

**Minutes of the Meeting of Milton Parish Council held on
Monday 3 October 2016 at 7.30pm 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)

In Attendance: S Wilkin (SW) (Acting Clerk), S Corder (SC) (Assistant Clerk)
M Leeke (County Councillor)
Peter Stoehr (Milton Cricket Club)

1 Apologies for absence

D Burch (personal)

2 Appointment of Vice Chairman

JEC Proposed David Owen – **ALL AGREED**

3 Casual Vacancies – Parish Councillor:

Currently we have 9 Parish Councillors and 6 vacancies.

4 To approve the minutes of the meeting held on Monday 5 September 2016

HMS asked that on item 23 “and the river” be removed. With this amendment JEC proposed and AB
Seconded that the minutes of 5 September 2016 be approved and signed as a true record. – **ALL AGREED.**

5 Declarations of interest and dispensations

a) To receive declarations of interest from councillors on items on the agenda; None

b) To receive written requests for dispensations for disclosable pecuniary interests (if any); None

c) To grant any requests for dispensation as appropriate. None

6 Public Participation: Peter Stoehr from Milton Cricket Club attended to discuss Item 8 on the agenda.

7 Clerk’s/Chairman’s report: From previous meetings:

Deeds - to check all are listed with the correct PC office address. – JEC has contacted Amy Richardson at
Howes Percival in regard to updating deeds and she has quoted for approximately 11 properties a cost of
£320-£500 + VAT plus £77 disbursements. HS proposed council go ahead with this seconded RS – **ALL
AGREED.**

Asset list to be updated for the internal auditor. – Being updated by the Acting Clerk.

Archaeological dig in Fen Road - Nothing further has been heard.

Letter from resident regarding bus stop/shelter/paths. - Acting Clerk to write to the resident apologising for
the delay in a response to this matter. This would be looked at during village tour.

Request from a resident asking if anything could be done to stop people parking at the western end of Butt
Lane, opposite Coulson Close. He believes about 6 cars park there every weekday (to use the P&R) - AB to
obtain an up to date survey.

Request from a resident for a memorial plaque on a bench near river - HMS contacted the resident to put them
in contact with the Cam Conservators.

Letter from resident regarding speeding on Landbeach Road. – AB attended a speed awareness course and is
in contact with Landbeach PC, who also attended a course, with the possibility of working together.

Request for bench on old part of Cemetery – Acting Clerk to contact resident and put them in touch with the
Rector at All Saints Church, Milton who own the land.

North Lodge – An update from JEC. Drains not working properly in changing rooms and hot water as well as
other smaller issues in hand. JEC thanked TL for all his help in cleaning the Pavilion before being used.

Milton Primary School – Email received from Milton Primary School in relation to a part of land which is
owned by the Parish Council and leased to the school via the County Council for the school to use. Milton

Primary School plans to turn into an Academy and this would affect the lease of the land. Following discussion JEC suggested that we use the PC solicitor Amy Richardson (provided the school agree to pay costs) to look at the legal clarification and draw up new documents to including the wording “prevents reassignment”. Proposed DO Seconded RF. **ALL AGREED.** Acting Clerk to contact the school.

New:

Arrangements have been made for the removal of the asbestos from the Horse Grazing stable at a cost of £500 + VAT.

Area under notice board is due to be cleared on 28/29 September. – The area has been sprayed and Buchans will return to clear away.

PKF Littlejohn LLP - External Audit was signed off on 25 September.

Broken window - 1 Ely Road, Milton – AB gave an update – agreed no further action.

Several allotments have become available for Milton Residents for the new season.

Resignation of Acting Clerk. – The Parish Councillors thanked SW for all her hard work especially all the work she has done in regard to the cemetery, allotments and finances.

An invitation to speak at the October or November Parish Council meeting was sent to Rebecca Britton of Urban and Civic PLC for the Waterbeach Barracks and Airfield development. – Rebecca Britton to attend the November Parish Council meeting at 7pm.

Request from resident for a “Sheffield” style bike stand near the Post Office. – Acting Clerk to write resident as this is not Parish Council land. There are bicycle stands near the Post Office.

8 Milton Cricket Club

Peter Stoehr gave an update on the Cricket Pitch site at North Lodge.

Three quotes were considered to install a synthetic cricket pitch at North Lodge. A recommendation from Peter Jones, Pitch Consultant to accept quote from ClubTurf of £8,200 + VAT. Proposed AB seconded HMS (4 in favour 4 abstentions) **AGREED.**

A quote of £395 plus VAT from Peter Jones, Pitch Consultant was considered to oversee work for a synthetic cricket pitch at North Lodge. Proposed AB seconded HMS (4 in favour 4 abstentions) **AGREED.**

9 Planning

The Planning minutes of the meeting of 19 September 2016 were received.

Decisions received:

S/3102/15/FL - Ms Christine Light, Network Rail and Brookgate Limited – Land at Chesterton Sidings, Cowley Road – A new station building and associated infrastructure - **APPROVED**

S/1673/16/FL - The Edmund Trust – 2 Cambridge Road, Milton - Erection of four dwellings and associated siteworks including demolition of two existing dwellings - **APPROVED**

New:

S/1405/16/FL - Cambridge Consultants Ltd - 29 Cambridge Science Park, Milton - Proposed erection of office and laboratory extension (flexible B1 use), decked car park and associated landscaping – **NO RECOMMENDATION**

S/2407/16/FL - Antonio Sabnani - 55 Cambridge Road, Milton - Detached dwelling and associated parking - **OBJECT (1. Density/overdevelopment of site - very narrow property. 2. Parking/access to property on private road which leads to Barnabas Court (elderly care home). Permission would be required to use this access road, as well as the access being on a bend in the road. 3. Semi mature trees would be removed 4. Lack of garden amenity).**

S/2433/16/FL - Unit 216, Cambridge Science Park, Cambridge - N/A, Legal and General UK Property Fund c/Ag - Extension and refurbishment of Unit 216 to include the addition of a further storey, cycle spaces, plant and associated development – **NO RECOMMENDATION**

10 Staffing Committee

AB reported that the Parish Council's RFO (GK) will be taking on more financial administration duties in the Parish Office.

AB requested a continuation of the previous agreement which allows the Staffing Committee to incur necessary costs, within the budget figure, in order to support the office function. - **ALL AGREED**

It was **AGREED** (Proposed by HMS and Seconded by JEC [Section 1(2) Public Bodies (Admission to Meetings) Act 1960] to exclude members of the public at 8.45p.m. owing to the confidential nature of the business to be transacted.

A matter was discussed concerning pension contributions for Staff.

The meeting re-opened at 8.47p.m.

11 Finance and Administration

HMS Proposed to deposit £75,000 with the Cambridge and Counties Bank on a 1 year Bond (1.5%) due to extra funds being available in the bank account. RJF Seconded - **ALL AGREED**.

12 Maintenance

The Maintenance minutes of the meeting of 19 September 2016 were received.

AB Proposed and RJF Seconded that the wording in the Cemetery Policy be amended to read "the coffin (or casket) should be made mainly of wood or otherwise be biodegradable". (7 in favour 1 against) **AGREED**

Discussion took place regarding the use of the Horse Grazing field due to its poor state but nothing was decided.

The Village Tour will be held on Sunday 9 October at 3pm starting at the allotments. GH will organise a route.

A quote from Fenland Leisure of £1,052.85 for repairs to the play areas was discussed and it was Proposed by DO and Seconded by RS that the work be carried out. - **ALL AGREED**

13 Tomkins Mead

To **CONSIDER** quote of £800 from M Elsome, Roger Driver Partnership for reviewing tenders received for the replacement of the Tompkins Mead boardwalk, advising on the same and overseeing the works. RJF Proposed DO Seconded **ALL AGREED**

14 Coles Road Recreation Ground

It was Proposed by DO and Seconded by RJF to agree the quote of £1,000 from M Elsome, Roger Driver Partnership to review the quotation received from Eibe and oversee the installation of the equipment on Coles Road Recreation Ground, assuming funding is secured. - **ALL AGREED**

15 Community Care

To **RECEIVE** the minutes of the meeting of 21 September 2016.

