

Minutes of the Annual Parish Council Meeting of Milton Parish Council held on Monday 10 May 2010 at 7.30pm in the Bowls Pavilion

Present: RH Chapman (chair) PS Badley AJ Campbell JE Coston GA Covell R Day TA Drummond M Ellwood RJ Farrington B Jefferson IF May HM Smith RT Summerfield County Cllr M Williamson, District Cllr Mark Hersom, the clerk and assistant clerk

- 1 **Election of chairman and signing of declaration of acceptance of office** – RHC was elected chairman and signed the declaration of acceptance of office.
- 2 **Apologies for absence** – SC Humphreys RLE Waters.
- 3 **Election of vice chairman** - RTS was elected vice chairman.
RTS commented that Council should look longer term for a vice chairman who would become chairman.
- 4 **Declarations of Interest – personal and/or prejudicial**
PSB – land update (agenda 11) personal – allotment holder
GAC - land update (agenda 11) personal – allotment holder
RHC - land update (agenda 11) personal – working relationship with CWA
TAD - land update (agenda 11) personal – member of colts football club
ME - land update (agenda 11) personal – allotment holder
IFM - land update (agenda 11) personal – chairman of Colts football club
HMS – planning (agenda 9) personal – member of SCDC planning committee.
- 5 **Minutes** – the minutes of the meeting of 12 April 2010 were approved and signed as a true record.
- 6 **Public Participation** – no member of the public was present.
- 7 **To confirm the following committees:**
Community Care Community Minibus Finance & Staffing Land (Working Group) Maintenance (incorporating Allotments, Cemetery, Highways and Play) Planning Youth (Working Group)

The following committees and members were confirmed:
Community Care RD TAD ME IFM HMS RLEW
Community Minibus GAC RJF RTS *C Nunn B Pain G Sheen*
Finance and Staffing AJC JEC GAC SCH IFM HMS RTS RLEW
Land Working Group RHC JEC RD IFM HMS RTS.
Maintenance RHC JEC GAC RD ME IFM BJ SCH RLEW
(inc Allotments, Cemetery) *WD Booth M Desvaux E Spong allotments' representatives*
Highways and Play) *Cemetery All Saints' Church representative*
Planning JEC GAC RD RJF BJ HMS RTS RLEW
Youth Working Group PSB GAC HMS *L Henderson*
- 8 **To confirm the following representatives:**
Archaeological Warden AWA Cambridge Sport Lakes Trust Child Protection Officer CPALC & SCDC Liaison Day Centre Footpaths Officer JAG Liaison Landfill Liaison MCC Milton Charities Parish Plan Police Liaison Panel Press Officer Tomkins Mead Tree & Deputy Warden Trolley Bus Village View (by invitation) Website and IT

The following representatives were elected:
Archaeological Warden *WD Booth*
AWA [sewage works] JEC [HMS and MH would attend meetings as district councillors]
Cambridge Sport Lakes Trust ME HMS
Child Protection Officer *L Henderson*
CPALC & SCDC Liaison JEC and the clerk would endeavour to attend CPALC & SCDC Liaison meetings
Day Centre RLEW
Footpaths Officer RLEW
JAG ME
Landfill Liaison RHC JEC HMS
MCC BJ
Milton Charities RD IFM *P Harrold BC Waterson*
Parish Plan JEC [did not intend to stand as chairman of the Steering Group]. Noted that it was

	important to maintain communications between the Parish Plan Steering Group and MPC.
Police Liaison Panel	PSB JEC
Press Officer	JEC
Tomkins Mead	RD RLEW
Tree Warden (& Deputies)	RHC (RD and RLEW)
Trolley Bus	JEC
Village View (by invitation)	JEC
Website and IT	JEC, clerk and assistant clerk.

Note: Northern Fringe ad hoc group would be elected as and when necessary.

Note: IFM was standing down as chairman of the Colts Football Club. Any information about land negotiation would be disseminated to all sports clubs through the usual channels.

9 Clerk's/Chairman's report

SCDC grass cutting contract – Recreation Close and Walkling Way (M4/12-09) – although the clerk had been informed that this would be on next cabinet agenda and that Council would be kept informed of the outcome RTS could not find any reference to it in the agenda papers.

A14 Public Inquiry (PC9/05-10) – reminder pre-inquiry meeting date 24 May 2010. Public Inquiry to begin on Tuesday 20 July at the St Ives Business Centre Parsons Green St Ives.

Bus Stop Waggon & Horses (PC5/03-10) – from CCC officers Andrew Hunt and Glen Edge:

“I am writing in response to your recent email correspondence with Glenn Edge.

I have spoken to Philip Norwell at Stagecoach. Mr Norwell has advised that Stagecoach has made their drivers aware of the need to slow down when approaching this stop and check whether any passengers are waiting. This is aided by the approaching junction. Stagecoach has also placed a notice in the shelter making passengers aware that they need to make themselves visible to the driver and hail the bus as it approaches.

These measures should be sufficient to prevent any passengers missing the bus.”

Environmental clean up - Litter hotspots (PC5/04-10) – the clerk met with Chris Bradley Environment Enforcement Officer and Julian Ayres SCDC on Thursday 15th April 2010 and the following areas were noted as litter hotspots:

Ely Road and A10 footbridge - SCDC would arrange litter pick.

Tesco - Paul Torres, manager of Tesco would organise to litter pick the front and side of the store every two weeks.

Recycling bins at Tesco - Chris Bradley to and take any action if necessary to ensure that this area remains tidy.

In response to a request from a resident the clerk had subsequently added the bund south of Butt Lane to this list.

Histon Neighbourhood Panel – notes of meeting held on 13 April and update received

Priority for Milton: Tackle criminal damage at allotments, community centre and country park and address anti-social behaviour repeat victimisation.

Bicycle stolen from front of clerk's office Tuesday morning 4 May.

Planning Forum – Thursday 20 May at Cambourne – coffee and registration 5.15-5.45 – meeting 5.45pm.

Strategic Flood Risk Assessment (SFRA) – SCDC and Cambridge City Council are working together to produce a new SFRA. HMS and the clerk had completed a questionnaire.

Training Courses – both one day: introduction to Public Rights of Way Legislation and Responsibilities 19 May and fundraising for local community groups 7 July at Hemingford Grey House Hemingford Grey. Organised by Community Transport Strategy and supported by CCC Public Rights of Way and Access Team.

Parish Liaison Meeting – notes of SCDC and Parish Council meeting held on 23 March received. Topics covered:

Elections; Aims, Approaches and Actions for 2010/11; Size of Parish Precepts; Review of Housing Services; Section 106 Agreements; Village Facilities Budget; Refuse and Recycling; litter/fly-tipping and Chairman's delegation.

10 Planning Appeals:

Mr B Moore Chesterton Fen Road (PC6/11-09) against enforcement notice to be held on 18 May at Cambourne.

N O'Connor Grange Park Chesterton Fen Road against enforcement notice alleging that without permission the erection of a carport structure to house a caravan

Decisions received

Mr C Carter (PC6/03-10) – 5 Pearson Close – **approved**. The four ground floor windows in the east elevation to be permanently glazed with obscure glass.

Signal Property Investment LLP (PC6/03-10) -140 Science Park – replacement of existing revolving glazed entrance door with new glazed wind lobby incorporating double sliding doors - **approved**.

New applications

S/0524/10 Miss Pamela Murden 20 & 22 Woodman Way and 6 & 7 Fox's Close – replacement 2.4 metres high fencing - **approve**.

HMS declared a prejudicial interest and left the meeting for this item.

S/0553/10 Mr A Simone land SW of Lea Court Coles Road – dwelling. **Refuse** (1 abstention) -

Comments: objections raised in Condition 1 of pp S/0097/10 still not been satisfied.

Concerns about:

- **Loss of recreational/amenity space**
- **Loss of light for residents of Lea Court and**
- **The proposed fencing at the front of the property in an open plan street.**

Should this application be approved Council recommended that this fencing should not be erected.

Committee reports and recommendations:

11 Land Group update

Minutes from the 8 & 14 April Land Group meetings were received.

Application S/0463/10 for change of use of land at Ely Road (PC8/04-10) withdrawn to allow for highways issues to be addressed. Highways officers CCC had met with members of the Land Group to offer advice.

The application would be re-submitted.

AGREED at 8.45pm [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 8.55pm.

Reports of two meetings received:

1 with the allotment holders held on 8 April and chaired by RHC and

2 the allotment holders on 27 April to discuss the formation of an Allotment Association.

The subject of insurance against personal injury while on the allotments was discussed – to be included in tenancy agreement?

12 Finance - the minutes of the Finance & Staffing meeting held on 26 April were received and noted.

It was AGREED:

to accept recommendation to accept the accounts 2009/10 as circulated (F&S10/04-10) and

to appoint Canalbs Ltd (SJ Wilson) as independent internal auditor for 2010/11 at a rate of £30 per hour and 40p per mile travelling expenses.

13 Annual Parish Meeting – the minutes of the APM 2010 were received and noted.

It was pleasing to see such a good attendance at the APM.

Affordable housing (APM12/04-10) – Council supported SCDC's Policy. It was noted however that there was no land available in Milton. The chairman asked JEC to investigate and report back to Council.

Action: JEC

Parish Council (APM13/04-10) – elections were scheduled for May 2011. The chairman reaffirmed his commitment to advertise and to try to encourage more candidates especially young people.

Representative reports:

14 Milton Community Centre (MCC) update

Refurbishment: The starting date for the building work although not yet finalised, was expected to be mid to late June - the work to take between 12 and 16 weeks. The chairmen of MCC and MPC had both signed letter of agreement for a joint contract.

Bookings: Very little to report, all our regular groups continue as before.

Youth Building: Presently being used 3 times a week during the day (2 to 3 hours per session) by the Centre School at Cottenham + 3 Youth Club sessions on Tuesday and Wednesday evenings + Young Carers on Saturday mornings.

Vandalism: very little to report, although I understand that the police have agreed to keep a closer eye on things in view of the group of youths who congregate at the Community Centre in the evenings.

15 County Councillor’s report

MW had arranged meetings with the Head of Libraries and Community Involvement.

MW would find out the exact position of the provision of additional road signs at Butt Lane/A10 junction and lighting on A10 footbridge. It was suggested that the Press Officer could discuss with the Cambridge News.

16 District Councillors’ reports

The chairman extended a warm welcome to Mark Hersom, the newly elected district councillor.

“Sewage on Chesterton Fen – Section 101A request for first time sewerage (PC16/04-10)

Following a report about smells near the travellers sites and rowers thinking they saw raw sewage floating in the Cam, I was contacted by the Cambridge News. I gave them the background to the issue and a report may be published in the next few days. Water sample not yet taken by the EA.

Other problems on Chesterton Fen

I reported the fly-tipping – this is in the water at Grassy Corner, and the Council is wary of an on-going commitment to clear rubbish on what appears to be private land. They are trying to find out who owns the path at Grassy Corner – it seems that the County Council don’t think it’s their path. Do any councillors know anything about ownership there?

Drainage ditch under A14 road bridge to be cleaned out by the EA.

Council meeting 22nd April

Much was made of the Council’s Corporate Plan for the next year. Unfortunately it was published with ‘xxx’ where a number of key statistics should have been.

In Your Patch meeting

This was on Tuesday 27th April. One of the topics discussed was ‘Community Engagement’. This seems to be formalising what good councillors do anyway, and trying to make it part of a ‘Councillors job description’. They highlight some councillors’ ignorance about how to work with other local agencies to push for things that the area needs.

Parish Plans were mentioned. The Action Plan should be looked at at each parish council meeting, and a refresh of the plan itself, with more discussions with the village, should be done periodically to keep it alive (they suggested quarterly, but that sounds too often). There is an officer at South Cambs tasked with helping to make the relationship with Parishes and local action initiatives work – Linda Browne.

Reduction in funding for Youth

This will be significant and parishes will have to take more of the responsibility for funding youth clubs in their village, and organising them, as we used to do. The next meeting of In Your Patch at Shire Hall will invite youth workers to tell us how it might work. Milton Action for Youth AGM 17 May at 5pm.

Potholes

The County are getting round to them as quickly as they can, but more are constantly appearing. The advice is to report them – officers have no time to look round the streets and identify them, so those that get reported will be fixed (eventually).” Temporary repairs to Cambridge Road industrial estate carried out - new road surface needed. The clerk would report pothole on A14 slip road going east and ‘proud’ kerb at base of A10 footbridge. **Action: the clerk**

Replacement willows

HMS would ask the Cam Conservators about replacement willows along the towpath – especially as the area around Baits Bite Lock was a conservation area (PC16/04-10). **Action: HMS**

17 Bills for Payment and Money Received

CONFIRMED and AGREED payment of cheques 100253-100273 - (1 abstention).

Cheque 100267 refund to Community Care client now in residential care.

18 Correspondence

CCC - Cambridgeshire Older People’s Newsletter

19 Dates of Next Meetings – Planning 24 May; Council 7 June

20 Items and Reports for June agenda (to be received by 28 May)

The meeting ended at 9.45pm.

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