

**Minutes of the Meeting of Milton Parish Council held on  
Monday 7 December 2015 at 7.30pm in the Bowls Pavilion**

**Present:** JE Coston (JEC) (Chair), D Stirrups (DS)(Vice chair), RJ Farrington (RJF), D Burch (DB),  
A Bradnam (AB), G Heaney (GH) (7.50p.m.) HM Smith (HMS), RT Summerfield (RTS)  
T Leavens (TL)

S Wilkin (SW) (Acting Clerk)

M Leeke (ML), (8.50p.m.)

**1 Apologies for absence**

D Owen (DO), M Payne (MP)

**2 To approve the minutes of the meeting of 2 November 2015.**

It was Proposed by DS and Seconded by AB that the minutes of 2 November 2015 be approved and signed as a true record.  
– ALL AGREED.

**3 Public Participation – members of the public are invited to speak.**

None present.

**4 Casual Vacancies**

The Parish Council still have four vacancies to fill.

**5 Declaration of interest and dispensations**

a) To receive declarations of interest from councillors on items on the agenda;

AB – Item 7 – Member of SCDC Planning Committee; DS and GH – Item 8 Maintenance – Both are allotments holders; DB – Item 13 – DB lives in North Lodge Park;

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 Clerk's Report**

**From previous meetings:**

Councillor Training - Dates being investigated.

Armistice Day Arrangements went well and was attended by Year 5 from Milton School.

Christmas Tree lights – Unlikely to be put up this year.

Broken play equipment - The Rowans and The Sycamores play areas – Awaiting further quotations.

Tomkins Mead boardwalk - Awaiting quotations.

Village Hero nomination submitted to SCDC.

Horse grazing field has been sprayed by Buchans.

Cycleway improvements/Milton footway widening - information only.

Community Gritting - Volunteers have come forward and been sent the Training Pack for registration.

Request from North Lodge resident to approach land owner between North Lodge and Fen Road to see if access path could be agreed - Update.

Staff Pensions - SW has registered with The Pension Regular.

Shawbrook Bond has been re-invested following maturity.

Staffing - References are being sought for post of Assistant Clerk.

Signatories for approval of online transactions for Unity Bank – forms to be completed.

**New:**

Gunnell Close - Footpath issue – to be put on the agenda for Maintenance Meeting on 14 December 2015.

Royal Garden Party - nominations required.

Complaint from resident re: grass cutting – SW was requested to speak to Buchans and then put on the agenda for Maintenance Meeting on 14 December 2015.

**7 Planning**

Received the Planning Meeting minutes of 16 November 2015.

**Appeal**

**APP/W0530/W/15/3023014** - 26 Butt Lane, Milton, CB24 6DG - **APPEAL DISMISSED**

**S/1604/15/AD** - Jasper Hulscher - Milton Chiropractic Ltd, Inspired Chiropractice, Ely Road, Milton - Business sign - **REFUSED**

**S/2283/15/FL** - Gulshan Chowdhury - 34 Froment Way, Milton - Continued use of garage as annexe - **APPROVED**

**S/2354/15/FL** - Mr Peter Twist - North Lodge, North Lodge Park, Milton, Cambridge, CB24 6UB - Single storey extension and alterations - **APPROVED**

**S/2355/15/FL** - Mr Peter Twist - North Lodge, North Lodge Park, Milton, Cambridge, CB24 6UB - **APPROVED**

New:

S/2692/15/AD - Mr Kevin Wenzan, Huawei - 302, Cambridge Science Park, Milton - Two company signs – **NO OBJECTIONS**.

S/2693/15/FL - Dr Mark England - 44A Butt Lane, Milton CB24 6DG - Raising of existing roof, erection of rear dormer window and loft conversion - **REFUSAL** - (1. Height of the extension was refused in the first instance and has been built to the refused height. 2. If allowed, could obscure glass be placed in dormer window to allow neighbours some privacy. 3. Suggest the Case Officer looks at this to consider neighbouring properties to the West 4. If minded to approve the “withdrawal of further permitted development rights” be requested).

S/2829/15/NM - Non material amendment to planning consent to S/1257/08/F for Proposed 3 storey extension and energy centre - For information only - **NO OBJECTIONS**.

## **8 Auditor’s Report**

JEC, HMS and SW met with the internal auditor on who had sent in her report of the meeting. JEC reported that she was pleased with the report received. One of the items mentioned was that we do not have evidence of public participation, we do, but we have been told previously by the auditor not to record it in the minutes because it is not part of the meeting.

## **9 North Lodge**

The Deed of Variation and Land Transfer documents for the PC were still going through the legal route with SCDC. Bellway have now signed over to DJC the management of the area that the residents of North Lodge will be responsible for.

The swale is currently being re-constructed.

It was **AGREED** by all to send a letter to the land owner between North Lodge and Fen Road to see if an access path could be agreed. The letter drafted by AB was to be amended in the first sentence to read ... establishing “a permissive footpath access from” North Lodge Park to Fen Road.

North lodge fencing – letter received re: footballs being kicked over into neighbouring field. DB **AGREED** to speak to the MFC and residents about this issue and report back for the January meeting.

SW was requested to obtain a quote for two signs requesting that dog owners use the permissive footpath around the edge of the football pitches at North Lodge Park and not use the football pitches themselves.

## **10 Bus Shelter, Ely Road**

AB is still waiting to hear from Nicola Burdon the Local Highways Officer. AB would contact Argent to see whether they could organise and project manage the building of the bus shelter if the PC decided to take up the offer from Bellway of £10,000 to build a Bus Shelter. A decision was therefore deferred until the PC meeting in January to see whether more information was available before a decision was made.

## **11 Milton Tennis Club**

DS went through the Planning Application form for the new lighting for the tennis courts which was to be submitted on behalf of Milton Tennis Club. It was **AGREED** by all that this was now ready for submission. SW was to write a letter to the owners of Barnabas Court as a matter of courtesy to let them know an application was being submitted and ask them to notify their residents, if it thought it to be appropriate to do so. SCDC would presumably “card” the residents. Once the plans have been submitted with the fee, SW to invoice Milton Tennis Club.

## **12 Milton Football Club**

SW still waiting for Completion Certificate. SW was requested to chase for remaining paperwork so that grant could be claimed.

## **13 Milton Charities and the Jean Gallagher Trust**

It was Proposed by RF and Seconded by DS that JEC would be the representative from the Parish Council to become a Trustee of Milton Charities and the Jean Gallagher Trust.

## **14 MCC Report**

Maintenance/Improvements: The Sycamores Pavilion refurbishment has finally been completed.

Bookings: There are a number of children’s Christmas party’s this month (EACH, Cambridge District Cubs, Cambridge District Beavers), although no one has hired the Community Centre on New Year’s Eve.

Staff: Nothing to report.

Youth Building: Nothing to report.

Vandalism: Nothing to report.

Village Fayre: Nobody has come forward to organize the Village Fayre, so it seems likely that this event will not be held in 2016.

Christmas Opening: We will close on Christmas Eve, re-opening on Monday 4th January.

JEC and TL did a site visit to the Youth Club and have suggested a safe should be purchased for the keys. It was **AGREED** by all that a safe be purchased. HMS said Milton Action for Youth would pay for this. The wi-fi signal is also very poor, but due to its location nothing can be done about this at present.

**15 County Councillor’s Report**

ML reported that the North Lodge roads had yet to be adopted. The County Council Budget was under a comprehensive review with lots of cuts being talked about, including the possibility of removing school crossing patrols. We should receive more news on Christmas Eve.

**16 District Councillors’ Reports**

District Councillor – Anna Bradnam

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

Planning; Local Plan; Boundary Changes; City Deal; Chesterton Sidings; Ermine Street Housing;Community Chest Awards;

**District Councillor – Hazel Smith**

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

Ermine Street Housing; Station development and sewer; The Northstowe planning committee; The Playgrounds Working Party; Chisholm Trail; Fen Road railway crossing;

**17 Cemetery**

It was (Proposed by DS and Seconded by AB) [Section 1(2) Public Bodies (Admission to Meetings) Act 1960] to exclude members of the public at 9.30p.m. owing to the sensitive nature of the business to be transacted.

Non-agreement and non-payment of fees associated with a monument at Milton Cemetery.

The meeting re-opened at 10.06 p.m.

**18 Bills for Payment and Money Received, Budget figures**

The bills for payment and money received sheet were circulated (bills listed 200-224).

DS Chaired the meeting at this point at JC’s request

JEC left the room whilst the matter of her expense claim for mileage was discussed.

All **AGREED** JEC should be paid her expenses.

JEC was invited back in to join the meeting.

It was proposed by HMS and seconded by GH to pay all the outstanding bills, plus make a donation of £40 as budgeted for to the Royal British Legion to pay for the armistice wreaths which is paid under S137 and £46.80 for JEC’s travelling expenses. **AGREED**, JEC abstained.

**19 Correspondence**

Milton Village Conservation Area Appraisal – This had been sent to the wrong “Milton” village. SW to write to confirm the error.

Electoral Review of South Cambridgeshire District Council - This item was to be placed on the PC’s agenda for January.

City Deal - Histon Road & Milton Road - better bus, cycling and walking trips - Noted.

Changes to the Bus Service – Noted.

Crossing Patrol letter received from Andy Swallowe, CCC. Agreed to write back to strongly object due to the time frame given for a reply and request an extension and put this on January’s agenda. SW to contact the school to ensure that they are aware.

**20 Dates of next year’s meetings**

The dates for the meetings next year were agreed. SW was requested to change the PC meeting to 18 July 2016 and the Planning meeting to 4 July 2016.

Meeting closed at 10.40p.m.

Signed: ..... Date: .....