

**Minutes of the Meeting of Milton Parish Council held on
Monday 4 February 2019 at 7.30pm in the Bowls Pavilion**

Present: J E Coston (JEC) (Chair), R Farrington (RF), A Horne (AH), D Owen (DO), C Duff, D Wildman, HM Smith (HMS), A Bradnam (AB) (arrived 8.35pm)

In Attendance: S Corder (SC) (Clerk)

1 Apologies for absence

T Leavens (personal)

2 To APPROVE the Minutes of the meeting held on Monday 7 January 2019

AB asked that reasons for the bus stop to be relocated be added to item 11 of the minutes.

JEC PROPOSED to accept the minutes of Monday 7 January 2019 with the amendment – ALL AGREED.

3 Declarations of interest and dispensation

- a) To receive declarations of interest from councillors for items on agenda; None
- 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 public attended.

5 Clerk's/Chairman's report

From previous meeting:

- CCTV on Jane Coston Bridge – Update: **CCC informed JEC that the CCTV would be reinstated at a cost of £17k to the Parish Council. JEC to investigate further as the CCTV was originally installed by CCC and MPC were asking for them to reinstall.**
- A10 Trees update – Highways England has informed MPC that CCC is responsible for maintaining the trees on the A10 boundary by the allotments. Ashton's Solicitors will write to CCC on behalf of MPC with this information received and to claim back costs MPC paid out during this investigation.
- Capital Projects Working Group – Have now met. Items for discussions are village entrance signs, village map, Christmas lights/tree on pond green, The Rowans area (next to antiques shop).
- AED Unit for North Lodge Pavilion- Clerk sourcing quotes.
- A10 Footbridge – questionnaire has been placed in the Village View.
Bridge assessment - The structures team response is: "They do not carry out any risk assessments on structures. The footbridge is currently fit for purpose with no maintenance issues. Cyclists using the bridge should dismount in accordance with the signage in place".
The bridge maintenance team have confirmed that visual inspection is carried out every 2 years for maintenance defects. They can confirm that currently; the parapet railings are for a pedestrian bridge and have no defects, the surface material is in acceptable condition with no defects at intervention level and the bridge is not gritted as the salt would corrode the structure.

New:

- The Sycamores play area – Clerk and MCC have meet with 3 suppliers to revamp play area, awaiting quotes.

6 Planning

The minutes of the Planning meeting on 21 January 2018 were received.

Decisions Received:

S/4617/18/FL – 4 Townsend Close, Milton, Cambridge CB24 6DN – Single storey side extension between existing property and existing garage. **APPROVED**

New:

S/4589/18/PN – 1-21 Cambridge Science Park, Milton, Cambridge CB4 0FJ – Prior notification for prior approval of proposed demolition of single storey units no's 1-21 Cambridge Science Park. **SUPPORTS**

S/4629/18/FL – 24 Cambridge Science Park, Milton, Cambridge CB4 0FN – Hybrid planning application comprising in detail the demolition of the gym, Trinity Centre and Innovation Centre and the construction of hotel with gym, restaurant, café and business suite; and a building comprising multi-storey car park and three storey commercial floor space (B1 floor space to the first and second floor; flexible accommodation to the ground floor (A1, A2, A3, A4, A5, B1, D1 and/or D2)) along with associated access, infrastructure and landscaping and the change of use of the Trinity Centre to B1 as part of a phased development; in outline the construction of a building up to seven stories to provide B1 floor space, with all matters reserved. **HAS NO RECOMMENDATIONS – COMMENTS:** Milton Parish Council has concerns of the

traffic impact this development will have on an already busy/congested road. Are there currently any height restrictions for new buildings on the Science Park?

S/0187/19/DC – 29 Cambridge Science Park, Milton, Cambridge CB4 0DW – Discharge of condition 11(contamination) pursuant to planning permission S/1405/16/FL. **FOR INFORMATION ONLY**

S/0256/19/NM – 306 Cambridge Science Park, Milton, Cambridge – Non-material amendment to planning permission S/4537/17/FL for 1. Minor adjustment of the location of the external M&E air-con compound. 2. Minor change to design on the north west elevation (between grid co-ordinated N0 and N1) so that the original loading door configuration is retained with replacement new doors, in place of previously proposed alterations to install windows. 3. Change of hardstanding to the air-con compound and bin store from 450 x 450 x 50 paving slabs to tamped finish rc slab. **FOR INFORMATION ONLY**

S/0256/19/NM – Land at Chesterton Sidings, Cowley Road, Cambridge –Discharge of conditions 17 (details of green and brown roofs), 18 (landscape and ecological management plan (LEMP)), 19 (mitigation plan for the provision of a scrub mitigation strip), 26 (scheme of investigation – contamination), 28 (remediation strategy), 29 (surface and foul water drainage) and 33 (construction environmental management plan (CEMP)) pursuant to planning permission S/2372/17/FL. **FOR INFORMATION ONLY**

S/0101/19/PA – 1 Goding Way. Milton, Cambridge CB24 6AH – Prior approval for a single storey rear extension. **NO COMMENTS**

S/0237/19/FL – 20 Sutton Close, Milton, Cambridge CB24 6DU – Two storey rear extension & part garage conversion. **HAS NO RECOMMENDATIONS (AH declared an interest and withdrew from discussion)**

S/0279/19/PA – 41 Fen Road, Milton, Cambridge CB24 6AD – Notification for prior approval for a single storey rear extension. **NO COMMENTS**

Highway England – Noted The A14 Cambridge to Huntingdon Improvement Scheme Consent Order 2016 – Application for a non-material change under Regulation 4 on the Infrastructure Planning Regulations 2011. (To re-classify the A14 to A14(m)).

7 Finance and Administration

The minutes of the meeting Finance meeting of 21 January 2018 were received.

To **CONSIDER** recommendations:

To SET Precept for 2019/20 to £132,000.

Request from MCC for grant of £35,000 (previously £32,000) for 2019/20.

DW Proposed to apply for a precept of £132k and agree the MCC grant of £32k – DO Seconded ALL AGREED.

The budget accounts were tabled. DW to double check Unity bank figure with our RFO as £30 out.

JEC thanked DW for all his work in providing this reports and the work done with the RFO.

8 Internal Auditor

A very pleasing report was received from the Internal Auditor.

Auditor suggested that we consider membership to Institute of Cemetery & Crematorium Management £95 per year. **To be considered at Maintenance.**

9 Maintenance

To **CONSIDER** request to purchase the horse paddock. **JEC Proposed not to sell and to hold onto all MPC assets. ALL AGREED**

10 Community Care

The minutes of the Community Care meeting on 16 January 2019 were received.

To **CONSIDER** recommendations:

To increase Community Care Warden's hours to 30 hours per week (from 25 to 30).

JEC suggested going into Confidential Session to discuss item 10 and 11 - HMS Proposed – AH Seconded **ALL AGREED. (CD declared an interest and left the room at 8.17pm).**

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 10, To increase Community Care Warden's working hours and Item 11 Grounds Maintenance Contract Quotes.

Meeting to go into confidential session.

(Meeting closed 8.17pm)

11 Grounds Maintenance Contract Quotes

(CD came back into the room at 8:41pm. Still in Confidential Session)

The quotes received for the grass cutting contract for 2019-2022 were discussed. **AB Proposed to accept Buchans quote of £23,994.95 per year – RF Seconded. ALL AGREED. (Meeting opened 8:49pm)**

12 Policies/Risk Assessments

To AGREE updated policies and risk assessments:

Terms of Reference: Planning, Finance & Administration, Community Care, Maintenance, Staffing.

Community Care: Community Care Warden risk assessment, Safeguarding Adults, Aims of the scheme.

Maintenance: Cemetery policy, Cemetery risk assessment, Village Cleaner risk assessment.

MPC: Standing Orders, Milton Parish Council Aims, complaints procedure, statement of intent as to community engagement, use of photographs, disability access, disability discrimination, code of conduct, grant awarding, publication scheme, lone working, fire, office, litter picking community groups.

AB and DW suggested some minor grammar corrections to the policies. **JEC Proposed that Council adopt all the policies (with minor grammar corrections as pointed out by AB & DW) apart from the Cemetery policy and litter picking risk assessment which should be considered further by the Maintenance Committee. HMS Proposed – AH Seconded ALL AGREED.**

13 Milton Youth Club

The September to December termly report was received. RF commented that there has been a decline in numbers of attendees and some sessions were cancelled due to staff sickness. Clerk to confirm if MPC are charged for non-sessions.

14 Zebra Crossing at Tesco

To CONSIDER position for improved crossing from Jane Coston Bridge to Tesco as CCC have confirmed that the present crossing point is not suitable for a zebra crossing– Quote received from CCC Highways: Zebra Crossing in different location £17,500 - £31,000. Pedestrian refuge island £5,500 - £10,000.

As advised from CCC a zebra crossing cannot be placed in the suggested area (currently where the refuge island is) due to the proximity of the roundabout. MPC feels that at present no further consideration is required.

15 Milton Community Centre Report February 2019

Maintenance/Improvements: The annual gas maintenance checks have been carried out at the Community Centre, the Annexe and North Lodge Pavilion. The showers in the Sycamores Pavilion have been professionally cleaned

Bookings: We have a new Thursday morning Art Class, arranged by IVC Adult Education. All our regular bookings continue as normal (apart from Thursday French – see below).

North Lodge: The Thursday morning French Class, booked by IVC Adult Education, has been cancelled due to lack of numbers. However, the Wednesday morning French class continues as normal.

Vandalism: Late evening, Friday 25th January, a youth drove onto Coles Road rec and caused damage to the football pitches. The police were alerted by a fisherman at the Country Park and although the youth had left the scene by the time the police arrived, they managed to locate him in Tesco car park. They plan to prosecute him under the Road Traffic Act and due to previous driving conditions, he will probably lose his licence and will receive a fine. Access to the rec was obtained through a gap next to the new play area fence, so we will shortly install a new bollard to stop this happening again.

16 County Councillors Report – February 2019 Anna Bradnam (Full report on website)

Covering the following:

Council Tax: The Council will be setting its budget on Wednesday 6 February. The Business Plan currently assumes that Council Tax will increase by 1.99% for the financial year 2019-20 but the Council has the option to raise Council Tax by a further 1% which will raise an additional £2.728 million.

Highways: In October 2018, the Chancellor announced in the Budget the Government was allocating a further £420 million of new money for local highways maintenance. From this new funding Cambridgeshire County Council has been allocated £6.6 million to spend by the end of March 2019. The Local Highway Officer has brought forward the following works from the existing programme: **Milton Knights Way and Walkling Way.** AB asked that in addition to the footways, the **roadway** in the north section of Knights Way should also be resurfaced. **Update: Benet Close footpath has also been added to the list. 15 jobs have already been completed in Milton including potholes and bollards.**

Children's Mental Health:

The Cambridgeshire and Peterborough Combined Authority Local Transport Plan: is being developed. It will cover the period up to 2036 and beyond.

Trading Standards: work across Cambridgeshire and Peterborough. Constituents should contact the **Citizens Advice Consumer Service for all consumer advice matters on 0345 4040506.** They share intelligence with Trading Standards as appropriate, who will monitor and intervene as necessary.

Libraries for the Future The Council has engaged a charity called CIVIC to investigate how we can transform libraries into hubs for community activities and centres for public service.

The Corporate Parenting Sub-Committee: will be considering priorities for the Virtual School, the performance of children who are looked after and support for those leaving care, including "The Local Offer".

The Cambridgeshire Health and Wellbeing Board: will be reviewing the results of the campaign to end loneliness, the Adults Positive Challenge and the suicide prevention programme, Living Well across Cambs and Peterborough.

17 District Councilor's Report – February 2019 (Full reports on website)

Covering the following: Anna Bradnam

Waterbeach New Town Community Forum: At the last Forum on 9 Jan there were presentations on transport including the relocated railway, access via Cody Road and the A10, delivery of materials by rail, a review of the Supplementary Planning Document, an overview of education provision and a response to the SPD from Waterbeach Parish Council. There were questions on cycling routes, crossings over the A10 and Denny End Road and Car Dyke Road, bus routes, shuttle services and P&R sites. The next Forum will be on 10 April 2019. On 22 Jan the Scrutiny and Overview Committee approved the Supplementary Planning Document with the modifications made following the public consultation. The SPD will be considered by South Cambs District Council Cabinet on 6 February.

Police and Crime Commissioner Panel Meeting: The current challenge of reducing resources combined with the difficulties of identifying hidden crimes (sexual abuse and exploitation), the need to be alerted to terrorism and the pressure on staff as a result of the local Policing Review 2018 were explained.

The Farmland Museum: The Grants Advisory Committee recommended SCDC continue to fund the Museum with £8,500 per annum for three years.

Covering the following: Hazel Smith

Northstowe – meeting with Homes England: Terry Fuller, Executive Director for the East and South East of England region of the HCA, met with the South Cambs Cabinet to outline their plans for Northstowe Phase 2.

New customer portal mysouthcambs.scambs.gov.uk

This new way to interact with the council has been launched for some services in January. The OneVu portal is built around the idea that residents will log in and any ongoing issues between them and the council can be tracked. Only a few services are on the portal just now, and the IT department are encouraging people to sign up and use the portal (as pioneers or beta-testers), and report any problems so they can fix any bugs. It has a useful link to the County's report-a-highways-fault page and to the South Cambs bin collections, as well as benefits and council tax. To register use the following link <http://mysouthcambs.scambs.gov.uk>

East-West Rail <https://eastwestrail.co.uk/latest-news>: The consultation on the route to be chosen between Bedford and Cambridge will start on 28th January and runs until 11th March. You may remember the recent meeting about the CamBedRailRoad proposal to bring the line in to Cambridge via a route across the fields south of Landbeach and joining the Kings Lynn line's alignment north of Milton to run into Cambridge North Station. This idea was again tested by their engineers and rejected, as it is more expensive than an approach from the south where for a greater length the land adjacent to the railway, they say, is wide enough to add more tracks. They expect to be able to start work on this Bedford to Cambridge section of the railway in the mid-2020's, and this would be unusually fast progress for a scheme of its size.

Waterbeach New Town Planning meetings

The Supplementary Planning Document (SPD) was considered by the Scrutiny and Overview Committee on 22 January and will come to Cabinet on 6 February. Counsel's advice to SCDC on the question of the ransom payments between the two developers has not helped resolve the "ransom" situation – the council cannot use the SPD to make them cooperate and it would be better for the development and for community cohesion if the two master developer companies would work more closely together. There are meetings to discuss viability on Feb 5th and 7th.

Budget: South Cambs has set a balanced budget that will put a little money back into reserves as we know the government is planning to further reduce funding for district councils.

Covering the following: Judith Rippeth

Amey liaison meeting: HMS and JR attended a meeting on 17th January with other local district and parish councillors in attendance. Amongst the issues discussed were the level of residents' complaints regarding odours from the plant or elsewhere. A number of us commented on 'reporting fatigue' due to the length of time it can take to register a complaint with sometimes calls taking up to twenty minutes. An alternative online system using email was suggested to run alongside a phone system which would help to build a more comprehensive picture of where and when odours are most pungent. Amey have withdrawn their permit application to the Environment Agency for an EfW plant. They have until mid March to decide whether to submit an appeal. Before the next meeting, scheduled for 18th July, Amey are planning to appoint an independent chair. We were also informed that Amey will shortly be sending out a survey to members of the group, residents and parish council clerks to understand the purpose of the group going forward.

Cambridge Northern Fringe – Area Action Plan:

JR attended Cabinet on 9th January and amongst the issues discussed was the future of this key strategic site. The consultation on issues and options 2 will start on 4th February and will run for six weeks. The Council is unlikely to hear back on the success, or otherwise, of its Housing Infrastructure Bid until March.

Urban and Civic: A number of briefings are being held for planning committee members prior to the extraordinary meeting on 28th February when the U&C application will be considered. The first of these briefings took place on 16th January where we were taken through the complexities of deciding a large application. This was followed up by a briefing on 18th January looking at drainage and flood risk plus the use of renewable and non-renewable sources of energy for the site. U&C's plans for electrification were extremely interesting and should assist in reaching the Council's ambitious zero carbon target for 2050.

17 Bills for Payment and Money Received.

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

JEC Proposed to pay all bills. DO Proposed – AH Seconded **ALL AGREED**

18 Correspondence

General – copies available on evening

Cambridgeshire County Council – IHMC Incident Report December 2018

19 Dates of next meetings

Monday 18 February 2019 – Planning

Monday 4 March 2019 – Milton Parish Council

Meeting closed at 9:55pm Signed:

Date:

DRAFT