

**Minutes of the Meeting of Milton Parish Council held on
Monday 5 March 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), D Owen (DO), A Bradnam (AB), (arrived 8:45pm)

In Attendance: S Corder (SC) (Clerk)

1 Apologies for absence

R Summerfield (personal), G Menon (personal)

2 To APPROVE the Minutes of the meeting held on Monday 5 February 2018

RF Proposed and HMS Seconded that the Minutes 5 February 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 18.

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 meetings:

Red phone box Coles Road – BT informed MPC that a query received from a member of the public into adopting the phone box had put the replacement phone on hold. Due to vandalism of the previous phone a cashless phone is now going to be installed.

Froment Way play area – swings have been removed from Maypole.

Humphries Way play area – maintenance work/repairs have been carried out.

Expressions of Interest for Cleaner Communities – new pilot scheme. Milton has been selected 1 of the 6 villages to try out the pilot scheme. DW overseeing the scheme – meeting with SCDC being arranged.

Trees fallen (A10 side) into paddock - JC, AB and AH met with County Highways Officer to explain why the fallen trees on the A10 side and into MPC paddock were not the Parish Councils responsibility. The PC deeds state that the paddock fence is the boundary. A further meeting was to be had with the Land Mapping Department. Cambridge County Council agreed a tree safety check was requested.

Jaguar Cars on The Rowans – AB looked into this. Cars have now been removed. Enforcement Officer has been involved.

New:

Coles Road play park project update - MPC have been awarded a grant of £70,697.49 from Wren towards the £100,000 new play park project.

Milton Village Welcome Pack – To be reviewed. Clerk to update Welcome Pack and bring to May's meeting.

The Minutes of the Milton Parish Air Quality Working Party meeting of 27 February 2018 were tabled.

Cemetery - A complaint has been received – flowers have been dumped in the ditch around the cemetery – Clerk to arrange a litter pick of this area.

6 Planning

The draft Minutes of the meeting on 19 February 2018 were received.

New:

S/0572/18/FL – 145 The Rowans, Milton, Cambridge CB4 6YZ – To erect a white PVCU framed conservatory to the rear of the property – **HAS NO RECOMMENDATION**

S/4537/17/FL – 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. **FOR INFORMATION ONLY**

7 To CONSIDER Clerks pay review & recommendation from Staffing Group

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 Items 7, To CONSIDER Clerks pay review & recommendation from Staffing Group Meeting to go into confidential session.

HMS Proposed DO Seconded – **ALL AGREED**. The Clerk left the meeting
(Meeting closed 8.45pm and reopened 8:55pm)

8 Coles Road Play Park

Members of the Play Working Group attended the meeting - Will Munns, Edel Gower, Alison McKeegan and Joelle Garden gave an update on the play park grants. After failing the first attempt at grant funding for this project, it was agreed to try again for grants. Applications were made to Wren and Amey Cespa both for £40k. Wren advised that the Council could apply for a higher grant, so the grant application was adjusted to £70,697.49. The Wren application was successful with an offer of £70,697.49. The Working Group have also received promises of private donations of £6,000. With the total project being £99,897.49 there is a potential shortfall of £23,200. Council are awaiting the outcome of the amended grant application to Amey Cespa of £23,300.

To **AGREE** to the 11% CTP for the Wren grant awarded - £7,599.98. **AGREED**

To **AGREE** a signatory for the Wren Funding Agreement. **JEC, HMS or SC to be signatory - AGREED**

To **CONSIDER** the funding gap of £23,200 if the Amey Cespa grant application was unsuccessful. £14k has previously been agreed of this amount. **AGREED to cover any shortfall once all grant options had been pursued.**

VAT - HMS confirmed that the VAT can be reclaimed.

To **PLAN** to install June/July 2018 or as soon as possible.

To **NOTIFY** agreed Surveyor, Mike Elsome, of planned work and check what stage he wants to be involved to oversee the project on Councils behalf. Mr Elsome will liaise with Eibe and the Clerk will forward all relevant paperwork.

To **CONSIDER** placing order for £99,897.49 with Eibe for the complete project. Agreed letter of intent to be sent to Eibe once a final quote has been received and looked over/agreed by Mr Elsome and to allow time for the grant application of £23,300 to be considered by Amey Cespa in March 2018 before placing the order.

RF Proposed to agree all the above – DW Seconded ALL AGREED

9 To AGREE Policies and Risk Assessments

Investment Policy - **AGREED**

Risk Management – **CCTV added to office safety, change to office safety/security and take off S106 - AGREED**

Allotment Tenancy Agreement – **Minor amendments AGREED**

Tree Policy – **Minor amendments AGREED**

Cemetery Policy - **AGREED**

Risk Assessments – Allotments, Erecting village Christmas decorations, litter picking, play areas, cemeteries, use of contractors, maintenance of bus shelters, opens spaces and parks, tree maintenance – **To discuss further village litter picking risk assessment at next MPC meeting.**

10 Defibrillator Training

To **AGREE** to the provisional booking of AED Training on 24 March 2018 11-1pm £370.00 plus VAT (for up to 12 people) 4 Councillors, Clerk, 3 Bowls Club Members, 2 each from Senior Tennis and Football clubs. **TL Proposed – HMS Seconded ALL AGREED**

11 District Councillor Engagement with Parish Councillors

To feed back to SCDC 'What Parish Councils expect from their District Councillors'.

It was AGREED to reply with: Attendance at the MPC meetings, to look further into our concerns and issues and to feedback relevant information to do with the Parish.

12 Improvements to the Village Entrance

To **CONSIDER** suggestion of a new welcome sculpture/art work, which could be funded by the Public Arts budget. **To be discussed further at the next MPC meeting**

13 Big Things – Parish Councils We Need You

To **CONSIDER** being involved in a new programme for funding of a public art project voted in by residents. **AB Proposed not in favour – RF Seconded ALL AGREED**

14 Community Fridge

To **CONSIDER** suggestion received of a Community Fridge located in the village. **After discussions is was**

agreed that due to lack of suitable and secure sites that MPC are responsible for, this project might be better suited at Tesco.

15 Milton Community Centre Update and Report March 2018

Bookings: These continue very much the same as normal.

Youth Building: We are still waiting to hear from Edmund Trust whether they will definitely be using the building every day from April, although this seems very likely. The computers and associated equipment have all been removed and the computer room is currently being decorated.

North Lodge Pavilion Lease Update – MPC and MCC are happy to proceed as Solicitor has now received the letter from MCC confirming lease situation with Bellway. **AH Proposed – DW Seconded ALL AGREED**

16 County Councillors Report – March 2018 Anna Bradnam

Covering the following:

Council Tax : The County Council voted to increase Council Tax by 2.99% on top of the 2% increase for Adult Social Care. This will raise nearly £8 million.

Waterbeach New Town: South Cambs District Council has arranged a Waterbeach Community Forum on Wednesday 14 March, which replaces the previous Joint Parishes Meetings. It will be at St Johns Church Room, a drop-in session from 6-6.45pm and a meeting 7-9pm.

Amey's application for an Energy from Waste plant (incinerator)

AB has asked Amey directly, and through the County Planning Manager, to undertake a further round of consultation, with advance warning by door-to-door leafletting and an exhibition in Waterbeach. AB also requested a more extensive FAQs to be published on the Amey website. Amey agreed to the additional consultation period. This means it is unlikely that the application will come before the County Planning Committee before May. You can see the application here

<http://planning.cambridgeshire.gov.uk/swift/apas/run/wphappcriteria.display> Planning reference S/3372/17/CW.

Mobile Vehicle Activated Sign

The parish Clerks have obtained permission from Balfour Beatty to attach the clamps to specific street lamps and AB has collected the signs.

Key Clamp Rail on Milton Road

For cyclists coming north along the Guided Busway path, at the junction with Milton Road, there was a section of footpath apparently leading northwards toward the Cambridge Business Park which unexpectedly narrows to nothing. AB alerted County Highways and they have installed a 'key clamp rail' as a barrier to prevent pedestrians and cyclists from starting out on this dangerous route.

Shared use foot/cycle path to Cambridge North

AB is trying to find out which authority is responsible for sweeping and gritting the path from Milton Road towards the station. Milton residents cycling through to Moss Bank have slipped on the path in frosty weather and on wet leaves. Currently County, City, Network Rail and Greater Anglia are all denying responsibility.

Network Rail proposed Level Crossing Closures

Throughout the country, Network Rail have proposed level crossing closures to improve safety on the rail network. This means that numerous crossings on footpaths and on agricultural land have been threatened with closure.

Greater Anglia may be asked to pay to extend the canopies at Cam North. There is no GN timetable on display boards.

Fen Road Level Crossing

AB is seeking meetings with County Transport Officers to find a pedestrian route around the Fen Rd crossing, as down times have increased since Cam North opened.

Updates: Park & Ride charges will be removed from 1 April 2018. Cambridge to Ely Corridor Study – There is a very strong case for duelling the A10. The Director of Transport will be awarding a contract for the Strategic Outline Business Case and Options Appraisal.

17 District Councillor's Report - Anna Bradnam March 2018

Covering the following:

South Cambs District Council

SCDC has revised its Hackney Carriage and Private Hire Licensing Policy to include a requirement to fit CCTV by 2020, that all new Hackney Carriages must be wheelchair accessible, that all new licence applicants must take a knowledge test and that under certain circumstances Private Hire vehicles may apply for plate exemption. Adjustments have been made to the maximum age of vehicles.

The Council's Corporate Plan "Your Place Our Plan" was approved. The Council's Budget was voted through with a Parish precept of £71.21 for a Band D home in Milton.

As the time approaches when we hope to receive the Report of the Local Plan Inspector we are advised by our Local Plan Barrister we can begin to have more confidence that they will be adopted.

Milton Air Quality Working Party

Scheduled meetings with FCC Environment on 20 March and with Anglian Water on 14 May.

Litter Pick

AB and HMS led a very successful Litter Pick with some regular and some new volunteers. One new volunteer aged six worked hard for the full two hours with her Dad. The rubbish bagged up was collected by SCDC waste services the next day – along with some large items (tyres, metal frames, bikes, broken fishing stools) found behind the doctor's surgery. Thank you to everyone who gave their time to help.

General Data Protection Regulations

AB and HMS undertook some training on these Regulations, which put new responsibilities on all of us concerning our responsibilities if we collect, hold or use personal data.

Updates: Parking on Norman Way Industrial Estate – barriers cannot be erected on the footpath due to powerlines under the path and could be a potential hazard to cyclists.

District Councillor's Report – Hazel Smith March 2018

Covering the following:

Chisholm Trail and Abbey-Chesterton Bridge

We are told that the collapse of Carillion will not jeopardise the timetable and plans for the bridge.

Incinerator planning application at Amey

The meeting in Waterbeach on Monday 29th was unsatisfactory. Many questions were raised and the answers from Amey were not convincing. Their scientific expert was not at the meeting, but was in attendance the following weekend when Amey ran several tours of their site for local parish councillors. They have realised they will need to engage more fully with local people, perhaps leafleting the village before another period of consultation that Anna requested. The protesters have organised another meeting on 28th March.

Unfortunately this is within the Purdah Period for the SCDC elections, so they are unlikely to get council officers or other public servants to attend to allow for an informed discussion. South Cambs DC Planning Committee recommended to the County Planning Committee that they refuse the application largely because of the affect on Denny Abbey.

Chesterton Fen

HMS was asked to visit Chesterton Fen to show two officers from the Environment Agency the various package treatment plants in that area and to introduce them to the owners. They are responding to a report from October of pollution, from the Cam Conservators.

Emmaus

The work to build 10 new rooms at Emmaus started in January, and is progressing well. The coffee shop there is going from strength to strength and now also has a range of vegan food.

SCDC Magazine

This is due for delivery in the next week. Please let Hazel know if you know where any deliveries have not been made.

Wellbeing portfolio

A grant of £2155 was agreed for Milton Community Care Scheme. This was judged on a combination of other funding available, the amount requested, historic funding and number of clients/price they pay.

GDPR

The Parish Council will need to be aware of its responsibilities under the new regulations. Whereas all District Councillors now have to be registered as data controllers, Parish Councils are treated differently and most responsibility lies with the clerk on behalf of the council as a whole.

18 Bills for Payment and Money Received.

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

19 Dates of next meetings

Monday 19 March 2018 – Planning 7pm (Not 15 as agenda)

Monday 19 March 2018 – Maintenance 7:45pm (Not 15 as agenda)

Monday April 9 2018 – Parish Council 7:30pm

Meeting closed at 9:52pm Signed: Date: