

**Minutes of the Meeting of Milton Parish Council held on Monday 7 March 2005 at 7.00pm in the Bowls Pavilion**

**Present:** JE Coston (chair) PK Oldham AJ Campbell RH Chapman R Day M Ellwood  
RJ Farrington B Jefferson CJ Lock IF May HM Smith RT Summerfield  
RLE Waters  
The clerk SJ Daniels and 2 members of the public for item 2

88/05 **1 New Councillor** - The chairman welcomed new councillor Alex Campbell who signed the declaration of acceptance of office.

89/05 **2 Anti Social Behaviour**  
Inspector Ormerod, PC Shulver and Brian Quinn, Customer Services Manager, Tesco attended.  
There had been considerable vandalism and anti-social behaviour in the village recently. As a result the police had:

- identified "hot spots" and instructed the force's reactive units to make Milton a priority;
- increased foot patrols by PC Shulver and PCSO Lee Page;
- introduced patrols by special constables on Friday and Saturday nights;
- identified the youths concerned (many of whom come from outside the village) and sent letters to the parents under the police's "Guardian Awareness Programme".

In addition a new PCSO, Ellie Hains, had been appointed and was training in preparation to be on the beat in Milton from April.  
PC Shulver was now responsible for three villages – Milton (including in time Chesterton Fen), Landbeach and Waterbeach.  
Milton, Histon and Cottenham beats, each of which had a Community Beat Manager, would share intelligence and cover for each other.

It was felt that the level of anti social behaviour had decreased since the introduction of foot patrols.

Issues concerning the passageway at the side of Tesco were discussed at length. Concerns were raised about the slippery surface and intimidation of the public. Tesco did not have a solution to the problem of youths congregating in this alleyway. Tesco were not able to provide a CCTV camera for the alleyway but BQ did agree to consider Council's request for a camera.  
Sgt Burns and PC Shulver were liaising with the store to try to resolve the problems of "boy racers" and noise.

One strategy which the police would use would allow youths who were identified and banned by the store to be subjected to an "Acceptable Behaviour Contract" the next step below an ASBO but this did not directly tackle the issue of youths hanging around outside the store unless they also caused problems in the store.

Council raised the issue of Tesco perhaps helping to support local parish groups.

The chairman thanked the police for careful planning and sensitive policing of Fred Moss's funeral.

Thanks to Inspector Ormerod, PC Shulver and B Quinn for attending.

**3 Apologies for absence** – EH Baker LC Twinn

90/05 **4 Declarations of Interest** - BJ item 6 "Industrial Estate Sign" and item 12 "Bills for Payment".

91/05 **5 Minutes** - the minutes of the meeting of 7 February 2005 were approved and signed as a true record.

92/05 **6 Clerk's / Chairman's Report**  
Minutes January – Ian Cowley's name was included in error; figure for repairs to bus shelter should read £162.36 (min 6/05).

- 94/05  
(383/04) Froment Way hedge pruning – hedge on the southern side was pruned recently and new shrubs planted. One strong complaint was received and one phone call expressing thanks. PKO advised Residents on the northern side asked if Council would also cut back their hedge. PKO advised them to maintain the hedge to the standard that they wanted. Council confirmed this action.
- 93/05  
(448/04) Colts Football – letter of thanks for grant received.
- 94/05  
(17/05) Landfill Site – the subject of mud on roads and wheel washing to be discussed at next liaison meeting (letter from CCC).
- 95/05  
(18/05) Seat The Shallows River Cam – the site for the new seat has been identified with the help of the Conservators. The clerk had asked Tom Nicholls to install it.
- 96/05  
(57/05) Parish Priorities  
 - Office see agenda item 10  
 - Recreation land - Report of the meeting of the *ad hoc* committee was received. As a result the clerk had written to Gonville & Caius College, The College of West Anglia and the owner of land in Fen Road. Replies from Gonville and Caius and Mr Wilson of Horningsea (part owner of various parcels of land in Fen Road) were received. The clerk would ask if Mr Wilson would be willing to meet two councillors to discuss. Availability of land off Butt Lane (southern side) was not yet known. This land was being investigated as a possible Park & Ride site.
- 97/05  
(73/05) Cemetery – the family of John Wilson (died 1909) intended to replace the headstone. Mr Wilson bequeathed the land to the village. He was the first person to be buried in the cemetery.
- 98/05  
(60/05) Cycle Bridge – response from CCC to Dr Booth about his suggestion for improved road layout between cycle bridge and The Rowans junction received. Support from landowner, consent from existing businesses on industrial estates and commitment to financial contribution needed. JEC understood that the landscaping would be completed by end of March.
- 99/05 Industrial Estate Sign Silver Fern Ltd (a registered charity) had tried to interest businesses to put up a properly constructed sign for the Cambridge Road industrial estate – without success. The managing director of Silver Fern (established 1982) intended to seek permission to put up an individual sign for his company.
- 100/05  
(61/05) Pedestrian Crossing – A zebra crossing at or near the desired line had been agreed with Mike Davies CCC – to “be in place and operational from the end of April.” JEC would remind the CCC to install new humps in High Street.
- 101/05 Annual Play Inspection – will cost £40 per play area. The clerk had asked Wicksteed to proceed.
- 102/05 Dog Fouling - seemed to be a problem at present near school, Hawthorn Hedge and The Sycamores Recreation Ground. The clerk would write an article in the Village View asking residents to try to identify what time of day the offences were occurring and to report to the clerk who would advise the dog warden.
- 103/05 Post Office – The clerk reported that Anil Lakhani wanted support to continue running the post office. The clerk would ask Anil to put his request in writing.
- 104/05 Rights of Way Improvement Plan – consultation. HMS, PKO and RLEW form an *ad hoc* committee to respond to consultation document. Report to April meeting. RLEW felt that Council should be part of the County Council Parish Paths Partnership scheme.
- 105/05 Code of Conduct - Review  
 The Standards Board for England were conducting a review of the Code of Conduct. Responses to be made individually – clerk to co-ordinate?

106/05 Confidential Items  
The Freedom of Information Act 2000 allows Council to discuss openly "terms and conditions of employment and job descriptions" but not personal records eg specific salary details ("personal data" under the Data Protection Act 1998).

The clerk advised that all personal details, salaries etc and indeed contracts and tenders should be discussed as confidential items.

**AGREED**

to continue printing individual salaries in "Bills for Payment" for Council.

As these items come under "exemptions" F of I Act [Model Scheme – Core Classes of Information Section 4] the clerk would not be obliged to disclose them to the public. It would be acceptable to disclose the total amount of salaries as a "lump sum".

107/05 **7 Planning** – the minutes of the Planning meeting held on 21 February 2005 were received and noted.

108/05 M Healey, Managing Director, Napp and architects would attend planning meeting  
(87/05) 21 March to present their future plans.

Decisions received

109/05 Cambridge Regional College – 15 metre high wind turbine – **approved**. Landscaping  
(464/04) scheme and details of construction of turbine to be approved.

110/05 Mr & Mrs Newton 109 The Sycamores – extension - **approved**. External materials  
(38/05) to be identical to existing building. First floor window in south west elevation to be fitted with obscure glass. No windows or doors to be inserted in south west elevation unless agreed by LPA.

111/05 Mr & Mrs M Chapman 47 Cambridge Road – extension - **approved**.  
(39/05) External materials to be identical to existing building.

New Applications

112/05 S/0081/05 Plastic Logic Ltd – Units 33-35 Cambridge Science park – addition of roof  
mounted duct work and relocated flue together with new plant compound – **for information only**.

113/05 S/031405 I Jones 32 Fen Road – fence (retrospective application) – **approve**.

114/05 S/0345/05 Mr & Mrs I Richardson 7 Humphries Way – demolition of existing timber  
conservatory and erection of single storey study / bedroom on side elevation and rear conservatory – **no recommendation**.

115/05 S/0366/05 Cambridge Regional College – extension to car park 3A – **no recommendation**.

116/05 **8 Youth** - the minutes of the Youth Committee meeting on 28 February 2005 were received and noted.

Julian Ayres CVC had drawn up a draft Service Level Agreement. He was now preparing a revised agreement.

Disappointment was expressed that:

- youth workers had left because of the behaviour of some of the youngsters;
- this behaviour had not been dealt with successfully;
- the youth committee now seemed to have little say in the running of the clubs;
- the one thriving club – run by Milton on Tuesdays - had been disbanded;
- the Monday club clashed with guides;
- the first week of each term was being used for training; and
- Council were funding clubs for youngsters from outside the village. A breakdown of numbers attending was requested.

Council felt unable to accept the recommendation to pay the "Patch" £2500 for the year 2005-06 [including the summer holiday scheme] until the revised SLA was received.

HMS gave an update on the youth building funding.

AJC would consider whether he wished to be co-opted on to the youth committee.

117/05

**9 Accounts Software**

The clerk had been investigating options for a new accounts package. A Finance package designed by Edge Designs Ltd appeared to be the most suitable.

The clerk reported:

“The initial cost is £225 less 20% discount (as member of SLCC) + training on site for 2 delegates £380 per day (£180 per half day) + travelling costs £75. Training could be done at Coventry at £250 per day.

In addition technical support per year is £100 (£90 if we buy “PC Anywhere”). If we have “PC Anywhere” (£45 one-off payment) and I have a problem Edge Designs can work my computer from head office and sort it while I sit and watch on my monitor.

Technical support allows us to have upgrades – at present these are running at one a month.

	YEAR 1	£	YEAR 2	£
So - total cost could be:	purchase	180	Technical	<b>90</b>
	training	380		
		75		
	Technical	90		
	PC Any..	<u>45</u>		
		<b><u>770</u></b>		

Edge Designs will give us a demo on the web. Mildenhall Parish Council use Edge Designs and are very satisfied.”

**AGREED**

to delegate final decision to Finance Committee.

118/05

**10 Parish Office**

The clerk had submitted the following proposals - that MPC:

- 1 Seek planning permission to extend the rear of the bowls pavilion as a Parish Council office.
- 2 Confirm the clerk’s action in asking a builder to prepare a plan and budget price.
- 3 Formally ask for three quotations for works as soon as planning permission is granted.

The clerk had received a budget price and advised that this matter be treated as confidential as Council must ask for three tenders.

A resident had intimated that there would be an objection to the proposed extension to the rear of the bowls pavilion. As a result the clerk felt unable to seek planning permission. It was agreed, however, that an office was essential.

It was suggested as a possible alternative that the bowls pavilion be converted into an office and that Council spend the money on a new wooden pavilion for the bowls club.

To be discussed at April meeting.

119/05

**11 MCC - update**

Budget figures for improvements and alterations to the community centre had been received – to be discussed by Buildings Committee. Report to April meeting.

A “wake” for the traveller Fred Moss had taken place without any problem at the community centre. Thanks to Julie Gray and JEC for co-ordinating.

HMS presented the funding for the youth shelter. The remainder of the Living Spaces grant would be used to pay for hoggins to be laid on the slope from the fence at the rear of the Tesco store – a necessary part of the project to allow for access.

120/05

**12 Bills for Payment and Money Received**

**CONFIRMED** - payments already made cheques 2970 – 2974

**AUTHORISED** - payments of cheques 2975 - 2992

121/05

**13 County Councillor's Report**

Crime figures - not to hand.

A10/A14 interchange – JEC would reiterate Council’s objection to a proposal to remove the traffic lights from the Milton slip road on to the interchange.

[Min 453/04 refers).

122/05

**14 District Councillors' Reports**

South Cambs Area Joint Committee meeting 7 March – the relocation of the Park & Ride site was being investigated as part of a bigger study.

(77/05)

Ditch Old School / Fen Road – various digs had taken place. HMS had written to Milton House. Bidwells (land agents) were dealing with the lake behind the hospice [the owners being a German bank].

Meeting with Tesco – litter and the zebra crossings had been discussed. The next meeting would take place in two months.

(36/05)

Enforcement procedures to take down illegal signs at Tesco car park were in place.

123/05

**15 Correspondence**

Cambridge City Council - Consultation Cambridge & South Cambs Area Transport Plan

Defra - Clean Neighbourhoods and Environment Bill

ODPM - Sustainable Communities: Citizen Engagement and Vibrant Local Leadership

CALC - South Cambs meeting 16 March. Presentation about “Gypsy and Traveller Issues”

SCDC - South Cambs Community access Point – meeting 20 April

**16 Items for April agenda**

Office, Youth, MCC alterations.

**17 Dates of Next Meetings**

**Planning 21 March – Presentation by Napp future plans**

**Council 4 April**

The meeting ended at 10.00pm.

Signed.....Chairman.....Date