It was Proposed by HMS and Seconded by DO that the recommendation from the Community Care Committee to adopt the new terms for care users be put in place. (7 in favour 1 abstention) **AGREED**

16 Milton Village website

GH reported that he had received two quotes for updating the website.

HMS had contacted Paul Oldham to get clarification regarding the domain. Paul Oldham had responded as follows:

"The parish council owns the domain. We went through that pain some years ago (and yes, there was fee, £15 I think, which the parish council paid).

I am the technical contact so I get all the domain related email and pay the renewals fees (which come out of the money I bill MPC annually at the moment).

As for continuing to use it then, assuming that you look to someone else to revamp and host your site then the best thing to do would be to either take over managing the domain yourselves or get the new company to do so. Either way it's easy, and free, to do that transfer".

17 Milton Youth Building

It was Proposed by AB and Seconded by HMS that the quotation of £1,650 plus VAT be accepted for the replacement of the CCTV with Crawford Associates. - **ALL AGREED**

18 Footpath, Coles Road

Request from MCC for a footpath Coles Road as plan was discussed.

JEC proposed, HMS seconded an amendment to include a small extension to path as plan. (**4 in favour, 3 abstentions, 1 against**)

The Chairman then asked for a proposer for scheme as amended. As there were no proposals and none in favour support for the scheme was **NOT AGREED**.

19 Armistice Day Arrangements and Poppies

It was **AGREED** to:

- (a) arrange the Armistice gathering for 11.00a.m. on Friday 11 November 2016 at the War Memorial, Milton
- (b) order two poppy wreaths, one for Ron Driver who would speak and the other for JEC on behalf of the PC
- (c) invite the children from Milton Primary School

20 Community Highways Volunteering Information Pack (HMS)

To **CONSIDER** the details provided and request for volunteers. HMS Proposed and AB Seconded that the Parish Council sign up for the Community Highways Volunteering Information Pack on behalf of Milton PC. (4 in favour, 3 abstentions, 1 against) – **AGREED**

21 Christmas Tree Lights

It was Proposed by AB and Seconded by TL to pay up to £200 to Town and Country for putting the Christmas lights up and taking them down on the tree near the bus stop at Waggon and Horses for Christmas 2016. - **ALL AGREED**

22 Tesco

The offer from Tesco to help with voluntary work in the village was discussed Acting Clerk to write to Tesco informing them the Parish Council is formulating a list and will contact them in due course.

23 MCC report – October 2016

Maintenance/Improvements:

A 'weathersafe' process has been applied to the Netball/Tennis court's, which should improve the grip as well as extending the life expectancy of the court surface.

The Sycamores car park surface has had new planings applied, so there are no longer any pot holes

Bookings:

There are 2 Saturday Night bookings during October. This term, we also have a new drawing class on a Monday afternoon and a Children's Messy Play on a Thursday morning.

AGM:

Our AGM will be held in the Annexe on Wednesday 12th October, 7.00pm for a 7.30pm start – all villagers are invited Youth Building: Nothing to report Vandalism: Nothing to report

24 County Councillor's Report

Maurice Leeke reported that the City Deal was currently being discussed. It was proposed to keep an avenue of trees on Milton Road. The consultation on certain road blocks in the City and work place parking charges were being discussed.

HMS asked Maurice if he could investigate why the white lines in the village and the Milton roundabout had not been carried out to date.

25 District Councillors Reports

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

I have not had an update from Bellway, but I have noticed a rash of colourful hieroglyphics have appeared on the path on Ely Road. I can only assume this is in preparation for the installation.

Other items included reports on: Blocked drain repaired, North Lodge Park – landscape planting, Devolution, Speedwatch Training, City Deal - Milton Road Local Liaison Forum (LLF), Ice Rink

District Councillor – Hazel Smith

Reported on; youth issues; Chisholm Trail and Abbey-Chesterton bridge local liaison forum; Emmaus; Cambridge Ice rink.

26 Bills for Payment and Money Received, Budget Figures

To **CONFIRM** and **AGREE** bills for payment. DO Proposed TL Seconded **ALL AGREED**

27 Correspondence – None received

28 Dates of next meetings

10 October - Finance

17 October - Planning

7 November - Parish Council

Meeting closed at 10:25p.m.

Signed: Date: