

## **Minutes of the Meeting of Milton Parish Council held on Monday 2<sup>nd</sup> March 2015 at 7.30pm in the Bowls Pavilion**

**Present:** JE Coston (chair) A Bradnam RJ Farrington G Heaney D Stirrups  
RT Summerfield I Tyes J Saunders DJ Chamberlin J Mowatt (7.32pm)  
M Hersom (7.45pm) HM Smith (8.53pm).

G Faulkner (Clerk) S Wilkin (Assistant Clerk)

1 member of the public

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

Barrie Crick, the Chairman of Milton Tennis Club, spoke about the clubs wish to install new lighting on the Tennis Courts at the Community Centre. They would like the Council to apply for planning permission on behalf of the club to get a 50% reduction in the application cost to South Cambridgeshire District planning department. The item will be discussed by councillors later on in the agenda.

### **2 Apologies for absence.**

A Dark – Personal  
M Perkins absent.

### **3 Casual Vacancy**

None. JC reminded all Councillors that the elections are in May, and there will be information about this sent out from the Clerk's office. We will also be looking for new Councillors, so if anyone knows a local resident that might be interested in joining please speak to them.

### **4 Minutes of the Parish Council meeting on 2<sup>nd</sup> February 2015**

The Minutes were agreed. There was a date change that will need to be approved at the next meeting.

### **5 Declarations of interest and dispensations**

- a) To receive declarations of interest from councillors on items on the agenda.  
AB, member of SCDC Planning Committee;  
JS – Parking in the Rowans.

### **6 Clerk's report**

#### **From previous meetings:**

Drainage on Football Pitches. An email has been sent to chase Bellway for a response with regards to the drainage on the Football pitches at the North Lodge site. P Jones, sent the original letter with queries. A response has been received however the issues are not solved, still ongoing.

Compost bin. This will be emptied by Buchans week commencing Monday 2<sup>nd</sup> March.

Daffodils. Email sent to chase daffodils, and sign that need to be replaced after the new cycleway was constructed. The response was that they will be replaced soon. (JM has spoken to the above department and it looks like we will be sent bulbs and we will have to plant them ourselves). We had requested that the County Council plant them, so this needs to be sorted.

Play Equipment. Fenland leisure have been instructed to repair broken play equipment as per agreement at the last Parish Council Meeting. Clerk to chase when this will be done. The Gym equipment at The Sycamores recreation ground should now be all fixed.

### **New items:**

Salting of the bridge to the Park and Ride. – Problems with the frequency of salting since Christmas. Chairman contacted Cambridgeshire County Council. Clerk to write and official letter as there has been no response.

Mud on Fen Road. A complaint has been received about the amount of mud on Fen Road from a resident. The mud this time came from tractors from the Agricultural College. Chairman left a message for the College to get back to us as soon as possible. Clerk to write and official letter to the college.

Complaint about pub goers. A complaint has been received from a member of the public who lives very close to the White Horse. Recently a lot of people have been using her garden as a toilet. Clerk passed message on to the two pubs opposite each other on the high street. The resident did not leave contact details. The Assistant Clerk has contacted the PCSO.

Mugging at the Post Office. Unfortunately and unusually for Milton, there was an incident at the post office two weeks ago. The police are looking into the matter. It appears to have been an isolated incident.

Cemetery Bench: - Last week the Parish office noticed that a bench had been taken to the cemetery and placed next to a new grave. A notice from the Parish office was placed onto the bench, asking the owners to kindly remove asap or we would have to remove it ourselves. The bench has now gone.

## **7 Planning**

### **Decisions received:**

**S/2878/14/FL** – 153, Cambridge Road, Milton. Tesco Properties – Change of use from D1 Tuition facility to B1 offices and B1(c) Light Industrial Use. – APPROVED.

### **New applications:**

**S/0117/15/FL** – 9 Hall End, Milton. Mr Jamie Beyon – Erection of a single storey extension to the side of dwelling. **RF Proposed No Objections, however we would like a ‘Permitted development condition to restrict the height of the new building so that no further development upwards can be granted’ 7 in favour, 3 against, 1 abstain.**

**S/0309/15/FL** – 44a Butt Lane, Milton. Dr Mark England. – Roof alterations, flat roof dormer to rear and loft conversion. **RF proposal to refuse, second JS, for the following reasons:- The height of the roof, dormer windows, turning the property into three storey. That the new height would over look neighbours. 7 In favour, 2 against, 2 abstain.**

Proposal to support the neighbours objections. Proposed JM, Second JS, 7 in favour, 4 abstain.

### **Proposal:**

Savills:- Redevelopment of Units 260-289 Cambridge Science Park. This is a proposal for comments to Savills only. A full planning application is likely to be submitted soon. – For information only.

**PRE/0037/15** – Milton Community Centre, Coles Road: - Tennis Court Lighting Upgrade.

Milton Tennis Club would like to upgrade the Flood Lights at the Community Centre Tennis Courts. The Tennis Club have been advised (From South Cambs Planning) that, if a planning application was to come from Milton Parish Council, the fee from SCDC Planning, would be reduced by 50%.

After careful consideration is was agreed by the chairman that we would defer this item to a future agenda as there are a lot of points to be covered.

## **8 Maintenance**

The Clerk and Acting Clerk are currently reviewing risk assessments for Allotments,

Cemetery, and play equipment.

Proposal to agree to continue charging the same rate of £20 a month for the horse grazing field for the next financial year. – **Clerk to look back at previous minutes, and contact local land owners for advice on charges, also to contact Buchans about how improving the quality of the field.**

Update on non-fruit trees on allotments. – **Deferred to Maintenance Meeting.**

Formal letter sent to Buchans to inform them they have the contract for the next three years.

## **9 Staffing**

To note that the staffing committee met on the 12<sup>th</sup> February 2015. The confidential minutes have been agreed by the staffing committee.

Proposal to offer Susan Wilkin the CAPALC “New Clerks’ 2-day Intensive Training” on Thu 5 and Thu 19 March 2015 at a cost of £200. (There is no Assistant Clerk training scheduled at present). **Proposed AB Second IT, All in favour.**

Proposal to continue Dianne Marshall’s employment for a further 12 weeks (to the 6<sup>th</sup> of June 2015) at the same rate and hours as before. **Proposed AB Second IT, All in favour**

*The Council considers that in accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1960*

*that publicity would be prejudicial by reason of the confidential nature of the business about to be transacted under agenda item (whichever it is) that the Public and Press are temporarily excluded from the meeting and under such are instructed to withdraw.*

Proposal to confirm that the staffing Committee has delegated authority in relation to all employment issues. Agreed unanimously.

## **10 Finance & Administration**

Proposal to approve the Regular Payments List, distributed to Councillors to make online payments easier. Regular payments made each month can be pre-approved so do not have to wait for a meeting to take place to pay. (Such as Salary). **Proposed IT, Second DS. All in favour.**

To approve the cost of SLCC (Society of Local Council Clerks) membership for 2015/16 - £149.00 **Proposed IT, Second DS. All in favour.**

To approve the of cost for a BT line at the North Lodge Pavilion. Cost for insallation is £125.00. Monthly line rental charge is £15.00 (This is for a basic value package). **Proposed AB, Second GH. All in favour. Clerk to try to have the line rental deferred until the building is in use.**

**11 12 13** – Attached are minutes from the Village Improvement Working Party, that cover agenda items 11-13.

## **Minutes of informal discussion working party concerning village improvements in Parish Council Office on 11th February 2015 3pm**

Present: Ian Tyes (Chair), Anna Bradnam, Hazel Smith

Apologies: Jane Coston

**1) Ely Road Bus Stop.** There have been three responses to the request for comments in Milton Village View – one in favour, one confused and one against.

It was agreed to recommend to March Full Parish Council Meeting that the southbound be moved to Ely Road. Recommended location just north of the Anglian Water pumping sub-station entrance. Action **IT** to contact Stagecoach for their opinion; Action **IT** ref moving the real time info display; Action **AB** to contact Andrew Winter SCDC ref s106 money from

Bellway;

**2) Existing Bus Shelter.** It was agreed that this was smelly and under-utilised. It was agreed in the longer term to recommend that this be removed and replaced by a tree. Not urgent. Power supply for Christmas lights to be maintained.

**3) Parking in The Rowans.** It was agreed to undertake a survey of the owners of the parked cars by leafleting (under windscreen wipers). Leaflet to say that the Parish Council is concerned that parking here makes the approach to the junction with Cambridge Road/High Street dangerous. We are conducting a survey to find out who parks here and why:

i) Why have you parked here?

a) working locally (if so where: Cambridge Road Industrial Estate, Norman Industrial Estate, Winship Road, Tesco);

b) local resident or visiting a local resident;

c) travelling onwards (eg to Cambridge, to Ely) if so by what means? On foot/by bus/by bike.

ii) Would you still park in The Rowans if there were

a) double yellow lines for 100m from junction;

b) single yellow lines with 2 hours day-time ban;

c) residents' parking permit scheme introduced.

iii) Any other comments?

It was agreed to ask Council to print 30 leaflets as above to be distributed mid-morning at both ends of The Rowans, with response to be either:

a) emailed to Clerk;

b) dropped through letter-box of local representative or Parish Council Office;

c) complete on-line survey (Survey-Monkey ). Action **IT** to write Survey, if PC agree.

**4) Ely Road** Street-lights to North Lodge. (Also see point 7 below) Discussed different types of lights. Query power supply. Query procedure, costs. Action **IT** to contact County Council.

**5) Ely Road Flashing Sign.** Discussed type of sign. Preference for speed display and 'smiley face'. Agreed only one sign needed. Action **IT** to contact County Council for procedure and actual cost.

**6) Christmas Lights?** Discussed possibility of purchasing lights and possible locations on various trees – eg Pond Green [there is an existing suitable tree but no power supply?], site of bus shelter. No decision as subject to further discussions with Jane Coston and Rob Farrington as to their plans.

**7) Play Equipment.** £4000 budget to replace existing equipment. No new sites. Possible proposal to add slide to The Rowans play area (already slope) or the play area off Froment Way); concrete table-tennis table possibly The Sycamores Recreation land (old skate-Park?).

**8) S106 Public Artwork.** Discussed restoring Humphrey Repton Gate; possibly as part of an 'information display' at the entrance (s106 money separately for this?); artistic lights and silhouette structure along Ely Road. Action **AB** for artist. Query procedure of involving artists. Action **HMS** to arrange meeting with SCDC Public Artworks team

**9) Village Improvements.** Chesterton Fen. Discussed possible community rooms, children play

areas, resurfacing roads, better drainage. Problem of finding out the residents' wishes. Agreed to invite Debbie Barrett (SCDC Traveller's Liaison Officer) to next meeting. Action **HMS/AB**

**10) Date of Next Meeting:** Monday March 30th 3pm Parish Office

Meeting ended 4:45pm

**Clerk** to send notes of the meeting out to all councillors along with the minutes for the PC meeting.

**Clerk** to look at the S106 for the North Lodge / Bellway development to confirm what has been agreed regarding the funding of a bus stop.

**Clerk** to write an official letter to Highways regarding parking in the Rowans, asking for their advice. Proposed JC, Second DC, All in favour.

**Clerk** to ask Highways if a representative from Highways would like to attend the Annual Parish Meeting to discuss these issues on April 13<sup>th</sup> 2015.

**14 Cycle Way Update.**

Update from onsite meeting with a County Council cycling officer on 13th February, including JC,HS,IT.

HS had put in an application at North Area Committee for funding for improvements to the cycleway just North of the Jane Coston bridge, to the Northern Corridor Area Transport Plan, which has S106 contributions for transport improvements available in Milton, Histon and North Cambridge. £50,000 is reserved for cycleway improvements for the path from the Jane Coston bridge to just beyond Winship Road. The path will be widened as much as possible, with the shrubbery cut right back and signs removed. There is not enough cash available to have the telecoms cabinet moved. The officer will consult with us further when he has drawn up a scheme.

**15 A14 Cambridge to Huntingdon Improvement Scheme Development Consent Order.**

Milton Parish Council to register as an interested party before the deadline for response on Thursday 12<sup>th</sup> March 2015. This must include a 500 word supporting statement.

Construction work to start in 2016.

**16 Decision on how to spend £50,000, S106 payment for Public Arts Contribution.**

DEFERRED to the next PC meeting. All councillors asked to formulate responses and send to clerk.

**17 North Lodge**

No major updates, the pavilion is nearly finished. The drainage issues with the football pitches are ongoing.

