

Minutes of the Meeting of Milton Parish Council held on Monday 04 November 2013 at 7.00pm in the Bowls Pavilion

Present: RT Summerfield (chair) A Bradnam DJ Chamberlin JE Coston (arrived 7:05pm)
RJ Farrington G Heaney IF May MC Perkins HM Smith I Tyes G Wynne-Jones
The clerk
Rosa John, Kerry O'Dell (arrived 7:08pm) – Cygnets Milton Pre-School (both left at 7:30pm)
1 member of the public

Absent: J Mowatt

- 1. Presentation by Cygnets Milton Pre-School:** AGREED [Public Bodies (Admission to Meetings) Act 1960] to exclude members of the public/press to this item owing to the confidential nature of the business (proposed RTS).
1 member of the public left the room
The meeting re-opened at 7:27pm (proposed IFM)
1 member of the public re-joined the meeting.
- 2. Apologies for absence:** Apologies for absence were accepted and approved from: M Hersom – work commitment.
- 3. Casual Vacancy:** Gail Wynne-Jones will leave the council following the December meeting.
AGREED that a leaflet to highlight vacant seats is approved at the December meeting to be distributed with the church leaflet in December (proposed IFM, seconded GH).
- 4. Minutes:** the minutes of the meeting of 07 October 2013 were approved and signed as a true record.
- 5. Public Participation – members of the public are invited to speak.**
No members 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.

AB (non pecuniary interest) Agenda Item 11 – member of Friends of the Country Park committee

HMS (non pecuniary interest) Agenda item 8 – member of SCDC planning committee

GH (non pecuniary interest) Agenda item 1 – children attend pre-school clubs

RTS (pecuniary interest) Agenda item 8 – owner of 1 Willow Crescent

b) To receive written requests for dispensations for disclosable pecuniary interests (if any).

None received.

c) To grant any requests for dispensation as appropriate.

7. Clerk's report

Actions from October meeting:

Sewage Works (previous min 7/10-13): JEC advised that Anglian Water (AWA) have not received enough complaints to make a strong case to seek funding for improvements. The Clerk will contact Steve Boulton at AWA to arrange for councillors to visit to the sewage works and to arrange a meeting before he gives a talk at the parish council meeting on 3rd February 2014.

**Action:
Clerk**

Cemetery consultation (previous min 10/07-13): no comments have been received regarding the article in the Village View about the revised cemetery policy.

Green Waste at cemetery (previous min M5/09-13): South Cambs District Council (SCDC) have advised that waste from cemeteries is classified as commercial and therefore trade waste charges would apply to empty a green bin placed at the cemetery. Clerk will check the charges applicable for this service.

**Action:
Clerk**

New Items:

Street Lighting – Church Lane: Email received from Milton Hall Cambridge Ltd, who own and operate Milton Hall, to advise that the trees obscuring the new street lights in Church Lane will be cut back. An application for this work is detailed under Planning (agenda item 8).

SCDC Precept 2014/15: The Clerk has received confirmation from SCDC that no grant to compensate for losses in tax base due to changes to the welfare system will be paid for 2014/15. Last year a grant of £5562 was paid to the parish council.

Parish Council Noticeboard (by War Memorial): The Clerk noticed on 8th Oct that one of the perspex panes had been pushed off its frame. This has been repaired.

Meeting dates 2014: Meeting dates for 2014 were agreed.

Parish Archaeological Warden: Derek Booth, the Parish Archaeological Warden, wishes to apply to SCDC for a Community Chest grant of £700 to support the production of a book he has written called Milton through Time, From Stone Age to Science Park. SCDC require a letter supporting this application from Milton Parish Council. Derek will give a copy of the completed book to the parish council for their archives. AGREED to send a letter to support the grant application to SCDC (proposed DJC, seconded IFM).

**Action:
Clerk**

War memorial: An email from War Memorials Trust has been received indicating that there is a record for the war memorial on War Memorials Online: www.warmemorialsonline.org.uk/node/142326. This states 'This memorial is rather uncared for. The obelisk is badly stained. The ornate plinth is stained and dirty. The base is dirty and unsightly, though there is no significant structural damage. No attempt is made to make the surrounding area look nice.' JEC asked that specialist advice is sought for maintaining/treating the war memorial. A response to the comment on the War Memorials online website will be made stating the comment above is not correct, that the memorial is maintained and that the surrounding area is regularly maintained and is neat and tidy.

**Action:
Clerk**

Christmas Lights: AGREED to have Christmas lights. Cost to put up/take down will be approx. £100. Christmas lights will be put up this year on 14th December.

Cambridge City Council Community Infrastructure Levy (CIL) Consultation: Comments are invited on the Draft Charging Schedule, and its associated evidence base documents, during the period starting 28th October 2013 and ending 9th December 2013. A copy of the 'Draft CIL Charging Schedule and Supporting Information – Consultation Document', and supporting evidence base documents, can be found at: <https://www.cambridge.gov.uk/community-infrastructure-levy>. Please send any representations using the council's online consultation system: <http://cambridge.jdi-consult.net/ldf/>.

8. Planning:

Decisions:

S/1861/13/NM Mr Luke Edwards, 2 Hall End, Milton – non material amendment to planning consent
S/1356/13/FL to omit 2 first floor front elevation windows and replace with 1 central window (previous min P5/09-13): **amendment accepted**.

S/1683/13/AD Tesco Stores Ltd, Cambridge Road, Milton – display of non-illuminated signs indicating location of customer collection pod (previous min: P5/09-13): **approved** for a period of 5 years from October 2013.

New applications:

C/05001/13/CC Land at Chesterton Sidings, Cambridge – Erection of a station building with passenger waiting facilities, toilets, ticket office, retail space, amenity space, rail staff accommodation and facilities. The development includes 2 main line platforms and a bay platform with a footbridge (with lifts) providing access over the main lines and operational sidings from the station building to the platforms. External works include car (450 spaces) and cycle (1000 spaces) parking and hard and soft landscaping. Construction of new vehicular access from Cowley Road and new pedestrian and cycle links to the surrounding area. The development will be linked to the existing guided busway network by a short length of new busway connecting to a longer section of track which is authorised by existing planning permission (previous min 8/09-13). The applicant has submitted additional information and plans to support the Environmental Statement relating to ecology, noise and vibration, flood risk, drainage, landscaping, lighting, visual impact assessments and sustainability assessments. In addition some changes have also been made to the submitted Transport Assessment, Design and Access Statement and the Planning Statement. Revised documents can be found at (docs are prefixed Amended Revised Submissions): www.cambridgeshire.gov.uk/environment/planning/applications.

HMS advised that a meeting had been held with Chris Poultney from Cambs County Council (CCC) that morning to discuss the additional information for drainage/flood risk. AGREED to write to CCC to ask that the parish council is consulted when conditions for drainage solutions are discharged (proposed HMS, seconded RTS).

**Action:
Clerk**

S/2100/13/PH Mr Luke Edwards, 2 Hall End, Milton – single storey rear extension – Prior Approval Householder application, for information only.

RTS left the meeting at 8:21pm and IFM (vice-chair) took the chair for the next item
C/11/17/072/01 Mrs N Hawksley, 29 Fen Road, Milton for work on Horse Chestnut tree (TPO 10/63) in garden of 1 Willow Crescent, Milton that overhangs adjacent driveway: prune to reduce overhang and lift crown to 5.5m over road and 3m over path. AGREED: No objection but it is very important for the tree surgeons to ensure that their work balances the shape of the tree.
RTS returned to the meeting at 8:24pm and took back the chair.

C/11/40/072 Sandra Germeney, Milton Hall Cambridge, application for work on trees in conservation area to raise crowns on trees obscuring lighting columns in Church Lane to increase light output. AGREED: no comment.

9. Community Care: the minutes of the meeting held on 16 October 2013 were received and noted.

It was AGREED to accept recommendation: (proposed IFM, seconded RJF):

- That the fees for the scheme are increased to £5/week (from £4.50/week) from 1st April 2014.

Gail Wynne-Jones is no longer able to serve on this committee. There were no volunteers to join this committee.

10. Finance & Administration: the minutes of the meetings held on 22nd July 2013 and 21st October 2013 were received and noted.

It was AGREED to accept recommendations:

- To adopt document retention policy and revised Risk Management policy (proposed RJF, seconded MCP);
- To approve scanning old minutes from 1999-2012 and accept quote from Cambridge Print Solutions of £105 + VAT. The original minutes will be archived (proposed IFM, seconded GW-J);
- At clerk's discretion letters can be signed from 'Milton Parish Council' without the clerk's name being shown (proposed GH, seconded JEC);

- To purchase a new laptop from World of Computers for £575.00 + VAT (proposed JEC, seconded IFM).

11. Maintenance: The annual tree and shrub maintenance report was received and noted.

It was AGREED to accept quote from Town & Country Tree Surgeons of £1760 + VAT to carry out remedial work required (proposed GH, seconded RTS).

AGREED to send a letter to Milton Charities to ask for a donation towards the cost of maintaining trees and shrubs around the village (proposed GH, seconded RTS).

AGREED to extend payment deadline to purchase graves for the family of the late Queenie Smith to 31 January 2014. There will be no further extensions to this revised payment deadline (proposed GH, seconded HMS).

**Action:
Clerk**

12. Milton Skatepark

IT noted that verbal confirmation had been received that the Country Park committee did not feel the park was suitable for the site of a new skatepark.

13. Reports from external meetings

A report from IT of a visit to Year 6, Milton Primary School on 11th October was received and noted. JEC asked that the Clerk write to the School Councils at Impington Village College, Cottenham Village College and St Bedes to see if representatives from each would be willing to meet with councillors to consult about what the parish council is able to do within Milton and how students can have an input to the process.

JEC, HMS and IT will attend future school council meetings at Milton Primary School

AGREED to invite representatives from Milton Primary School to attend the parish council meeting on 3rd March 2014 to present results of a survey conducted by the children for ideas for how to improve the village for children.

**Action:
IT**

14. MCC report: Andy Gray, Community Centre Manager

Maintenance/Improvements:

Nothing to report

Bookings:

There is a new, weekly children's dance class starting on Wednesday 6th November in the lounge, 1.45pm to 2.45pm.

We have 2 Saturday Night bookings during November and Sundays are particularly busy, with Indoor Bowls, Dog Shows, Cygnets Table Top sale in addition to the normal remote controlled car club bookings.

Youth Building:

Calvary Chapel is now using the Youth Building on the 1st and 3rd Friday evening of each month.

Youth Club is every Tuesday evening during term time.

Young Carers are in fortnightly on a Saturday morning.

Vandalism:

Nothing to report.

15. County Councillor's report: Maurice Leeke, County Councillor

Milton to Landbeach Cycleway, Phase 2 – The Highways Team is still evaluating responses from the public consultation events. It is hoped to begin work on the option selected in January 2014.

Park and Ride Parking Charges – The County Council are still considering the introduction of parking charges at some of the Park and Ride sites, including the Milton one.

A10 bridge – ML will continue to lobby to have lights installed on this bridge. JEC noted that as the Butt Lane cycleway is now completed this should be high priority. The height of the parapets on this bridge is also a danger to cyclists – they are too low.

Improving Facilities for Bus Users – Landbeach and Waterbeach are seeking funding for real time bus displays via the Better Bus Programme.

Police Panel Meetings: these will now only take place 3 times a year (not 4 as at present) and will include the Swavesey area as well as Histon in future.

IT advised there was a lot of unofficial advertising signs alongside the highway on the entrance to Milton (from the A14 roundabout), along the A10 and also along the A1309 from the Science Park to the A14 roundabout.

16. District Councillors' reports

Councillors Report – November 2013 – Hazel Smith

North Lodge development

The first houses have now gone on sale. The lady in the sales office has dates against all the houses, with the last one to be completed in January 2015! If they can stick to this timetable then we should be getting our sports fields and pavilion very soon. IFM asked the Clerk to contact Bellway for an update to report at the next meeting.

**Action:
Clerk**

Tax base

Following the finance meeting I contacted the Revenues dept at SCDC and they will talk to Bellway about the number of homes they expect to have completed by March 2014 and March 2015. This should increase the estimated tax base and reduce our council tax accordingly.

Share of £2m S106 funding – NCATP

We were invited to attend a meeting at Shire Hall to look at the projects proposed. I asked for cash for the

1. Humphries Way / A10 junction safety scheme
2. Widening the cycleway North of the Jane Coston Bridge
3. Towpath widening in Milton Parish
4. Cycle/foot path beside the A10 towards Ely from Waterbeach

Other schemes in this plan are the bridge across the Cam from Fen Road beside the railway, the Chisholm Trail in general, Chesterton Fen Road traffic calming and the Milton to Landbeach cycle route.

They are working up plans for Phase 2 of the Landbeach cycleway, crossing the A10, and will bring those to Parish Council in the next few months, and this part of the scheme should be started in Jan 2014.

There is also a future item for “Bus priority measures, Milton”, £300,000 but no-one knew what this entailed.

This is likely to be discussed at the North Area Committee (a City Council committee, their nearest equivalent to a parish council) soon, and Parish Councils should also be consulted before decisions are made. The Northern Corridor to which this refers is an area North and West of the Cam, including that part of the City plus Milton (A10) and Histon and Impington (B1049). It does not include Landbeach and Waterbeach, except insofar as development in Milton etc affects them.

The actual decision making is a recommendation to the County Council Cabinet by the portfolio holder Cllr Ian Bates, who has assured us that he will take into account everything that he is told.

Drainage plans for the Station

The decision on the planning application has been put off by a month or two, and new documents addressing issues that had come up in consultations were put onto the website this week.

As part of the consultation on the station plans I met with the County Council drainage expert on 4th November to discuss plans for drainage at the station site.

Filming at Council meetings - you can now film us

There was much hilarity at South Cambs as we debated if the public should be allowed to film the proceedings of the Council – as the County Council does. Much of the debate centred on why anyone in their right mind should want to do such a thing but in the end it was agreed that those Councillors who behave badly will continue to do so under the glare of the merciless lens, those who say nothing will remain silent and those in-between (the rest of us) will carry on regardless. Still – open and transparent is what we should be aspiring to!

Grants from South Cambs?

The District Council are planning to purchase some grant funding software called Open 4 Community. Everyone living in the district will be able to have online access to this in order to help them find funding for their community project.

Community Awards

The District Council likes to give awards. We would rather that they still gave substantial grants but that is another argument. The new awards being launched soon are Village Hero, Young Village Hero, Community Pride: Local Services Award, Environmental Award, Health and Wellbeing Award. Details will be on the website soon. Please think of likely nominees!

17. Bills for Payment and Money Received, Budget Figures

CONFIRMED and AGREED payment of cheques 100954–100961 (proposed HMS, seconded GH). Budget figures were noted.

18. Correspondence

Cambridge Dial-a-Ride Newsletter – October 2013

Letter from Victim Support requesting a contribution towards their work. AGREED to write to advise the parish council only supports village-based schemes that benefit residents.

RTS advised the Clerk has given notice and will leave on 7th February 2014. Advertising for a replacement will be arranged, the costs for which will be ratified at the next council meeting.

19. Dates of Next Meetings – 12th November - MA4Y (5:30pm in Youth Building); 16th November - Planning;

2nd December - Parish Council; 16th December - Planning (7pm); 16th December - Maintenance.

20. Items and Reports for December agenda (to be received by Fri 22 November)

The meeting closed at 9:35pm

Signed Date