

**Minutes of the Meeting of Milton Parish Council held on
Monday 7 November 2016 at 7.00pm in the Bowls Pavilion**

Present: JE Coston (JEC) (Chair), RJ Farrington (RJF), A Bradnam (AB), HM Smith (HMS),
RT Summerfield (RTS), T Leavens (TL), G Heaney (GH) D Owen (DO), D Burch (DB)

In Attendance: S Corder (SC) (Assistant Clerk)
Bob Walter (Tree Warden)
Rebecca Britton (Urban & Civic Plc)

1 Apologies for absence.

Full Council in attendance

2 To APPROVE the minutes of the meeting held on 3 October 2016.

AB proposed and TL Seconded that the minutes of 3 October 2016 be approved and signed as a true record. –
ALL AGREED.

3 Casual Vacancies – Parish Councillors.

Currently we have 9 Parish Councillors and 6 vacancies. No-one has yet to come forward and apply. JEC to place advert in the next Village magazine.

4 Declarations of interest and dispensations.

- a) To receive declarations of interest from councillors on items on the agenda; DB Item 10 Tree work North Lodge
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any); None
- c) To grant any requests for dispensation as appropriate. None

5 Presentation by Urban and Civic PLC for the Waterbeach Barracks and Airfield development.

Rebecca Britton - Communication, Communities & Partnership from Urban & Civic attended the meeting to give a presentation on the proposed development of the Waterbeach Barracks and Airfield.

- Strategic delivery of transport and utility infrastructure
- Liaise with local community – producing a report on feedback from public consultation – joint Parish Council meeting to keep everyone up-to-date.
- Liaise with house builders
- High quality design
- To build 6,500 on the Barracks and Airfield over a 15-20 year plan with phased developments – Planning application 2016/17 – 1st housing summer 2018
- To provide a 20 acre lake and woodland to enhance the area.
- Parking – options for parking underground or behind housing. Designated parking for individual houses. Connected with transport investment. A10 remodelling due to report early 2017.
- Transport infrastructure (A10) – public transport, prioritised bus and cycle lanes – looking at 4 different cycles routes – Mere Way, A10, proposed rowing club, another route

6 Public Participation – members of the public are invited to speak. No public attended

7 Clerk's/Chairman's report.

From previous meeting:

Deeds - Howes Percival are progressing with this

Asset list update - ongoing

Asbestos has been removed from the stable in field by allotments.

Area under notice board, Coles Road has been tidied up

New:

Letter from resident regarding bus stop/shelter/paths - village tour inspected the site and agreed no further action. - Clerk to write and inform resident.

North Lodge - update - Barriers are now installed, All weather cricket strip also installed

Cemetery – received request to exhume a body for relocation

Tesco volunteers – Litter pick on 26th October, planting daffodils to be arranged – AB reported that 10 volunteers from Tesco attended the litter pick. JEC walked around Milton with a Tesco staff member to discuss where to plant the daffodils bulbs. It was agreed they would be planted at the top of Bennet Close and around the Milton village sign.

Staffing - JEC is working in office on a voluntary basis until additional cover is arranged

8. Planning.

The Planning minutes of the meeting of 17 October 2016 were received.

Decisions received:

S/2330/16/LD – Mr Andrew Wedgbury, 16 Bucher Close, Milton, Cambridge, Cambridgeshire, CB24 6ED – Lawful Development Certificate for existing use of operation – Conversion of house internal garage into living space and extension of entrance hallway. **APPROVED**

S/2303/16/FL – Mr Mark Hobbs, 20 Willow Crescent, Milton, Cambridge, CB24 6BY – Two storey side extension & single storey rear extension **APPROVED**

New:

S/2687/16/FL - Mr George Kyle, 108 The Rowans, Milton, Cambridge CB24 6YX – Single storey side and rear extension - **NO RECOMMENDATIONS**

S/2875/16/VC - Trinity College, Plots 26/27 Cambridge Science Park, Milton, Cambridge, CB4 0DW – Erection of three storey building for B1 use – **NO RECOMMENDATIONS**

S/2432/16/FL – Mr Richard R Holes, Norman Industrial Estate, 107-109 Cambridge Road, Milton, Cambridge, Cambridgeshire, CB24 6AT – Change of Use from B1 to B2 to Use as Car MOT Test Centre or (Dual Use B1 7 B2) – **OBJECT** – 1. Why is there no red line around building 107. 2. No parking provision or storage area. 3. Access is on a narrow road.

9 53 Cambridge Road.

Request to lay services – DO updated the Council on the proposed cabling work along Barnabas Court. The cabling cannot go through number 53 due to the boundaries, the only way it can be done is either on Barnabus Court road/footway way or under the hedge running along the side of the road. Councils preferred 3 options in order are: 1. Hedge. 2. Under footpath/road. 3. Road. RF proposed that the cable runs under the hedge on the understanding that the hedge is replaced and maintained until well established. **PROPOSED DO SECONDED JEC - ALL AGREED.** JEC thanked DO for all his work in this matter.

10 Maintenance – To receive a presentation from Bob Walters Tree Warden.

Bob Walter reported that extensive tree work needed to be carried out around the village.

- a) To consider quote of £1,665 + VAT for various tree works – Coles Road Car Park, 45 The Sycamores, 100 The Sycamores, boundary of 88 The Sycamores, 180 The Rowans, Old School Lane, 3 Mansfield Close. It was agreed to discuss the trees at North Lodge Pavilion in December. **PROPOSED DO SECONDED AB – 8 IN FAVOUR 1 ABSTAINED (DB) - AGREED**
- b) To consider renovation work to restore hedges at Hawthorn Hedge Play Area leaving occasional trees as standards – AB reported that the hedges should be no more than 6ft high and 3-4ft wide. Froment Way and Humphries Way need to be cut back too. **To be discussed further at the Maintenance meeting in December.**
- c) To consider reviewing Buchans contract – AB reported that the Buchans contract is due to be renewed in April 2018. **To be discussed further at the Maintenance meeting in December.**
- d) To receive the notes of the village tour – 9th October 2016. Issues to be raised with County Council to include – maintain the bridges, cut back shrubs at A10/Butt Lane footbridge, fence falling down over path SE end of The Elms footpath, Leylandi covering half the footpath near junction of The Elms and the Sycamores, unmade footpath by 26 The Rowans, could 3 more posts be placed at the Tesco roundabout going up the slip road to stop lorries pulling onto the grass, will there be grass seeding outside the industrial estate where the post have just been put in, repaint or mend the signs at the bottom of the A10 footbridge, could the useless post by the bus stop be removed. **Clerk to write to County Council.** The Sycamores, fence failing over at back and shrubs overrun by weeds in the front apron area near 125. **Clerk to write to Sonnets Management in regard to ground maintenance at 127-139**

To fix the village map opposite One Stop. **To be discussed further at the Maintenance meeting in December.**

Could PC pay to put in a tarmacked path alongside the desired lines between Tesco and the cycle bridge? Possible cost of £3k. - To look into applying for the Local Highways Improvement Scheme. **PROPOSED RF SECONDED GH - ALL AGREED**

JEC thanked Bob Walters for putting together the tree report and HMS for village tour report.

11 Finance and Administration.

The Finance and Administration minutes of the meeting of 10 October 2016 were received.

12 Armistice Day Poppies.

JEC suggested that the Parish Council make a donation of £40 for the poppies. PROPOSED RF SECONDED AB - **ALL AGREED**

13 Website.

GH gave a presentation in relation to 3 website site designs and costs for producing and maintaining a new website for the Parish Council.

1. www.parishcouncilwebsite.co.uk complete package £649.

2. www.parishcouncil.net £450 Silver package.

3. www.parish-council.website £399 Standard package. The favourite was parishcouncil.net due to their design and layout. GH to make further contact to see if they can retain our email and archive all of the Parish Council minutes. GH to spend up to £800 on preferred website. PROPOSED HMS SECONDED AB – **ALL AGREED**

Clerk to contact Heaton with Oxcliffe Parish Council to find out what they think to the service of www.parishcouncil.net.

HMS to contact Paul Oldham, who currently looks after the website, to extend his services by 6 months until a decision is finalised. **ALL AGREED**

14 Tesco.

The Parish Council has received offers of voluntary help and financial support for particular projects. A possible donation of £3,000 (total at moment from fundraising is £2,200) could go towards daffodil bulbs, pictures of the village on the new website, replacement map of the village, community care warden or footpath at Tesco roundabout cycle bridge side.

15 Tomkins Mead – Board Walk.

To **CONSIDER** 3 quotes of £12,800+VAT, £8,867.02+VAT, £14201.00+VAT (previously circulated) for board walk in Tompkins Mead and recommendation from Mike Elsome, Roger Driver Partnership to seek further clarification from Gaskin Brothers. – Clerk to write to Gaskin Brothers for clarification and for Mike Elsome to advise further.

16 Milton Primary School.

Land owned by Milton Parish Council within the school boundary

To **CONSIDER** response from County Council – We are waiting for a response from Milton Primary School to inform us on how they would like to proceed with the land owned by the Parish Council.

17 Land Group.

To receive the notes of the Land Group meeting of 28th October were received.

The Land Group recommended charging £10.20 per hour and £14.88 per hour at weekends for the hire of the North Lodge Pavilion. **ALL AGREED**

To consider charge for Colts football of £3.60 per match – **ALL AGREED** to ask MCC to let us know what they will be changing Colts football for the use of North Lodge Pavilion during matches in the future. – Report back at December Parish Council meeting.

HMS proposed that the Parish Council employ M Rogerson Ltd, an electrician and solar panels expert, who is dealing with North Lodge Pavilion, to advise and appeal in relation to our electricity bills and feeder in tariff from the solar panels and spend up to £500 on this. PROPOSED DO SECONDED AB - **ALL AGREED.**

JEC to look into cleaning of NLP. Friends of North Lodge Pavilion – JC, DB, residents, cricket club and Colts football representatives were being invited to a meeting to form a group to oversee the use of the pavilion with the idea that they could affiliate to MCC and take on tenureship in due course. Buchans planning to vertidrian pitches. Positive feedback received from many on the quality of the facilities provided. The Councillors thanked Jane for all her hard work with the North Lodge Pavilion.

18 MCC Report.

November 2016 Maintenance/Improvements: The Annexe has been fully decorated inside. Bookings: There are 3 Saturday night bookings during November + a dog show on Sunday 6th November. Youth Building: Nothing to report. Vandalism: Nothing to report.

Representative for Milton Community Centre Management Committee

To **ELECT** a representative from Milton Parish Council – TL stood forward to be the Parish Council representative for the Milton Community Centre Management Committee. **ALL AGREED**

19 County Councillor's Report.

No report received

20 District Councillor's Report

The following are an extract of topics from the reports provided. The full reports can be found in the Agenda papers for the meeting.

District Councillor's Report – Anna Bradnam

Bus stop on Ely Road – Bellway have received all the data from the survey on Ely Road and this has been sent to the engineer who is currently working on a design to ensure its feasibility in the desired location and produce the 278 plans.

Other items included reports on: More work to Milton High Street – A new water supply has just been installed to the new houses behind 8 High Street. Speedwatch Training, City Deal – Milton Road Local Liaison Forum. SDCD Environmental Services PFH Meeting – 29 September proposed Food Safety Service Plan 2016/17. SCDC Parish Planning Forum – 10 October. Highways England Exhibition – 11 October. Tree Walk with Bob Walters, Housing PFH Meeting – 19 October, SCDC Audit and Governance Committee – 20 October, Police Panel meeting – 20 October, Litter pick – 26 October.

District Councillor – Hazel Smith

Reported on: Youth issues, pensions for staff, City Deal road block plans take a U-turn, Chisholm Trail and Abbey-Chesterton bridge, South Cambs Planning coach tour of the district, Northstow and Mental Health Vanguard initiative.

21 Bills for Payment and Money Received

To CONFIRM and AGREE bills for payment. PROPOSED AB Seconded RS - ALL AGREED

22 Correspondence

From Milton residents – page 41, 43, 44

Youth Club – Correspondence from Milton Youth Club requesting a skate park – To be passed to the PWG
Bike Stand request – on land near post office – To be discussed at the Maintenance meeting in December
Overgrown trees and bushes Old School Lane – request to cut back – To be discusses at the Maintenance meeting in December.

General – copies were available on evening

Cambridgeshire Royal British Legion – Festival of Remembrance – (no date at present)

Gritting – revised routes

Community Gritting Scheme

Local Highway Improvements Scheme – application deadline 30th November 2016

Minerals & Waste Enforcement Plan consultation – ends 6th Dec

Whippet Services - changes to 1, 1A, 3/X3, 5, 21 and 14

Parish Forum

South Cambs Hearings Program update

South Cambs Parish Devolution seminars – notes

Chisholm Trail & Abbey- Chesterton Bridge planning applications

NALC – National Improvement Strategy for towns and parish councils - consultation

NHS Consultation on future model for non-emergency transport services email

Cross Keys Homes – Survey by Cambridgeshire Acre on Milton Housing Needs on behalf of Cross Keys

Homes – not level of response hoped for so far

Community Foundation – Grants Bulletin

23 Dates of next meetings

Monday 21st November - Planning

Monday 5th December - Parish Council

Monday 19th December - Maintenance

Meeting closed at 10:30p.m.

Signed:

Date: