

Minutes of the Meeting of Milton Parish Council held on Monday 02 November 09 at 7.30pm in the Bowls Pavilion

Present: RH Chapman (chair) PS Badley AJ Campbell JE Coston GA Covell R Day TA Drummond
M Ellwood RJ Farrington SC Humphreys B Jefferson IF May HM Smith RT Summerfield
RLE Waters
The clerk, assistant clerk and 3 members of the public

1 Apologies for absence - Councillor M Williamson.

2 Declarations of Interest – personal and/or prejudicial

JEC – planning application by Milton Primary School (agenda 6) personal (Governor of the school)

RD – electrical works (agenda 9) prejudicial.

TAD - land update (agenda 7) personal – member of colts football club.

IFM - land update (agenda 7) personal – chairman of colts football club.

HMS – planning agenda 6) - personal – member of SCDC planning committee.

3 Minutes - the minutes of the meeting of 05 October 2009 were approved and signed as a true record.

4 Public Participation – as the three members of the public were interested in specific items on the agenda they would be asked to speak at the appropriate time. **AGREED** to take agenda item 7 (confidential) after item 14 to allow members of the public to stay.

5 Clerk’s/Chairman’s report

Milton to Impington cycle route (PC5/10-09) – (from Mike Davies) “in terms of the formal process, there will be a meeting or meetings with stakeholders to iron out the details of the scheme. There is no requirement to go back to Cabinet or Area Joint Committee.

Atkins are looking in detail at the route to see what sort of width can be achieved before more detailed plans can be drawn up for discussion.”

AGREED to ask the education department CCC about the process and time scale for the possible withdrawal of the “free” school bus. *Action: the clerk*

Training (PC5/10-09) – second session dealt with Statutory Powers and Duties; Budgets and Precepts and Risk Management.

If Council were unable to find a specific power to spend money then S137 of the LG Act 1972 can be used though there are conditions attached.

It was possible to use The Power of Well-Being (LG Act 2000) which allows Council to spend money on anything.

In order to be able to use the Power of Well-Being Council must have:

- 1 a qualified clerk;
- 2 a minimum of two thirds elected councillors at the last ordinary election;
- 3 80% of councillors trained in the use of the well-being power; and
- 4 published a statement of intent as to community engagement.

The clerk was proposing to ask CPALC to provide the well-being training. 12 councillors must attend. With the aid of Councillor MW a statement of intent as to community engagement would be published.

Tesco meeting report 9 October 2009 (PC5/10-09) with Paul Torres (new Tesco manager, in post since July)

The following issues were discussed:

Health and Safety eg sunken drain cover on the way in, the zebra crossing markings, and Belisha beacons not working; path from The Rowans; graffiti and peeling paint in side passage; bushes along side The Rowans and grass cutting; litter; zebra crossings; trolleys by parent/toddler parking at cash machines; wind turbine (Paul unaware of this or mezzanine floor); policies for dealing with youth; parish notice board by the entrance.

Website (PC5/10-09) – the domain names (Miltonvillage.org.uk and Miltonvillage.co.uk) were now in Milton Parish Council’s name.

Verge Cambridge Road (PC6/9-09) – noted that Council were discussing this problem in 1990. RHC was not allowed on to the Park & Ride site to collect topsoil as it was now a building site. The improvements to the verge would therefore have to wait until completion of the Park & Ride (probably January).

Remembrance Day (PC5/10-09) – reminder - 11 November 11am.

Accident Damage (PC12/10-09) – a cheque has been received from the driver’s insurance company for £220.

Crime update – as a result of increasing bouts of vandalism culminating in damage running into 4 figures on Sunday 11 October at MCC the police had targeted Milton as number one priority village. The chairman and others attended the Neighbourhood Panel meeting on 13 October and complained vociferously about the seemingly inability to deal with this problem.

Noted that four culprits had been apprehended on 11 October and charged with criminal damage. Ideally MCC would like a restraining order banning the culprit(s) from the site and for the culprits to pay back the £2,000 + damages.

Traffic Calming – residents from The Rowans had asked Council to consider traffic calming measure. It was noted that there was a national 20mph initiative planned for 2010 (min PC 9/7-09 refers) - a trial scheme was taking place in Girton. Milton was high on the list for inclusion. It was **AGREED** to assess the results of this initiative before considering any other scheme.

The clerk would forward the request to the Parish Plan Transport Group. **Action: the clerk**

Tomkins Mead – RD walked Tomkins Mead with M Woolhouse and Keely Squires on 21 October.

There is ongoing maintenance on the pathway and CSLT will continue to monitor. No major works required. Thanks to the volunteers who have done an excellent job in clearing the central area of willow saplings. MW intends to remove overgrown willow from the perimeter of this central area. Boardwalk may need additional wood chippings. Tree works had been made good to the rear of 46 Old School Lane.

MW was asking for a quotation to replace the two metal signs with wooden ones.

Quality status – re-accreditation will take place in 2011. During her time as chairman Jane wrote a report for each edition of the Village View (providing a news letter / report is one condition of Quality Status).

The assistant clerk has offered to continue to do this.

Photographic club – “with the tenth anniversary of the Milton 2000 book, Milton Photographic club are keen not to wait another 1000 years before updating the photographic record of Milton. Therefore we are considering an on-going project to maintain a Photographic Record of Milton.

Within this we see two initial tasks;

(1) To photograph the everyday life of the village, as even from the year 2000 many things have changed. We imagine this to be a relatively low-level task, so may be only a few dozen subjects a year.

(2) We are also keen to consolidate the existing photographic record, by collecting the stories behind the existing photographs of the Village.

No firm decisions have been taken, but we do have a strong commitment from the club the members, and we would be happy to discuss ideas with others in the village.”

JEC reported that she intended to go to Ireland to retrieve old photographs of Milton. These photographs once belonged to the late Harold Easy. Noted that there was still money left from the “Millennium Fund”.

Christmas arrangements – as usual. RJF suggested that Council consider something different for 2010. To be discussed at February meeting.

6 **Planning**

Rowing Lake – Application S/0032/06/F – Cambridge Sport Lakes Trust – Section 106 Agreement and Draft Planning Conditions. Notes from an *ad hoc* Rowing Lake S106 Meeting Thursday 29 October 2009 at 7.30pm in the Bowls Pavilion were received.

It was **AGREED** **to formulate a letter from the concerns raised at the *ad hoc* meeting and to copy it to the relevant agencies involved and to arrange meetings with the agencies if necessary.**
(1 abstention) **Action: assistant clerk**

Specific areas of concern: Drainage, Flood Risk, Surface Water, Bridges over Drains, Bund Heights, Details of Profiles & Cross-sections, Public Address System and Lighting.

Noted that the current plan attached to the S106 differed from the previous one in the planning application, which apparently covered land at the end of the drove road not in CSLT control.

MW reported that no discussions had been held with the consultant engineers working on the A14 widening to extract gravel.

Chairman's Delegation Meetings (P10/8-09): Review of Protocol and Operating Principles

The [SCDC] Planning Committee, at its meeting on 7 October 2009, **RESOLVED**

1. to abolish the Chairman's Delegation Meeting;
2. that a revised delegation procedure be considered at the Planning Committee meeting on 4 November 2009, and introduced as soon thereafter as is practical, subject to review after 12 months' operation;
3. that until such revised delegation procedure has been adopted by the Planning Committee, Chairman's Delegation meetings will continue;
4. that parish councils be invited to submit their further comments at the end of the period of 12 months referred to in (2) above; and
5. that, so as to ensure continuity and flexibility of service, Development Control Team Leaders be given the same degree of delegated responsibility as the Corporate Manager (Planning and Sustainable Communities) and Development Control Manager.

HMS pointed out that if local members wished to refer applications to the SCDC Planning Committee then because of time constraints these representations must be made at the same time as the Parish Council's comments are made. It was too late for example to ask SCDC to refer the application by Gemmix (min PC 6/10-09) to committee.

RTS reported that the Chairman's Delegation meeting held that morning had discussed this application in detail and recommended approval so long as two conditions were met: hours of operation 8am – 6pm weekdays and 8am – 1pm Saturdays (no Sunday working); lorries to access the site via the A14 and not through the village.

Comberton Parish Council had asked for further support especially in relation to planning delegation in controversial cases.

AGREED (14 in favour, 1 abstention)

to inform SCDC that Council looked forward to seeing the new procedures and to having the opportunity to comment after 12 months - copy to Comberton Parish Council.

Action: the clerk

Breach of Planning (PC6/9-09) – noted that Mr Patel the present tenant of the nursery portacabin at Stanton Farm was in breach of planning control and that he would submit a retrospective planning application.

Appeal: Mr B Moore – land south east of Chesterton Fen Road - against enforcement notice alleging change of use from agriculture and/or stabling of horses (pp S/1379/94/F) to yard for storage of building materials and equipment; and erection of covered structure and secure containers for the storage of materials and equipment.

Mr C Goldsmith (PC 7/9-09) – land between A14 eastbound on slip road and Cambridge Road – date 10 November 10am. RHC, JEC, HMS and RTS hoped to attend. RHC and JEC were given authority to speak on behalf of Council.

Decisions received:

Mr & Mrs Tyrell 145 The Sycamores (PC7/7-09) – extension – **approved**.

Mr Ron Holmes 45 High Street (P6/8-09) – erection of store, garage and garden room – revised access and boundary treatment to garage (**for information only**).
Approved – external materials to be approved by LPA.

Mrs S Lee 6 Sunningdale Park Chesterton Fen Road (PC7/9-09) – part demolition and alterations of existing unauthorised building to provide a day room - **approved**. **Building to be demolished within one month. Day room to be occupied by S Lee and her immediate family and not to be used for overnight accommodation.**

Mr Swegen & Ms Bennett 45 Butt Lane (PC7/9-09) – extension - **approved**.
External materials to be identical to those used for existing building.

Mr B Tibone 81 Coles Road (PC8/9-09) – extensions - **approved**. **Close boarded 2 metre high fence to be erected to protect privacy of neighbouring property.**

GSK Research Development Unit 315 Science Park (P5/9-09) – erection of 2 portable cabins and freeze store amended Design and Access Statement; amended plan to remove hard surfacing from landscaped entrance area; amended elevation to show covered walkway (**for information only**). **Approved for a period of up to 3 years.**

New applications:

S/1146/09 Village Vets 26 Cambridge Road (PC7/9-09) – extension to veterinary practice – amended site location plan – **no recommendation**.

S/1067/09 Milton Primary School – erection of sun canopy – **no recommendation**.

S/1438/09 Cambridge Regional College – variation of Condition 1 of planning permission S/1561/07 to extend permission for temporary construction building for a further 5 years (until 2013) – **no recommendation**.

S/1439/09 Cambridge Regional College – removal of Condition 1 of planning permission S/1018/08 in order to allow canopy to be permanent structure - **no recommendation.**

C/11/17/072/01 Mrs Aldhouse 2 Willow Crescent – raise crown of sycamore (TPO) to 5 metres all round to ensure vehicular clearance – **no comments.**

Land at 48 Fen Road – proposed erection of single storey dwelling. Request for Council's comments pre-application. In accordance with Council's Policy the clerk had written thus: "Council's Policy is not to predetermine any applications but to wait for a formal application to be made and make its comments at that time. I suspect, therefore, that this will be the response."

Council confirmed the clerk's action.

8 CCTV update and Quotation

Quotations for CCTV at office / meeting room: landline £1487; wireless £1398. If combined with additional cameras at MCC the cost would be reduced.

Issues raised: cost of cameras against cost of repairs; inconvenience - the clerk pointed out that the recent vandalism at MCC had caused the manager extra work - 4 hours from 9pm to 1am and 4 hours the next day; effectiveness of cameras – value as deterrent; possible reduction in insurance premium; letter of objection from resident about invasion of privacy.

AGREED to budget for CCTV in 2010/11 and to research / look further into what Council provides.

9 To consider quotations:

- **by EDF to install electricity meter inside bowls pavilion.** The meter box had been repeatedly vandalised. Cost to move box inside the pavilion £1068 + VAT.

- **by Thompson Electrical to tidy mains distribution within bowls pavilion** - £1290.26 + VAT and £68.55 + VAT for ceiling mounted power point. These works were not essential.

MCC would discuss at its January meeting.

AGREED to put in the budget for 2010/11.

10 To consider request for double yellow lines at Cambridge Road Industrial Estate

Letter received from CSLT and Cecil Instruments.

Lines were needed on both sides to prevent overnight parking of lorries. Parking fees at Country Park were regularly monitored. Sliding charge at Country Park would be difficult to manage. 3 and 6 monthly permits were available for regular users. CSLT and Cecil Instruments would fund the cost of implementing the double yellow lines to the 'whole' of the roads as identified.

Issues raised: permit perhaps could be better advertised; as a result of parking charges cars would probably park elsewhere in the village; residents should be informed of proposed double yellow lines (in Village View) and asked to report any impact on parking elsewhere in the village; time limited parking at Tesco (as some Country Park users park at Tesco).

Discussion ensued as to whether Council should suspend Standing Orders and then rescind minute PC4/9-09.

AGREED (with 2 abstentions) **to confirm minute PC4/9-09.**

AGREED to ask CCC to arrange to install double yellow lines at the Cambridge Road Industrial Estate including the turning circle at the entrance to the Country Park.

The clerk would ask CCC for an estimated cost and whether CCC would contribute towards the scheme in view of the recent application by Gemmix (PC6/11/-09 above refers).

Linda Browne (Parish Council Liaison Officer SCDC) had been updated on the Parish Plan by PSB and the clerk. PSB had advised her of the need for lorry parking alongside the A14.

11 To consider quotation for tree works (PC12/10-09)

AGREED (2 abstentions)

to carry out tree works as detailed in report by RD and RLEW and to accept quotation of £840 + VAT submitted by Town and Country Tree Surgery Company.

The clerk would ask Buchans Landscapes to carry out some works as part of their contract. *Action: the clerk*

Noted that Council would consider requests from residents backing on to Tomkins Mead for example to cut back trees in the same way that it responds to residents at The Sycamores and elsewhere.

Council was aware that by pruning trees there would be on-going costs but preferred this solution to removing trees completely.

RHC reminded Council of his previous comment that the tree budget would continue to increase. Thanks to RD and RLEW for the review.

12 Finance – the minutes of the Finance meeting held on 19 October 09 were received and noted.

13 JAG report – noise pollution A14 and A14 widening – to consider response to consultation

ME's JAG report was received. Some measures to reduce noise pollution would increase air pollution. JAG may ask Council to contribute to a fund for employing an expert to advise what was needed to reduce noise and air pollution. The main item of debate concerned the level of noise from the A14.

AGREED to organise an *ad hoc* group to discuss issues and meeting with the Highways Agency as soon as possible and report back to the December meeting; to advertise December meeting in the Village View and on the website so that residents can comment (at a public meeting?). The views of that meeting/suggested response would be taken to the January 2010 meeting to enable Council to formulate a response before the deadline on 6 Jan.

Action: Assistant clerk and JEC

14 Parish Plan update**- Report about discussion at MCC committee meeting concerning the Parish Survey**

PSB had asked MCC Committee to look at the data from the Parish Plan – 40% of residents did not use the Community Centre. He asked: "Does MPC feel MCC fulfils its obligation that as many people as possible have the opportunities to use the Community Centre facilities and whether anything extra could be done to ensure more people use the building?" The chairmen of MCC and MPC would arrange a joint meeting.

The chairman expressed his pleasure that the manager of MCC was doing an excellent job and was already reaping rewards.

- Communications Group - the minutes of the meeting held on 21 October were received and noted

Examples of possible Web pages were presented. The Group wanted to develop a more modern web but keep the editorial style of writing.

Comments: Council must consider those who find it difficult to find their way through web pages; does the fact that it is a Parish Council website come over strongly enough? How difficult would it be to set up and how much would it cost? The photographic club had been approached to take new photographs; it might be useful to look at other village websites.

AGREED to give the Communications Group permission to continue developing the structure and style of the website.

- Environmental Group - nothing to report.

Thanks to PKO for his help with the A14 widening issues and website.

7 Land Group update

AGREED at 10.10pm [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 minutes of the confidential business held on 5 October 09 were approved as a true record.

The clerk's office had submitted the planning applications for Landbeach Road.

The meeting re-opened at 10.25pm.

15 Milton Community Centre [MCC] update

- vandalism (reported in clerk's report)

- Building improvements – MCC had accepted a quotation for the improvement works and were in the process of applying for grants.

16 County Councillor's report

Community Engagement Strategy – held over till December meeting.

17 District Councillors' reports - none.**18 Bills for Payment and Money Received**

CONFIRMED and AGREED payment of cheques 100134 – 100147

19 Correspondence - list of meetings at SCDC and CPALC throughout November and December was circulated.**20 Dates of Next Meetings**

Minibus - 4 November; Community Care - 19 November 11.00am; Planning - 23 November;

Council - 7 December

21 Items and Reports for December agenda - to be received by Friday 27 November.

The meeting ended at 10.35pm

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