

**Minutes of the Meeting of the Annual meeting of Milton Parish Council held on Monday
18 May 2015 at 7.30pm in the Bowls Pavilion**

Present: JE Coston (chair), A Bradnam, RJ Farrington, D Stirrups, RT Summerfield,
HM Smith G Heaney (7.45p.m.)
S Wilkin (SW) (Assistant Clerk)

- 1 Introduction by all members and signing of declaration of acceptance of office**
All forms were completed, signed and witnessed.
- 2 Election of chairman and signing of declaration of acceptance of office of chairman**
DS Proposed and HMS seconded to elect JEC as Chairman. All **AGREED**.
- 3 Election of vice chairman and signing of declaration of acceptance of office of vice chairman**
JEC proposed and AB seconded to elect DS as Vice Chairman. All **AGREED**.

JEC proposed to write letters to all those Councillors standing down and all **AGREED**.

- 4 Apologies for absence**
None.

- 5 Declarations of Interest**
AB – Planning

- 6 Bank signatories, including Community Care Account**
Ian May to be removed from the Cambridge Building Society account as he is no longer on the Council.

CBS – Community Saver – signatories are currently RS and HMS – JEC to be added
Santander (Deposit) – signatories are currently RS and HMS
Unity Trust – JM to be removed and AB to be added

- 7 Public Participation – members of the public are invited to speak.**

Proposal to move Item 13 forward made as members of the public were in attendance for this item. All **AGREED**.

13 Planning applications

Decisions received:

S/0444/15FL – Paul Liggins, 38 The Oaks, Milton – First Floor extension over garage and single storey rear extension – **APPROVED**

S/0652/15/FL – 45 Cambridge Road, Milton – Two storey rear extension and side rear roof extension – Mr T Collingwood – **REFUSAL**

S/0658/15/FL – Mr Eric Murfet, 40 Old School Lane, Milton - Single storey extension to front of property – **APPROVED**

New applications:

S/0933/15/FL – The Barn, Chesterton Fen Road, Milton – Mr Crickmore – **REFUSE**

(1. The property is in the green belt. 2. We believe the existing extension was conditional on the demolition of the stable. 3. We believe the property may have been extended already without planning permission).

Standing orders were suspended at 8.05p.m. - to allow the public to speak on the Lyndhurst planning application

Standing orders were reinstated at 8.25p.m.

S/1014/15/FL – 9 Lyndhurst Close, Milton – Erection of a dwelling – A & M Tarways Ltd – **REFUSE** (1. Two storey property is unsuitable for this location, being too tall and too massed. 2. Concern over boundary realignment on demolition of existing bungalow and the attached bungalow will be affected by this. 3. Garage moved too close to the boundary of No. 36. 4. Far better to have one bungalow with the same floor area. 5. Light will be blocked off for No. 36. 6. The PC supports the neighbour's objections. 7. If approval is given "no further development rights" should be permitted").

S/1065/15/FL – 71 Cambridge Road, Milton – Single storey front extension – Mr A Betson – **NO OBJECTIONS** – Comment – The PC have some concerns about loss of light for the neighbour.

53 Cambridge Road – To note the email from Taylor Vinters re: easement. Copy below.

Many thanks for your below email.

First of all, apologies for my error in my last email. The reference to Hundred Housing is indeed wrong and should refer to Cambridge Housing Society as you say.

I would also respond to your other points as follows, using the same numbering for ease of reference:

1. I confirm that we have received a separate undertaking from the developer's solicitor to cover your legal fees.

2. I have since been advised by Cambridge Housing's solicitor that they require the proposed development to be revalued given the time that has passed since this project began. This which may in turn lead to the renegotiation of the amount of consideration payable for the Easement, which I assume will result in an increase. These negotiations are being dealt with directly between Cambridge Housing and the developer, Mr Hammond. As soon as is hear any further in this respect I will let you know.

3. I confirm that Cambridge Housing Society's legal costs will be £2,000 + VAT. The developer has given an undertaking to contribute £1,000 + VAT towards this fee, with the remainder proposed to be deducted from Milton Parish Council's apportionment of the consideration. Cambridge Housing are also incurring admin fees of a further £1,500 + VAT which the developer has undertook to pay.

With regard to your final paragraph, I fear that we have our wires slightly crossed here. The request that Milton Parish Council contributed to Cambridge Housing Society's fees is not on the basis of the time which has passed since the project began. It has been a request from the beginning. The figure now being reconsidered given the time which has transpired is the amount of consideration for the Easement, as per my above response at number 2.

My opinion is that the request for Milton Parish Council to contribute to Cambridge Housing Society's legal fees is not unreasonable, given the amount of consideration the Council stand to receive together with the fact that Cambridge Housing Society's team will

be drafting the deed of easement. This is also on the basis that the amount of consideration may increase as a result of renegotiations.

I hope the above is informative, and look forward to hearing back from you with your comments.

