

Minutes of the Meeting of Milton Parish Council held on Monday 01 October 2012 at 7.30pm in the Bowls Pavilion

Present: RT Summerfield (chair) JE Coston DJ Chamberlin (left at 9:35pm) TA Drummond
M Ellwood RJ Farrington G Heaney (left at 9:35pm) IF May J Mowatt MC Perkins
HM Smith I Tyes
Councillor M Williamson (left at 8:40pm)
The clerk and assistant clerk
1 member of the public (left at 9:57pm)

Absent: AJ Campbell

1. **Apologies for absence:** M Hersom
2. **Minutes:** the minutes of the meeting of 03 September 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 7:34pm
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 7:40pm
3. **Public Participation – members of the public are invited to speak.**
No member of the public wished to speak.
4. **Declarations of interest and dispensations**
 - a) **To receive declarations of interest from councillors on items on the agenda.**
TAD (non-disclosable pecuniary interest) Agenda item 15 – member of Colts Football Club
HMS (non-disclosable pecuniary interest) Agenda item 8 – 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.**
5. **Clerk's report**
A village litter pick by the Beavers planned for 24th Sept did not take place due to the bad weather. HMS advised they would re-arrange this for another date.

Remembrance Service: A reminder that this will take place on 11th November. Clerk will arrange for purchase of wreaths [under LGA 1972, S 137]. DJC observed that this is a Sunday. Clerk will liaise with DJC to plan service so as not to overlap with Church service. Due to closure of Waterbeach Barracks no soldiers from Waterbeach will be available to attend this year. RTS advised he is not yet sure if he can attend this year. IFM will be able to attend.

Quality Parish Scheme: NALC are reviewing the Quality Parish Scheme (QPS). A wide ranging consultation will take place across town and parishes as well as principal authorities and a revised scheme will be launched in 2013.

Litter and Dog Bins: Letter received from SCDC clarifying litter and dog bin provision SCDC is responsible for approving the siting, providing, emptying and maintaining all new and existing litter and dog waste bins on the public highway at no charge to the Parish Council. They can provide a chargeable service emptying litter and dog bins for other areas e.g. recreation grounds.

Photocopying: CBS are increasing the charge for photocopying from 1.1p per copy to 1.21p per copy.

A14 slip road repairs: Overnight repairs to the westbound exit at Milton are scheduled to take place on 1 and 2 October and 15 and 16 October, and at Histon on 3 October. This will involve closure of the exit slip road and some noise.

Community Transport Fund - Cambs County Council are inviting bids from charities, social enterprises and community groups, including Parish Councils, who can demonstrate an interest in transport and accessibility. The bid should provide improvements to local transport services that meet certain criteria.

Clerk's Holiday: Sue will be on holiday from 6th to 13th Oct. The assistant clerk will work his usual hours that week (10am to 12 midday on Mon, Weds, Fri and Sat).

CAPALC Parish Council Funding Fair: Monday 19th November at the Millennium Suite, Newmarket Racecourse – councillors are encouraged to attend to make contact with funding organizations to discuss funding available for 2013/14.

Graffiti: Chris Bradley, SCDC, has been contacted to deal with graffiti on the Jane Coston bridge and in the bus shelter opposite the Waggon and Horses. JEC noted that there is also graffiti under A10 footbridge to Park & Ride site and on media boxes at the base of this bridge. Also some at the Sycamores recreation ground. Clerk will notify CCC (A10 footbridge) and also let PCSO know there is a lot of graffiti appearing in the village at the moment. A brief item will be prepared for the Village View asking people to notify the Clerk if anyone is seen spreading graffiti in the village. It may be possible to review CCTV to identify the perpetrators.

**Action:
Clerk/
Asst.
Clerk**

Precept: the second precept payment has been received from SCDC.

Budget 2013/14: all committee chairmen were reminded to consider figures for 2013/14 budget. An item will be added to all committee agendas and details of budget and spending for current year supplied.

6. **Community Care:** the minutes of the meeting held on 13 September 2012 were received and noted.

It was **AGREED** (proposed by JEC, seconded by TAD) to approve payment of 6 hours overtime for Warden.

IT asked for more information about the defibrillator (item 7 in minutes). Clerk advised a grant application has been submitted to Tesco Charity Trust Community Award scheme for funding to purchase an easy-to-use defibrillator.

Cambs Community Foundation (CCF) Surviving Winter 2012/13 programme: the proposed scheme was discussed. **AGREED** to ask for a brief item about the scheme for the Village View magazine. Concern was expressed about giving out sensitive information and how best to identify those most in need. [Note: CCF have since advised that as they will only accept referrals for this programme via an organised group like the Community Care Scheme they cannot supply an item for publication in the Village View.]

7. **Planning:** the minutes of the meeting held on 17 September 2012 were received and noted.

Decisions received:

S/1337/12/FL Mr Paul Isaacson 56 Fen Road, Milton □ pitched roofs over flat roofed rear extension and porch (previous min P 05/08-11): **approved**.

S/1487/12/FL Mr Stuart Mitchell, Cambridge Newspapers Ltd, Presshall Building, Winship Road, Milton □ single-storey extension for new palletiser enclosure, including reconfiguration of the loading and car parking area (previous min P 05/08-11): **approved**.

S/1652/12/FL Ms Bridget Barker & Ms Annette Beverley 286 The Rowans, Milton – Change of use of ground floor of building from toning studio (Use Class A1) and change of use part of first floor from a beauty salon (sui generis) to a residential dwelling (Use Class C3) – (previous min 08/09-12): **approved. The commercial use of the ground floor shall not commence until 4 cycle racks have been provided at the front of the premises, and the first floor flat shall not be occupied until cycle storage has been provided within the rear garden area. Two off-street parking spaces shall be provided for occupiers of first floor flats.**

S/1428/12/FL Mr Roger Blair, Bard Pharmaceuticals Ltd, 191 Cambridge Science Park □ extension and alterations to existing building, alteration to site layout, access road and car park with associated engineering operations and the installation of chiller and dust extraction units: **approved**.

New applications:

S/1652/12/FL Ms Bridget Barker & Ms Annette Beverley 286 The Rowans – Change of use of ground floor of building from toning studio (Use Class A1) and change of use part of first floor from a beauty salon (sui generis) to a residential dwelling (Use Class C3) – **Amendment, for information only – two off-street parking spaces allocated for first floor flats** (previous min 08/09-12).

S/1867/12/FL Domantis Ltd 315 Cambridge Science Park □ Retention of two portable cabins on site (originally granted temporary permission under S/1248/09/F, previous min 06/11-09). **No recommendation**

S/1885/12/FL Mr A Dyson 55 Old School Lane □ Conservatory. **No recommendation**

S/1922/12/FL Mr Gulshan Chowdhury 34 Froment Way – Extension of house to join existing outbuilding. **No recommendation. Existing outbuilding should not be used as a separate dwelling. Concern raised at trend for converting garages to separate dwellings.**

S/1924/12/AD Bellway Homes Former EDF Depot & Training Centre, Milton □ One front entrance sign and 10 flagpole signs. **No recommendation. Recommend these are temporary and should be removed when development is complete.**

S/0390/12/MP and S/0388/12/OL Northstowe Masterplan Addenda & Phase 1 Outline Planning Application – Addenda submissions to be considered at Northstowe Joint Planning Committee (NJPC) meeting on 4th October. Phase 1 outline planning application to be considered at NJPC meeting on 24th October.

13. **County Councillors Report: Item brought forward**

**County Councillor's Report to Landbeach, Milton and Waterbeach Parish Councils
October 2012**

This is a joint report. I know that some issues will be relevant to only some parishes, but to avoid leaving anything out, I felt it would be useful to circulate everything to all. I have used initials to show which items may be most relevant to which Parishes.

Cycle Parking at Waterbeach Station (L,W)

I spoke to the officer who is dealing with this the other day; he is talking to the railway companies.

Cycle crossing of the A10 (L,W)

As above, I am awaiting more detailed responses from the County Council officers.

Landbeach Road - A10 junction (L,M)

I have contacted the appropriate County Council officer about this. No response as yet. There was some sort of collision there on Saturday morning about ten days ago; no details available. MW will try to arrange a meeting about this and will notify Parish Council of the date.

Future of the Barracks Facilities (W)

My impression is that the DIO are simply not interested in this issue. I am approaching this by other routes but am not very hopeful at the moment. The airfield is an area designated for mineral extraction (gravel).

South Cambridgeshire District Council Issues and Options (All)

The report came too late for the Overview and Scrutiny Committee but I am speaking on the matter at the County Council cabinet on Tuesday. The County's response is available online.

Milton-Impington cycleway (M)

An email correspondence from Mike Davies at the County Council incorrectly suggested that the kerbing for this was complete. Those who go down the road will see that this has only been done as far as the Mere Way. There is still a large gap from there to the recycling centre.

Landbeach Research Park (L,W)

No response yet on future liaison meetings. Representatives from Milton Parish Council will be invited to attend.

Possible new Ely bus service (L,W)

A bus service from Landbeach/Waterbeach to Ely on a Thursday (market day in Ely) has been proposed. From the level of interest shown funding for this should not be a problem.

8. **Maintenance:** the minutes of the meeting held on 24 September 2012 were received and noted.

It was **AGREED** (proposed by TAD, seconded by JM) to co-opt Jonathan Western to the Maintenance Committee as an Allotment Representative.

9. **Grants**

The draft grants policy and application form were discussed and amendments put forward. The Clerk will have a revised draft ready for the next meeting. JEC will send a copy of the County Council grants policy for reference.

**Action:
Clerk**

10. **Consultations**

SCDC grants and partnership funding arrangements: AGREED to send response prepared by the Clerk.

**Action:
Clerk**

SCDC Audit of recreation provision: AGREED amendments to the village assessment prepared by SCDC. HMS noted that this assessment will be used as a guide when dealing with future planning applications/S106 payments.

**Action:
Asst
Clerk**

CCC Consultation on Cambridgeshire's Strategy for Local Flood Risk Management and Flood Asset Register for Cambridgeshire runs from 17 September to the 14 December 2012 and seeks your views on the content of the draft strategy. Details can be found at:
<http://www.cambridgeshire.gov.uk/environment/floodandwater/flooding/Flood+Risk+Management+Strategy.htm>.
JEC, MCP and HMS agreed to form a working party to prepare a response to the consultation and will have a report ready for the December meeting.

11. **External Audit**

NOTED Littlejohn LLP has been confirmed as external auditor for five years from 2012/13.

12. **MCC report**

Maintenance/Improvements:

Nothing to report, the only work carried out in the last month has been routine maintenance.

Bookings:

Out of the 5 new classes that provisionally booked to start in September, only one actually commenced - Children's Messy Play on a Wednesday morning, which is proving to be reasonably popular. All our other regular classes have started up again following the school summer holidays. There were 2 Saturday night parties/events during September, with 3 planned for October.

Youth Building:

Nothing new to report.

Vandalism:

Nothing to report.

13. **County Councillor's report**

Moved further up the Agenda, after item 7.

14. District Councillors' reports

Councillors' Report – October 2012 – Hazel Smith

Local survey

We are currently carrying out a political survey round the village. So far we have found 3 people interested in driving for the community car scheme. The survey is also available on our MiltonAndBeaches website www.miltonandbeaches.mycouncillor.org.uk under Surveys in the link on the right.

Local plan

There is a special leaflet for Gypsies and Travellers to read and fill out about the local plan's policies on Traveller Sites. I have delivered 170 of these in Chesterton Fen Road and another 16 at Blackwell Caravan Site. Residents commented that 50 extra plots for a generation (this plan covers the next 19 years) doesn't seem much, when there is already a long waiting list for rental plots on the Blackwell site and elsewhere.

Police and Crime Commissioners

There will be an election on November 15th, and all the main parties are fielding candidates. There will not be a lot of paper through your door – the government is expecting everyone to look at a website for details of the candidates, so anything that does come out will be paid for by the parties or individuals concerned.

Emmaus Cambridge

I was asked to join the Emmaus Board of Trustees 8 years ago when I became your district councillor, and I have just taken over as the Treasurer. Emmaus Cambridge is doing well and its finances seem very sound. At the AGM this month, we reported that we are going to open a shop in Cambridge on the ground floor of the Emmaus UK office in Newmarket Road, just behind the Grafton Centre, to showcase some of the good quality second-hand clothes we are now selling.

South Cambs Council

One reason why I have less than normal to say about the council is that the ruling group have decided not to have so many portfolio meetings, which were open to everyone, and more decisions and reports are being heard behind closed doors. Officers have told me that information items are not being aired at all in meetings so that only the final decision will come to a meeting where people can put forward their views. This is a really retrograde step.

You may recall that many staff were put onto lower grades as a result of a job evaluation exercise over the last couple of years. A new organisational chart has just been published and there are a lot of unfilled jobs, where people have resigned recently, and another shake-up at the top on its way. Quite a few long-serving and respected officers have now gone. There will be another year's pay standstill in 2013-14 for our council staff.

On a brighter note Rob Mungovan, the SCDC Ecology officer, took us on a very inspiring tour of the work done recently to the Cam under his direction in the Trumpington Meadows Country Park. There is a large area of public open space along the Cam there, on the old PBI site, not yet open to the public, which will be a wonderful resource in years to come. With some funding from the developers of the 1200 houses at Trumpington Meadows, the habitat on the Cam has been made more varied and interesting, by putting back some of the variety that was dredged out in the 1950's, with spawning areas for fish, and some reed beds. This has been done sensitively and in a way that increases the flood storage capacity of the meadows beside the Cam.

Sheltered Housing

Sheltered housing schemes are one of the great successes for South Cambridgeshire over many years – and both residents and Councillors have been united in their support not only for the principle but also for those who live in them. Recent years have seen very considerable changes to the way they are run. Concerns have now been raised about how the most recent changes are impacting residents. Raising questions in Council brought forth a fairly vitriolic attack from the Portfolio Holder with no actual answer to legitimate concerns raised.

Further enquiries by Sebastian and Bridget have identified an alarming number of residents who do not feel safe or adequately supported and who can be left alone for up to 4 days without seeing any visitor. This is obviously very unsatisfactory but in these days of serious budget cuts it is a nationwide problem. As a community though we do need to be thinking about what we should be doing to keep our elderly friends and neighbours safe. A 10 minute chat on a Saturday night might make all the difference to someone who has been alone with their TV since Thursday.

If you or a family member has concerns about this can you please get in touch? We are anxious to see if we can work locally to perhaps fill some of the gap left by the budget cuts.

Making things easier...

If you are a South Cambs resident you can now arrange to pay your Council Tax directly from your monthly salary. This will be spread over 12 months rather than the 10 as currently – call Debbie Lewis on 01954 713118. Likewise, if you are a SCDC tenant you can pay your rent directly from your salary as well – contact Brenda Robinson on 01954 713128.

Declaration of Interest Forms

Only about half of the parish councillors in South Cambridgeshire have sent back their declaration of interest forms despite the deadline being last month. The forms have been very difficult to deal with and there have been a number of resignations from councillors who feel that the information required is unnecessarily intrusive. South Cambs have said that they will not be taking any action against these councillors but are advising them to ask for help if they are finding the process difficult.

South Cambs Building Council Houses.

It is many years since the Council has built any of its own houses but things could be about to change. Discussions are currently under way in to the possibility of building 200 new and 200 replacement houses over the next 10 years. The numbers are small but, with increasing numbers of people needing affordable rental housing every bit helps. Gamlingay has been identified for 12 houses to replace Robinson Court which is now a bit past its sell by date. It's early days but we are anxious to influence the redevelopment so Gamlingay gets what it needs rather than what a developer thinks it needs!

How Green is South Cambridgeshire?

South Cambridgeshire DC has reaffirmed its commitment to being a green council in response to a motion put to Council by Bridget Smith that 'This Council believes that Economic Development in South Cambridgeshire must be encouraged and sustained through its promotion of, and commitment to, adaptation to low carbon living. This will include supporting new and existing Green Businesses, promoting the uptake of energy efficiency measures and renewable technologies in all commercial and domestic premises, moving towards building zero carbon homes and working with partner organisations to deliver realistic sustainable transport options and a whole hearted commitment to delivering the Green Deal'. The motion was passed unanimously so it will be interesting to see what difference it makes.

South Cambs Accounts

SCDC has produced a short and simple guide to their accounts for year ending 31/03/12 – it's surprisingly interesting – more so when you consider how much you've paid into it! Available as hard copy or online at www.scambs.gov.uk

15. Land Group update

Notes of meeting held with village sports clubs on 11 September 2012 were received and noted.

[Note: According to Football Association (FA) guidance, the minimum length/width for an adult football pitch is 90m x 45.5m. The two pitches provided on the Bellway site would each be 90m x 50m.]

Former EDF site:

- Bellway Homes has named the development 'North Lodge Park'
- Bellway confirmed that they are happy in principle to transfer the Freehold of the sports facilities, subject to Contract. The transfer will need to contain some specific clauses, e.g. not to construct houses etc and provisions similar to those contained within the lease.
- Option of taking sports fields/pavilion or £200,000 lump sum: The parish will need to decide on this within three months of Implementation, which should take place in the very near future. RTS pointed out the risk of taking the cash is that the parish may not be able to deliver the Landbeach Road site and the village would be left without any additional recreation space. RJF said there was a need for rough estimates of cost concerning Landbeach Road site in order to make an informed decision. Discussion as to whether a separate meeting was needed to deal with the Bellway option issue as it will have a long-term impact on the village. General agreement to hold a Land Group meeting on 30th October to discuss Land Group's recommendation to parish council. All members of parish council will be invited to this meeting. Issue will be placed early on the Agenda for a limited time of discussion at the November parish council meeting and decision will be taken then whether separate meeting is warranted.
- The Clerk has sent a letter to Andrew Winter, the planning case officer at South Cambs District Council, to inform him that Bellway has responded to all the issues raised by the parish council in its comments to the Reserved Matters application, save for the re-design of the sports pavilion which is ongoing.
- Pavilion design: South Cambs planners recommended moving the site of the pavilion so that it forms a focal point for the main road through the development. The change of position necessitated a change to the internal layout of the pavilion. Parish councillors and sports clubs reps were not happy with Bellway's re-design and preferred the internal layout in the S106 Agreement. Bellway has now agreed to rotate the building 90 degrees whilst maintaining, in principle, the original layout in the S106. Mark Liddiard from the Football Association (FA) has asked for a minor revision to the spectator W/C's for reasons of child protection. Councillors recommended moving the Store to the other side of the W/C's and having the W/C's open onto the existing Store. The parish would be happy with the latest pavilion design as long as Bellway agrees to this revision.

**Action:
Asst
Clerk**

College of West Anglia (CWA) land:

- Email from Cheffins, CWA's land agents: "Further to your e-mail of 10th September, I have met further with the College who, after due investigation, has decided that they do not wish to take any further action with regard to either a sale of their playing field or, alternatively, a land exchange with the allotments at the present time. If, however, matters should change from the College's point of view I will contact the Parish Council further in case they should still be interested in pursuing matters further."

Landbeach Road land:

- Letter sent to Stephen Conrad, Strategic Asset Development Manager at Cambridgeshire County Council, asking if the Landbeach Road site was still available, either freehold or leasehold, and if leasehold for how many years. Mr Conrad's reply: "I can confirm that we will, subject to the necessary member approval, grant a lease of the new area you are seeking for new playing fields. I need to give various issues like length of term further consideration and also the need for other clauses like the ability to recover part for any A10 widening scheme. I would hope that we would be able to make other land available to make up for the loss in that event." It was **AGREED** to write back to Mr Conrad and ask for an indication as to likely length of lease he is considering. It was **AGREED** (proposed by JEC, seconded by IFM; voting: 5 yes, 2 no, 2 abstaining) to send in a planning application to renew change-of-use on the site for a further three years.
- Mark Liddiard from the FA was asked whether purchasing the site leasehold instead of freehold would affect FA grants. His response: "With regards to lease, minimum 15 yrs for grants up to 50k and 25 yrs for any grants over 50k. Ideally I would suggest the Parish goes for a 30 year lease at the outset."

Action:
Asst
Clerk

George Wilson Trust land:

- HMS was asked (at the parish council meeting in September) to sound out the Wilson Trust about whether they may be prepared to lease or sell the bottom of the field north of the Bellway site to the parish council. HMS received a letter from Mrs Wilson saying that they are not interested.

16. Bills for Payment and Money Received

Proposed by ME, seconded by TAD

CONFIRMED and AGREED payment of cheques 100751 □ 100765

17. Correspondence (inc. urgent correspondence not on the agenda)

LCR magazine Autumn 2012

The Clerk magazine September 2012

Clerks & Councils Direct September 2012

Magpas Letter and Christmas Draw Tickets to be sold.

Tree Council Press Release: Seed Gathering Season 2012, 23 Sept □ 23 Oct.

Cambs ACRE: Community Action Autumn 2012

Bedfordshire & Cambs Victim Support: letter received asking for a donation. Proposed by RTS, seconded by JEC, **AGREED** to reply stating only village groups are supported with donations.

Action:
Clerk

18. Dates of Next Meetings – 16th October Skateboard Working Group and Milton Action 4 Youth committee at Milton Youth Club (5pm); 22nd October Planning (7pm); 22nd October Finance & Administration (7:30pm);

30th October Land Group (7:30pm □ all councillors are invited to attend); 5th November Parish Council (7pm)

19. Items and Reports for November agenda (to be received by Friday 26 October)

The meeting closed at 10:03pm

Signed.....

Date.....