

Minutes of the Meeting of Milton Parish Council held on Monday 05 November 2012 at 7.00pm in the Bowls Pavilion

Present: RT Summerfield (chair) AJ Campbell (arrived 7:55pm) JE Coston (arrived 8:36pm)
DJ Chamberlin M Ellwood RJ Farrington G Heaney M Hersom (arrived 7:55pm) IF May
J Mowatt (arrived at 7:20pm) HM Smith I Tyes
Councillor M Williamson (left at 7:40pm)
The clerk and assistant clerk
4 members of the public (1 arrived 7:30pm, 1 left at 8:20, 2 left at 8:25pm)

Due to traffic congestion resulting from a serious accident on the A14 some councillors were late arriving and item 1 was moved further down the agenda as the speakers were also delayed. Keith Miles (SCDC) was unable to reach Milton and sent his apologies the following morning.

1. **Presentation about new Cambridge Science Park Station.** Moved down the Agenda as Bob Menzies and his colleague Chris Poultny were delayed.
2. **Apologies for absence:** TA Drummond, M Perkins. AJ Campbell and JE Coston sent apologies that they would be late.
3. **Casual Vacancy – to consider co-option to Council**
Gail E. Wynne-Jones was co-opted onto the council (proposed RTS, seconded IFM). GEW-J signed the declaration of acceptance of office and took a seat with the council members.
NOTED ME would be standing down from council at the 2013 Parish AGM.
4. **Minutes:** the minutes of the meeting of 01 October 2012 were approved and signed as a true record.
Proposal [Public Bodies (Admission to Meetings) Act 1960] to exclude members of the public to this item owing to the confidential nature of the business.
AGREED to close the meeting at 7:10pm
Confidential minutes: the confidential minutes of the meeting of 03 September 2012 were approved and signed as a true record.
The meeting re-opened at 7:11pm
5. **Public Participation – members of the public are invited to speak.**
No member of the public wished to speak.
6. **Declarations of interest and dispensations**
 - a) **To receive declarations of interest from councillors on items on the agenda.**
ME (disclosable pecuniary interest) Agenda item 10 – neighbour of 5 Shirley Close.
HMS (non-disclosable pecuniary interest) Agenda item 10 – member of SCDC planning committee.
 - b) **To receive written requests for dispensations for disclosable pecuniary interests (if any).**
None received.
 - c) **To grant any requests for dispensation as appropriate.**
RTS, RJF and HMS have been given a dispensation for item 11 (members of Milton Community Centre Management Committee).
7. **Clerk's report**
Surviving Winter 2012/13 programme (previous min 5/10/12): Cambridgeshire Community Foundation did not wish to publicise the scheme in the village magazine. The Clerk will liaise with the Warden and DJC to identify any resident that might benefit from being included on this scheme.

Graffiti (previous min 5/10-12): Graffiti was removed from inside the bus shelter opposite the Waggon & Horses, the Jane Coston Bridge and The Sycamores pavilion. Keith Fauch (CCC) has checked the graffiti reported under the Park & Ride footbridge and will take action to remove it in due course. Clerk has notified the PCSO that there appears to be a spate of graffiti appearing in the village. More graffiti was reported to the Clerk on Monday 5th November and a request has been made for the graffiti probation team to re-visit the village for another clean-up.

Diary 2013 – suggested meeting dates for 2012 were circulated. IT advised that the MA4Y AGM will take place on 20th May. It will be scheduled to start at 5pm or 6pm so as not to clash with Planning Committee on the same date. **AGREED dates subject to this amendment.**

Clerk's Holiday: Sue will be on holiday in November (dates circulated to members via email). The assistant clerk will work his usual hours (10am–12 midday on Mon, Weds, Fri and Sat).

Budget 2013/14: all committee chairmen were reminded to consider figures for 2013/14 budget.

Footpath: Horningsea-Baits Bite Lock. Horningsea Parish Council has lodged an expression of interest with Natural England to change status of the footpath from Horningsea Road to Baits Bite Lock to allow use of the right of way by human-powered wheeled vehicles (pedal cycles, pushchairs, wheelchairs). They are in contact with the Environment Agency and Cam Conservators about opportunities for improving access (via ramps) across the bridges at Baits Bite lock. Horningsea Parish council are looking for backing or active participation from Milton Parish Council. **AGREED to write to support Horningsea Parish Council with this initiative**

**Action:
Clerk**

Standing Orders: NALC will issue a revised edition of Standing Orders for Local Councils in Autumn 2013 which will cover new provisions contained in the Localism Act 2011.

Remembrance Service: a reminder that this will take place on 11th November following a church service as this falls on a Sunday. The commemoration service at the War memorial will commence around 10:55am, in time for 2 minutes silence at 11:00am. Wreaths have been ordered.

Winter Gritting: Details noted of the scheme for Winter Gritting Volunteers for 2012/13 from Cambs County Council. There were no volunteers.

Stagecoach no.9 service: From 4th November two buses a day (Mon-Sat only) will operate via Landbeach and Waterbeach to Ely and back.

Horse grazing: The tenant of the grazing land has given notice. The field is now vacant. This will be added to the Chairman's Report for the Village View. The College of West Anglia will also be contacted in case they would like to rent extra grazing land.

**Action:
Clerk**

SCDC Local Plan – Issues and Options Consultation: This has now closed and a second round of public consultation will take place Jan/Feb 2013.

Local Highways Minor Improvements: CCC have sent out application forms for Local Highways Minor Improvements funding 2013/14 (circulated to council via email). The funding allocation will be carried out by local member panels in a similar way to last year. The maximum County Council contribution will again be £10,000 per applicant and confirmation will be required that the applicant will make a minimum contribution of 10% of the scheme costs, or meet any shortfall in funding a scheme over £11,000.

For information, the anticipated closing date for receipt of bids will be 21st December 2012. The Clerk will bring the list submitted last year to the meeting in December for discussion.

**Action:
Clerk**

CCC - Cambridgeshire Future Transport – Next Stage: There will be a meeting at Horningsea on Tues 20th Nov at 7:45pm to discuss, amongst other things, 196 Whippet service from Cambridge-Waterbeach via Horningsea/Fen Ditton. This might be routed to include Milton. RTS and the Clerk will attend, and also Jim Daniels, a regular bus user.

First Aid at Work course: No one wished to attend.

Sewage Rising Main Replacement works (previous min 13/10-12): commenced 29th Oct. Pre-commencement notices were delivered to all properties along the route up to The Rowans. Work will run until 30th Nov, and will start again on 7th Jan 2013 to complete any remaining works.

Christmas Lights: RJF will liaise with his contact to see if he can put up the lights this year.

Street Lighting: details received from Balfour Beatty/Cambs County Council of street lighting improvements for parts of Milton. Some columns will be removed permanently (awaiting clarification from BB how many columns are to be permanently removed). Clerk and Asst Clerk will walk round areas affected and recommend lights for removal at the next parish council meeting [Note: final decision which lights are to be removed will be taken by Balfour Beatty]. The work will take place in approximately 6 months time.

**Action:
Clerk/
Asst.
Clerk**

1. **Cambridge Science Park Railway Station** (moved down the agenda)
RTS welcomed Bob Menzies, Head of Major Infrastructure Delivery, Strategy & Development, and his colleague Chris Poultney, who is leading the project, from Cambridgeshire County Council. Keith Miles, Planning Policy Manager, SCDC, was unable to reach the meeting due to traffic congestion. Bob explained that the current public consultation period will be followed by the formal planning application. The final decision to go ahead with the scheme will be made in 2014, with completion scheduled for 2015. The station will be run on a commercial basis, with the train operating companies paying back the cost of constructing the station from ticket sales. This will be written into the new franchises due to be put out to tender next year. There will be good transport links to the new station for cyclists, buses and the guided bus and a 450 space car park that can be extended if necessary. The bridge/lifts to the platforms will be cycle-friendly. Trains to London Kings Cross, Liverpool Street, Ely, Norwich and Kings Lynn will serve the new station. It is hoped links to Stansted and Birmingham will also be available. London trains will still stop at Waterbeach station. IT commented that Milton Road already has too many junctions and is very busy. BM advised that the peak traffic time for the station will be different to that for traffic going to the Science Park, the station peak times will be approximately 1 hour earlier. IT also asked if there would be cycle or road links to the new station from Fen Road, Chesterton. BM advised cycle access is planned but that, at the present time, road access is not planned. DJC thought that as the station will be in Milton Parish it should be named Milton Station. BM advised that the name has not been finalised yet. BM advised that a problem with the traffic lights for the guided busway at Milton Road turning red when no bus was waiting to cross was being investigated. Cyclists on the cycleway beside the guided busway are thought to be triggering the red lights. RTS thanked BM and CP for a very informative presentation. There will be a public exhibition in Milton on Monday 19th November from 4:30pm–7:30pm at the Primary School.

12. **Maintenance:Trees** (brought forward as there were members of the public present for this item)
The annual tree and shrub maintenance review was discussed. **AGREED** to accept the quotation for £1300 + VAT from Town & Country Tree Surgery for the proposed work (proposed AJC, seconded IFM).
Members of the public were invited to speak by RTS.
RLE Waters noted that as ME was standing down from council a new tree warden should be appointed and, whilst he and R Day were happy to continue to advise council in the short term, there should also be a councillor with responsibility for trees. RLEW also noted that, for some larger trees on the work list, repeat work must be considered when finalising the budget each year.
RLEW and RD will check the ash trees in the village for signs of disease.
Mick Woolhouse, Cambridge Sports Lakes Trust, will be contacted so a walk-through Tompkins Mead can be arranged (to include RLEW and RD).

**Action:
Clerk**

15. **County Councillor's Report** (moved up the agenda as MW had to leave to attend another meeting)
MW reported that he had spoken to Amanda May, Head of Road Accidents and been advised that the A10/Humphries Way junction now has a worse record for incidents than the old Slap-Up junction. A meeting on-site will be arranged. Sue Parsons from the Safety Engineering Team will contact the Clerk to arrange this. RTS queried if traffic from Butt Lane that had missed the turning to Cambridge via the P&R site was executing U-turns at this junction to turn around was a factor in the increase in accidents at this junction. MW will chase up the revised Butt Lane signage showing 'All Routes A14'.
IT asked if anything had been done to stop the Denny End, Waterbeach, traffic lights going to red when there was no traffic waiting to turn right off the A10 into Waterbeach. MW will look into this.

8. **Land Group Update:** the minutes of the meeting held on 30 October 2012 were received and noted. **AGREED** to accept the offer of 2 football pitches, pavilion and car park at the Bellway site subject to the pitches being marked out and a site visit conducted to assess the pitches were the correct size and check the tree canopies did not encroach over the pitches. The Assistant Clerk would contact Bellway Homes to arrange this. (proposed RTS, seconded ME)

**Action:
Asst.
Clerk**

RTS thanked the members of the Land Group for the time they had spent on this project and thanked the Assistant Clerk for all his hard work.

9. **Finance & Administration:** the minutes of the meeting held on 22 October 2012 were received and noted.

RTS noted that the extra amount agreed to replace office equipment will be presented to council as part of the budget for 2013/14.

10. **Planning:** the minutes of the meeting held on 22 October 2012 were received and noted.

The vote for the recommendation that council support the formal response to SCDC for the Local Plan 2012 Issues & Options Report submitted by Histon & Impington Parish Council against the Union Place stadium was deferred until the end of the meeting to allow JEC and HMS to read through the document.

Decisions received:

S/2080/12/NM Mr & Mrs R Witt 17 Pearson Close – Non-material amendment to replace rear ground floor window with French door. **Approved. The original planning permission, and conditions contained therein, still stand alongside this approval.**

New applications:

S/2083/12/FL Xaar Technology 332 The Science Park – Installation of additional LEV extraction flue to roof. **No recommendation.**

ME left the room at 8:35pm whilst the following item was discussed.

S/2115/12/FL Mr & Mrs Luke Edwards 5 Shirley Close – single storey rear extension. **Refuse – overdevelopment of site and an adverse effect on the neighbours' amenity – contrary to Policies DP/1 and DP/3 of the adopted South Cambs Local Development Framework.**

ME returned to the meeting at 8:42pm.

S/2229/12/FL Milton Parish Council Land adjacent to Landbeach Road, Milton – Change of use from agricultural to recreation land (to extend time limit for implementation of planning approval S/1600/09/F). **Approve.**

11. **Grants**

Following a discussion it was **AGREED** to adopt the grants policy for one-off grant applications, but to exclude Milton Community Centre (MCC) and Milton Action 4 Youth (MA4Y) from the requirement to follow this procedure when applying for grants as these organisations are supported with a grant each year (proposed RTS, seconded DJC). Voting: 7 for, 4 against (JEC voted against), 1 abstention.

12. **Maintenance: Trees** This item was moved further up the Agenda.

13. **Consultations**

Local Enforcement Plan for Minerals and Waste Development in Cambridgeshire (Cambs County Council) Consultation Period: 1 Nov–5 Dec 2012.

IT noted that this document is hardly any different to the existing plan. Any comments to be brought to the December meeting.

14. **MCC report**

AGM

We held our AGM at the start of October and although this was not particularly well attended, all the existing Trustees remained as before.

Maintenance/Improvements

Nothing to report, the only work carried out in the last month has been routine maintenance, which has included new goals on the 5-a-side court.

Bookings

No new classes to report.

There are 2 Saturday Night parties during November.

Youth Building

Nothing new to report.

Vandalism

The Sycamores Pavilion suffered a spate of graffiti, which has now been removed by SCDC.

15. County Councillor's report

Moved further up the Agenda.

16. District Councillors' reports

Councillors' Report – November 2012 – Hazel Smith

I have been away for most of this month.

Litter pick

10 of us collected litter on Sunday 28th October, on the Tesco sliproad, the Sycamores paths and Humphries Way area.

A suggestion from the litter-pickers: could the Parish Council or Maintenance Committee consider putting a litter bin at the bottom of the Jane Coston Bridge? Many people collect a snack from Tesco or the kebab van and throw the packaging, can, bottle, fork etc over the side of the cycle bridge as they walk over. If there were a bin there, some of them might just use it. [Note: a bin has now been placed at the bottom of the Jane Coston Bridge by SCDC]. The clerk will contact Cambridge City Council to see if they will place a bin at the city end of this bridge.

**Action:
Clerk**

Northstowe

The Northstowe Joint Development Control Committee approved the outline application for Phase 1 (1500 houses on the golf course area) last week. Many of the local parish councillors from the Northstowe Parish Forum spoke at the meeting, and we are assured we can safeguard the local villages' concerns through the planning conditions and S106, which are still to be finalised. These important details will be presented to a future NJDCC meeting for decision.

Rough Sleepers

During the cold months the District Council make special provision for people sleeping rough. If you see anyone in this situation please find out their details and either pass them on to Hazel or Mark or contact the homelessness team at South Cambs. In particular there is count of rough sleepers on the night of 7th Nov.

Family History

Are you keenly researching your ancestors? Cambridgeshire County Council has now uploaded over 2m records onto the internet. You can access it – for free – at www.cambridgeshire.gov.uk/community/bmd/certificate and it allows people to find details about their family tree and order certificates easily. It also allows people to apply for more recent entries online and apply for copies of their own family's records.

South Cambridgeshire Business Support Service

If you are based in south Cambs and are running, or thinking of running a business, a unique free to access support service is now available to help you. South Cambs have appointed EXEMPLAS, the business support specialists to deliver a range of business support services including a series of workshops and some grant support. For further information see www.exemplas.com/southcambs or phone 0844 3460755.

Asbestos in Council Homes

South Cambs District Council has arranged for all council homes to surveyed for asbestos. The survey work has been contracted out to Savills, who were meant to contact residents back in July to arrange individual visits, to be completed by 12 October. Unfortunately it appears that Savills' initial letters to tenants did not reach all recipients, though a strongly worded 'final' warning letter from the District Council itself did get through. Please contact us if you have concerns - It is important of course for health reasons that the surveys are now carried out.

Council Housing

The revised council housing scheme has meant money is now available for building more council housing. Building work will commence as soon as is feasible. Terms of tenancies (for new tenants) are being reviewed and the criteria for getting onto the waiting list are being changed.

Blackwell Traveller Site

South Cambs District Council (SCDC) is looking into the possibility of purchasing the Blackwell traveller site near Milton from Cambridgeshire County Council. SCDC already manages the Blackwell site on behalf of the County Council, and if the purchase was to go ahead there will be no effect on residents living there.

- 17. **Bills for Payment and Money Received**
 (Proposed by ME, seconded by IFM)
CONFIRMED and AGREED payment of cheques 100766–100780

- 18. **Correspondence** (inc. urgent correspondence not on the agenda)
Guided Busway – summary leaflet from a recent questionnaire
MAGPAS: letter received asking for a donation. (Proposed by RTS, seconded by HMS) **AGREED** **Action:**
 to reply stating only village groups are supported with donations. **Clerk**
Clerks & Councils Direct November 2012

- 19. **Dates of Next Meetings** – 19th November Planning; 3rd December Parish Council; 17th December
 Planning (7pm); 17th December Maintenance (7:30pm).

- 20. **Items and Reports for November agenda** (to be received by Friday 23 November).

- 10. **Planning:** Vote on motion moved from item 10 to the end of the meeting. It was **AGREED** that
 council support the formal response to SCDC for the Local Plan 2012 Issues & Options Report
 submitted by Histon & Impington Parish Council against the Union Place stadium (proposed RTS,
 seconded ME). Voting: 10 for, 1 against, 1 abstention. **Action:**
 The Clerk will send a letter to Histon & Impington Parish Council to be sent to SCDC with their **Clerk**
 formal response.

The meeting closed at 9:20pm

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