

**Minutes of the Meeting of Milton Parish Council held on
Monday 1 April 2019 at 7.30pm in the Bowls Pavilion**

Present: J E Coston (JEC) (Chair), R Farrington (RF), A Horne (AH), D Owen (DO), D Wildman (DW), T Leavens (TL), A Bradnam (AB) (arrived 8pm), H Smith (HMS) (arrived 8pm)

In Attendance: S Corder (SC) (Clerk)

1 Apologies for absence

J Rippeth (District Councillor)

2 To APPROVE the Minutes of the meeting held on Monday 4 March 2019

JEC PROPOSED to accept the minutes of Monday 4 March 2019 – AH Seconded **ALL AGREED.**

3 Declarations of interest and dispensation

- a) To receive declarations of interest from councillors for items on agenda;
- 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 meetings:

- **CCTV on Jane Coston Bridge** – Emails from 2005/6 to JEC confirming that CCC have agreed to install the CCTV and other correspondence have been passed to AB to follow up. JEC to follow up with Highways if CCC refuse to reinstate CCTV.
- **A10 Trees** - Draft letter has been agreed and sent to CCC.
- **Deeds** – Document list received from Ashton's Solicitors, not checked yet. Also Old School Lane land not completed yet..
- **The Sycamores Play Park** – Still awaiting one more quote.
- **AED Unit for North Lodge** – With MCC for decision.

New:

- JEC and The Clerk attended a Community Resilience Information Session at South Cambs Council on 9 March 2019. JEC was due to meet with Police on 24 March to discuss issues regarding unauthorised encampment in 2018. Police cancelled due to incident, New date to be arranged.
- **Sewage Work Anglian Water** – Announcement has been made that Anglian Water will be receiving funding to re-locate the sewage works.
- **NALC 2019 Star Council Awards** – Invitation to apply has been received. JEC to complete application form.

6 Planning

No meeting required in March 2019. Decision made under Delegation of Powers

S/0767/19/VC – 38 North Lodge Park, Milton, Cambridge CB24 6UB – Removal of condition 4 (obscured second floor window) of planning consent S/4810/18/FL. **HAS NO RECOMMENDATION**

Decisions Received:

S/0279/19/PA – 41 Fen Road, Milton, Cambridge CB24 6AD – Prior approval for a single storey rear extension.

APPROVED Prior approval not required.

S/0237/19/FL – 20 Sutton Close, Milton, Cambridge CB24 6DU – Two storey rear extension and part garage conversion.

APPROVED

S/0355/19/FL – 41 Fen Road, Milton, Cambridge CB24 6AD – Demolition of existing garage and erection of a single storey rear extension. **APPROVED.**

New:

S/0737/19/DC – Transport Plaza, Cambridge Science Park, Cambridge CB4 0FJ – Discharge of condition 12 (provide pedestrian and cycle route) footway widening) of planning permission S/3590/17/VC. **FOR INFORMATION ONLY**

S/0831/19/DC – Plots 1-21 Cambridge Science Park, Milton Road, Cambridge CB4 0FH – Discharge of Condition 14 (Archaeology Assessment) of Planning Application S/2436/17/FL) Demolition of existing buildings and erection of two four storey buildings for B1 use and multi storey car park, including access and landscaping. **FOR INFORMATION ONLY**

S/0869/19/DC – 22 Cambridge Science Park, Milton, Cambridge CB4 0FJ – Discharge of Condition 22 (SuDS) of (Variation of condition 2 – S.3590.17.VC of (approved plans) of planning permission S/2599/16/FL – (erection of two

three storey buildings for B1 use). **FOR INFORMATION ONLY.**

S/0904/19/DC – Milton House – 28 Fen Road, Milton, Cambridge CB24 6AD - Discharge of conditions 3(details on windows), 4 (details of services to new bathroom and ensuite, details of insulation), 5 (details of plaster and render) and 6 (details of dormer window) of listed building consent S/0178/18/LB for 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 of 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 ensuite bathrooms. Conversion of existing bedroom to family bathroom on 1st floor, new ensuite to first floor with creation of doorway. RE-opening of fireplaces. **FOR INFORMATION ONLY**

S/0067/19/CC – Milton School, Humphries Way, Milton, Cambridge CB24 6DL – Section 73 Planning Application to develop land without complying with Condition 1 of permission S/0466/14/CC, to allow retention of the mobile classroom until 31 August 2024. **In principal MPC has no comment to the extension to 31 August 2024. MPC would ask what is the long-term strategy for this building.**

S/0830/19/FL – 1 Gunnell Close, Milton, Cambridge CB24 6ZB – Single storey side extension. **HAS NO RECOMMENDATION.**

S/0109/18/CW – Milton Landfill Site, Butt Lane, Milton CB24 6DQ – Response received from CCC regarding MPC comments made asking if MPC would like to reconsider comments made in light of information received or original comments to stand. **Response: We note from your reply that filling should be completed by 2022. Can you confirm no filling after 2022 will happen and the project will be finished by 2026? MPC would like reassurance that this is the final extension. MPC's concern is that other planning applications may come in whilst the site is open. TL Proposed these comments – DW Seconded AGREED (AB Abstain) FCC informed AB and HMS that filling would be completed by 2020. Noted: There have been many extensions since 1996.**

S/0579/19/LD – 20 The Rowans Lawful Development Certificate Application – letter received from resident regarding comments made to South Cambs Planning. **NOTED.**

7 Maintenance

The minutes of the meeting of 25 March 2019 were received.

Buchan's – Confirmation of fertilisers used on Sport Pitches received.

To **CONFIRM** recommendations:

To **ACCEPT** quote from Buchans to clear 3 vacant plots to rentable standard £480 + VAT.

To **ACCEPT** quote from Command Pest Control to deal with rabbit issues £180 + VAT per visit for 2 occasions.

To **AGREE** membership of the Institute of Cemetery and Crematorium Management £90 per year (as suggested by Internal Auditor).

To **AMEND** Cemetery policy to say “no covering slabs” and to amend the height of the single memorial to 90cm maximum height taken from ground level to be the same height as the double memorial.

To **ACCEPT** quote from Buchans to improve mound on Coles Road play area, £498 + VAT plus £328 + VAT for turf. To split cost with MCC (confirmation received).

Office Maintenance – up to £500 to be spent on decorating and maintenance.

AH Proposed to accept the above quotes – DO Seconded ALL AGREED.

To **ACCEPT** quote from Wicksteed to revamp Froment Way play park £13,030.51 + VAT. Clerk to look into grants (Community Chest, Wicksteed, A14 fund etc).

AH Proposed to accept the Wicksteed quote, which would come from the Capital Project budget – TL Seconded ALL AGREED.

Horse Paddock - The tenant has given notice. JEC suggested contacting College of West Anglia and other groups to secure the paddock.

Milton Cemetery front section – All Saints have carried out a memorial inspection and families have been notified of any unstable memorials for repair. **Clerk to source costs for memorial repair if required.**

8 Staffing

The Confidential Minutes of the meeting 5 March 2019 were received.

To **CONSIDER** recommendations: Staff Pay and Staffing update

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 8, namely: Staff Pay and Staffing update

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

(AH Proposed to Close the meeting – TL Seconded ALL AGREED. Meeting closed 8:45pm)

JEC informed the Council that a new ad-hoc Office Assistant has been appointed – Elaine Taylor.

AB informed the Council that the Community Care Warden now has a qualified/professional contact though "Community Cares" run by CCC.

9 Transfer of Land – Solicitor’s Letter received (still on Confidential Session)

To **CONSIDER** transferring or selling land ownership at the rear of 26 Old School Lane due to the garage having been built on Parish land over 40 years ago. To reclaim all costs of legal work and land valuation if agreed. JEC authorised to contact Solicitors on behalf of the Council checking the possibility of leasing the land as MPC declined to sell the land. **AB Proposed – DO Seconded AGREED (1 abstain). (Meeting opened 9:20pm).**

10 MPC Store Room Door

To **CONSIDER** request from Bowls Club to widening the door to the store room and contribute towards the cost £900 + VAT plus £200 for brickwork. **DO Proposed a question to the Council – DW Seconded: “Are we happy to have a formal arrangement to modify the door and have a large mower in the store” – 7 In Favour for NO – 1 Abstain. AGREED not to accept the Bowls Club proposal.**

11 Barnabas Court Pumping Station

To **CONSIDER** signing the agreement for Anglian Water to access the pumping station via Barnabas Court land. **JEC to be authorised to contact MPC’s solicitor to go over the agreement and amend it to ensure MPC have a say on any route new cables are to take if they are needed to cross land at Barnabas Court. Also, to seek reassurances regarding parking onsite. AH Proposed – DO Seconded ALL AGREED.**

12 Landbeach Road Bus Stop

To **CONSIDER** funding the improvements to extending the hardstanding area if carried out by CCC costing no more than £2,000. **Clerk to investigate further funding from the A14 fund.**

13 Cambridge and Peterborough Minerals and Waste Local Plan – Further Draft Consultation

To **CONSIDER** MPC views and preferred options. **AB to look at the draft plan and report back any concerns arising. MPC to resend comments if they are still relevant.**

14 Managing the Business of the Parish Council

JEC circulated an information sheet on press releases and how meetings are conducted and press releases.

15 Milton Community Centre Report April 2019

Maintenance/Improvements: The large heater in the Community Centre main hall has developed an intermittent fault and although the engineer thinks he has established the cause, replacement parts are awaited. Although this seems fairly straightforward, to gain access to the heater involves erecting scaffold, which is very time consuming and has to be carried out on the few occasions when the hall is not in use.

Additionally the disabled toilet in the Youth Building is continually blocking, so a camera survey has been booked for later this week in an effort to establish the cause

Bookings: After using the Community Centre for over 20 years, Sue Minto who teaches Kumon English and Math’s will be retiring at the end of March. Apparently, there has been some interest from other teachers, so there is a slight possibility that the classes may start up again after Easter

16 County Councillors Report – April 2019 Anna Bradnam

Covering the following:

Buses: Subsidised bus services to continue. Cambridgeshire & Peterborough Combined Authority had agreed funding for the 2019/20 financial year.

A10 update : CCC were advised that the key next steps to dual the A10 between Ely and Cambridge would be presented to the Cambridgeshire and Peterborough Combined Authority Board on 27 March.

Cambridge Autonomous Metro (CAM) – new public transport for Waterbeach? The Combined Authority in January 2018 approved £600,000 to develop a Strategic Outline Business Case (SOBC) and an Options Appraisal Report for the CAM. The CAM will provide a high-quality, fast and reliable transport network to improve connectivity across the Greater Cambridge region.

Alconbury Hub: The County Council is going ahead with plans for its new Civic Hub at Alconbury Weald. Planning permission will now be submitted in April, “with approval anticipated in July” and building to start in November 2019. The Council will retain a satellite office in Cambridge.

Tackling Plastic Waste: The County Council agreed a Plastics Strategy, aimed at reducing the council’s use of single-use plastic. As the County’s Waste Disposal Authority, it will work with District and City Councils to help households manage waste sustainably.

Milton- Straw on the road and cycle path along the A10 – the LHO said, “I think the best option at present would be to contact SCDC as they have the road sweepers and also sweepers for the footway, and they are based on the A10 so may be able to do something quickly.” I have forwarded the request to SCDC but heard nothing back.

Post and rail fence opposite Tesco - I have reported on 'Report a Highway Fault'.

Potholes on High Street near the junction with Butt Lane and outside EACH Offices. I have been advised that the damage in both locations does not meet the criteria for immediate repair but will be put on rotating review.

Ofsted of CCC's Children's Services: Cambridgeshire County Council's Children's Services has recently been assessed by Ofsted. Sadly, Ofsted have downgraded the council's children's services from 'good' (in 2014), to 'requires improvement' less than five years later.

17 District Council's Report – April 2019

Covering the following: Anna Bradnam

Settled Status: A reminder to EU citizens that you need to apply for Settled Status. This has to be done online: but the required documentation must first be scanned via a Home Office app downloaded onto an Android device with specified features. The deadline for applying will be **30 June 2021**, or **31 December 2020** if the UK leaves the EU without a deal. The test phase of the scheme is open now - you can apply if you're eligible.

Being green to our core: South Cambs has installed a large array of solar photo voltaic panels on the roof of the waste management depot at Waterbeach. The money to do this has come from a fund resulting from the business rates from the large number of solar farms in the district. This initiative will generate income for the council which it can invest in other green enterprises and the solar panels will generate around a quarter of all the electricity the building uses

Building Control: South Cambs has seen huge improvements in its Building Control Service with greatly increased customer satisfaction and consequently a larger share of the market. If you are building a house or factory you will require the services of building control. Please consider using the Council's service rather than a private contractor. They can be contacted here: <https://www.scambs.gov.uk/building-control/>

Covering the following: Hazel Smith and Judith Rippeth

JR visited **Milton C of E Primary School** to talk to Years 4, 5 and 6 about how we can reduce our consumption of single use plastics and also improve the effectiveness of our recycling. The pupils were enthusiastic and came up with some practical and realistic ideas on how we can all change our habits. They understood that this was too important to be left just to governments and businesses but that everybody had a very important role to play.

Improving housing stock: JR and HMS attended a briefing on Housing – improving the stock across South Cambridgeshire. There has been an underspend of the Disabled Facilities Grant over the past couple of years. The rules for spending this money have now been widened so the funds can be used in a more preventative way, not simply on projects such as garage extensions, wet rooms and stairlifts, although these clearly help residents to continue living in their homes with a degree of independence. The grant can now also be allocated to better insulate homes and to make energy efficiencies to again support people living in their own homes lessening the risk of illness or social isolation by ensuring their homes are warm and comfortable.

Landbeach Tithe Barn lease from South Cambs DC was signed on Friday, 22 March.

Waterbeach New Town planning: A further training date for SCDC planning committee members has been arranged for 28th March for Waterbeach New Town.

South Cambs District Council proposes to resettle some Syrian refugee families

The Cabinet at South Cambs is to vote next week on becoming part of the Home Office scheme to resettle refugees.

HIF bid approved: In the Chancellor's Spring Statement, he announced that the Cambridge HIF bid for around £200m to move the sewage works, has been confirmed at £227m after further joint work with the government. The consultation on the overall masterplan for Cambridge North East has just closed, and the planning process to create an Area Action Plan for the development will continue. In the meantime, the process for deciding where the sewage works should be relocated to is yet to start.

Amey appeal has been lodged: A letter informing JR and HMS that Amey has appealed against the refusal of planning permission for the incinerator at the Waste Management Park in Landbeach.

18 Bills for Payment and Money Received. Monthly Budget Figures

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

DW Proposed – AH Seconded **ALL AGREED**

Monthly budget figures are not complete – awaiting MCC costings.

19 Correspondence

General – copies available on evening

Your Village Plan and the A14 Legacy Fund

North Cambridge Area Action Plan (for reference only)

Greater Cambridge Planning Policy Monthly Update.

CCC - IHMC Incident report February 2019

20 Dates of next meetings

Wednesday 10 April at 11:30am – Community Care

Wednesday 17 April at 7pm - Planning

Wednesday 17 April at 7:45 – Finance
Monday 29 April at 7pm – Planning
Monday 29 April at 7:30pm – Annual Parish Meeting

Meeting closed at 10:15pm **Signed:** **Date:**

DRAFT