

**Minutes of the Meeting of Milton Parish Council held on
Monday 5 February 2018 at 7.30pm in the Bowls Pavilion**

Present: J E Coston (JEC) (Chair), A Horne (AH), R Farrington (RF), HM Smith (HMS),
T Leavens (TL), Don Wildman (DW), A Bradnam (AB), (arrived 9:05pm)

In Attendance: S Corder (SC) (Clerk)

1 Apologies for absence

D Owen (personal), R Summerfield (personal), G Menon (personal)

2 To APPROVE the minutes of the meeting held on Monday 8 January 2018

To APPROVE the Confidential minutes of the meeting held on Monday 8 January 2018

AH Proposed and TL Seconded that the minutes, including Confidential, of 8 January 2018 be signed as a true record. **ALL AGREED.**

3 Declarations of interest and dispensation

a) To receive declarations of interest from councillors on items on the agenda; AH - Bills for payment Item 19.

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

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

4 Public Participation – members of the public are invited to speak

No members of the public attended.

5 Clerk's/Chairman's report

From previous meeting:

Emergency Plan – Updates have been made by AB. JEC asked that 'out of hours' contact numbers be added. AH raised a concern of users of chainsaws and what insurance cover is in place should they be used in an emergency situation. **Clerk to update and check with SCDC for insurance cover – To be reviewed in 3 months. Council reminded that the document is confidential and those involved should keep a copy to hand.**

Signing of CSLT Agreement – **In progress.**

Laminated notices are now up at North Lodge Park on the edge of the Recreation ground informing pitch users and dog walkers 'private land do not enter'.

New:

Waterbeach Station plans to move location to new development – JEC invited as Chairman and attended exhibition.

Tree fallen (A10 side) into Paddock area and caused damage to fence – discussed with Highways and MPC has requested the fence to be repaired. JEC thanked AH for all his efforts repairing this. **AB to chase up County Highways for works to be carried out. Council may need to consider refund to the tenant renting if not repaired shortly.**

Grass cutting meeting discussions with CCC Highways and South Cambs re: managing additional village grass cutting on their behalf and current allowance/charges was discussed. JEC, TL, AH and AB attended – awaiting outcome of discussions.

Play repairs on Froment Way and Humphries Way to be carried out week commencing 5 or 12 February 2018.

Play bark has been laid at The Rowans. Refund received for unsuitable and below standard play bark.

Hedge cutting in Froment Way and Humphries Way play area – Work has now been completed.

Telephone complaint was received regarding a particular garden hedge line. Letters will be sent in future to any adjoining residents advising of planned work.

Damage to property adjoining MPC land by tree falling – insurance claim in progress. Awaiting quotes for damaged wall. Tree has been removed £120 + VAT Town & Country.

New Photocopier in the office has been installed.

Advertising for ad-hoc 5 hr week Office Assistant in Parish Office – to consider leaflet drop. It was AGREED that JEC would design and arrange a paid for service/company leaflet drop advertising the vacancy.

Patient Participant Group JEC attended – Impington Village College Sixth Form students will be available on Wednesday's for a school term to help out with any voluntary work – ideas welcome.

CAPALC has not been forthcoming for information requested some weeks ago. Council agreed a complaint

should be made if information requested did not arrive shortly.

6 Planning

To draft minutes of the meeting 22 January 2018 were received.

Decisions Received:

S/4272/17/FL – 4 Humphries Way, Milton, Cambridge CB24 6DL – 1st floor side extension above existing garage – **WITHDRAWN**

S/4164/17/FL – 21 Pearson Close, Milton, Cambridge CB24 6YS – Replacement of existing single story garage and hall/cloakroom projection with part two-storey, part single-storey side/rear extension **APPROVED**

New:

S/4537/17/FL – Trinity College C/O Bidwells – Unit 306 Cambridge Science Park, Milton Road, Cambridge CB4 0WG – Two storey entrance extension. External repairs to existing hard and soft landscaping. Erection of bin store and cycle shelter. Internal and external alterations. **HAS NO RECOMMENDATIONS**

S0278/18/FL – Edmund Trust – 2 Cambridge Road, Milton, Cambridge CB24 6AW – Conversion of residential building to provide 5 units of accommodation. **HAS NO RECOMMENDATIONS**

S/0178/18/LB – Milton House, 28 Fen Road, Milton, Cambridge CB24 6AD – Work to front wing – beam to support roof apex, replacement of failing roof light with dormer window to match existing; replacement of double glazed window with sliding sash to match existing, repair or former coal store and conversion to bathroom. Extension of kitchen into redundant ground floor bathroom, removal of 1930's partition wall. Renovation of second floor rooms to allow use as bedrooms; creation of two en-suite bathrooms. Conversion of existing bedroom to family bathroom on 1st floor, new en-suite to first floor with creation of doorway. Re-opening of fireplaces. **HAS NO RECOMMENDATIONS**

Amey Cespa Incinerator – Milton Parish Council was not on the list of Councils to be consulted on the proposal but 2 weeks ago JEC, at the invitation of 2 Parish Councillors at Waterbeach, had a tour of the incinerator at Ipswich, attended the public meeting at Waterbeach joined visit to Amey Cespa to hear and learn more about the proposed incinerator. AB has requested an extension so further research can be carried out. **Clerk to contact County Council as concerns as to why MPC was not consulted.**

7 Finance and Administration

The draft minutes of the meeting of 22 January 2018 were received.

To AGREE Precept of £125K

To AGREE grant request from Milton Community Centre for £32,000 - DW asked for details of funds reserves kept by MCC

To AGREE increase in RFO fees

To AGREE not to insure wooden seats in village

To AGREE to transfer \$106 money to Santander 1 year fixed bond

To RECONFIRM \$106 spend on play repairs and boardwalk

HMS Proposed to AGREE the above – AH Seconded **ALL AGREED**

JEC thanks HMS and G Kingmans (RFO) for all their work in putting together the draft budget.

8 Maintenance

To AGREE to replace the Skier at The Sycamores Play area - £3,429.75 Wicksteed – **Clerk to check installation cost-** AH Proposed to accept quote – TL Seconded – **ALL AGREED – funded from \$106 money.**

To DISCUSS the Fenland Leisure Report – Froment Way play equipment. JEC and AH raised safety concerns over the condition of the Maple Pole swing and the report of low risk rot in the pole. Though the pole was not thought to be unsafe at present in the report, Council decided to be on the safe side and to disable the pole ASAP by arranging for the chains be removed until works can be carried out to remove the pole – JEC Proposed - DW Seconded **ALL AGREED. Clerk to contact FLP to spend up to £500 to have chains removed. Quotes to be sought for replacement swing.**

9 Community Care

The draft minutes of the meeting of 11 January 2018 were received and recommendation:

To REVIEW and APPROVE: How to make a complaint, compliment or donation. Community Care Scheme questionnaire. HMS has compiled a 'How to make a complaint, compliment or donation' and a questionnaire for all the Community Care clients to fill in. The questionnaire will be filled in on a yearly basis and comments fed back to the Community Care Committee. The complaint procedure will be put in the clients folders, which holds other relevant information about services available. **JEC thanked HMS for all the work done on this.**

10 Additional User Licence

To AGREE to additional user licence for Milton Community Centre email - £40 per year – AH reported that an issue arose when the upgrade of the email system took place and the MCC email was not being recognised as a sender. MPC will need to add MCC to the domain list at an extra cost of £40 per year. HMS Proposed – TL Seconded **ALL AGREED.**

11 Defibrillator on Bowls Pavilion

To AGREE Custodians to oversee defibrillator – It was agreed that the Clerk and AH would oversee maintenance of the defibrillator.

To AGREE in-house Automated External Defibrillation training - £375.00 + VAT (up to 12 people) **Clerk to ask MCC to see if any Manager/Secretary of the Milton Clubs would like to attend. Numbers to be confirmed at March MPC meeting.**

To AGREE to purchase replacement floor for cabinet if required £93.50 + VAT and delivery - Cardio Cabinets – TL Proposed – DW Seconded **ALL AGREED**

12 Local Highways Improvements (LH1) Initiative

To CONSIDER Winship Road to Jane Coston Bridge – Cycle Improvements. JEC reported that 3 other highways improvement schemes were submitted at the same time and was advised that all four would be placed as one application for the grant. AB informed the Committee that only one scheme for the cycle improvements had been listed for consideration. AB to speak with Josh Rutherford for an update. **Clerk to forward copies of applications for all 4 schemes to AB.**

13 Red Phone Box – Coles Road

A letter received from a Milton resident about the continued existence of the phone box on Coles Road and how it should be kept as a phone box. JEC and RF reported that MPC had previously agreed with BT that BT would keep it as a phone box as it is the only phone box in the village and BT has a duty to maintain it in working order. Request to make it or a bus stop a Library – telephone box to remain as telephone box – library in bus stop – concerns of: fire, damp damage, criminal damage and litter as generally difficult to stop damage at present in bus stops. **Clerk to contact BT to chase up replacement telephone and write back to resident.**

14 Chisholm Trail Report

Update from Mark England (MPC Representative)

ME recently attended the Chisholm Trail LLF meeting. The contractor that has been working on the pre-contract investigative works to date is Carillion, which has just gone into administration. The potential impact of this was identified during the LLF meeting. Carillion were the preferred contractor for the main works, with the contract award expected by the end of February. As a result delivery of the phase 1 Chisholm Trail works will now be delayed whilst bids from new contractors are solicited and reviewed. The LLF meetings to date have not really focussed on issues which are the specific concern of Milton residents, because phase 1 really concerns the middle section from the river to the station and its impact to the commons and the ecology. However, the exact details of how the northern end of the bridge over the river connects via Moss Bank to the cycleways that run through Cambridge North are clearly going to be important, and impacted by further developments around Cambridge North. This has not been discussed at all at the LLF to date, because it's not included in phase 1.

15 Air Quality Working Party

The minutes of the 6th liaison meeting held on Wednesday 24 January 2018 with Anglia Water were received.

16 Milton Community Centre Update and Report February 2018

Bookings: A new Weight Watchers group on a Thursday evening in the Annexe

Youth Building: Edmund Trust have emailed with various questions regarding the possible daily hire.

Response has been forwarded to the Parish Council

17 County Councillors Report – February 2018 Anna Bradnam

Covering the following:

Council Tax – Final decision due 6 February 2018.

Amey's Waste Recovery Facility (incinerator) application

There has been considerable disquiet in Waterbeach in the last month, since Amey submitted this application. Despite bringing their proposals to the Community Liaison Group and to public exhibitions during the summer, residents feel ill-informed and the statutory timeframe allows limited time to consider

the numerous documents. Cllr Ingrid Tregoing arranged a public meeting on 29th January and obtained an extension of time from County Planning to give more time for consultation. Residents are urged to look at the application online and submit their comments, so that their views can be taken into account when drawing up the report for planning committee. The application can be found here <http://planning.cambridgeshire.gov.uk/swift/apas/run/wphappcriteria.display> quoting the planning reference S/3372/17/CW and there is a link which enables you to leave a comment on that page by 5pm on Tuesday 6 February.

**Abbey-Chesterton Bridge and the Chisholm Trail
Mobile Vehicle Activated Sign**

We await news from the County Highways Officer regarding delivery of the sign. AB to ask permission from Balfour Beatty to put up 3 clamps on certain lampposts.

18 District Councillor's Report - Anna Bradnam February 2018

Covering the following:

Land in parish ownership

Milton Air Quality Working Party – Anglian Water

District Councillor's Report – Hazel Smith February 2018

Covering the following:

Chesterton Fen – S101A application

HMS sent in the residents petition with an application for a sewage connection in January. Anglian Water are expected to refuse this again as the guidance has not changed since last time. If necessary HMS will mount an appeal to the Environment Agency, and hope to get the guidance changed.

Chisholm Trail and Abbey-Chesterton Bridge

The timetable Carillion presented would have seen the bridge across the Cam being built on the Fen Road side of the river, then lifted by crane into place on one Sunday in November. For the lifting into place they would have to close the railway because they would be working so close to the railway bridge. Getting permission to close the railway takes a lot of negotiation with Network Rail, so those in charge of the project will be worried about not meeting the deadlines they had planned.

The path on the opposite side of the river (through Ditton Meadows and on to Stourbridge Common via the current boardwalk under the railway bridge) is also to change. The path will close for up to 3 months while they build a new pontoon under the bridges.

Homelessness Reduction Act

HMS had a briefing about this new legislation, which gives district councils a new duty towards potentially homeless people from April. This will formalise that approach, trying to prevent homelessness. Whereas at present single homeless people are unlikely to be found accommodation, the new arrangement gives the council a duty to help anyone who cooperates with them, though young single people will not be offered temporary accommodation. Each person at risk of homelessness within 56 days will have an agreed Personal Housing Plan which details the steps the person must follow. The council has a duty to take reasonable steps to help them get into secure housing on a 6-month tenancy.

Waterbeach Station move consultation

This was in Waterbeach, and showed the plans to move the station as early as 2021. They intend to provide a shuttle bus from the old station to the new one for a while and to have access to the new station from Bannold Road, along Cody Road at least in the early days. Later this would just be a cycle and pedestrian route, and the main access would be from the new town. The platforms will be extended at the current station to take longer trains in the meantime.

Incinerator planning application at Amey

The application is now in for decision by the County Council's planning committee.

Council briefing

HMS is expecting another briefing on Monday from the leader of council, so may have other information from the Combined Authority before the meeting.

19 Bills for Payment and Money Received.

To **CONFIRM** and **AGREE** bills for payment. HMS Proposed to pay the bills - DO Seconded – **ALL AGREED (AH abstained from voting – declared an interest).**

20 Correspondence.

General – copies available on evening

NALC – Review of park homes legislation

Cambridgeshire County Council – Cambridgeshire Matters January 2018 Newsletter

Cambridgeshire & Peterborough Fire Authority – Annual Report and Statement of Assurances 2016/17

18 Dates of next meetings

- Monday 19 February 2018– Planning 7:30pm
- Monday 5 March 2018 – Parish Council 7:30pm
- Monday 19 March 2018 – Planning 7pm
- Monday 19 March 2018 – Maintenance 7:45pm

Meeting closed at 10:05pm

Signed:

Date:

DRAFT