

Minutes of the Meeting of Milton Parish Council held on Monday 04 March 2013 at 7.30pm in the Bowls Pavilion

Present: RT Summerfield (chair) AJ Campbell (arrived at 7:58pm) JE Coston DJ Chamberlin
M Ellwood RJ Farrington G Heaney IF May J Mowatt (arrived at 7:35pm) MC Perkins
HM Smith I Tyes G Wynne-Jones
The clerk and assistant clerk
1 member of the public (left at 8:42pm)

1. **Apologies for absence:** Mark Hersom
2. **Casual Vacancy:** No applications had been received.
3. **Minutes:** the minutes of the meeting of 04 February 2013 were approved and signed as a true record.
4. **Public Participation – members of the public are invited to speak.**
Emma Holbrook from Cambs MENCAP spoke to outline the fundraising they would be undertaking in Milton to raise money for a new sunroom for residents at one of their properties in the village. RTS thanked Emma for attending and keeping the parish council updated on MENCAP's activities in the village.
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
 - b) **To receive written requests for dispensations for disclosable pecuniary interests (if any).**
None received.
 - c) **To grant any requests for dispensation as appropriate.**
6. **Clerk's report**
Letter to Eric Pickles: A letter about the changes to council tax support has been approved by RTS and IFM and sent to Rt. Hon Eric Pickles MP and Rt. Hon Sir James Paice MP (previous min 16/02-13). An acknowledgement has been received from Sir James Paice.

Website Blog: The Asst Clerk has turned off the 'comment' facility so no one else can post comments to the blog (previous min 6/02-13).

PAYE Real Time Information (RTI): from 6th April 2013 payroll details will be sent to HMRC each time a salary payment is made (monthly in our case). As I understand it payments due can still be made quarterly. The free basic HMRC software currently used can still be used for this. An update will be available to download after the Employer Annual Return has been submitted for 2012/13. This was an item on the agenda at the SLCC branch meeting on 22nd Feb.

Community Transport Fund: The Community Transport Fund (CCC) is inviting loan/grant applications for schemes to develop new local transport initiatives or enhance and/or expand existing services.

Fen Road: CCC Highways have advised that repairs to potholes in Fen Road will be done. This work should take place soon.

SLCC Branch Meeting: The Clerk attended this meeting on 22nd Feb at Orchard Park Community Centre. The main agenda item was to discuss PAYE RTI (see above). It was interesting to note the problem with car parking in this area – houses have been built with only 1 allocated parking space in some cases and as the local bus service was withdrawn following the launch of the guided bus (which is always full at peak times when it reaches Orchard Park) a lot of residents need to use a car to get about. This has led to congested roads due to parked cars. Ian Dewar (CAPALC) advised that the review of the Quality Council Scheme should be finalised by July 2013.

Bowls Pavilion: the replacement floor covering will be laid 5–7th March (previous min 11/02-13).

SCDC Residents' Magazine: The Spring edition of South Cambridgeshire District Council's residents' magazine will begin to be delivered to homes from Saturday 23 February. The delivery window the contractors, PDC, have for this edition means all deliveries should be completed by Sunday 10 March.
For delivery problems please ask residents to contact PDC directly on 01904 606300 or customerservice@teampdc.co.uk.

Sewerage rising main replacement work: Anglian Water have advised this work should now finish by the end of March 2013 (previous min 7/11-12).

JEC asked if any further information had been received regarding signs directing cyclists to the Jane Coston Bridge from the Science Park/busway (previous min 6/02-13). The clerk advised no further information had been received. JEC asked that this was followed up.

Action:
Clerk

7. **Planning:** the minutes of the meeting held on 18 February 2013 were received and noted.

Decisions:

S/2614/12/FL Mr T Owen 321 The Rowans, Milton – single storey rear extension (previous min PC7/01-13): **approved.**

New applications:

S/0331/13/FL Mr Donogh Waring 20 Froment Way, Milton – first floor side extension. **No recommendation.** JEC was concerned about the overbearing effect of this extension on the streetscene.

S/0338/13/FL Mr Crickmore, The Barn, Chesterton Fen Road, Chesterton – extensions and demolition of Stable. **Refuse. Due to the history of this site, the fact it is in the Green Belt, the sewage problems in the area and this development is contrary to policy HG/8 of the South Cambs LDF.**

Appeal Decision:

S/0680/12/FL Mr T Mendham 14 Fen Road, Milton – dwelling house r/o 14 Fen Road (previous min P4/10-12). **Appeal dismissed.**

Pre-application consultation: Notes from a pre-application meeting held on 21st February 2013 at Milton School were received and noted.

8. **Staffing:** this confidential item was deferred until the end of the Agenda as there was a member of the public present.
9. **Maintenance:** Noted that Command Pest Control will be increasing their fees for pest control at the Cemetery from £288 p.a. to £336 p.a. (There has been no price increase for 2 years).
10. **Community Care:** Noted that a community award of £500 from Tesco Charity Trust has been received towards the cost to purchase a defibrillator. The Community Care Committee would liaise with Edmund House regarding the offer to have the machine kept at their site
11. **Consultations:**
Local Development Plan – Issues and Options (SCDC) – 2nd round consultation
Consultation Period: 7 January–18 February 2013 (previous min 10/02-13)
Local Green Spaces: there were no additional green spaces identified to be put forward for designation as Local Green Spaces in the SCDC Local Plan.
12. **MCC report: Andy Gray, Community Centre Manager**

Maintenance/Improvements:

The following work has been carried out in the last month:

- MCC high level gutters have been cleaned out
- The decorative diamond shape in the Annexe has been filled with insulation and boarded up, to improve heat retention
- The broken CCTV control box in the Youth Building has been replaced

Bookings:

2 groups have recently cancelled due to lack of numbers - Rosemary Conley Diet and Fitness (Tuesday lunchtimes) and Advanced French (Thursday mornings)

However, the Wednesday morning Yoga class has restarted and the College of West Anglia are using the main hall for fitness every 2 weeks (Wednesdays). In addition, there are a couple of new groups using the 5-a-side court.

Youth Building:

Calvary Chapel have booked the facilities for a couple of hours on the first Friday of the month (evenings)

Vandalism:

The Sycamores Pavilion + the Youth Building + MCC suffered graffiti on Tues 12th Feb - some sort of tag in yellow spray paint. I have removed what I can but am awaiting SCDC graffiti removal squad to call to clean up the brickwork. The Police have been advised.

13. **County Councillor's report: Michael Williamson, County Councillor**
www.michaelwilliamson.org.uk

This is a joint report. I know that some issues will be relevant to only some parishes, but to avoid leaving anything out, I felt it would be useful to circulate everything to all. I have used initials to show which items may be most relevant to which Parishes.

Cycle Parking at Waterbeach Station (L,W)

This is progressing. The work has been ordered but I do not have any date for installation.

Cycle crossing of the A10 (L,W)

As above, I am awaiting more detailed responses from the County Council officers (but see the Sports Lakes item below)

Landbeach Road - A10 junction (L,M)

As mentioned last month, I am awaiting news of the video surveillance to be carried out. However, I am pleased that those responsible for the installation of the cycleway are talking to those who are looking at junction improvements.

Improved Park and Ride Signage (M)

I think this may have been delayed due to some reorganisation in the Highways team. I have emailed the person who was originally involved and hope to have some response fairly soon.

Sports Lakes (L,M,W)

As many will have seen in the press, the S106 agreement has now been signed. Of course, we still don't know if there is funding in place for the project to go ahead, but there are two important clauses that I had a hand in including way back when the first drafts were being considered.

1. "The construction and provision of a signal-controlled junction at the junction of the A10 road and Car Dyke road." Since the main entrance to the site will be off the Car Dyke road, these works are vital for road safety at this junction
2. The inclusion in the "Forum" of one elected member of each of the Parish Councils of Milton, Landbeach and Waterbeach together with the local County Councillor for the Waterbeach Division. There is a list of issues on which the Owners shall consult the Forum and they "undertake to pay full regard to any such representations" from the Forum.

This project is going to be of major significance and, while many are in favour of it, I am aware that there are quite a few concerns locally about the implications of large events taking place. Hopefully, some of these will have been alleviated by the clauses in the agreement noted above.

Waterbeach Barracks

I have made a lengthy representation to the latest round of consultation. This will be circulated to councillors. I also attended a meeting at South Cambridgeshire Hall where the Defence Infrastructure Organisation (DIO) and Annington Homes were represented. The meeting was essentially to discuss the situation at the former married quarters where there has been a significant amount of crime since the military personnel left. I pointed out at that meeting that the flow of information from DIO and Annington to the local community was pretty disappointing and hoped that it could be improved in the future. Unfortunately, I have not heard anything formally since the meeting.

14. District Councillors' reports

Councillors Report – March 2013 – Hazel Smith

This month has been a busy one for meetings at SCDC. We have had 2 sessions of workshops on **the Local Plan**, in which we discussed Quality and Growth, looking at the results from the consultation sessions in January and February. There was also an afternoon of training on **Planning for Traveller Sites**, to try to inform and reinvigorate the Gypsy and Traveller Development Plan. This is now to be rolled forward and published as part of the new Core Strategy.

The **Litter Pick** went well at half term, though it was a bitterly cold day. We had 5 people out clearing litter. As usual we concentrated on the Tesco area, but also the green by the post office.

The **In Your Patch** meeting was very informative, giving details of the County's approach to flood risk management, and update on the Future Transport project and the future of Neighbourhood Panels.

At SCDC we also had training on **Welfare Reform**, so I am now much better able to field any queries from worried villagers about the changes coming up.

There have been many meetings about the **budget**, which was finally passed last week at full council. The council voted by a majority to **raise the Council Tax by 4.3%**. The opposition tabled an alternative of taking the government's grant and freezing the Council Tax, but this was defeated. I also spoke at length about using the New Homes Bonus - the council currently seems to have no plans for using it, and shows it carried forward at the end of 5 years - a total by then of £9.8m. It is earmarked for one-off infrastructure projects - one of which would be a contribution towards the A14 upgrade to a toll road.

AJC questioned whether this raise would trigger a referendum but HMS advised that as the increase in council tax for a Band D property will be £5 a referendum is not required.

IT expressed concern at the lack of emergency housing available in the area and how the revised council tax benefits system would affect residents.

The SCDC **Sustainable Parish Energy Project** gained an award from a national competition - best community effort in the East of England for Carbon Reduction. There was a presentation at the Gamlingay Eco-hub, and the competition carries on to a national final now. South Cambs is also a coordinating organisation for the **Green Deal**, and about 30-40 home owners, some in Milton, have volunteered to have a free Green Deal Assessment done over the next month.

In my capacity as Treasurer of Emmaus Cambridge (in Landbeach) I have been involved in preparations for the opening of a new shop - **Emmaus IN Cambridge**, which is in Newmarket Road, opposite the old Cambridge Evening News offices and opens on the 5th of March.

The Spring edition of **South Cambs Magazine** is now out, and I delivered it on Chesterton Fen. The Council's new delivery company has been criticised for not delivering to every house, so if you don't get the magazine do let me know. There is also a query over whether they pay above the minimum wage for delivering it - as SCDC only pays them 4p a copy for a dedicated delivery.

There was another meeting of the **Fen Road Chesterton Members Steering Group**. The County Council has done some traffic and speed monitoring on Fen Road, and are bringing forward a new scheme of traffic calming. They also have a plan to make crossing the railway safer. There is a possibility of a footpath right up to the railway on both sides, but also a possibility of an alternative route down to the towpath and under the railway bridge that way. They are now looking at where the funding could come from - the County Council has agreed £100,000 for a start from their S106 contributions fund. There is also a possibility that I am following up for some funding from WREN.

I am on a Task and Finish Group looking at **Enforcement and Inspection** in the council. The idea is to improve the inspection and advice services all across the Council (9 different areas from food hygiene and planning to benefits), by bringing them under one umbrella, and giving officers the possibility of covering many of the areas of operation, rather than working in silos.

And then on Friday the Section 106 agreement for the **Cambridge Sport Lakes** was signed and executed, which means that finally the clock starts ticking on their 5-year planning permission.

15. **Bills for Payment and Money Received, Budget Figures**
CONFIRMED and AGREED payment of cheques 100836–100845 (proposed by MP, seconded by HMS).
Budget figures were **NOTED**.
16. **Correspondence** (inc. urgent correspondence not on the agenda)
Clerks & Councils Direct – March 2013
17. **Dates of Next Meetings** – 18th March Planning; 25th March Maintenance; 8th April Parish Council. Note:
APM will be on 22nd April – all councillors are encouraged to attend.
18. **Items and Reports for February agenda** (to be received by Thurs 28 March).

1 member of the public left at 8:40pm.

8. Item 8 deferred from earlier in the Agenda
Staffing
AGREED [Public Bodies (Admission to Meetings) Act 1960] to exclude members of the public to this item owing to the confidential nature of the business (proposed RTS, seconded IFM).

The confidential minutes of the meeting held on 18th February 2013 were received and noted.
Staff Appraisals have been carried out.

AGREED to ACCEPT recommendations (proposed IFM, seconded JEC):

- **Sue to attend course for Audit/Risk Assessment when one is available (cost via CAPALC c. £35);**
- **Parish Council to pay monthly contract for a phone (Tracey currently receives an allowance of £15 p/month to use her personal mobile). A tariff of £12.50 has been identified via Tesco Mobile which can be capped.**
- **That a fleece jacket and suitable summer outerwear, with a logo, are purchased for the Warden. [Quote received from Talking T's: embroidery set-up £60, fleece jacket £24.65, polo shirt £15.75, sleeveless fleece £23.40 (all prices inc. VAT). Minimum order size is 3 garments].**
- **Tracey can claim up to a maximum of 6 hours extra p.a. for attending meetings outside her working hours on behalf of the Community Care Scheme.**

The meeting re-opened at 8:50pm

The meeting closed at 8:50pm

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