

Minutes of the Meeting of Milton Parish Council held on Monday 07 November 2011 at 7.30pm in the Bowls Pavilion

Present: RT Summerfield (chair) DJ Chamberlin JE Coston TA Drummond M Ellwood RJ Farrington
M Hersom (from agenda 11 - apologies for lateness) IF May J Mowatt MC Perkins HM Smith
I Tyes A Winnington
Cllr M Williamson (part), the clerk and assistant clerk

1 Apologies for absence – AJ Campbell.

AGREED to approve AJ Cambell's absence till March 2012 (Min PC1/10-11) as he is completing a course at Cambridge Regional College [Local Government Act 1972 S 85 (1)].

2 Casual vacancy – to fill the vacancy resulting from resignation (Min PC5/10-11) – no candidate had come forward. The chairman reported that one of the candidates who stood in May 2011 would probably be available in two months.

3 Declarations of Interest – personal and/or prejudicial

HMS – Planning (agenda 7) – personal - a member of SCDC Planning Committee.

4 Minutes - the minutes of the meeting of 03 October 2011 were approved and signed as a true record.

5 Public Participation – no members of the public were present.

6 Clerk's report

Winter gritting - From Michael Oakman Area Manager Maintenance

"I have discussed the frequency of salting the two cycle over bridges at Milton with the operations team. We have agreed to increase the frequency due to the more rural exposed nature of these bridges.

We will monitor the forecast each day. Last year the bridges were salted 15 times. If similar conditions prevail this winter we will increase the number of runs to around 30."

One volunteer had expressed an interest in gritting. Unless more volunteers came forward Council agreed not to take up the County Council offer of support/training for gritting.

November 11th ceremony – war memorial 11am. Classes from the school would attend.

AGREED to make a donation of £35 to the Royal British legion (S137 payment).

Parish Council's HCV meeting - 29 November 2011, Swavesey Village College, 7-9pm.

Footway lighting – new contracts for street lighting: Council did not maintain/pay for any street lights.

Horse grazing – the tenant had pointed out that as the grazing land had been left without proper maintenance for many years, the field required fertilising/harrowing & re-seeding at some point in the Spring. (The horses would have to be temporarily moved in the Spring for this to be undertaken).

The clerk had advised her to contact Buchans.

Colour printer - during this financial year Council had spent £277 on toners and a drum for the Panasonic colour printer. The clerk's office believes that this machine is costing too much to run. CBS Office Solutions had agreed to send out an engineer to check it free of charge.

Play equipment grant – the Asst Clerk was looking into the availability of grants for play equipment. Noted that there is a CCC Small Grants scheme for celebrations and events associated with the 2012 Olympics with a maximum offering of £500. JEC would provide ideas of possible schemes which the assistant clerk could pursue. **Action: JEC**

Diary 2012 – suggested meeting dates for 2012 were circulated.

Budget 2012/13 – Committee chairmen were asked to consider their requirements for 2012/13.

Beaches Car Scheme – the Asst Clerk spoke with Mike Dean, who runs the scheme and Jane Williamson, one of the scheme's coordinators and drivers. Currently, there was one driver in Milton and about one or two occasional users of the scheme per month from Milton. Mike Dean would look into the possibility of extending the scheme fully into Milton. To that end, he was talking to the coordinators as well as to the Community Transport officer from Cambridgeshire County Council, as the scheme was partly funded by CCC. If the scheme were to be extended fully to Milton, it was likely that more drivers as well as a few more coordinators from Milton would be needed to help lighten the load. Noted that drivers receive 45 pence per mile (30 pence from the client and 15 pence from CCC).

The assistant clerk would write an article for the next Village View. **Action: assistant clerk**

- 7 **Planning** – the minutes of the Planning Committee meeting held on 17 October 2011 were received and noted. **AGREED to appoint TAD to the committee.**

Decisions received:

S/1524/11 Dr A Mieke 31 Willow Crescent – ground and first floor rear extension (P4/10-11) – **approved.**

S/1715/11 Executors of Violet Barton deceased – dwelling at 14 Fen Road and land off Coles Road (P3/09-11) – **approved. Details of external materials, boundary treatment, hard and soft landscaping to be approved. First floor dormer window in south east elevation to be fitted with fixed shut obscure glass. No windows or openings (other than those expressly authorised by this permission) shall be constructed at and above first floor level. Conditions relating to times of operating of power machinery during construction. Access, car parking and visibility splays to be provided to new access at 14 Fen Road and exiting access and dropped kerb shall be closed. Details of provision of recreational and community facilities infrastructure to be approved.**

S/1682/11 Jagex 22Cambridge Science Park – new generator and fuel tank (P6/09-11) – **approved.**

New applications:

S/1790/11 Mr Ryan Stacey Cambridgeshire Fire & Safety - storage yard Cambridge Road (industrial estate) change of use to fire training facility, including erection of fire training tower and installation of portacabin amenity block (P4/10-11). RJF had attended a meeting with Cecil Instruments et al and the Fire Service. Grenville Chamberlain of Cecil Instruments had sent a letter of objection to this application – main concerns being particles from the “smoke” affecting his company’s delicate machinery. The planning officers were awaiting a report from the County Council scientific officer and Environmental Health.

