

**Minutes of the Meeting of Milton Parish Council held on Monday 11 May 2009 at 7.00pm in the Bowls Pavilion**

**Present:** RH Chapman (chair) PS Badley AJ Cambell JE Coston GA Covell R Day M Ellwood  
RJ Farrington SC Humphreys B Jefferson IF May HM Smith RT Summerfield RLE Waters  
The clerk

- 1 **Election of chairman and signing of declaration of acceptance of office** – RH Chapman was elected chairman and signed the declaration of acceptance of office.  
He thanked JEC for her five years as chairman. She had Milton at heart and if he could do just half as good a job as Jane then he would still be improving.
- 2 **Apologies for absence** - TA Drummond, Councillor M Williamson.
- 3 **Election of vice chairman** – it was felt that ideally the vice chairman should be prepared to stand as chairman. Although ME declared that he had no interest in becoming chairman he was elected vice chairman. It was hoped that a prospective chairman “in waiting” would be found in due course.
- 4 **Declarations of Interest – personal and/or prejudicial**  
ME – planning application S/0568/09/F – prejudicial.  
HMS – planning - personal – member of SCDC planning committee.  
IFM - land update personal – chairman of colts football club.
- 5 **Minutes** – the minutes of the meeting held on 6 April were approved and signed as a true record.
- 6 **Public Participation** – welcome to Sgt Paul Rogerson and PCSO Claire Whiteman (PC4/4-09).  
The Neighbourhood Panel meets quarterly – it being multi-agency including police, health and all levels of local government. Parish Councils, though not obliged to be part of this initiative, were welcome to be part of this panel which would be a “community problem solving panel”. In Milton initially it would look at disorder in the Country Park and anti-social behaviour by motor cyclists. PSB and JEC volunteered as Milton’s representatives on this panel.  
Information relating to these issues should be passed on to PSB and/or JEC.  
It was felt that the Police Liaison Group should also be involved.  
There would be a training day about working in partnership in October.  
Progress being made at present:
  - 1 Motor cycle nuisance - trying to change youngsters’ mindset
  - 2 Country Park - Park Watch being formed.

Concerns about a motor home parked partly over a pavement were expressed. Sgt Rogerson and PCSO Whiteman would endeavour to find the driver and ask him to move it.

Thanks to Sgt Rogerson and PCSO Whiteman for attending.
- 7 **To confirm the following committees:**  
**Community Care, Community Minibus, Finance & Staffing, Land (Working Group), Maintenance (incorporating Allotments, Cemetery and Play), Planning, Youth (Working Group)**

The following committees and members were confirmed:

Community Care	GAC RD ME IFM HMS RLEW
Community Minibus	RJF RTS <i>C Nunn B Pain G Sheen</i>
Finance and Staffing	AJC JEC SCH HMS RTS RLEW
Land Working Group	RHC JEC IFM HMS RTS.
Maintenance	RHC JEC RD ME IFM BJ SCH RLEW
(inc Allotments, Cemetery and Play)	<i>WD Booth E Spong allotments’ consultees</i> <i>Cemetery All Saints’ Church representative</i>
Planning	JEC RD RJF BJ HMS RTS RLEW
Youth Working Group	PSB GAC HMS <i>L Henderson</i>

**8 To confirm the following representatives:**

**Archaeological Warden, AWA, CPALC, Child Protection Officer, Country Park, Tomkins Mead and Sport Lakes Trust, Day Centre, Footpaths Officer, IT Liaison, Landfill Liaison, MCC, Milton Charities Northern Fringe, Parish Plan, Police Liaison, Press Officer [usually chairman], Tree & Deputy Warden, Trolley Bus, Under 5's Group, Village View (by invitation), Website (Chairman [as Press Officer] clerk and assistant clerk)**

The following representatives were elected:

Archaeological Warden	<i>WD Booth</i>
AWA [sewage works]	JEC [as chairman] HMS and RTS would attend meetings as district councillors
Cambridge Sport Lakes Trust	ME HMS
Child Protection Officer	<i>L Henderson</i>
Country Park (& Deputy)	Removed from list
Day Centre	RLEW
Footpaths Officer	RLEW
JAG	ME
Landfill Liaison	RHC JEC HMS RTS
MCC	PSB
Milton Charities	RD IFM <i>P Harrold BC Waterson</i>
Northern Fringe	JEC HMS RTS
Parish Plan	PSB JEC
Police Liaison Panel	PSB JEC
Press Officer	RHC [as chairman] Noted that RHC would not make press statements as all correspondence should go through the clerk's office.
Tomkins Mead	RD RLEW
Tree Warden (& Deputies)	RHC (RD and RLEW)
Trolley Bus	JEC
Under 5's Group	Removed from list
Village View (by invitation)	JEC
Website and IT Liaison	Press Officer, JEC, clerk and assistant clerk. Noted that the Communications Group intended looking at the website and would report back to Council.

[Footnote: CPALC representative not elected]

**9 Clerk's/Chairman's report**

Councillors' Training (PC6/4-09) – 3 sessions of 2 hours each session had been booked.

All Wednesdays - 7.30-9.30pm

- 1 September 23rd at Milton - Meeting Procedures - Statutory Powers and Standing Orders
- 2 October 14th at Horningsea – Budgets - Code of Conduct
- 3 November 11th at Histon - Planning Process - Risk Management

Village Guide (PC14/4-09) – latest draft guide had been circulated. Money for advertising was being received and the Guide would be self-financing. It was agreed that the chairman's report would be printed in the middle section and not as an insert. No decision had been taken as to whether the Guide would be printed annually.

The assistant clerk had worked very hard to produce the Guide.

AJC expressed thanks to all concerned in the publication. JEC hoped to have the Guide published by mid June.

Fly tipping Stanton Farm (PC 20/4-09) – from John Macmillan CCC: "I have visited the farm and intend to get a skip organised to remove most of the rubbish after Easter. The asbestos amounts to about 10 short lengths of cement fibre domestic gutters and are more than 500m from the children's nursery so not a great risk. The asbestos will be dealt with separately as there is only a small amount.

Fly tipping is a costly nuisance. I would be grateful if you could mention in your parish newsletter that the County Council will prosecute fly tippers if they are caught."

Elections – notice of County and European elections received.

Youth minutes – the clerk had circulated the minutes of the youth working group held on 6 April 09.

**10 Council meeting June  
AGREED**

**to rearrange the meeting to 8<sup>th</sup> June.**

**11 Planning** - the minutes of the planning meeting held on 20 April 2009 were received and noted.

Appeal – Mr L Saunders (PC17/3-09) land at 27 and 28 Newfields Chesterton Fen Road - against enforcement notice issued by SCDC alleging erection of a building for domestic purposes without planning permission - **dismissed**.

Appeal - Mr L Saunders (PC17/3-09) land at 27 and 28 Newfields Chesterton Fen Road – against refusal by SCDC to grant planning permission for building 2 utility/day rooms ancillary to the existing stationing of gypsy caravans - **dismissed**.

Decisions received:

Miss Rosie Davey 63 Cambridge Road (P5/4-09) – conversion of garage to annex (retrospective application) - **approved. Conditions reacting to windows, driveway access, boundary. For purposes ancillary to residential use of 63 Cambridge Road.**

Cambridge Consultants Ltd Science Park (18/11-08) - proposed 3 storey extension and energy centre following demolition of the banana block with associated landscaping additional car & cycle parking & alternative access arrangements – amendment: reduction in height by c 0.5m and width by c 4.5m – **approved**.

Jamie Beynon 9 Hall End (PC10/4-09) – extension – **approved. Conditions about windows and roof light.**

New applications:

S/0367/09 Milton Primary School (P5/4-09)) – enclosure of external open area to form ICT suite – amended fenestration – **for information only** .

S/0452/09 ABCAM 330 Science Park for “installation of liquid nitrogen tank associated fencing and erection of bicycle shelters” – **no recommendation**.

S/0568/09/F Ms F Roberts land to the east of 48 Fen Road – dwelling - **refuse**.

**Comments: “We believe the building to be contrary to Policies CH/4 and DP/3 of the SCDC DPD 2007. Overbearing development in relation to neighbouring historical property and within historic curtilage of a listed building.**

**We are concerned about the impact on the trees.**

**We found it difficult to judge the effect of the proposed dwelling in relation to number 3 Shirley Close. The back boundary on drawing DR 10/08 does not conform with the boundary shown on the location plan.”**

Having declared a prejudicial interest ME left the room for this item.

**Committee reports and recommendations:**

**12 Land Group update** (PC12/4-09)

**AGREED** (at 8.50pm) [**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 9.00pm.

**13 Finance** – the minutes of the Finance & Staffing meeting held on 27 April were received

It was **AGREED**

**to accept The Finance & Staffing Committee’s recommendation to approve the accounts 2008-09.**

Noted that the year-end internal audit was due to take place on 14 May. The clerk would circulate this report. Council approved signature on the Annual Return.

**14 Annual Parish Meeting** (PC5/4-09) – the minutes of the APM 2009 were received. The clerk would include PSB’s thanks to those residents who delivered the Parish Plan.

**15 Parish Plan update (PC13/4-09)**

Communications Group was continuing to meet to discuss the Village Guide and the web site. There would be a Parish Plan stall at the Village Fayre.

**Representative reports:**

**16 Milton Community Centre (MCC) update**

MCC hoped to seek tenders for the refurbishment before long. There had been an attempted break-in at the Sycamores pavilion.

**17 County Councillor’s report** – the clerk reported on behalf of MW that Donarbon were to take over the running of the HWRC site. SCH having declared a personal interest (husband an employee) reported that Donarbon currently had the contract from the County Council to operate the site, which is sub-contracted out to Cambridge Recycling. Donarbon were currently asking for tenders from companies to run various HWR sites in Cambridgeshire, including Butt Lane. This process should be finalised later this year - probably October.

**18 District Councillors’ reports**

Voting papers about the housing stock issue had been sent out to tenants.  
More graffiti had appeared on the Jane Coston bridge.

**19 Bills for Payment and Money Received**

**CONFIRMED** payment of cheques 100042 – 10049 (excluding 100041)

**AGREED** payment of cheques 100050 – 100061 and cheque 3917 (transfer of precept to S Widows account).

RHC declared a personal interest (two recipients were business associates) and did not vote.

**20 Correspondence**

- EACH** - request for donation
- Guided Busway** - Local Liaison Forum for the Oakington to Cambridge section held Thursday 7 May
- SCDC** - Sustainable Parish Energy Partnership
- JAG** - Next meeting 28 May

**21 Dates of Next Meetings**

- Council - 8 June
- Maintenance - 29 June

**22 Items and Reports for June agenda**

- Request from Colts Football
- Verge opposite Tesco
- CPALC - South Cambs Parish Forum meetings

The meeting ended at 9.20pm.

Signed.....

Date.....