**18 Milton Air Quality Group.**

Minutes received for the meeting on the 18<sup>th</sup> February 2015.

There will be a Parish Liaison meeting, held with FCC Environment and the Environment Agency on Monday 9<sup>th</sup> March at 7.30pm. JC will attend on behalf of Milton Parish Council.

**19 Litter Pick**

The Environment Group held a litter pick on Sunday 22<sup>nd</sup> February 2015. 14 people attended despite the horrible weather. JC formally thanked all involved on behalf of Milton Parish Council.

Proposal to purchase 5 bag holders from Robert Acton Product Developments. The cost for 5 will be £50.00, plus carriage and postage a total cost of £72.00 (VAT can be reclaimed).

Proposed AB, Second HS. All in favour.

Note:- There is a River cam clean up on Saturday the 28<sup>th</sup> of March.

## **20 MCC Report.**

### Community Centre Report - March 2015

#### Maintenance/Improvements:

Half a dozen broken roof tiles on The Sycamores Pavilion have been replaced

#### Bookings:

There is one Saturday Night party during March, the Bowls Club are holding their annual quiz night on Saturday 7<sup>th</sup> and Cygnets Pre-School have organized an Easter Fayre on Saturday 31<sup>st</sup>.

#### Vandalism:

Apart from the broken roof tiles mentioned above, there is nothing else to report

23/02/2015

## **21 County Councillors' reports**

Nothing received.

## **22 District Councillors' reports**

### From Hazel Smith.

#### **New Station**

The last Forum meeting was told that Network Rail are now on site and are submitting a new planning application for the station that will come to us for comment soon. They have an office at 55, Cowley Road and will be supervising the operations from there. The application will be much the same as the County Council submitted a while ago, but should also contain some of the details that have been resolved since then, which were conditions on the previous approval. The new application puts the timetable back again by at least 6 months and probably longer so they are saying the earliest the station could open is 2017.

We also discussed the soundproofing which will comprise an insulating fence at the back of the platform to protect residents of Fen Road from the noise of station announcements etc.

Anna, Ian and I also attended a session run by abellio greater anglia (the current franchisee) looking at a 'Cambridge Stations Transport Plan' to propose transport improvements for the current Cambridge station in its new configuration and also what they called Chesterton station. It is still not clear which bus routes will visit the new station or how the taxi licensing will work, but the new planning application will give everyone a chance to think again about this level of detail.

#### **Planning for Northstowe - Meeting is 25<sup>th</sup> Feb.**

Police Panel Meeting – AB/HS attended. The police are currently looking at sex crime trafficking, particularly with regards to areas where lorries park. Advice is to be vigilant and report and suspicious loing behaviour.

### From Anna Bradnam.

(28 Jan 2015 – 24 Feb 2015)

#### **SCDC Council Meeting - 29 Jan 2015**

The current Localised Council Tax Support Scheme will be continued in 2015/16.

#### **SCDC Planning Portfolio Holder Meeting – 3 Feb 2015**

SCDC are introducing a scale of charges for pre-application advice.

**SCDC Planning Committee – 04 Feb 2015**

**Environmental Services Portfolio Holder’s Meeting – 25 Feb 2015**

Waste and Recycling TEEP (Technically, Environmentally and Ecologically Practicable) Assessment, Waste and Recycling Service Changes and a review of the Elite Athletes Awards Scheme.

**Neighbourhood Police Panel Meeting – 25 Feb 2015**

**23 Bills for Payment.**

Proposal to agree bills for payment. Proposed IT, Second AB. All in favour.

**24 Dates of Next Meetings**

Planning Committee – 16<sup>th</sup> March 2015 – 7.30pm

Maintenance Committee – 23<sup>rd</sup> March 2015 – 7.30pm

Parish Council meeting – TUESDAY 7<sup>th</sup> April 2015 – 7.30pm

Annual Parish meeting – 13<sup>th</sup> April – 7.30pm

Finance and Administration – 20<sup>th</sup> April – 7.30pm

Parish Council meeting (to approve accounts) – 27<sup>th</sup> April 7.30pm.

**25 Items and Reports for April agenda to be received by 30<sup>th</sup> March 2015.**

**Meeting closed at 22.00.**

Signed.....

Date.....