S/1861/11 Mrs Susan Horrod 73 Cambridge Road - replacement garage single storey extension including new porch and alterations - **approve.**

Misc:

a) Parish training and information regarding planning - meeting at Cambourne on 25 October.

S106 – councillors felt that Parish Councils should be involved in negotiations from the beginning (cf our involvement with URV and Cambridge Sport Lakes Trust). According to Stephen Reid (SCDC legal department) a minimum of two dwellings must be built before any S106 payment is made.

Planning comments – the response form was being revised and improved. At present we comment “Approve, No recommendation or Refuse”. The Planning Officers would prefer councils to make “no recommendation” if they had no strong views (this had always been our stance), and to give specific reasons for refusal. Too many councils were vague eg “refuse – because of scale and size”.

Planning Officers and Committee were disappointed that councils did not attend Planning Committee meetings to explain their reasons behind a refusal.

Recent innovation – notices of applications were now emailed to Council as soon as they had been received by SCDC and paper copies subsequently posted.

b) Tesco (P4/10-11)

From the architect – “the submitted drawings show the change in location for the recycling centre, and [the planning officer] advised me to send the case officer an email requesting his advice on the situation regarding the Recycling unit and path, as he could see the relocation as part of the application.

If not, a retrospective application will have to be submitted, and the officer I spoke to thought that this would not be an issue. I will contact the case officer on Monday morning, and inform you his understanding of the original application and his suggestion on how best to move forward, regarding the recycling centre and unit.”

Concerns were expressed about blocking off a right of way that had been in use for 20+ years. The alternative route for cyclist/pedestrians/mobility scooters was in Council’s opinion more dangerous. The assistant clerk would investigate. **Action: assistant clerk**

C) Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals (SSP) Development Plan Document - the final Inspector's Report had been received. The independent Inspector had found the SSP sound and had confirmed "the Plan provides an appropriate basis for the planning of mineral and waste over the next 15 years".

d) Appeal Decision - Mr D Taylor 4 Coles Road against a refusal to grant planning permission of the 'construction of a dormer window in the roof space to allow full height walking headroom when accessing the bedrooms via the walkway.

Note: the roof conversion had been completed previously under Building Regulations.' (Min 8/06-11)

Appeal dismissed. Reasons

The effect on the host property and Coles Road: the dormer would be a substantial addition to the front of the building and a discordant feature which would further unbalance the appearance of the building. Materially harmful to the character and appearance of the host property and this part of Coles Road, where the front roof slopes are generally unaltered.

Conflicts with Policies DP/2 and DP/3 of the South Cambridgeshire Local Development Framework Development Control Policies Development Plan Document, 2007, which require high design standards and protect the character of villages, respectively. Contrary also to the Council's District Design Guide Supplementary Planning Document, 2010, which advises that extensions can dramatically change the character of a street and that the immediate context should frame the design approach for extensions.

- 8 Community Care** – the minutes of the Community Care meeting held on 6 October were received. Jane Darlington of the Cambridgeshire Community Foundation had asked if a member of the committee was willing to take part in a discussion at Radio Cambridge on 10 November at 8am. It was suggested that the warden might be the best person to speak. IT offered to attend to support also. As IFM was unable to attend he was prepared to record an interview. The clerk to arrange. *Action: the clerk*
AGREED to appoint AW to the Community Care committee.

- 9 Finance** – the minutes of the meeting held on 31 October were received and noted.
AGREED to appoint DJC to the Finance & Administration Committee.

- 10 Staffing** – the minutes of the Staffing Committee meeting held on 18 October were received. IFM and the clerk had spoken with the deputy warden who did not wish to take on the role of relief warden. (The relief warden covered during the warden's holidays, sickness etc).
AGREED to make the deputy warden's post redundant from 31st December 2011 as per the recommendation in minute S/4/10-11.

Until Council was able to appoint a relief warden the clerk and IFM would ensure a minimum telephone cover if necessary.

