

MILTON PARISH COUNCIL

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22 January 2016

TO ALL MEMBERS OF THE PARISH COUNCIL

You are summoned to the next meeting of Milton Parish Council to be held in the Bowls Pavilion on Monday 1 February 2016 at 7.00pm

AGENDA

1.	Apologies for absence: to receive and approve apologies for absence.
2.	To approve the minutes of the meeting held on Monday 11 January 2016 (Appendix 1) and Confidential minutes of 11 January 2016 (Appendix 2).
3.	Public Participation – members of the public are invited to speak. At the close of this item members of the public will no longer be permitted to address the council members unless invited to do so by the Chairman.
4.	Casual Vacancies – Parish Councillor
5.	Declarations of interest and dispensations: a) To receive declarations of interest from councillors on items on the agenda; b) To receive written requests for dispensations for disclosable pecuniary interests (if any); c) To grant any requests for dispensation as appropriate.
6.	Kingswater Lindum Ltd – Proposal to apply for planning permission for 36 affordable houses for rent and shared ownership on parcel of land on Fen Road, Milton Presentation by Chris Callaghan
7.	Clerk's/Chairman's report: From previous meetings: Councillor Training - Dates being investigated. Broken play equipment - The Rowans and The Sycamores play areas – Both repairs have been ordered. Skier at The Sycamores collected by Wicksteed on 27 January 2016. Tomkins Mead boardwalk - Awaiting quotations. Signatories for approval of online transactions for Unity Bank – forms to be completed. Quotes awaited for cleaning of the Bus Shelters. Horse Grazing field fence. New: Complaint about learner drivers on The Rowans and The Sycamores – been replied to by SW by email.
8.	Planning To RECEIVE the minutes of the Planning meeting held on 25 January 2016. (Appendix 3) Correspondence: 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 - It was AGREED that the Chairman would draft a reply to Dr England's email on the issues raised and be sent by SW. (Appendix 4) Decisions Received: S/2420/15/FL - Mrs Kwan Tse-Liu, The Cygnets Milton Pre-School, Milton -To build an area 21m x 4m with resin bound rubber surface for the children's outdoor play area - APPROVED S/2692/15/AD - Mr Kevin Wenzan, Huawei - 302, Cambridge Science Park, Milton - Two company signs - APPROVED New: S/3229/15/FL – Charlotte Griffith-Jones – 21 Old School Lane, Milton CB24 6BS – First floor side extension <u>Planning – email received by Parish Council on 14 January 2016 re: Proposed delegation of planning decisions in South Cambridgeshire (Jan 2016)</u> RJF would like to hear the thoughts of the councillors on SCDC's proposals and recommendations and asked for this item to be placed on the parish council's agenda on 1 February 2016. Any other planning applications at the Chairman of Planning's discretion.

9.	North Lodge Park To RECEIVE an update - JEC
10.	Bus Shelter, Ely Road (new) and Cambridge Road (replacement) To RECEIVE an update.
11.	Community Care To RECEIVE the minutes of the Community Care meeting held on 13 January 2016
12.	Finance and Administration Committee To RECEIVE the minutes of the Finance and Administration Committee meeting held on 25 January 2016. (Appendix 5) To ACCEPT recommendations: that Council grant MCC £32,000 for 2016/17 that Council approve Budget and set a Precept of £129,000 for 2016/17 which represents a 0% increase To AGREE a grant for a further £2,000 to cover the cost of VAT for Milton Football Club
13.	MCC report – February 2015
14.	County Councillor’s Report
15.	District Councillors’ Reports
16.	Bills for Payment and Money Received, Budget figures (to be tabled). To CONFIRM and AGREE bills for payment.
17.	Correspondence
18.	Dates of next meetings Planning Committee – 15 February 2016 Parish Council – 7 March 2016

Susan Wilkin
Acting Clerk

The full agenda papers are available on the website www.miltonvillage.org.uk and at the Parish Council office.

APPENDIX 1

Minutes of the Meeting of Milton Parish Council held on Monday 11 January 2016 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), HM Smith (HMS), RT Summerfield (RTS), M Payne (MP)
T Leavens (TL), D Owen (DO)

S Wilkin (SW) (Acting Clerk)

M Leeke (ML), (8.15p.m.)

1 Apologies for absence

None

JEC introduced the new Assistant Clerk, Sarah Corder who joined last week.

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

It was Proposed by DB and Seconded by DS that the minutes of 7 December 2015 be approved subject to the amendment at (9) **North Lodge Park** and signed as a true record. – ALL AGREED.

It was Proposed by DB and Seconded by DS that the Confidential minutes of 7 December 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. One enquiry has been made but nothing further has been received to date.

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; DB – Item 8 – 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.

Christmas Tree lights – New lights purchased and put on tree near Osteria. RF and SW were thanked for arranging for the purchase of the lights and arranging for them to be placed on the tree. SW was requested to write to Town and Country Tree Surgery Company to thank them for their assistance with putting the lights on the tree.

Broken play equipment - The Rowans and The Sycamores play areas – Quotations now received. Discussed under Item 16 below.

Tomkins Mead boardwalk - Awaiting quotations.

Community Gritting - Volunteers have come forward, Jenny Payne and Mike Harbour. SW to make enquiries with the County Council as to what happened about the additional volunteers.

Staffing – Sarah Corder the new Asst Clerk commenced 5 January 2016. SW and SC have enrolled for 2 day New Clerks Intensive Training Days being held on 16 and 23 March 2016 and will be attending the CiLCA training sessions.

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

Quotes awaited for cleaning of the Bus Shelters – 2 received at present.

New:

Royal Garden Party – Nomination had been received for Robert Waters and his name is to be put forward.

7 Planning

No Planning Meeting was held in December 2015.

Withdrawn:

S/2409/15/VC - Jasper Hulscher - Milton Chiropractic Ltd, Inspired Chiropractice, Ely Road, Milton – Variation of Conditions 2, 4 and 7 to increased staff from 2 to 7, increase hard standing parking area and extend the opening hours for 2 staff members from 7.00a.m. to 7.00p.m. to 7.00a.m.-8.00p.m. and 8.00a.m.-1.00p.m. on Saturdays to 8.00a.m.-5.00p.m.

Decisions Received:

S/1693/15/FL - Trinity College - 184 Cambridge Science Park, Milton – Erection of 3 storey building for flexible B1 use - **APPROVED**

S/2083/15/FL - Mr Kevin Wenzan, Huawei - Former 302, Cambridge Science Park, Milton - Installation of air

conditioning compound - **APPROVED**

New:

S/2972/15/FL – Roger Blair, Napp Pharmaceutical Holdings Ltd - 191 Cambridge Science Park Milton, CB4 0GW – Installation of a smoking shelter - **NO OBJECTIONS**

S/3079/15/FL – T Collinwood, 45 Cambridge Road, Milton – 45 Cambridge Road, Milton, CB24 6AW – Two storey rear extension – **REFUSAL (1. Same grounds as per previous application S/0652/15/FL, 2. Overdevelopment of site 3. Overbearing and overshadowing of neighbouring properties.**

S/3102/15/FL and 15/2317/FUL – Network Rail Infrastructure Limited - A new 450 sq m station building and associated infrastructure, including 450 space rail station car park, 1000 cycle park, main vehicular access road to the station and creation of access route to the Guided Busway, pedestrian and cycle links to surrounding areas and extension to the Cambridge Guided Busway into the site along the alignment of the former St Ives Branch Line.

Please note that parts of the application above are located within the boundary of Cambridge City Council and are being applied for under 15/2317/FUL - **NO COMMENTS**

Tree Preservation Order:

C/11/40/072 - Permission to carry out tree work at All Saints Church, Church Lane, Milton – RW has investigated and agreed the work needs to be done. - **ALLAGREED**

An email has been received from Chris Callaghan of Kingswater Lindum Ltd regarding developing land at Fen Road, Milton. It was **AGREED** that he should be invited to the next Parish Council meeting in February.

8 North Lodge Park

Nothing further had been received from Bellway or SCDC regarding the Deed of Variation and Land Transfer documents.

DB had met with Football Club and agreed to write a letter back to John Wilson using DB's report as a basis for the letter.

SW to action.

In a newsletter to residents at North Lodge Park they have been asked if they are willing to volunteer to help run the Pavilion.

9 Bus Shelter, Ely Road

AB is waiting for a response from Mathew Richmond of Argent as to whether it was possible for him to 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 otherwise Bellway would be asked to complete the bus shelter installation as required by the S106 Agreement.

It was also important that lighting should be available at the bus stop.

It was Proposed by RJF that a decision be made at the next PC meeting in February if enough information is available on whether the Council would take up the offer of £10,000 and build the bus shelter themselves and then two further quotations would be sought. **ALL AGREED.**

10 Crossing Patrol

AB reported that she had put in a response to an email received from Andy Swallows.

JEC will also put a note in the next edition of the Village News so that residents were aware of the possibility of losing the school crossing patrol.

The consultation process has yet to begin as no further information has been received. JEC asked for Councillors views so that a decision could be made at the next PC meeting in February, if necessary.

11 Electoral Review

Part 1 of the decision has been made in reducing the number of District Councillors from 57 to 45 and now those 45 needs to be divided up into 3 member wards. It is up to individuals to comment.

It was Proposed by DS and Seconded by DO that Waterbeach/Landbeach/Chittering would be the better option. **ALL AGREED**

12 Milton Football Club

It was (Proposed by RTS and Seconded by HS) [Section 1(2) Public Bodies (Admission to Meetings) Act 1960] to exclude members of the public at 9.05p.m. owing to the sensitive nature of the business to be transacted.

Discussion took place concerning the grant from the Football Foundation to Milton Football Club

The meeting re-opened at 9.40p.m

Agreed to act on the professional advice previously given and not claim the £2,000 VAT back on the bills relating to the £10,000 grant being given by the Football Foundation. **UNANAMIOUSLY AGREED**

13 MCC Report

Maintenance/Improvements: Nothing to report, apart from general tidying up, sweeping up leaves etc

Bookings: All of our regular groups are continuing into 2016 and there are 3 Saturday Night bookings/parties during January.

Staff: Nothing to report

Youth Building: Nothing to report

Vandalism: Nothing to report

HMS reported that it was unlikely that Milton Village Fayre would take place this year as nobody has come forward to organise it.

14 County Councillor's Report

Local Government Boundary Commission Review – A reduction in the number of District Councillors from 57 to 45 has been made and the Council is now considering warding arrangements.

A14 re-lining close to the junction due to be done by end of financial year – March 2016.

Major items in the Budget. This has been made worse due to the increase in the “living wage”.

Crossing Patrol cuts – The idea by the County Council to ask the Parish Councils to cover the cost of school crossing patrols has been dropped.

15 District Councillors' Reports

District Councillor – Anna Bradnam

(24 November 2015 to 6 January 2016)

AB reported on the following:

Local Plan: City Deal Consultation on Histon Road and Milton Road: Local Government Boundary Commission Review:

Cambridgeshire County Council proposal to cease funding the School Crossing Patrol

AB has responded to the consultation, urging the Council to re-consider this county-wide proposal and giving specific reasons why the school crossing patrol should not be removed from Ely Road, Milton.

North Lodge Park

Hazel and Anna have been supporting the residents of North Lodge Park as they seek to ensure works required from Bellway in accordance with the SCDC planning permission are completed, in order that they can establish how the open spaces at NLP will be managed in future.

District Councillor – Hazel Smith

Station development and sewer

The planning application for the revised car park arrangement is now in: Network Rail have resubmitted the whole station application again as a Full application and we are told the other changes from the 'Mirror' application (mirroring the County Council application) that they first put in are minor. However the whole drainage strategy is now changed, as it relies on a huge holding tank underneath this newly sited car park, beside the railway. None of the documents detail exactly where the water is to be routed from there, and HMS has asked for more detail. It is to flow into the 'First Public Drain' which could mean east to the river through Chesterton Fen or west to the 1970's route of the First Public Drain that would take it into the river at Fen Road Milton at the lower level. This detail may be left as a planning condition.

The closure of the Fen Road (Chesterton) railway crossing for 37 hours 28th-29th Nov went off without too much fuss. HMS spent a morning down there talking to people about the closure and many of them had not realised exactly what was to happen and how it would affect them. The same arrangement will happen on the 2 weekends in January (9th-10th and 16th-17th).

HMS reported that she currently had the use of a thermal camera from SCDC and asked if there was anyone who would be interested in borrowing it.

16 Maintenance

It was (Proposed by HMS and Seconded by TL) [Section 1(2) Public Bodies (Admission to Meetings) Act 1960] to exclude members of the public at 9.50p.m. owing to the sensitive nature of the business to be transacted.

Discussion took place on the Non-agreement and non-payment of fees associated with a monument at Milton Cemetery.

The meeting re-opened at 10.00 p.m.

There are no Confidential minutes necessary as names relating to these graves were in previous Confidential minutes. SW reported that she had found out who had installed the memorials and that they had been installed to NAMM standards. The fees had also now been paid. DS gave his thanks to SW for her work in regard to this matter.

It was **AGREED BY ALL** that SW should write to the person who installed the grave to point out that the memorial is too high and doesn't comply with the Parish Council's regulations and to see if they have any suggestions on how it can be lowered.

The minutes of 14 December 2015 and Confidential minutes of 14 December 2015 were received.

It was Proposed by GH and Seconded by DS that the quotation dated 21 December 2015 from Town and Country Tree Surgery Company be accepted for £1600 plus VAT, but the work at North Lodge Park would need to wait until the Parish Council had taken over responsibility for the sports field. **ALL AGREED**
HMS and AB were to check if the trees were in a Conservation area. (NB It was on checking that they were not.)

It was Proposed by HMS and Seconded by RTS that the quotation for the repair of the "skier" equipment from Wicksteed for £745 plus VAT be accepted. **ALL AGREED.**

It was Proposed by RTS and Seconded by AB to accept the quotation from Fenland Leisure for the repair of the play equipment at The Rowans and that the repair of the fencing should also be carried out for the extra cost which should be approved by the Maintenance Committee at their next meeting. The total cost of the work was £859.33 plus VAT. **ALL AGREED.**

17 Bills for Payment and Money Received, Budget figures

The bills for payment and money received sheet were circulated (bills listed 225-252). It was Proposed by HMS and seconded by GH to pay all the outstanding bills, plus pay the Cambridgeshire ACRE renewal of £54, (183 for £316 for the Youth Building and an invoice for £2,139.19 from CCC for Youth Work and the Jaggard bill of £1,666.67 plus VAT. **ALL IN FAVOUR** of paying the bills.

18 Correspondence

It was **UNANIMOUSLY AGREED BY ALL** to renew the Cambridgeshire ACRE membership.
The Parish Precept letter would be discussed at the next Finance meeting.

19 Dates of next meeting

1 February 2016.

Meeting closed at 10.30p.m.

Signed: Date:

