

Minutes of the Meeting of Milton Parish Council held on Monday 07 October 2013 at 7.00pm in the Bowls Pavilion

Present: RT Summerfield (chair) A Bradnam DJ Chamberlin RJ Farrington
G Heaney (arrived 7:28pm) J Mowatt MC Perkins HM Smith I Tyes G Wynne-Jones
The clerk

- 1. Presentation by Highways Agency on proposals for A14 improvement scheme:** Ian Parker and Darren Salmons gave a presentation highlighting the need for an improvement scheme, the proposed route, the current scheme options consultation and tolling of part of the route.
Comments made included the need to improve the Girton junction, questions about improvements planned for the Milton junction, the need for a complete Northern bypass road system for Cambridge which the proposals do not deliver, concern about additional congestion during the improvement work.
The proposed schedule for the works is a preferred route announcement at the end of 2013, a pre-application consultation in Spring 2014, development consent order application late 2014, work to start late 2016. Details of the proposals can be found at: <http://www.highways.gov.uk/roads/road-projects/a14-cambridge-to-huntingdon-improvement-scheme/>
RTS thanked Ian and Darren for an interesting presentation. Ian and Darren left the meeting.
 - 2. Apologies for absence:** Apologies for absence were accepted and approved from: JE Coston – conflicting engagement; IF May – work commitment; G Heaney – apologised for late arrival; M Hersom – work commitment. County Councillor Maurice Leeke was detained at Landbeach Parish Council’s meeting and arrived after this meeting had closed.
 - 3. Casual Vacancy:** Anna Bradnam signed the Declaration of Acceptance of Office.
There are still 2 vacant seats on the Council.
 - 4. Minutes:** the minutes of the extraordinary meeting of 29 August 2013 and the meeting of 07 September 2013 were approved and signed as a true record.
 - 5. Public Participation – members of the public are invited to speak.**
There were no members of the public present.
 - 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 (pecuniary interest) Agenda item 9 – allotment holder
 - b) To receive written requests for dispensations for disclosable pecuniary interests (if any).**
None received.
 - c) To grant any requests for dispensation as appropriate.**
GH has a dispensation for item 9 – he is an allotment holder
 - 7. Clerk’s report**

Actions from September meeting:

North Lodge: (previous min 7/09-13) Richard Gardner from Bellway Homes has advised that as the damaged wall is part of a listed building Listed Buildings Consent is required (which is separate to the planning permission already in place) before any works can be carried out on the wall. This is currently being discussed with the Local Planning Authority.

ShapeYourPlace: (previous min 7/09-13) a letter has been received from Sandra D Willatt, Commissioning and Performance Manager at Cambs County Council in response to a request for information about future funding plans for the website that states ‘The funding is part of the base budget of the Directorate and as such is as secure as any County Council funding at this time’. JEC is going to follow up this rather unsatisfactory response.

Cambridge Sewage Treatment Works: (previous min 7/09-13) Stephen Boulton from Anglian Water Authority will attend the February 2014 meeting (provisional date for the meeting is Monday 3rd February 2014). A letter sent to JEC from Lucy Sharp, Customer liaison Manager was circulated following a meeting on 10th September. JEC will give a more detailed update at the next council meeting.

Dual Use recycling bin: (previous min 7/09-13) the measurements for this style of bin are: height – 980mm, width – 755mm, depth – 530mm. SCDC will install the bin by the bus stop opposite Tesco’s in due course.

Community Infrastructure Levy (CIL) consultation: (previous min 11/09-13) James Fisher, Section 106 Officer, Planning and New Communities, SCDC has noted the councils response to the consultation and has offered to come to a meeting to explain why SCDC feel it necessary to adopt CIL payments. The Clerk will write and thank him for his offer and advise that council did not wish him to attend a meeting.
- New Items:**
- Assistant Clerk:** David Geasor has now left. AGREED to send a letter of thanks to David Geasor for his hard work as Assistant Clerk. The closing date for applications for the vacant post of Assistant Clerk was 7th October, but as the Village View was only distributed in late September any applications received a few days late would be considered.

**Action:
Clerk**

**Action:
Clerk**

Bellway site: The following has been received email from Joe Goude of the Cambridgeshire Football Association:

“I am the County Development Manager for Cambridgeshire FA looking after facility development within the county. I know you’ve previously had some dialogue with Mark Liddiard at The FA regarding the EDF site and the new pavilion that was scheduled to be built. This is really just a courtesy email to see how things are progressing and see if there is any further assistance we can provide with the project? Hope all is well and I look forward to hearing from you.”

AGREED parish council’s response: The development is underway and we await the pavilion, pitches and car park at the practical completion of the 65th dwelling. Is the FA able to give us a grant towards the purchase of 2 sets of goalposts, plus any other equipment that may be required?

**Action:
Clerk**

Training: AGREED the Clerk should attend a SLCC course for Cemetery Legal Compliance in Huntingdon on 13th November 2013. This day long course takes an in depth look at the legal aspects of managing a cemetery effectively and sensitively. Always the most sensitive of areas in our everyday lives as local council clerks - this course is a must for all Clerks and their deputies who are involved with cemetery management. SLCC Members Price: £125 + VAT.

Remembrance Service: This will take place at the War Memorial on 11th November. Clerk will arrange for purchase of a wreath [under LGA 1972, S 137] and contact the school to invite pupils to attend.

**Action:
Clerk**

Public Consultation – Landbeach Road/Humphries Way cycleway/footpath crossing: this was held in 23rd September in the Community Centre and was well attended. County Council staff present reported that lots of comments about the proposed layouts had been received.

Budget 2014/15: all committee chairmen were reminded to consider figures for 2014/15 budget.

SLCC Meeting: the clerk attended a SLCC meeting on Friday 20th Sept at Willingham. Topics discussed included bank accounts and problems clerks are having operating accounts as a non-signatory. The majority present were listed as a signatory on the mandate but did not sign cheques (this should be detailed standing orders). Training for clerks was also discussed; the importance of having a properly trained clerk was highlighted. Both CAPALC and SLCC offer training courses for clerks and CAPALC also offer training for councillors and other employees e.g. groundsmen. CAPALC are currently piloting online training and it is hoped this will be available soon. Ian Dewar, CAPALC, advised that funding has been received from DCLG to investigate the creation of new parishes in unparished areas. For Cambridgeshire this is taking place in Cambridge City and Peterborough.

Street Lighting: plans for replacement and removal of lights in Bulteel Close, Butt Lane, Cherry Close, Ely Road, Fen Road, Froment Way, High Street, Humphries Way, Knights Way, Landbeach Road, Lyndhurst Close, Willow Crescent have been circulated to councillors. Noted that the light beside the Goding Way junction (CC9) on Fen Road is being removed although the council had asked for this to be retained when commenting on the original plans for street lighting. The light opposite this junction is being retained. The clerk had been notified of a complaint made by a resident to Cambridgeshire Lighting about the proposed removal of the street light in Froment Way.

Better Bus Programme: Parish Councils in South Cambridgeshire are invited to submit expressions of interest for funding from the County Council to improve facilities for bus users (there is funding of £40,000 available for this scheme). AGREED that current provision of bus shelters, real time bus displays is satisfactory.

Review of polling districts and polling places 2013 by SCDC: The Council and the Returning Officer wish to consult as widely as possible on potential future polling arrangements, and would welcome any comments on the existing structure or alternative proposals for the future. For Milton and Milton (detached) the polling station is at the Bowls Pavilion. AGREED to comment that for elections with a high turnout, i.e. General Elections, the Bowls Pavilion is a little small. There is more space available at Milton Community Centre. The consultation closes on 13th November.

**Action:
Clerk**

8. **Planning:** the minutes of the meeting held on 16 September 2013 were received and noted.

Decisions:

S/1626/13/FL Miss Sarah Henderson, FCC Environment, Refuse Tip, Butt Lane, Milton – change of use of land to include skip storage (retrospective) (previous min P5/08-13): **approved**. Use shall be discontinued and skips removed on or before 31 December 2020, when landfill use will discontinue at this site.

New applications:

S/1833/13/LD Mr Y Patil 12 The Oaks, Milton – single storey rear extension; conversion of garage. **No recommendation. The converted garage should only be used by residents of 12 The Oaks. There is concern over available parking if the number of bedrooms in the house is increasing (policies DP/2 and DP/3 of Local Development Plan).**

S/1965/13/NM Mr Cliff Fisk, Cambs Mencap, Rosewood, High Street, Milton – non-material amendment to planning permission S/0946/11 (Replacement Day Room) (prev min PC8/06-11) to allow the provision of a window in place of the approved glazed doors. **For information only.**

C/11/40/072 Mr Nix 50 High Street, Milton – carry out work to reduce crown by 4m, shorten side branches on tree in conservation area (silver birch in rear garden). **No recommendation** (The Tree Officer has visited the site and agreed the work was required).

9. **Maintenance:** the minutes of the meeting held on 16 September 2013 were received and noted. Noted that following this meeting the family of the late Joe Lee had contacted the Parish Council office to enquire about purchasing adjacent graves for his children. The family were offered the same terms as the Smith family – graves to be purchased by 1st November 2013 and proof of residency in Milton is required as well as a signed copy of the current cemetery policy.

Cemetery

It was **AGREED to accept recommendations** (proposed GH, seconded RTS):

- To write to the families of the late Louise Smith and Joe Lee to advise:
 - a) A double headstone, maximum dimensions 90cm (height) x 150cm (width) will be allowed for these two graves. Space must be left on the headstone for an inscription for the 2nd burial in the adjoining grave.
 - b) Kerbing of a maximum height of 15cm will be allowed round the two graves.
 - c) Flower vases within the kerbing, maximum height 45cm from the ground, will be allowed.

**Action:
Clerk**

This is for the graves of Louise Smith and Joe Lee only. A plan of the headstone, kerbing and vases, giving details of the inscription and measurements, must be approved by the Parish Council before any work begins.

Allotments

It was **AGREED** to write to all tenants to remind them of the terms in the tenancy agreement with regard to trees (paras 5(f) and (i)) and give tenants 6 months to remove any non-fruit trees planted on their allotment. (proposed IT, seconded RJF; 9 voted for, 1 abstention).

**Action:
Clerk**

10. **Finance & Administration**

The Annual Return for year ending 31 March 2013 has been completed. The external auditor certificate was received and noted.

11. **Milton Skatepark**

IT has met with Mick Woolhouse (MW), Cambridge Sports Lake Trust (CSLT). MW has concerns over a skatepark in the Country Park due to problems in the past at night but will speak to his committee. MW will write to the council with the committee's recommendations.

12. **Reports from external meetings**

- A report from IT of the SCDC Parish Council Liaison Meeting held on 1st October was received and noted (both IT and MP attended this meeting).
- Patient Participation Group (PPG) at Milton Surgery In response to a request for funding for a Community Navigator to help older people living in their own homes to keep in touch with events going on around them and take advantage of things the community has to offer DC asked that the PPG approach Milton Charities regarding funding. Noted the Parish Council already employs a Community Warden to work with elderly residents. HMS will advise the PPG to approach Milton Charities for funding.

13. **MCC report: Andy Gray, Community Centre Manager**

Maintenance/Improvements:

A new heater has been installed in the entrance lobby of the Annexe, as the old one had not worked for some considerable time.

Bookings:

No new classes to report.

There are 2 Saturday Night bookings during October, only 1 at the moment during November

Youth Building:

Nothing to report

Vandalism:

Nothing to report

AGM

The Community Centre AGM will be held in the Annexe on Wednesday 9th October, 7.00pm for a 7.30pm start.

14. **County Councillor's report: Maurice Leeke, County Councillor**

Milton to Landbeach Cycleway, Phase 2 – The consultation meeting at Milton on the options for crossing the A10 has now taken place and the Landbeach one will have taken place by the time of your meeting. There has been a good response so far, and the Highways Team will be taking the various responses into account.

Butt Lane Cycleway – I have written to the enforcement officer asking her to take action to get the developer to resurface the entrance to the Business Park as this is the one piece of the cycleway that is left to do.

Improving Facilities for Bus Users – funding available via Better Bus Programme.

Park and Ride Parking Charges – The County Council's Cabinet are trying to introduce parking charges at some of the Park and Ride sites, including the Milton one. Their intention is to charge £1 per vehicle, in addition to the bus fare that most of the passengers pay. This is a very contentious issue with concerns about the increase in the overall cost of using the service, the effects of motorists taking their cars into the city to avoid the cost, and the risk of people choosing to park in Milton and using the Butt Lane footbridge to get to the park and ride site.

15. District Councillors' reports

Councillors Report – October 2013 – Hazel Smith

A14 consultation

I have attended 2 briefings on the A14 plans, given by the Highways Agency. They say the toll on the Huntingdon southern bypass will be £1 to £1.50, doubled for heavy lorries, but you may recall the M6 Toll started at 75p. There will be 'free-flow' toll payment (electronically, using whatever system the Dartford Crossing ends up with next year).

In Milton they admit that there will have to be further work on the A10/A14 junction to accommodate future plans (Waterbeach for example), which is in addition to this. The only change in these plans will be an increase to 3 lanes on the Eastern (southbound) bridge over the A14 (within the existing road width), and a little widening on the sliproad coming up to the roundabout from the West, where the 3-lane part of the A14 will change to 2 lanes under the Milton junction.

Fen Road Chesterton, proposal for Council rented traveller site

Following last month's meeting when the Housing portfolio holder and officer came to talk to Milton Parish Council about these plans, I visited Fen Road to consult with local people about the proposal, and spoke on the radio. The District Council Cabinet decided to recommend the spending of £2.75m on a range of projects for improving accommodation for Travellers in our area, £1.9m of this coming from central government grants, which are only available for this type of provision. The County Council wants to sell the rental Traveller sites that SCDC operates on its behalf, and part of the proposal is to fund this transfer, so the sites will become part of SCDC's housing stock. Blackwell Traveller site would be transferred under this scheme. On Thursday the full council voted almost unanimously to approve the investment, quite an achievement for a proposal of this kind, which would provoke uproar virtually anywhere else.

We must ensure we get all the improvements to the whole area that we can from this development, if a decent price is negotiated and the deal goes ahead.

Drainage plans for the Station

As part of the consultation on the station plans I am arranging to meet with the County Council drainage expert to discuss plans for drainage at the station site. This could impact on the wider drainage of the area between there and the Cam (Chesterton Fen), and if not done carefully could back up, affecting the 1st Public Drain through the Science Park.

Meeting about transport plan priority projects

The County Council currently collects S106 contributions to support the delivery of the area corridor transport plans. They are currently looking to gather suggestions for schemes within our area to which they can allocate funding. They have previously gathered suggestions through area committees. However they currently have a significant amount of funding within our area and so are arranging specific workshops at which to discuss this issue. A more detailed briefing pack will be sent out shortly.

North Area Workshop 23rd Oct, officer in charge – Dan Clarke. HMS will attend this meeting.

South Cambs published its Key achievements between April-August 2013 as follows:

- Launch of first tranche of Business Improvement and Efficiency Programme projects
- Preparation of a draft South Cambridgeshire Local Plan, currently subject to full public consultation
- Cross-authority in-principle agreement to contribute funding to enable the A14 improvement scheme to go ahead
- Completion of 28 affordable housing units at Papworth and purchase of three market homes to use as temporary accommodation in place of Bed & Breakfast. A total of 8 are in the pipeline.
- Carried out a successful Best Kept Garden competition for council tenants and leaseholders, won by Miss Jo Stellitano of St Andrews Way, Impington
- The annual Park Life event attracted a record 5,000 visitors to Milton County Park
- Re-accreditation against the Elected Member Development Charter
- Launch of shared Internal Audit service with Peterborough City Council

South Cambs and the Park Life event

The recent Park Life event attracted record crowds of almost 5,000 people to Milton Country Park, with staff from teams across the council coming together to make the event a success. Over 450 people had a go at water sports alone, including canoeing, kayaking and paddleboarding whilst almost 100 checked out the woodland activities in the Wild Place and many more tried their hand at archery, trampolining, golf, fencing and cycling. Quite a number of senior staff from South Cambs, including the Chief Executive, came with their families to help on the day.

eCops

Cambridgeshire Constabulary's eCops service, which sends out useful information on local crime, has changed platform. If you want to get alerts, you have to register (or reregister) at www.ecops.org.uk. The old service had seemed to have declined somewhat, so hopefully the new service will be more useful (though it doesn't seem to have been very active yet).

I hear that Inspector Chris Savage (who for some time has been our Sector Inspector) is now moving on to Headquarters, and the new person in post is James Sutherland.

HMS noted the next Histon Area Police Panel Meeting is on 8th October at Orchard Park Primary School and encouraged councillors to attend.

IT would ask the police if they could give a talk to the Youth Club.

Community Chest

The Leader of South Cambs has taken a decision to award the following Community Chest Grants:

£480 to Histon Bowls Club

£1,000 to Teversham Terriers Football Club

£345 to Fulbourn Forum

These grants of up to £1000 are available to community groups in the villages – I can point you to the application forms on the SCDC website if you are interested in applying. This funding opportunity will be highlighted to clubs attending the Community Centre AGM.

16. Bills for Payment and Money Received, Budget Figures

Proposed by RTS, seconded by GH

CONFIRMED and AGREED payment of cheques 100939–100953.

Budget figures were noted.

17. Correspondence

Clerks & Councils Direct – September 2013

Clerk Magazine – September 2013

Letter from Cambs County Council re: ShapeYourPlace website

Cambs & Peterborough Clinical Commissioning Group – Older Peoples service’s procurement

Connecting Cambridgeshire Guide – Summer 2013

LCR – Autumn 2013

Letter from Cambs Police & Crime Commissioner Sir Graham Bright – launch of Neighbourhood Alert to replace eCops. As the Clerk receives these updates at home it was agreed it was not necessary to sign up using the clerk’s work email address.

18. Dates of Next Meetings – 16th October Community Care (11am); 21st October Planning (7pm); 21st October Finance & Admin (7:45pm); 4th November Parish Council.

19. Items and Reports for November agenda (to be received by Fri 25 October)

The meeting closed at 9:08pm

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