- 11 Youth** – the minutes of the Milton Action for Youth meeting held on 4 October 2011 were received.
AGREED to write to both Paula Mayes and Linda Henderson thanking them for their support and hard work for Milton's youth. Action: the clerk

Although another representative was not appointed to this committee MCP, HMS and AW offered to help at specific events ie junior disco. IT wanted to maximise use of the youth building and hoped to recruit more volunteers to help at additional events/clubs. He intended to bid for some of the youth fund (min CC4/09-11) to help "kickstart" the programme which in time should generate income. It was hoped that Andrea Cramp, youth worker could attend the December meeting.

- 12 Maintenance**
a) Grass cutting and general maintenance contract - ME and the clerk met with Stuart Buchan on Thursday 6 October. As a result ME recommended that Council accept his quotation.

AGREED to award Buchans Landscapes a three year grass cutting and general maintenance contract (2012-15) and to accept the contract price for 2012-13.

Noted that the contract allowed for an inflation increase each year and included the following clause "Either party may terminate the contract by notice in writing if there has been a material breach of contract by either party, which if capable of remedy is not remedied within seven days after receipt of written notice requesting the same."

b) Tree report – R Day , B Waters and MH had completed an inspection and produced a report of works to be done by Town and Country and Buchans.

AGREED to accept the quotation of £480 from Town and Country Tree Surgery for various tree works. Action: the clerk

Noted that ME had ordered Tomkins Mead signs (M8/09-11).

13 MCC update

Bookings: These continue very much as before, with the addition of the following new groups:

- Guitar lessons, Tuesday's, 4.30pm to 6.30pm
- Pregnancy and birthing classes, Tuesday's, 7.30pm to 9.00pm
- Revive your French, Wednesdays 9.30am to 11.30am

Youth Building: The building continues to be used by the Youth Club on a Tuesday evening and Young Carers on a Saturday morning, although Young Carers now only use the building every fortnight.

Vandalism: Once again, I am very pleased to say that I have nothing of any note to report.

Andy Gray Community Centre Manager 24/10/2011

RJF reported a poor attendance at the AGM. Work was due to be done refurbishing the annexe kitchen.

He reflected on the passing away of Julie Gray, manager from 1998 to 2008 and thanked David Chamberlin for taking the funeral.

14 County Councillor's report

S106 Rowing Lake – due to be signed.

Waterbeach Barracks – meeting held at Waterbeach to discuss proposed development. According to Jim Paice MP the use of the land for housing would be the responsibility of the Local Planning Authority not the Ministry of Defence. The development would have implications for the A10.

Lights at A14 interchange – repaired quickly – rapid response.

New Policy – could make it easier for Parish Councils to have for example a 20mph speed limit throughout the village.

15 District Councillors' reports (report attached)

Litter pick; Old Chesterton Residents Association; Neighbourhood panel; Housing finance; Planning committee.

16 Land Group

-- update on S106 Agreement with URV

The Land Group met on 18 October, put forward suggestions for changes to the S106 and met Iwan Jones on Monday morning 7 November. He agreed to discuss with his colleagues: handing over the freehold of the sports pitches and pavilion; handing over the open space, lake and tree area together with a commuted sum for maintenance for a period of 10 years; permissive footpaths; recreation sum to be index linked; trigger points; sports usage; North Lodge; management committee; road maintenance.

-- update on Golf Course

Confidential Notes from meeting at Shire Hall were received and noted.

17 Chesterton - the minutes of a meeting to discuss issues relating to Chesterton Fen and Fen Road held on Tuesday, 4th October 2011 were received and noted.

18 Bills for Payment

CONFIRMED and AUTHORISED payment of cheques 100555 – 100574.

Bank mandate – the bank had recently rejected two cheques 100544 (£6546) to Anglia & Midland (MCC bill) and 10552 transfer of £40,000 to Council's Scottish Widows account because the signatures did not match those on the bank mandate. The Co-operative Bank had debited Council's account by £30.00. The clerk would ask for a copy of the mandate. **Action: the clerk**

19 Correspondence

CPALC - AGM on Saturday, 3rd December 2011

CPALC - Localism Bill

City Council - Consultation on Draft Cambridge Skyline Guidance

SCDC - planning to trial a recycling litter bin in Milton. SCDC intended to place a blue litter recycling bin next to the existing litter bin near the One-Stop store. The litter recycling bin would be clearly labelled with the items that are accepted allowing people to recycle a wide range of materials. The chairman commented that he could not see the benefit of this bin as it would take the same type of waste as the normal household blue bins and nothing different. The clerk would ask whether other sites had been considered eg Parish Council office car park. **Action: the clerk**

20 Dates of Next Meetings – Staffing 15 November; Planning 21 November; Council 5 December

21 Items and Reports for December agenda - to be received by Monday 28 November.

The meeting ended at 9.45pm.

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