

Minutes of the Meeting of Milton Parish Council held on Monday 14 May 2012 at 7.00pm in the Bowls Pavilion

Present: RT Summerfield (chair) AJ Campbell DJ Chamberlin JE Coston TA Drummond M Ellwood
RJ Farrington G Heaney M Hersom (from 8:05pm onwards) IF May J Mowatt MC Perkins
HM Smith I Tyes
Councillor M Williamson (from 8:30pm onwards)
5 members of the public (part), the two clerks (SJD and SCH) and assistant clerk

The chairman welcomed all to the meeting, especially the members of the public, and welcomed SCH to her first meeting as Clerk.

1 Election of chairman and signing of declaration of acceptance of office

RTS was elected chairman and signed the Declaration of Acceptance of Office.

2 Election of vice chairman

IFM was elected vice-chairman.

3 Apologies for absence - MH sent an apology as he would be arriving late.

4 Declarations of Interest – personal and/or prejudicial

Personal:

HMS agenda 9 planning – a member of SCDC Planning Committee.

TAD agenda 17 Land Group – a member of Colts Football Club.

5 Minutes – the minutes of the meeting of 2 April 2012 were approved and signed as a true record.

6 Public Participation – members of the public are invited to speak –

Alfie Aldhouse and Thomas Hill – presented a signed petition to RTS in support of a new skatepark in Milton. They had prepared a plan of equipment they would like to see in a new skatepark that would be multi-purpose for use by BMXs, skaters and boarders. Possible materials for construction would be steel, which is expensive but easy to install and maintain, or concrete, which is cheaper and would wear less and last longer but would be more difficult to install. The site of the previous skatepark on the Sycamores Rec would be ideal and if it was well used the previous problem of intimidation by gangs could be alleviated. Both Alfie and Thomas would be willing to help raise funds (Tesco's Transform Your Patch initiative was suggested). JEC and HMS suggested the formation of a working party to look at costs. IT proposed that council support the idea of a new skatepark in principle and asked Alfie and Thomas if they would attend the MA4Y AGM on 21st May at 5:30pm in the Youth Building to seek Youth Club support for the skatepark. AJC, HMS, MCP, IT, JEC and GH volunteered to form a working party. RTS thanked Alfie and Thomas for giving a very well thought out presentation.

Rob Chapman, former chairman of Milton Parish Council, gave his thanks to Jim Daniels for 30 years service to the village as Clerk to Milton Parish Council, and also for Jim's hard work and support during his time as chairman.

7 Casual Vacancy – to consider co-option to Council

RTS advised that a CV would be submitted by someone interested in joining Council. This would be discussed at the June meeting.

8 Clerk's report

Committees – confirmation of committees and representatives. A Child Protection Officer was no longer needed as the Youth Club is no longer run by the Parish Council. JAG had not been reformed, and was now part of the Northstowe Parish Forum organised by SCDC. A representative for the Parish Plan was still required. IT noted that the Neighbourhood Plan was part of the new Localism Bill so keeping an up-to-date Parish Plan was important. It is also a requirement for accreditation as a Quality Parish Council. The vacant position would be discussed at the July Parish Council Meeting.

COMMITTEES 2011-2015

Community Care

DJC ME IFM HMS

Finance and Administration

DJC JEC MH HMS RTS IT

Land Working Group

JEC IFM HMS RTS IT

Maintenance

TAD ME IFM JM *WD Booth E Spong*

Planning

JEC DJC TAD RJF HMS RTS

Staffing

JEC TAD IFM RTS

Youth Working Group

GH HMS IT

REPRESENTATIVES 2011-15

Archaeological Warden	WD Booth
AWA [sewage works]	JEC [HMS and MH would attend meetings as district councillors]
Cambridge Sport Lakes Trust	JEC HMS
CAPALC & SCDC Liaison	The chairman and clerk
Day Centre	RLE Waters
Footpaths Officer	To come under the Maintenance Committee
Landfill Liaison	JEC HMS & the chairman
MCC	JM
Milton Charities	IFM R Day P Harrold BC Waterson
Parish Plan	To be reviewed (at July 2012 meeting)
Police Liaison Panel	MH
Press Officer	JEC / Chairman
Tomkins Mead / Tree Warden (& Deputies)	R Day R Waters ME and MH
Trolley Bus	JEC
Village View (by invitation)	JEC
Website and IT	JEC JM clerk and assistant clerk
Patient Participation Group (PPG) representative at Milton Surgery	- JEC and TAD

Minor Highway Improvements (8/02-12) – SJD understood that it was unlikely there would be any money in the highways budget for this.

Histon Panel meeting and Neighbourhood Watch Co-ordinator – A new Village NHW Coordinator is being sought. Polly Wilderspin, NW Cambs N.H.W. Executive Area Coordinator for Histon and Swavesey Neighbourhood Panel Areas, has been invited to attend the June meeting.

Guided Busway – The request from Histon and Impington PC for support in requesting solar lights along the busway from the A14 underpass to Longstanton was not approved.

A10 Butt Lane Junction – Despite increased signage at this junction traffic from Histon was still missing the right turn through the Park and Ride site to Cambridge. As a result vehicles have been observed doing u-turns by Rectory Farm and at the junction with Humphries Way in order to go to Cambridge. IT felt all traffic should be routed via the Park and Ride site to alleviate this problem. JEC noted that this problem had not changed since the last meeting at the Park and Ride site with A. Frost. The notes from that meeting should be circulated again and another meeting with A. Frost, M. Williamson and Council members should be arranged.

Action: The Clerk

Surface Dressing Programme for 2012 – noted that Cowley Road was in the CCC programme for 2012.

Office Equipment - JEC felt the Parish Council Office should have 2 main computers, a new machine and the current machine kept as a back-up, and updated software. JEC will obtain quotes.

Action: JEC

WiFi – In response to a request for access by young people using the car park it was agreed that there should be no access to WiFi at the Parish Council Office for members of the public. This was because there was no control over the sites being accessed and there were cost implications for Council. IT advised that the Youth Building Internet service was now working again.

Iris Chilton – the death of Iris Chilton had been announced. Iris was a Parish Councillor between 1988-1991 and had been instrumental in setting up a community transport scheme which ran for a few years. Iris became a councillor following the death of David Bull (Sue's father).

Fitness Equipment – new fitness equipment will be installed w/c 4th June. RJF queried who would be responsible for the maintenance of this equipment. DG advised there is a 3-year warranty from the supplier (Wicksteed Leisure). RTS advised that MPC will be responsible until MCC have agreed that they will take this on. RJF will report back.

Action: RJF to meet with MCC and report back

9 Planning - the minutes of the Planning Committee meeting held on 23 April 2012 were received and noted.

Jolly Brewers (6/04-12) – IT volunteered to be the Parish Council representative at the licensing meeting at SCDC 16 May at 10.00am.

Presentation by Napp proposed production and warehouse expansion - The date of the next planning meeting has been changed to 21st May at 7:30pm in the Youth Club. NAPP would be invited to make a presentation at that meeting. There is no presentation equipment in the Youth Club – NAPP would need to supply their own if this is required for the presentation.

Action: The Clerk to contact NAPP regarding presentation

Decisions received:

S/0102/12 Mr James Hammond 53 Cambridge Road – dwelling (6/04-12) - **refused. Not in keeping with the surroundings and harmful to the character of the area. Contrary therefore to Policies DP/2 and DP/3 of SCDC LDF Development Control Policies 2007: “all new development must be of high quality design and preserve or enhance the character of the local area and not have an adverse impact upon village character.”**

HMS advised that the application was refused by just 7 votes against to 6 for. Mr Hammond intends to submit a revised application and wanted to attend the next Planning Meeting, now rescheduled to 21st May. Council felt that this was not appropriate until a revised application has been made. HMS advised that a request for a TPO on the Walnut Tree on Barnabas Court land has been made. JEC suggested that a meeting be arranged to discuss the legal position for right of access to this site.

S/0187/12 Mr & Mrs Durrant and Walker 12 Fen Road (P5/02-12) - Single storey rear extension following removal of existing extensions - **approved.**

S/0315/12 Mr D Khan 11 Shirley Close (6/03-12) – extensions - **approved. Conditions imposed about material for external construction and windows/doors/openings in east elevation at and above first floor.**

S/0168/12 Mr A De Simone 33 Froment Way change of use from annexe to separate dwelling (6/04-12) – **refused. The proposed dwelling would overlook the rear garden at No. 33 Froment Way and result in a severe loss of privacy to the amenities of the occupiers of that property. Should the ownership of the properties change, the new owners may wish to erect a fence to screen the window. This would result in a loss of outlook that would adversely affect the amenities of the occupiers of the proposed dwelling. The proposed dwelling would have no external amenity space thus resulting in a poor quality development that would adversely affect the amenities of the occupiers of the new dwelling.**

Therefore contrary to Policy DP/3 of the South Cambridgeshire Local Development Framework Development Control Policies DPD 2007 that states planning permission will not be granted where the proposed development would have an unacceptable adverse impact on residential amenity.

S/0384/12 Mr Ian Litterick Iansyst Ltd Fen House Chesterton Fen Road (6/04-12) – installation of solar PV panels (retrospective) - **approved.**

New applications:

S/0680/12 Mr T Mendham – dwelling house r/o 14 Fen Road – detached two-storey dwelling (modified design to approval S/1715/11 – previous min 7/11-11) – **no recommendation**

S/0756/12/VC Mr & Mrs J Marshall – 48 Fen Road – variation of condition 2 of planning permission (to design of dwelling and design/position of the bin/cycle store).

ME declared a prejudicial interest (neighbour) and left the room at 8:03pm.

Concerns were raised that the new store, whilst shown as temporary, may become a permanent structure and any foundations laid could damage the roots of adjacent trees. The revised design will overlook the neighbour at the rear of the plot.

Refuse – We are concerned that the large store is too close to trees with TPO’s and therefore has the potential to damage these. The foundations may damage tree roots. We note the application is for a temporary structure, we are concerned that in time this may become permanent.

The revised design of the dwelling will now overlook the neighbouring property.

ME returned to the room at 8:07pm.

10 Annual Parish Meeting - the minutes of the Annual Parish Meeting held on 23 April 2012 were received and noted.

11 Finance - the minutes of the Finance & Administration committee meeting held on 30 April 2012 were received and noted.

It was AGREED

- **To adopt the accounts for 2011/12 and confirm responses to Annual governance statement;**
- **To appoint S Wilson, Canalbs Ltd, as Independent Internal Auditor 2012/13;**
- **To appoint Sue Humphreys Responsible Financial Officer (RFO) as from 1st June 2012.**

12 Staffing Committee (moved further down the Agenda to coincide with other confidential business)

13 Queen's Jubilee (8/04-12)

It was AGREED

- **To purchase and plant an Oak Tree in the gap in the line of trees in Coles Road (by 2 Recreation Close) for cost of £240.**
- **To confirm a maximum budget of £600 for a beacon on 4th June at the Country Park. (12 in favour, 2 abstentions)**

JEC asked if a costing had been provided by the Country Park. RTS will negotiate with the Country Park to agree a final cost.

Action: RTS

14 MCC – the minutes of the Joint MPC/MCC Meeting held on 9 May 2012 were received and noted.

MCC Report

Maintenance/Improvements:

The timber on the outside of the Sycamores Pavilion has been repainted with sadolin.

The high level lights in the Annexe have been replaced, making it far easier to access these to replace the tubes etc.

Bookings:

All our existing groups continue very much as before with no new groups to report.

Youth Building:

Nothing new to report.

Vandalism:

After various acts of misuse, the power assisted entrance doors have been repaired at a cost of approx £1000. The 'push button' has been turned off and will only be turned on when I feel it is required (for example, if we have a number of disabled visitors).

There was an attempted break in at the Annexe, between 2.00pm Saturday 14th April and 8.00am Sunday 15th April. A window frame was damaged, which I have repaired and the police dusted for fingerprints, but to no avail.

12 Staffing Committee (moved down the Agenda to coincide with other confidential business)

AGREED at 8:27pm Public Bodies (Admission to Meetings) Act 1960 to exclude members of the public to this meeting owing to the confidential nature of the business.

The minutes of the Staffing Committee meeting held on 8 May were received and noted

SCH and DG left the room for this item and returned at 8:40pm.

17 Land Group Update (moved up the Agenda to coincide with other confidential business)

- **Golf Course update:** It was agreed to ask for meeting with County Council officials. The meeting re-opened at 8.50pm.

- Received Notes of 26 April meeting with village sports clubs representatives who concluded that leasing of Urban Renaissance Villages (URV) recreation space would still leave village clubs (especially Milton Football and Colts) with need for more land. Preferred site would be Landbeach Road which could be acquired in two phases. JEC to liaise with County Councillor Michael Williamson and arrange meeting with County Council officials to discuss purchase of Landbeach Road site.
- RTS and IFM signed the Urban Renaissance Villages (URV)/Helical S106 Agreement on 3 May 2012 following recommendation from our solicitor Amy Richardson at Taylor Vinters.

15 County Councillor’s report

Revised no.9 bus times have been published, missing out Landbeach and Waterbeach.
 MW is meeting with Ian Manning (CCC – East Chesterton) on 22nd May to discuss the new station and has asked if HMS and MH can also be invited. JEC asked if Graham Hughes and SCDC Planning Officers can be invited to the July meeting as this is an issue that will affect Milton – the new station will be in Milton Parish.

Action: The Clerk – invite Graham Hughes and SCDC Planning Officer to July meeting

16 District Councillor’s report

There is little to report this month.
 On the undesirable behaviour question that came to the APM the officer at SCDC is tasked with putting together a case.

17 Land Group update (moved further up the Agenda to coincide with other confidential business)

18 Bills for Payment and Money Received

CONFIRMED and AGREED payment of cheques 100662 – 100684

19 Correspondence

- Local Cambridgeshire ACRE News Digest:** May edition
- The Clerk magazine:** May issue
- Clerks & Councils Direct:** May issue
- The Playing Field**

20 Dates of Next Meetings

- Community Care 17 May at 11am;
- MA4Y AGM 21 May at 5:30pm at Youth Building;
- Planning 21 May at 7:30pm at Youth Building;
- Council 11 June

21 Items and Reports for June Agenda (to be received by Friday 1 June)

The meeting ended at 9.00pm

Signed.....

Date.....