

**Minutes of the Meeting of Milton Parish Council held on
Monday 2 March 2020 at 7.30pm in the Bowls Pavilion**

Present: D Wildman (DW) (Chair), J E Coston (JEC), R Farrington (RF), D Owen (DO), A Horne (AH), A Markham (AM), H Smith (HMS), A Bradnam (AB) S Bhayani,(SB), P Ellwood (appointed at 8pm)

In Attendance: S Corder (SC) (Clerk), J Rippeth (District Councillor)

1 Apologies for absence

None received – Full Council

2 To APPROVE the Minutes of the meeting held on Monday 3 February 2020

Minor amendments required – defer to April's meeting.

3 Declarations of interest and dispensation

- a) To receive declarations of interest from councillors for items on agenda: **AB - SCDC Planning Committee Item 8**
- 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 Councillor Vacancy

An application to become a Parish Councillor was received from P Ellwood and a short introduction was given. A vote was taken by the Councillors. **VOTE CARRIED** - DW welcomed Paul on to the Parish Council.

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

No public attended.

6 Presentation by Eddies/Edmund Trust

A short presentation to show how Artworks – Eddies Day Centre has flourished since moving to the Youth Centre. **Cancelled**

7 Clerk's/Chairman's report

From previous meetings:

- CCTV on Jane Coston Bridge – Update AB: BT are due to install communication links before CCTV can be installed.
- **A10 Trees** – Awaiting an update from Solicitor. **Clerk to contact Solicitor for an update**
- **Deeds and adverse possession of land** – Awaiting an update from Solicitor
- **Willow Crescent** – Awaiting an update from Solicitor on adverse possession of land
- **A14 Parish Legacy Fund** – Awaiting plans for improvements to road/pedestrian crossing by EACH. **Clerk to check on progress of plans**
- **The Sycamores Rec** – Clerk to seek grant funders.
- **Cambridge Fire and Rescue Service:** Clerk raised question for information on historical statistics in relation to response times. Answer: Our average response times are reported in our annual report – all previous reports are on our website: www.cambsfire.gov.uk/transparency/documents. They are a country-wide average.

New:

- **CAPALC Training** – Clerk to attend Finance Training on 4 March 2020
- Milton Parish Council has now signed up to “Friends Against Scams” – Any information received about relevant scams will be shared amongst the Parish. Information booklets can be obtained at the Parish Council Office, The Community Centre, Post Office, All Saints Church and Barnabas Court.

JEC has been invited to attend a police conference on behalf of MPC in regard to “learning from experiences in relation to unlawful encampments” and the report JEC produced for the Police.

JEC asked what precautions are SCDC carrying out in relation to the Coronavirus and the meetings that SCDC have to hold – AB: SCDC are following advice from the Public Health Authority and following precautions. SCDC and County have operational plans in hand. HMS to keep the Clerk updated.

8 Planning

The Minutes of the meeting of 17 February 2020 were received.

Greater Cambridge Shared Planning Portal is now in operation for all planning applications.

New:

20/01000/FUL – Cecil House Cambridge Road Industrial Estate, Milton – Change of use to B8 (storage and distribution). **HAS NO RECOMMENDATION – Comment: Concerns of the number and sizes of HGVs entering the access of the**

premises due to the size of the entrance to the car park.

(Agenda Item 19 District Councillor reports – discussed) (JR left 8:45pm)

9 Staffing

The confidential minutes of the meeting of 24 February 2020 were tabled and received – Items discussed included Clerk's pay review and Staff appraisals.

10 Maintenance

Tree Warden (AB) – To discuss actions required for tree concerns within the village.

AB shared a report on the tree issues mainly along the A10 bund of fallen trees which have occurred since the storms. It was also noted that fly tipping of tree cuttings and rubbish has also occurred along the path to Humphries Way. **Clerk to write to residents involved and Council to arrange clear up of rubbish dumped.**

There are four conifer trees on the bund which have some branches and needles showing signs of browning. A resident suggested they should be cut down in case they were dead and might fall down. The Tree Warden confirmed they are not dead and had obtained advice from the SCDC Tree Officer who advised they were very unlikely to fall down. The parish tree contractor had advised they are dead and they should be cut down. RF Proposed to go ahead with the work – DW Seconded 2 In Favour – 8 Abstain AGREED.

Clerk to meet with Town and Country to discuss trees down on The Sycamores bund and removal of branches at the Cemetery.

11 Policies

To ACCEPT the Unlawful Encampment Action Plan

JEC Proposed to close the meeting – AH Seconded 7 In Favour – 2 Abstain AGREED (meeting closed 9.04pm)

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 11 namely:

Policies – Unlawful Encampment

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

After a brief discussion it was AGREED that JEC, AB and HMS will forward proposed amendments to the Clerk and DW to review the action plan – bring back to April's meeting (meeting opened 9:10pm)

CCTV Policy – Minor amendments required. DW Proposed to adopt the Policy – **AGREED.**

12 Traffic Calming – Cambridge Road

DW Update: Meeting held with J Rutherford – Cambridgeshire County Highways Team

DW and SC met with J Rutherford to discuss possible crossing options by Barnabas Court. Unfortunately, due to the width of the road and the spaces between the access drives along Cambridge Road, the only possible solution would be speed cushions at a cost of around £12k-£15k. The Parish could apply to the next LHI grant fund due to open in April. It was suggested not to go ahead with this project as it would not solve the crossing issue and the speed cushions could cause noise disturbance to nearby residents. **RF Proposed not to go ahead – AH Seconded ALL AGREED.**

13 The Rowans and Coles Road/Fen Road Double Yellow Lines

To **CONSIDER** wording for public questionnaire – The questions need to be changed to sentence case, amend wording to “would you support in principle”. Questionnaire to be put in the Village View and on Survey Monkey – **JEC Proposed – DO Seconded ALL AGREED**

14 Cambridge Sport Lakes Trust

To **CONSIDER** request from CSLT to write a letter of support for their grant application for funding towards improving the toilet facilities in the car park. **JEC Proposed to support the request – AM Seconded ALL AGREED**

15 To CONSIDER request from EACH for one-off donation

It was reported that MPC has not donated to large charities in the past and in principle is not something the Council should do. **JEC Proposed to decline the request – RF Seconded ALL AGREED**

16 To CONSIDER taking part in the Great British Spring Clean 2020 20 March – 13 April 2020

AB reported that a recent litter pick had been undertaken in the village (22 February 2020) and regular litter picks are organised throughout the year.

17 Milton Community Centre Report March 2020

Maintenance/Improvements: The Community Centre CCTV has been upgraded as the old system was no longer fit for purpose. A new camera has been installed, covering the rear of the Annexe. The 5-a-side court cannot be used at present as

the surface needs to be replaced. Quotes for this work are presently being obtained and MCC expect the work to be carried out early April. A parent from an opposition team drove into one of the car park barrier posts at North Lodge. The barrier cannot be used but the site has been made secure and I am now waiting for the Insurance Companies to authorise the repair.

RF – The annexe was broken into again, but the CCTV managed to capture an image of the intruder.

To CONSIDER letter received from MCC regarding safety signs around the Bowls Pavilion

HMS suggested to respond to MCC “We note your attention to put up the signs, however the Parish Council view remains the same” - **Concerns were raised that the signs would cause a distraction – suggestion to paint SLOW on the path. DO Proposed – AM Seconded 6 In Favour – 3 Abstain AGREED.**

To CONSIDER funding an AED unit at The Sycamores Recreation Ground (Colts Football) – Defer to Finance meeting in April.

18 County Councillors Report – March 2020 Anna Bradnam

County Council Meeting - Budget 2020/21 to 2024/25: On 11thFeb the Council approved an unbalanced budget including a £4 million deficit, while increasing Council Tax by 1.59% instead of by the permitted 1.99%. At the beginning of this financial year the potential gap was £21 million, so over the year the Council has had to make savings of £17 million to reduce the potential shortfall. You will all be aware that our Local Highways Officer has been unable to commission work for lack of funds. Many Councillors report waiting years for simple maintenance jobs to be completed, like the line painting we have requested in Waterbeach, Landbeach and Milton.

At a liaison meeting on 20 February with the Clinical Care Commissioning Group and Healthwatch, County colleagues heard some stern words of warning about the impact of the new Adult Social Care charges. Council finance remains in critical state, as seen for example in new controversial and complex charges to vulnerable people receiving Adult Social Care that will save the council £3.4 million over the next two years.

At full Council both main opposition parties (Lib Dems and Labour) proposed increasing Council Tax for 2020/21 by the maximum amount allowed (1.99%).

This pattern over recent years (2016-2019) of not raising council tax by small permissible increments, including a sustained period of total council tax freeze, has cost the council £34 million that should have been deployed to prevent this tide of disappearing public services.

The difference between 1.59% and 1.99% for a Band D home is 11p/week/household which could have added £1.17m to the Council budget this year and £6.39 million over the forward plan period.

Update on the novel Coronavirus (COVID-19)

“Developments regarding novel coronavirus (COVID-19) are continuing to be carefully monitored by Public Health England. The latest information is:

1. The current impact of the disease is currently considered moderate
2. The current risk to the UK population is considered moderate
3. Latest information and advice for the public is [here](#)
4. To help prevent the potential spread of any infections, including Covid-19, the NHS has launched the Catch it, Bin it, Kill It campaign. Use a tissue to catch a sneeze, bin the tissue and wash your hands - is the best way to stop the spread of any germs or viruses.”

If you have recently returned from China and have any symptoms, do not go to a GP surgery, pharmacy or hospital. **You are advised to call 111, stay indoors and avoid close contact with other people.**

The GOV.UK website, which is being updated daily, says:

“As of 23 February, a total of 6,324 people have been tested in the UK, of which 6,315 were confirmed negative and 9 positive.”

Transport – Roads A14 Junction 33 (Milton) and Junction 32 (Histon)

J33 (Milton) southbound bridge (*where work has been done to renovate the waterproofing of the carriageway*) – resurfacing works are scheduled for overnight work for a week towards the end of February. Once that work has been completed it is hoped to finish there sometime in March.”

J32 (Histon) - and the forthcoming closure of the inbound carriageway on Histon Road

“Our current programme shows A14 works to be completed there in the next couple of months, including the slips roads.

Transport – Buses

AB is South Cambs District Council’s representative on the Mayor’s Bus Reform Task Force. The next meeting is on 31 March 2020. Let me AB know if you have specific suggestions for bus infrastructure, which AB can take to the meeting.

Highways – Local Highway Improvement Fund 12/02/2020

Matt Staton the Interim Highway Projects & Road Safety Manager has written to parish councils, asking them to feed back their views on the proposed changes to the LHI schedule. He asks parishes to feed back to your County Councillor in the first instance.

NE Cambridge - Area Action Plan

Members of the community and Councillors have been consulted at various workshops and forums since late 2019 about options for the site, if and when the Wastewater Treatment Centre moves, freeing up the land for development. A number of aspects are being considered. Planners are considering a road **bridge over the railway**, to give the community at Fen Road Chesterton another access when the Fen Road level crossing is closed. This is likely to be north of the current industrial estate and aggregate site. The best route for a **heavy goods route through the site** from Cowley Road is being considered, possibly to the north of the Mick George site. Landowners have agreed to the principle of an E-W **underpass** under Milton Road, from the northeast part of the Cambridge Science Park (CSP) to near the St Johns Innovation Centre, for public transport vehicles, bicycles and pedestrians. A **ground-level/ ‘at grade’ crossing** is planned directly across Milton Road, effectively from Cowley Road to the Science Park. In this location they originally considered a bridge but there was insufficient space to launch and land. There are already plans approved to reduce the number of parking spaces at the Science Park long-term, so regular buses serving Cambridge Regional College (CRC) and the CSP, with an internal ‘hopper’ bus are being planned.

The Lafarge **aggregate site** near the railway is likely to be moved off-site in due course, and the **bus depot**, is likely to move, possibly to a site near the Park and Ride.

The **boundary of the AAP** has been adjusted to exclude Bramblefields Nature Reserve and the Chesterton Allotments but to include Cambridge Regional College and the car showroom sites on Milton Road. This will make it easier to manage the anticipated traffic movements. Since parking will be reduced on CSP the team are mindful that residents in neighbouring communities may seek/need Controlled Parking Zones to avoid displacement parking e.g. in Milton and Chesterton. They are undertaking a scoping study.

A first draft of the Transport Study should be ready mid-February 2020 which will be reviewed by the policy team, and then by Councillors (it is hoped) by end of March 2020. Matters to be considered will be – what sort of place do you want this to be? – aspects of scale, density and height, - open space and recreation and – transport. Thereafter papers will be published for the Joint Local Plan Advisory Group and various committees at City and South Cambs for scrutiny. The final draft of the Area Action Plan will then be open to public consultation between 20 July and 25 September (12 weeks to allow twice as much time as normal as this will be over the summer). The team aim to be at pre-submission stage this time next year – May 2021.

Between now and then Position Statements are being drawn up that enable the team to manage any speculative applications that might be received before the AAP has been adopted. This is to ensure that one application cannot jeopardise a particular site before its intended ultimate purpose has been considered and agreed.

Waste Disposal - Amey – next Community Liaison Forum – 16 July 2020

The roof of the MBT hall suffered some damage in the recent high winds, and information has been posted [here](#). Here are links to the last two newsletters ([Summer](#) and [Autumn](#)) and here is the link to the information published on [odour](#).

19 District Councilor's Report – February 2020

Cllrs Hazel Smith, Judith Rippeth and Anna Bradnam:

Greater Cambridge Local Plan: The consultation on the local plan has now finished: the Council made great efforts to get the views of those young people and other groups who tend not to get involved, and it seems to have been successful with a good turnout at the evening debating event in the Corn Exchange. We also went out talking to people on Traveller sites including Fen Road. They are asking for ideas of where more Traveller sites could be planned for.

Cambourne to Cambridge busway: The Greater Cambridge Partnership has got to a critical point in the planning for this busway, and Mayor Palmer has blocked them from making a decision on the route.

The Chisholm Trail bridge across the river should be in place by the end of summer. At this time Fen Road near the railway crossing will become very much busier with people crossing to Cambridge North and the Science Park from the Newmarket Road area. We are still trying to get a link to Fen Road straight off the bridge.

Green to the Core Workshop: Councillors had a workshop to flesh out ideas for the council to reach Zero Carbon by 2050. An electric refuse collection vehicle is coming for a visit on 20th March, and we have ordered a new one as a planned replacement vehicle which is due in the summer. They are already generating electricity at the Waterbeach Depot and are looking at possibilities to increase this. The Council has agreed a budget including many energy improvements to South Cambs Hall, including solar canopies over the car park and a Ground Source Heat Pump. The most difficult aspect of the Council’s operations is its council housing, and we have commissioned a study of our housing stock, to guide us to setting out a plan to improve all the council houses to be fit for 2050.

There is a day of briefings on Community Resilience and advice about future bids to the Community Energy fund. All welcome Saturday 7th March at Cambourne (incl. lunch).

More on Planning: At February’s Planning Committee meeting a small change was made to the Scheme of Delegation. The scheme which was approved back in April 2016 to facilitate timely decisions on straightforward applications by delegation, with only the more contentious and less clear-cut applications coming before Committee, remains in place. The only change that has been made is to the clause whereby if a senior planning officer and the Chair of the Planning Committee could not agree on whether an application goes before the Committee or not, the officer would now have the final word. In practice the chair, vice chair and senior planning officer look at any application which has been called in by a Local Member or Parish Council and come to agreement on whether it goes before Committee or not. To date there hasn’t been an occasion where the officer and Planning Chair haven’t agreed. This change has been made as it was pointed out that the previous wording giving

the final say to an elected representative could carry too much power and could be challenged legally. The Committee asked that the whole scheme be independently reviewed and that a report on progress be brought back to Committee in four months' time. The Council will be looking at schemes of delegation in other local authorities across the country as part of the review.

Five Year Housing Land Supply: A government inspector recently dismissed an appeal at Over from the developer's agent who had fought the appeal arguing that the Council didn't have a deliverable five year housing land supply.

Recycling - Food Waste: A small area of Milton has been chosen as part of a six month pilot for a weekly food waste collection. Each household will receive a supply of cornstarch liners for their indoor smaller food caddy to be deposited in a larger caddy which will be collected roadside on a weekly basis. Research suggests that this should increase composting rates and reduce the amount of food waste deposited in the black bin. Amey will report back on whether the In Vessel Composter is able to break down the liners and hopefully later in the year this will be rolled out across the district.

Waterbeach Greenway:: At the Greater Cambridge Partnership board meeting on 19th February, Phase one of the Greenway was signed off. The timetable is for delivery is 2024.

New Taxi Licensing Policy: During 2019 the Licensing Authority has held two separate consultations with a two day workshop listening to views and concerns from all sectors of the business. All the views were reported and carefully considered by the Licensing Committee in drawing up the most recent version of the policy which has now been approved by full Council. This policy includes the introduction of a probationary period for all new drivers and operators, introduction of a safeguarding course and a requirement to carry a fire extinguisher. The maximum age of all vehicles has been limited and the current policy for CCTV and an Internal Vehicle Notice in Private Hire vehicles have both been extended to plate exempt vehicles as well. Plate exempt vehicles may now only do executive work with pre-arranged contracts.

AB: While carrying out the litter pick on the slip road by Tesco it was noticed that there is a large amount of litter around the A14 works compound and it seems they are starting to dismantle the compound. Clerk to write to Highways England requesting a litter pick is carried out on the perimeter of the grounds.

20 Bills for Payment and Money Received, Budget figures tabled and received.

To CONFIRM and AGREE bills for payment.

DW Proposed to pay the bills listed (364-393) and tabled 394-401 - AH Seconded 6 In Favour – 3 Abstain AGREED

21 Correspondence

Nothing received

22 Dates of next meetings

Monday 16 March 2020 – Planning 7pm – Maintenance 7:45pm

Monday 6 April 2020 – Parish Council

Meeting closed at 10:15pm Signed: Date: