

Minutes of the Meeting of Milton Parish Council held on Monday 12 May 2014 at 7.30pm in the Bowls Pavilion

Present: Jane Coston RT Summerfield A Bradnam RJ Farrington IF May J Mowatt
MC Perkins HM Smith G Heaney M Hersom DJ Chamberlain I Tyes.
Clerk
County Councillor Maurice Leeke (arrived 8pm)
2 members of the public

1. **Election of Chairman of the Council:** Proposed RTS, seconded IFM, All in favour. Jane Coston was elected as chairman.
2. **Receive Chairman's declaration of office:** JEC to sign the declaration after the meeting. JEC passed on her thanks to RTS for his service and dedication to the village whilst chairman.
3. **Election of Vice-Chairman:** JEC nominated IF May as he is valued support. All in favour. IF May was elected as vice-chairman.

4. **To appoint committees and representatives on any other organisation or authority. 2014-15**

Community Care	DJC IFM HMS AB
Finance and Administration	JEC RJF HMS RTS IT
Land Working Group	JEC IFM HMS RTS IT
Maintenance	DJC GH JM MP AB <i>J Western*</i>
Planning	JEC DJC RJF GH HMS RTS
Staffing	JEC IFM RTS IT AB
Youth Working Group	GH HMS IT

REPRESENTATIVES 2011-15

Archaeological Warden	<i>WD Booth*</i>
AWA [sewage works councillors]	JEC [HMS and MH would attend meetings as district
Cambridge Sport Lakes Trust	JEC HMS
CAPALC & SCDC Liaison	The chairman and clerk
Good Companions (Day Centre)	<i>RLE Waters*</i>
Footpaths Officer	AB
Landfill Liaison	JEC HMS & the chairman
MCC	JM
Milton Charities	(DJC) IT <i>R Day* P Harrold* BC Waterson*</i>
Parish Plan	GH
Police Liaison Panel	HMS
Press Officer	JEC / Chairman
Tomkins Mead /	GH MH <i>R Day* RLE Waters*</i>
Tree Warden (& Deputies)	
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 HMS

* not Parish Councillors

5. **To accept and approve apologies for absence.**
No apologies
6. **Casual Vacancy.**
Casual vacancy application deferred due to insufficient information.
7. **Declarations of interest and dispensations:**
 - a) **To receive declarations of interest from councillors on items on the agenda;**
 - b) **To receive written requests for dispensations for disclosable pecuniary interests (if any);**
 - c) **To grant any requests for dispensation as appropriate.**
HS member of South Cambs planning team.
GH purchasing a house at the Northlodge Bellway site.
8. **To approve the minutes of the Council meeting of 07 April 2014 (Appendix I) and receive the minutes of the Annual Parish Meeting of 14 April 2014 (Appendix II).** Approved with the amendment to minutes for maintenance minutes 24/03/2014. Agreement of gassing of rabbits, query whether there is sufficient money in the budget to go ahead. Agreement of cost to be added to the July parish council meeting for approval.

9. Public Participation – members of the public are invited to speak.

At the close of this item members of the public will no longer be permitted to address the council members unless invited to do so by the Chairman.

10. Clerk’s report

Gym Fitness Equipment

Member of the public mentioned that there rubber buffer underneath the space walker has worn away and the base is catching on the floor. Clerk to send photos to Wickstead Leisure who supplied the equipment.

**Action
Clerk**

Parking on Road Corners.

A resident called in to say that cars and vans are parking on the corners of both of the Rowans Entrances and that they are an accident waiting to happen when car turn in and out of the junction. She would like double yellow lines placed on the corners for a short distance into the Rowans of each entrance/exit. Agreed to look into the matter as displacement parking is likely to increase when the park and ride charge is in place and the Science Park station is completed. Clerk to liaise with the PSCO, contact the village view and send a letter to the county council to raise the issues. County Councillor Maurice Leeke also made aware.

**Action
Clerk.**

White Lines on Footpath.

At a previous meeting it was discussed that a lady had been verbally abused by a cyclist whilst walking along the footpath on the High street at the north of the village from the Fen Road turning. The path has only a picture of a cycle, not pedestrian, and the cyclists are assuming pedestrians are not supposed to be walking on it. Maurice Leeke to look into a sign with a picture of both a cycle and a pedestrian on.

**Action
Cllr
Leeke**

Chairman’s report in Village View.

David has arranged for the Chairman’s report to be printed in the village view. The cost for this is £107.00.

Allotments and Cemetery.

There has been a complaint about a man sleeping on one of the allotments in a tent. Clerk has liaised with the PCSO John Mason to ask him to leave. A member of the Smith family has mentioned that there have been a number of thefts from her mother’s grave. This hadn’t been mentioned to the police, however the clerk did mention to PCSO John Mason. Photos of people at the grave in question have been sent to the Clerk directly through a social networking site.

Pot Holes.

The following email has been received.

Hello, I'm a Milton resident at Shirley Close and we now have a collection of 14 potholes of 25cm to 50cm diameter near the entrance to the road - leading off Fen Road.

I have been reporting these to Cambridgeshire County Council via their website (which has recently moved to a different address) at:

<http://www2.cambridgeshire.gov.uk/HighwaysReports/Highways/ReportProblem1.aspx>

They filled in one hole around February, but 14 remain.

Can you advise me on how I can progress some action to be taken, either through the parish council, the police or an ombudsman?

Clerk to contact Cambridgeshire County Council. Maruce also agreed to look into.

**Action
Clerk /
Cllr
Leeke.**

Overgrown Trees and Hedges.

Two reports in from members of the public to report overgrown bushes in the Rowans and trees at the top of Coles road. The trees will be looked at in November with Town and Country and Clerk will get a quotation from Buchans for the cost of trimming the hedge on the corner of the rowans if not owned by a resident. Letters to go to any residents that may have overgrown greenery effecting public walkways.

**Action
Clerk.**

Village Tour – It was agreed that councillors would meet in May for a village tour to look at many issues raised recently.

11. Planning: to receive minutes of Planning Committee meeting held on 28th April 2014.

Decisions received:

S/0205/14/FL – 43a Old School Lane, Milton – Two storey side, and single storey front and rear extension. **APPROVED.**

S/0209/14/FL – British American Tobacco, 210 &211 Science Park, Milton Road, Cambridge – Refurbishment of the labratories and relocation of main entrance to building. –**APPROVED.**

S/0461/14/FL - 5, Kens Way, Milton - Erection of single storey extension to rear of property. **APPROVED.**

S/0527/14/FL – 71 Coles Road – Single storey front extension. **APPROVED.**

S/0612/14/FL – 3 Pearson Close Milton – Installation of new window in first floor side elevation. –

APPROVED.

New applications:

S/0570/14/FL – Mr Trevor Smith – Cambridge Regional College, Science Park Campus – Pedestrian Gate and Bridge. All agreed. **NO RECOMMENDATION.**

S/0746/14/FL – Mrs Carol Coomer - 45, High Street, Milton – Erection of detached double width garage. All agreed. **NO RECOMMENDATION.**

S0779/14/FL – The Master Fellows and Scholars of the Holy & Undivided Trinity - Johnson Matthey, 28 Milton Road, Cambridge Science Park, Milton – Proposed extension, cycle parking, reception of plant compound and landscaping. Concern over loss of green areas including trees. 1 car parking space lost, none added. **NO RECOMMENDATION BUT COMMENTS.**

Discharge:

S/0534/14/DC – Mr Nelson O'Connor – Discharge of Condition 5 on Approved Planning Application S/0664/11 – (i) Soft landscaping works and (ii) foul water drainage. – West View Park, Chesterton Fen Road, Milton. Insufficient information to comment, HS to check whether items have been completed.

12. Maintenance:

Two Allotment plots returned. Milton Beavers Group are at the top of the waiting list, one plot offered to them for the group to use. The remaining plot will be offered to the next inline of the waiting list.

A broken post has been reported at the top of Coles road near the telephone box, Clerk to contact Paul Capitain to see if he can remove it. Discuss whether the post needs replacing at the next maintenance meeting.

Clerk to officially write to Cambridgeshire County Council to ask them to replace/repair the Community Centre sign that was vandalised in March after no come back from website entries.

No new allotment representative in place yet.

**Action
Clerk.**

13. Finance and Administration

Annual Governance statement displayed for council members to look at all agreed for the chair to sign as correct.

JEC spoke to the councillors about help for the clerk as an assistant clerk is still not in place. There is the possibility of an agency clerk to help from CAPALC, clerk waiting for a response. JEC will ensure an assistant, either agency or CAPLAC temporary staff are in place asap. JEC also reiterated to clerk that she is always there to help if required.

**Action
Clerk / JEC
to follow
up.**

14. Community Care.

Tracey is currently without a car so doing her round on foot or by cycle.

There are currently 16 people being looked after by Tracey, with scope for 4 more. None on waiting list.

Grant of £1250.00 received.

Minutes for the 7th May have not yet been completed.

15. MCC report – from Andy Gray, Community Centre Manager

Community Centre Report - May 2014

Maintenance/Improvements:

Noting to report.

Bookings:

Saturday 17th May is the Colts Presentation Evening, which is one of the biggest events of the year. It is also the same day as CDNL annual netball tournament, so this will be a particularly busy day for the Community Centre.

Staff:

The new arrangement using Contract Cleaners continues to work well, with Kevin and Ray sharing most of the locking up duties.

Linda (the cleaner) is on long term sick leave.

Youth Building:

Milton PPG held the first 'drop in' session on Tuesday 29th April and although it wasn't particularly well attended, another session has been booked for Tuesday 27th May, 2.30pm to 4.30pm

Vandalism:

Nothing to report.

Andy Gray

Community Centre Manager

06/05/2014

16. County Councillor's report was received: Maurice Leeke, County Councillor

Landbeach Cycleway / Junction.

The slip road will be removed to make way for the cycle path. New plans handed out at meeting. The path will be lit by street light, the old part of Landbeach road is not being utilised. Concerns raised about the removal of the slip road, accidents would be likely as cars slowed to use junction, and others shunting into the back. Would the slip road be reinstated if accidents happen? Concerns also raised due to possible loss of daffodils and mounding. Cllr Leeke to check/look into.

**Action Cllr
Leeke.**

A14 Consultations.

There will be a dedicated left hand lane.

There is a consultation meeting at Milton Church Hall on Tuesday the 27th of May from 3pm to 7pm.

Sub group (HM, IT, JEC) to meet and bring back information to the next parish council meeting.

17. Bills for Payment and Money Received, Budget Figures

CONFIRMED and AGREED payment of cheques

Cheques for payment read out to council members. All agreed to pay.

Budget figures not presented.

18. Correspondence:

Welsh Government: - Acknowledgement received for response written to recent consultation on the Statutory Guidance on sewerage undertakers' duty to connect properties to the public sewerage system under the Water Industry Act 1991 Section 101A.

The Clerk. - Magazine.

Community Infrastructure Levy Draft Charging Schedule Consultation.

Clerks and Councils. – Magazine.

Housing Related Support for Older People - Update for Parish & Town Council Members in South Cambridgeshire – Information in PC office.

19. Dates of Next Meetings –

Parish Council meeting 2nd June.

MA4Y AGM 3rd June 5.30pm – Youth Building

Planning Committee 23rd June (7pm)

Maintenance meeting 23rd June (7.45pm)

20. Special thanks to Councillor Mark Hersom for his support to Milton Parish Council. We are sad to lose Mark as a District Councillor to Milton.

The meeting closed at 9:35pm

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