Kind regards

Tom Stanton, Taylor Vinters

8 To confirm the following committees and membership

Community Care, ~~Community Minibus~~, Finance, Land (Working Group) Maintenance (incorporating Allotments, Cemetery and Play) Planning, Staffing and Youth (Working Group)**

Community Care	JEC, RJF, GH, HMS, RTS DS
Finance and Administration	JEC, RJF, HMS, RTS, DS, GH
Land Working Group	JEC, HMS, RTS, AB
Maintenance	JEC, RJF, GH, HMS, RTS DS Bob Waters in an advisory role*
Planning	JEC, RJF, GH, HMS, RTS DS
Staffing	JEC, RTS, AB, HMS
Youth Working Group	GH, HMS, DS

9 To confirm the following representatives and volunteers

~~Archaeological Warden~~ AWA, Cambridge Sport Lakes Trust, ~~Child Protection Officer**~~, CAPALC & SCDC Liaison, Day Centre, Footpaths Officer, ~~JAG**~~, 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**

Anglian Water[sewage works]	JEC [HMS and AB would attend meetings as district councillors]
Cambridge Sport Lakes Trust	JEC HMS
CAPALC & SCDC Liaison	The chairman and clerk, AB DS
Good Companions (Day Centre)	RLE Waters*
Footpaths Officer	AB
Landfill Liaison	JEC HMS AB and the chairman
MCC	DS
Milton Charities***	R Day* P Harrold* BC Waterson*
Milton Environment Group (New)	HMS and AB
Milton Air Quality Working Party (New)	HMS and AB
Parish Plan	GH
Police Liaison Panel	HMS, AB
Press Officer	JEC/Chairman
Tomkins Mead/Tree Warden (& Deputies)	GH, AB, R Day* RLE Waters*
Trolley Bus	JEC
Village View (by invitation)	JEC
Website and IT	JEC, GH JM clerk and assistant clerk
Working Capital Projects (New)	JEC, RF and HMS
Patient Participation Group (PPG) representative at Milton Surgery	- JEC HMS

* not Parish Councillors – to May 2015

** disbanded

*** It was **AGREED** that the PC would talk to the Milton Charities before confirming any appointments.

10 To approve the minutes of the meeting of 7 April 2015 and the Extraordinary meeting on 30 April 2015

It was (Proposed: AB and Seconded: DS) that the Minutes of 7 April 2015 were approved by those attending the meeting and signed as a true record. GH abstained as he was not at the meeting.

The Minutes of 30 April 2015 were approved by those attending the meeting and signed as a true record. GH abstained as he was not at the meeting.

11 Clerk's/Chairmans' report

From previous meetings:

The following have been dealt with: repair of The Sycamores exercise equipment, replacement of bark on Rowans play area, reinstallation of parish notice board, request to remove post and rail fencing at 100-104 The Sycamores, notices placed on compost bin at Cemetery, removal of trees on allotment.

The following are in hand:

Replacement of spring and netball hoop in Froment Way play area (work awaited)

Removal of railway seat in Fen Road (work awaited), closure of Co-op bank account.

The quote of £236.64 to spray the horse grazing field was **APPROVED** and SW was requested to contact the contractor to proceed with the work. It was also **AGREED** that this item would be placed on the 1 June 2015 agenda for ratification of this decision.

New items:

Proposal by SCDC to withdraw the school bus between Milton and Impington, verbal complaint received regarding trespassing on land next to North Lodge, graffiti on road signs on Humphries Way and (has now been removed), fallen tree on Humphries Way (has now been removed)

Grant of £1,975 received from SCDC towards the cost of running the Milton Village Warden Scheme.

Holiday cover for Community Care Warden has been arranged.

SW was asked to look into the following matters:

Graffiti and tarmac wearing on Jane Coston bridge

Contact CCC about the replanting of the daffodil bunds

It was to be noted that the Community Care meeting on 29 April 2015 did not go ahead.

12 Planning – to receive the minutes of the Planning Meeting held on 30 April 2015

14 Finance – to receive the minutes of the Finance and Administration meeting held on 11 May 2015 and to accept recommendations

The Accounts for 2014/15 were discussed and it was (Proposed: HMS and Seconded: DS) that the accounts be agreed. All were unanimous that these be approved.

It was **AGREED** to appoint Jacquie Wilson, Canalbs Ltd as Independent Auditor for 2015/16.

It was **AGREED** to reconfirm that the role of a Responsible Financial Officer (RFO) will be the responsibility of the Finance and Administration Committee and this will be discussed by the Staffing Committee and taken forward by JEC.

HMS was thanked for all her hard work with the accounts.

15 To approve the cost of £79 to insert the Chairman's report in the June Village View

It was (Proposed: AB Seconded: GH) that this figure was acceptable. All **AGREED**.

16 North Lodge update

JEC met with Peter Jones of Sports Turf Consultants and Agronomists (pitch consultant), Bob Waters and Colin Nunn on Friday 15 May 2015 to check on the progress of the seeding of the football pitches.

