

**Minutes of the Annual Meeting of the Milton Parish Council held on  
Monday 8 May 2017 at 7.30pm in the Bowls Pavilion**

**Present:** JE Coston (JEC) (Chair), RJ Farrington (RJF), D Burch (DB), A Bradnam(AB) (arrived 8.52pm), HM Smith (HMS), D Owen (DO) A Horne (AH), G Heaney (GH), G Menon (GM), A Anwar (AA)

Sarah Corder (SC) (Clerk)

**In Attendance:** One member of the public

**1 Election of chairman and signing of declaration of acceptance of office of chairman:**

It was Proposed by HMS to elect JEC as Chairman

**Standing Orders to be suspended at 7.45pm (JEC has been Chairman for 3 year)**

HMS Proposed to suspend Standing Orders DB Seconded **ALL AGREED**

HMS Proposed JEC to be elected as Chairman DO Seconded **ALL AGREED**

**Standing Orders re-instated**

**2 Apologies for Absence:** T Leavens (personal), R Summerfield (personal)

**3 Election of vice chairman and signing of declaration of acceptance of office of vice chairman:**

It was Proposed by JEC and Seconded by AA to elect HMS as Vice Chairman - **ALL AGREED.**

**4 To approve the minutes of the meeting held on Monday 3 April 2017:**

HMS - amended minutes were circulated, a couple of spelling errors to be corrected. JEC to sign amended Minutes 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;

AA – Item 17 – North Lodge Pavilion

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:** 1 member of public attended.

**7 Clerk's/Chairman's report:**

Damaged Butt Lane fence/A10 – Further response - Thank you for your e-mail, I am sorry for the delay in having this fence replaced, I have again chased our contractors up at the beginning of the week to provide me with a quote for the works to be undertaken. As soon as I have received this, I can then go ahead with raising a works order for the repairs to be undertaken. Kind regards Nicola Burdon Local Highway Officer. **Clerk to chase up**

School crossing patrol sign – **Have not** been replaced.

Fen Road archaeological evaluation – still no update from Historic Environment Team.

North Lodge Pavilion Opening 22<sup>nd</sup> April. Tesco helped on the day sending 3 members of staff and they also donated food, drinks, paper plates etc. There was a good attendance including Colts who organised a kick about and cricket who offered a taster session. A thank you letter has been sent to Tesco for their donations and help on the day.

Tomkins Mead Board Walk & Bridge – Boardwalk has been installed and bill for 7273.77 plus VAT has been received. We are awaiting authorisation to pay this bill from Mike Elsome – (surveyor overseeing this project on our behalf). Bridge is still to be done and Mike says it is a very much smaller project. (Total quote for bridge and boardwalk £8867.02 plus VAT, plus £900 plus VAT for steel beams). **Clerk to apply to Milton Charities for £4k grant donation towards this work.**

**New:**

New railway station – street naming – Letter received from 3C Shared Services “objecting” to suggested road names (North Station Avenue, North Station Approach, Cambridge North Avenue, Cowley Avenue)

Staffing – **Nicola Plumb** is working in the office as an assistant to the Clerk on an ad hoc basis

**8 To confirm the following committees and memberships:**

Community Care AB, DB, TL, HMS

Maintenance (incorporating Allotments, Cemetery, Play and Milton Environment)

AB, DB, JEC, GH, AH, DO, (Bob Waters in an advisory role\*)

Finance & Admin AA, JEC, RJF, TL, GM, HMS,

Planning VC, JEC, RJF, GH, TL, DO, HMS,

Staffing AB, JEC, HMS, Ad-hoc GH and DO

**The following Working Groups and membership were agreed:**

Capital Projects JEC, RF, HMS

Cemetery AH, HMS

Milton Air Quality	AA, AB, HMS
Website & IT	AA, GH, AH, TL
Youth	GH, AH, HMS

The following special responsibility roles were agreed:

Specific Responsibility:

Footpath Officer	AB
Press Officer	JEC
Tomkins Mead & Tree Wardens	AB, GH & RLE Waters*
Trolley Bus	JEC

The following representatives for outside bodies were agreed:

Anglia Water – (Cambridge Sewage Works)	AA, JEC, (HMS & AB would attend as District Councillors)
CPALC & SCDC	Chairman, Clerk, AB, HMS
Good Companions	RLE Waters*
Chisholm Trail Local Liaison Forum	HMS
Milton Road Local Liaison Forum	AB
Milton Charities	JEC
Milton Community Centre	TL
Patient Participation Group	GH,HMS
Police Liaison Panel	AA, AB, HMS

\* indicates representatives who are not parish councillors and are non voting

**9 Planning:**

The draft minutes of the meeting on 24 April 2017 were received.

**Decisions Received:**

None.

**New:**

**S/1467/17/VC** – Alan Morgan – 48 The Rowans, Milton, Cambridge CB24 6YU – Variation of condition 2 (Approved plans) of planning permission S/1259/15/FL – **HAS NO RECOMMENDATION**

**S/1329/17/DC** – Mr Webb, A & M Taraways Eng. Ltd – 9 Lyndhurst Close, Milton, Cambridge CB24 6DH – Discharge of conditions 4 (materials) and 5 (boundary treatment) of planning application S/3241/15/FL **FOR INFORMATION ONLY**

**S/1367/17/FL** – Mr A Wedgebury – 16 Butcher Close, Milton, Cambridge CB24 6ED – Single/two storey rear extension. – **HAS NO RECOMMENDATION**

**Waterbeach Barracks:** – RJF, AB and JEC attended a joint meeting with other local Parish Councils to discuss their opinions on this development and to help MPC to finalise their document (circulated) **OBJECTING** to this development which will be sent to South Cambs Planning by 10 May 2017. **ALL AGREED.**

**Submission from Milton Parish Council:**

**Waterbeach Barracks and Airfield site - S/0559/17/OL**

**Application from the Secretary of State for Defence and Urban and Civic plc for Outline planning permission for access and the quantum of development (western part of site)**

Outline Planning Application for up to 6,500 dwellings (including up to 600 residential institutional units), business, retail, community, leisure and sports uses; a hotel; new primary and secondary schools; green open spaces including parks, ecological areas and woodlands; principal new accesses from the A10 and other points of access; associated infrastructure, groundworks and demolition; with all matters reserved except for the first primary junction from the A10.

Milton Parish Council recommends refusal of the application.

We have been asked to submit detailed comments on all aspects of concern, not limiting our response to matters of material planning consideration.

**1) Timing**

- a. Milton Parish Council is concerned that this application has been submitted:
  - i. before the Local Plan Hearings for Waterbeach have been heard by the Local Plan Inspector. Examination in Public scheduled for 28 and 30 March 2017 and we do not know the outcome.
  - ii. before the Supplementary Planning Document has been formulated. This will take into consideration representations and submissions concerning the whole site and will not be ready before the end of 2017.
  - iii. It is understood the application for outline planning permission will not be submitted to SCDC Planning Committee until early 2018.
  - iv. It is welcomed that SCDC planning department is seeking early views from the affected parishes.
  - v. **Whilst MPC will make representations at this stage (March 2017), Milton Parish Council reserves its right to be consulted again once the plans have been more fully formulated and before the O/L planning application is submitted to SCDC planning committee in early 2018.**

2) **Material considerations**

- a. **Unsustainable - transport**
- b. **Traffic generation Highway Safety**
- c. **Unsustainable quantum of development for this portion of the whole site - layout and density.**
- d. **Not compliant with the Local Plan**
- e. **Not compliant with the Local Plan – northern boundary –**
- f. **Inappropriate quantum of development – building height**
- g. **Not compliant with current planning policy.**

The following policies are still current and are NOT deemed to be out of date:

**DP/1** Sustainable Development says

Development will only be permitted where it is demonstrated that it is consistent with the principles of sustainable development as appropriate to its **location scale and form**. It should:

- o) conserve and wherever possible enhance biodiversity of both wildlife and the natural environment,
- p) conserve and wherever possible **enhance local landscape character,**
- r) **conserve and wherever possible enhance cultural heritage.**

**DP/2** says New Development Design – All new development must be of high quality design and, as appropriate to the scale and of the development should:

- a. **Preserve or enhance the character of the area**
- b. **Conserve or enhance the important environmental assets of the site.**

This application will not comply with DP/1 or DP/2.

- i. **Effect on the landscape.**
- j. **Effect on listed buildings**
- k. **Effect on heritage assets** (Monument no 1034621)
- l. **Parking**
- m. **Ground resilience**
- n. **The O/L application is premature in the planning of the Strategic Site**
- o. There appears to be a **lack of connectivity** between the two parcels within the strategic site
- p. Why is there no specific allocation of land/buildings to **places of worship?**
- q. **Has sufficient cemetery space been provided?**
- r. The proportion of **open green public space** between buildings seems small, when the housing density is so high. **There must be sufficient provision of land for sport, recreation, play, walking and cycling for pleasure** within the strategic site.
- s. **Transport.**
- t. **Connectivity between villages.**
- u. **Essential infrastructure**
- v. **Housing and employment**
- w. **Ecology and biodiversity**

10 **Finance and Administration:**

The draft minutes of the meeting held on 2 May 2017 were tabled.

To APPROVE the CAPALC subscription of £593.08 for year. – HMS Proposed to pay the subscription - RJF Seconded – **ALL AGREED**

To APPROVE the Regular Payments list for year 2017/18.

Company Name	Amount	
	Set	Average
<b>Regular payments for 2017/18</b>		
Atkins Gregory	£1152.23	
BT		
BT - NLP		
Buchans Landscapes	£2615.64	
Canalbs		£150-£200
CAPALC		£740.00
Command Pest Control	£84.00	
CBS		£35.00
Dial-a-ride	£100.00	
Eclipse/Kcom	£17.94	
EON		£60-80
HMRC Tax		
Payroll:- Tracey Ebbon		£800
Payroll:- Philip Adams		£290
Payroll: Sarah Corder		£800

Assistant Clerk	£175
Compass 24 Window Cleaning	£94
Smart Pension	
G Kinsman (RFO)	£125.00
Scribe	£294.00
Cambridgeshire County Council - SLA Agreement	
Tesco Mobile	£14.00
Three	£30.00
E.On	
Scottish Power x 2 NLP	
British Gas	
Econguard Services Ltd	£90.00

HMS Proposed – RJF Seconded to approve all the payments listed - **ALL AGREED**

To **CONSIDER** request from MCC for donation from S106 towards the footpath to run alongside Bowls Green. (Total cost £6625 + VAT). MPC previously did not support this project. HMS Proposed **No Support** GH Seconded – 4 in favour – 1 against – 4 abstain – **NO SUPPORT**

**AB arrived 8.52pm – JEC congratulated AB on behalf of the MPC on her election to County Councillor.**

**11 Maintenance:**

The draft minutes of the meeting on 20 March 2017 were received.

To **AGREE** to defer going out to tender for quotes for Village Maintenance Contract by 1 year due to elections next year and new council. GH Proposed DO Seconded – **ALL AGREED. (Contract specification for quotes to be discussed at December Maintenance meeting)**

To **CONSIDER** quote from Buchans for drop down bollard on Butt Lane £222.00 – GH Proposed that we accept the quote from Buchans. DO Seconded – **ALL AGREED**

**JEC thanked GH on behalf of the MPC for all the work undertaken.**

**12 Community Care:**

The draft minutes of the meeting on 13 April 2017 were received.

HMS reported the Tracey Ebbon, Community Care Warden, is looking into holiday cover and is meeting with Priority Professional Placements who could offer TE holiday cover.

**DO left the meeting at 9.05pm**

**13 Milton Air Quality Working Group**

The minutes of the meeting on Tuesday 28 March 2017 were received.

Items discussed: Environment Agency – landfill compliance, Milton Residents – recent odour incidents, FCC Environment – review – any site or operational improvements – odour incidents FCC received from village – stones and mud on Butt Lane – forthcoming works that may cause village disturbance – estimated closure date Cell24 – actions resulting from the investigation on site.

**14 Anglia Water Meeting**

The minutes of the Air Quality Working Party meeting on Tuesday 4 April 2017 were received.

Items discussed: Reports from Residents, Anglian Water update, Review of action points – Cambridge Water Recycling Centre webpage – Link to CWRC webpage where SIM score is reported – Matters to do with the Customer Handling Unit and routes for customer complaints – Feedback from residents and CSLT, Lead Authority – South Cambs District Council (EHA), Cambridge City Council (EH)

**15 Village Website**

GH, TL and AH are to meet later this month. GH reported that the new website would be ready to go live very soon. **(Update to be reported at June meeting).**

**16 North Lodge Pavilion**

To **CONFIRM** solicitor charges for North Lodge Pavilion and Recreation Ground lease of between £750-£1350 + VAT. GH Proposed AH Seconded – **ALL AGREED**

**17 Bus Shelter, Ely Road**

AB reported that Andrew Winter from Community Planning at South Cambs has found funds for the electrical supply for the new bus shelter from the North Corridor Area Transport Plan. The choice of either having solar power units or to lay a direct power supply to the bus shelter. AB Proposed a direct power supply as this could be used for future lighting on Ely Road. **ALL AGREED**

**18 Youth Club**

HMS reported that the future of the Youth Group is unsure due to funding cuts. AT present CCC runs the Youth Club and will continue until the end this term, July 2017. HMS has spoken with Histon and Impington Parish Council regarding the running of their youth club and possible collaboration. Waterbeach do not want to collaborate with us.

MPC have budgeted £6,200 for this financial year. Darryl McMurray from Youth Connex has been in contact and has suggested that he puts a proposal forward to MPC for taking over the running of the Youth Club. HMS Proposed that Darryl meets with MPC in June or July with a proposal. AH Seconded – **ALL AGREED**

**19 MCC Report**

Community Centre Report – May 2017

Maintenance/Improvements: Nothing to report

Bookings: Saturday 6<sup>th</sup> May we host the annual CDNL Netball tournament. There are 2 Saturday Night bookings during May, one of which is Milton Colts annual presentation evening (20<sup>th</sup> May), which is usually our busiest night of the year.

Youth Building: A deep clean has been carried out in the Youth Building, at a cost of £144

North Lodge: Now officially taken over by MCC, this will be used on Wednesday mornings for a French Class + Mondays and Fridays for Edmund Trust staff training

Vandalism: Some old play equipment near the Spiders Web was vandalised on Sunday 9<sup>th</sup> April. Apparently there was a group of teenagers on the rec, generally just hanging around. This has been reported to the police, even though the play equipment had no value

**20 County Councillor's Report**

No report was received from Maurice Leeke

AB (New County Councillor) reported that Mobile library service has purchased a new van and will be reviewing the routes, maintaining all the previous stops. They are also looking into providing an advisory service, free hearing aid batteries, winter packs, postage stamps (at a cost).

**21 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.

**Anna Bradnam DC Report**

**Milton Air Quality Working Party**

We have had recent liaison meetings with both FCC Environment Ltd and with Anglian Water. In both cases, recent incidents of odour had been caused by specific problems. At Anglian Water a gas holder failed just before Christmas and temporary measures, until such time as the replacement is ready and installed, were initially problematic.

**Planning Consultations: Waterbeach Barracks S/0559/17/OL and Royal London Waterbeach (RLW)**

**Government's Housing White Paper**

SCDC has formulated a response to the paper. The aspects that affect us locally are:

The main aim of the white paper is to boost the supply of new homes in England. SCDC is broadly supportive but concerned about some details. The government wants to plan the **right homes in the right places**, build homes faster and diversify the housing market.

**Milton Road / Cowley Road: Start of works and foot/cycleway progress**

**Hazel Smith DC Report**

**Breach of planning permission**

Anna and I both attended a meeting at the new station, where Network Rail had chopped down some trees that were supposed to be retained, and the boundary strengthened with further planting.

**South Cambs Magazine**

Having the magazine delivered to every door is important in Spring with so many changes to the routine of bin collections due to Bank Holidays. If you are aware of people who do not receive it, please let me know and I can take it up with South Cambs.

**Emmaus Cambridge**

We hosted a visit by the French Ambassador (tea and homemade biscuits not Ferero Rocher!) who was a very charming lady, just before the first round of their presidential election. Emmaus is seriously worried about its business model being completely incompatible with Universal Credit. We care for and build up the confidence of previously homeless people through work effectively volunteering in the recycling business in return for a home away from alcohol or unprescribed drugs, with security and in caring surroundings.

**22 Cemetery**

JEC proposed that we have 2 named grave diggers to look after the cemetery. They will be responsible for all the grave digging and plot layouts. GH Proposed AB Seconded **ALL AGREED. Clerk to contact grave diggers for approval. JEC and SC to meet with grave diggers.**

JEC proposed that we have 2 named Councillor reps to support the Clerk on future cemetery business.

HMS Proposed GH Seconded **ALL AGREED. HMS and AH volunteered to be Cemetery Reps.**

**Motion to exclude public and press**

It is hereby resolved in accordance with Section 1(2) of the Public Bodies (Admission to meeting) Act 1960 that publicity would be prejudicial to the public interest by reason of the sensitive nature of the business to be transacted at Agenda Item 23 namely:

To **RECEIVE** confidential notes from Cemetery Working Party held on 24 April 2017

To **AGREE** confidential Minutes from 3 April 2017 Item 11 - HMS Proposed that the minutes be approved and signed as true record. **ALL AGREED.**

To **AGREE** proposal put forward by the Cemetery Working Party. DB Proposed to agree the proposal put forward - AH Seconded **ALL AGREED**  
The public and press will be temporarily excluded from the meeting at this point and any present are herewith Meeting to go into confidential session – AH proposed AB seconded – **ALL AGREED**  
(Meeting closed to press and public at 9.30pm and reopened at 9.55pm)

**23 Bills for Payment and Money received**

The bills for payment and money received sheet were circulated. It was Proposed by GH and Seconded by AH to pay all the outstanding bills - **ALL IN FAVOUR**

**24 Correspondence**

**From Milton residents**

23 Landbeach Road – Mole hills appeared on grass verge – AB – **Clerk has reported moles to County Highways and has reported back to resident.**

Letter from resident to Stagecoach and their responses – Sunday and public holiday bus services from Milton to Cambridge. **MPC to support request for Sunday and public holiday buses. Clerk to write to Stagecoach.**

Follow on letter from EV Centres UK – Electric charging station on Tear Drop site  
We are trying to track down the owner of the site and wondered if you could help. We would also like to glean any information on the site from yourselves and possibly have your advice as to whether Milton Parish Council would support such a development. Our building is solar powered and offers a focal point for all electric vehicle drivers, including council and EV Taxi drivers. I have attached a couple of visuals of our charging centre design. **NOT SUPPORT as Parish Council wish to retain this as a green area. Clerk to write to say no support.**

**25 Dates of Next Meeting**

Annual Parish Meeting 7.30pm 15 May 2017  
Parish Council 7.00pm 22 May 2017 – 7.30pm – Planning Meeting  
Parish Council – 5 June 2017 7.30pm  
Planning Committee – 19 June 2017 – 7.00pm – Maintenance Committee 7.45pm

Meeting closed at 10.05p.m.

Signed: ..... Dated: .....