

MILTON PARISH COUNCIL

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TO ALL MEMBERS OF THE PARISH COUNCIL

You are summoned to the Annual meeting of Milton Parish Council to be held in the Bowls Pavilion on
Tuesday 8 May 2018 at 7.30pm
Members of the Public and the Press are cordially invited to attend

Clerk's signature:

Date of issue: 1 May 2018

AGENDA

1. **Election of chairman and signing of declaration of acceptance of office of chairman**
2. **Apologies for absence:** to receive and approve apologies for absence.
3. **Election of vice chairman and signing of declaration of acceptance of office of vice chairman**
4. **To APPROVE the minutes of the meeting held on 9 April 2018: (Pages 1-5)**
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.

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.

6. **Clerk's/Chairman's report:**

From previous meetings:
Red phone box Coles Road – awaiting replacement telephone.
Milton Country Park – Tomkins Mead agreement – awaiting signed form.

New:
Staffing update – John Barrett has been appointed as the new ad-hoc Assistant Clerk.
Play areas – rubber grass matting to be installed at Humphries Way and Froment Way goal mouths.
Skier to be replaced at The Sycamores Recreation Ground by 11 May 2018.
Coles Road play park - update
7. **Number of Councillors**

To review number of Councillors on Milton Parish Council and **CONSIDER** applying to reduce the number to 12 or 9.
8. **To confirm the following committees and membership (Page 6)**

Community Care, Maintenance (incorporating Allotments, Cemetery and Play) Finance & Admin, Planning, Staffing. Working Groups: Capital Projects, Cemetery, Milton Air Quality, Website & IT and Youth.
9. **To confirm the following representatives and volunteers**

Specific Responsibility:
Footpath Officer, Press Officer, Tompkins Mead & Tree Wardens, Trolley Bus

The following representatives for outside bodies were agreed:

Anglia Water, CPALC & SCDC, Good Companions, Chisholm Trail Local Liaison Forum, Milton Road Local Liaison Forum, Milton Charities, Milton Community Centre, Patient Participation Group, Police Liaison Panel.

10. **Planning**
To **RECEIVE** the minutes of the meeting on 23 April 2018. **(Page 7)**

Decisions Received:

S/0572/18/FL – 145 The Rowans, Milton, Cambridge CB24 6YZ – To erect a white PVCu framed conservatory to the rear of the property. **APPROVED**

New:

S/1484/18/FL – 28 Shirley Close, Milton, Cambridge CB24 6BG – Proposed entrance porch and WC to front elevation.

S/1450/18/FL – The Black House, Chesterton Fen Road, Milton, Cambridge CB4 1UN – Two storey extension.

S/1636/18/FL – 1 Sutton Close, Milton, Cambridge CB24 6DU – Two storey front extension & garage re-roof

S/3372/17/CW – Application for full planning permission for the construction and development of a Waste Recovery Facility at Levitt's Field, Ely Road, Waterbeach, Cambridge.

Access to rear of 55 Cambridge Road, Milton

It was noted that the decision made in April 2017 for access to the rear of 55 Cambridge Road was recorded wrongly. The minutes state 4 in favour, 2 against, 4 abstain – recommend refusal. It should have been recorded as 4 in favour, 4 against, 2 abstain the chairman then made a casting vote against - therefore the vote was against and was correctly recorded as a refusal.

11. **Finance and Administration**

To **RECEIVE** the minutes of the meeting of 23 April 2018 **(Pages 8-9)**

To **CONSIDER** recommendations

To **APPROVE** the CAPALC subscription of £609.65 for year.

To **APPROVE** the Direct Debits and Standing Orders for year. **(Page 10)**

12. **Community Care**

To **RECEIVE** the minutes of the meeting on 11 April 2018 **(Pages 11-12)**

13. **Maintenance (Page 13)**

To **ACCEPT** the increase from CCC for grass cutting additional areas to £1,055.19

14. **Drainage Ely Road**

Update

15. **Youth Club**

To **RECEIVE** termly report from Connection Bus Project - January to March 2018 **(Page 14)**

16. **Emergency Plan (Pages 15-27)**

To **ACCEPT** changes made to the Emergency Plan

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 Item 16 and 17. namely: Emergency Plan and Staffing

The public and press will be temporarily excluded from the meeting at this point and any present are herewith to withdraw.

17. **Staffing (Tabled)**

To **RECEIVE** the minutes of the meeting held on 30 April 2018 and **CONSIDER** recommendations for staff pay and pay scales.

18. **Improvements to the Village Entrance**

To **CONSIDER** suggestion of new sculpture/art work, which could be funded by the Public Arts budget, to be situated at the entrance to the village.

19. **Bills for Payment and Money Received, Budget figures (Pages 28-29)**

To **CONFIRM** and **AGREE** bills for payment.

20. **Correspondence**

From Milton residents (Pages 30-32)

Deed of Variation Lease - 55 Cambridge Road - Letter received for a Right of Access over the road leading to Barnabas Court previously discussed in April 2017.

To **DISCUSS** letter received from Vitrum regarding traffic flow on Cowley Road.

To **DISCUSS** letters received regarding parking concerns on The Rowans.

General – copies available on evening
CAPALC New Bulletin

- 21. Dates of next meetings**
21 May 2018 – Planning
4 June 2018 – Milton Parish Council
18 June 2018 – Planning (7pm)
18 June 2018 – Maintenance (7:45pm)

Clerks Office

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