AB had attended a meeting with the residents as they are concerned about the large open ditch and the installation of the spiked fence around the pumping station. Andrew Winter of SCDC has raised this with Bellway. It has transpired that the Management Committee of North Lodge will be the residents as a group and they will need to appoint an agent to do this. JEC said that if the residents needed somewhere to meet before the Pavilion was available they could use the Bowls Pavilion as a meeting point, although this might not be large enough.

The transfer documents for North Lodge had been amended in October and November 2014 by Taylor Vinters and the meetings were attended by JEC, RS and HS. This has been forwarded to Bellway, but nothing further has been heard.

17 Request from Milton Tennis Club to install new lighting on the Tennis Courts at the Community Centre

Nothing further had been heard from the Tennis Club and SW was asked to contact the Tennis Club to see whether they were still intending to go ahead with the planning application for the lighting and if they still wished the council to consider whether they would be the applicant on behalf of the Tennis Club. No copy of the planning application had been received for council's consideration.

18 Request for funding for table and chairs from Cygnets Pre-School Committee

It was **AGREED** (Proposed: HMS Seconded: RF – 6 in favour, 1 against) to approve a grant of £500. SW was to request evidence that the money had been spent on the items requested. The money is to be taken from "Community grants".

19 Annual Parish Meeting – to receive the minutes of the APM held on 13 April 2015

20 MCC update

Community Centre Report - April 2015

Maintenance/Improvements:

Nothing to report

Bookings:

There is one Saturday Night Party/Christian gathering during April

Staff:

Linda has handed in her notice. Atkins Gregory will take on cleaning the Community Centre as well as the Annexe, but we will need to find an additional staff member to unlock, lock up and clean at weekends. If necessary, an advert will be placed in the next Village View.

Youth Building:
Nothing to report

Vandalism:
Nothing to report

Other:
Signed Trustee Declaration and Representative forms are still awaited back from:

Jim Mowatt – Parish Council
Michael Perkins – Youth Club

Please can these be returned asap.

Andy Gray
Community Centre Manager
31/03/2015

21 County Councillor's report

No report received.

22 District Councillors' reports

District Councillor's Report for PC 07 April 2015 **(24 February 2015 – 17 March 2015)**

Anna Bradnam reported on the following items: Environmental Services Portfolio Holder's Meeting – 25 Feb 2015 (Mick Martin); Waste and Recycling TEEP Assessment (Technically, Environmentally and Economically Practicable); Business Improvement and Efficiency Programme (BIEP) Waste and Recycling Service Changes – Interim Update; Histon Area Police Panel Meeting – 25 Feb 2015; SCDC Council Meeting – 26 Feb 2015; SCDC Planning Committee – 04 Mar 2015; Housing Portfolio Holder Meeting – 18 March 2015

AB said at the meeting that she would be attending the meeting with Nicola Burdon and Ian Tyes on Friday 24 May 2015 as she would like to discuss the matter of the speeding traffic on the slip road and the possibility of placing signs with “flashing lights” to remind drivers of the speed limit.

Hazel Smith reported on the following items: Northstowe, Phase 2 including the town centre; Viability meeting on 9 March 2015; On 10th March there was a demonstration of weed-cutting at the outflow to the Great Ouse, from Webb's Hole, where the sewage outfall from Northstowe ends up. On 11th March it was the Transport Working Group, which looked at the road connection arrangements for Phase 2 and the monitoring that is, and will be, going on, to ensure that the building of Northstowe does not cause all the nearby villages to be gridlocked; On 12th March there was a lunchtime briefing on Northstowe; On Friday the 13th March 2015, I had some light relief and went to deliver the SCDC Magazine to Chesterton Fen residents with the new Traveller Liaison Officer, Gary Collins, and Anna: Housing Portfolio meeting on 18th March 2015.

23 Bills for Payment and Money Received

The bills for payment sheet was circulated and it was **AGREED** to pay the outstanding bills.

24 Correspondence

- (a) Request for a sign to be put up at the Milton Chiropractic Clinic, 2 Ely Road, Milton – SW requested to write to clinic and ask them to provide a design and it was **AGREED** that the sign should be placed on their property.
- (b) Letter re: Membership of the SLCC – It was **AGREED** to refer this matter to the Parish Council meeting on 1 June 2015.
- (c) Letter re: Landbeach Road, Milton – Bus Shelter – It was **AGREED** to refer this matter to the Maintenance Committee on 22 June 2015.
- (d) Letter from Highways England re: Draft A14 Cambridge to Huntingdon – It was **AGREED** to refer this matter to the Parish Council meeting on 1 June 2015.

25 Dates for Next Meetings

- 1 June 2015 – Parish Council
- 22 June 2015 – Planning Committee (7.00p.m.), Maintenance Committee (7.45p.m.)
- 13 July 2015 – Parish Council
- 20 July 2015 – Finance and Administration Committee (PC Office)

Meeting closed at 10.15p.m.

Signed: Date: