driver Partnership, Mike Elsome to oversee the construction of the pavilion on the North Lodge site.

See confidential minutes.

Land available to bid on through Cheffins auction.

JEC Left meeting for this discussion. IM took over the chair.

Discussed the possibility of bidding on a piece of land at the bottom of Fen Road for parish use. Propose no further action DC, Seconded MP. Seven in favour of no further action, three abstained.

10. Staffing.

Agreed to appoint agency staff to support Clerk in the interim due to be unable to appoint, the clerk will be contacting relevant agencies to find some office cover.. Initially starting with agency workers at CAPLAC. IM proposed. HS Second. ALL IN FAVOUR.

11. Community Care.

Meeting notes for the Community Care meeting on the 7th of May Approved.

12. Finance and Administration.

Meeting notes from the 28th of April, and follow up meeting on the 7th of May approved.

13. A14 Consultation.

AB feedback on the A14 consultation event held at Milton All Saints Church Hall on the 27th May. Discussion on items to feedback to the A14 consultation board.

To mark a splay at the top of the slip-road from Milton to the roundabout, over the A14, to allow cars to exit onto the A14 eastbound more easily. AB Proposed. DC Second. 8 in favour, 1 against, 1 abstain.

Proposal to widen the bridge at the Milton Interchange from 2 to 3 lanes on the western bridge. Proposed GH, Second IM. All in favour.

Request to widen the road from Milton to Fen Ditton to three lanes then add a sound barrier for the Country Park. All in favour.

Request a sound barrier Blackwell caravan park. Proposed AB. Second IT. All in favour.

Proposal slip road to the Science Park from the A14 South side, across to the Science Park to alleviate traffic using the existing underpass between the Milton and Histon junctions. All in favour.

Letter received with comments about the A14 from a member of the public. Letter noted and clerk asked to feedback to resident about where best to send their letter.

Action Clerk

14. Reports from External Meetings.

None

15. MCC report – from Andy Gray, Community Centre Manager

Community Centre Report - June 2014

Maintenance/Improvements:

Nothing to report.

Bookings:

The Colts Presentation Evening was once again very successful, as was the netball tournament held on the same day.

There are no Saturday Night parties during June, although we do have a Dog Show all day on Sunday 1st June and a Chess Tournament all day on Sunday 15th June, as well as our normal weekend bookings.

Staff:

Linda remains on long term sick leave, whilst Kevin and Ray share most of the locking up duties.

Youth Building:

Nothing to report

Vandalism:

Nothing to report.

Andy Gray
Community Centre Manager
21/05/2014

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County Councillor's report was received: Maurice Leeke, County Councillor

Gone to committees from CAB?

Parking charges at the park and ride have been delayed until mid-July

Humphries Way junction – The bund will be replaced once the work has been completed. The daffodils were not seen as a priority.

When questioned about the slip road being reinstated if there are many accidents, the answer essentially is no, however the road safety team are always reviewing decisions if there are more accidents caused than were initially.

Pot Holes – Now been fixed on a plan bases not reactive. Hopefully Fen Road will be looked at shortly. Hopefully the full village will be concentrated on soon.

No feedback on white lines through the village as yet.

Dual use sign for the cycle path from Fen Road, to the North of the village should not be a problem.

Parking on corners, particularly the Rowans – Maurice to feedback.

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Councillors Report - June 2014 - Hazel Smith

Anglian Water

I expect many of you went to the open session at Milton Community Centre. They have plans to take out of commission the 2 large filter beds at the front of the site, and to replace them with a larger version of the activated oxygen treatment system that they already have, at the bottom of the site. The potential for smells will be rather less, and the numbers of flies should reduce.

However there is no change to the storm water contingency – the overflow holding tank at the front and the storm lagoon at the back will still be there, so there will still be the risk of smells when we get heavy rain.

Bellway

I have again contacted the planning officer to chase up the S106 variation, which David was working on. It seems that Bellway were waiting for SCDC legal dept to agree that in order to give us freehold of the pavilion and sports pitches, a Deed of Variation was the way forward.

Rob Mungovan, the Council Ecologist has taken up our concerns that Bellway had not completed the work on the lake at the side of the site, which seemed to be a surprise to Bellway. I have asked to be briefed on the situation over North Lodge – Bellway say they are waiting for an agreement with SCDC on the conservation of the building. SCDC have Conservation experts that they have brought in on contract (having made all their own conservation officers redundant), and I am promised that they will give a view.

After the Land group meeting I contacted the planning officer (who is on leave and not back until 3rd June), and the legal officer, who replied:

On the question of North Lodge being on the market for £295,000 as a modernisation opportunity:

“The planning obligations are protected by a registration in the Local Land Charges Register and will be revealed on any buyer conducting a local search. As the obligations encumber and run with the land, the seller would also be obliged to disclose their existence and effect as part of the conveyancing process when deducing title. There is nothing to prevent a sale but that sale will be legally subject to the obligations so far as they relate and continue to be satisfied.”

On the freehold transfer of the land and pavilion:

“Turning to any revised delivery proposals in respect of the pavilion/recreation land, I am aware there has been some discussion of this but do not think I presently have any instructions outstanding to vary the current planning obligations. Variation will be necessary if delivery is now to take some different form (freehold rather than leasehold), and this will need the LPA to lead as the case for variation will turn on the planning merits of the revised outputs envisaged. Maybe Andrew can comment on this aspect as I imagine he will be rather closer to any discussions than I have been.”

So we'll have to wait for the planning officer Andrew Winter's return from leave to know what the situation is, and make progress.

Tesco “My Tesco Family” focus group

I went to the first meeting of this group, which attracted 5 members of the public this time, covering interest groups at the church, and business (golf club) and local residents. This is a nationwide Tesco initiative, so is likely to continue even if the manager is reassigned elsewhere. They do want more people to attend (free coffee and cakes were on offer!), and welcome any concerned residents/customers. The general idea is that Tesco want to be closer identified with the community. The discussions were wide-ranging. They agreed to try to help with the next litter-pick, and emphasised that they are happy to help local charitable and community groups with raffle prizes or help in kind..

Planning enforcement

A case file has been opened concerning 2 Willow Crescent, where there is a shed erected in the front garden.

District Councillor Election

You will probably have heard that our colleague Anna Bradnam was elected as our district councillor, after a long and diligent campaign. She spoke to lots of our residents and has built up a strong picture of what Milton wants, which obviously includes Anna! Congratulations to Anna, and I’m looking forward to working with her on the council.

Hazel

Bills for Payment and Money Received, Budget figures circulated at meeting.

Payments of outstanding bills confirmed and agreed. HS Proposed AB Second. All agreed.

Budget figures noted.

- 18. Chair mentioned that a mobile phone was to be purchased for the Clerk’s office with the ability to access emails remotely and cut the cost of the BT phone bills, a contract of roughly £20.00 per calendar month including unlimited internet to help if the office internet is not working. Agreed to purchase a mobile phone on 20th January 2014 at the finance meeting. Maximum cost £300.

19. **Dates of Next Meetings –**

- MA4Y AGM 3rd June 5.30pm – Youth Building
- Planning Committee 23rd June (7pm)
- Maintenance meeting 23rd June (7.45pm)
- Staffing meeting 30th June (7.30pm)
- Parish Council meeting 14th July (7.30pm)

Chair would like to thank everybody that attended the village tour.

The meeting closed at 9:50pm

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