

## MILTON PARISH COUNCIL

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**25 February 2016**

### TO ALL MEMBERS OF THE PARISH COUNCIL

**You are summoned to the next meeting of Milton Parish Council to be held in the Bowls Pavilion on Monday 7 March 2016 at 7.30pm**

### AGENDA

<b>1.</b>	<b>Apologies for absence:</b> to receive and approve apologies for absence.
<b>2.</b>	<b>To approve the minutes of the meeting held on Monday 1 February 2016 (Appendix 1).</b>
<b>3.</b>	<b>Public Participation – members of the public are invited to speak.</b> 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.
<b>4.</b>	<b>Casual Vacancies – Parish Councillor</b>
<b>5.</b>	<b>Declarations of interest and dispensations:</b> 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.
<b>6.</b>	<b>Clerk’s/Chairman’s report:</b> <b>From previous meetings:</b> Tennis Club Lighting planning application submitted. Invitation received from SCDC for Annual Awards Celebration on Thursday 10 March 2016. Trolley Bus Grant applied for from the Jean Gallagher Trust. Permission received from George Wilson Will Trust with regard to collection of footballs from adjoining field at North Lodge Park. Three allotments left to let. Councillor Training - Dates offered 17 March, 21 April, 19 May 2016 7.30p.m. Broken play equipment – The Sycamores - Skier collected by Wicksteed on 27 January 2016 – Estimated date for return 5 March 2016 Broken play equipment – The Rowans – Slide Roofs Replaced now waiting for Broken Leg to be repaired - Repair ordered. Tomkins Mead boardwalk – Awaiting quotations. Signatories for approval of online transactions for Unity Bank – forms to be completed. <b>New:</b> Funeral arranged for 10/11 March 2016.
<b>7.</b>	<b>Planning</b> To <b>RECEIVE</b> the minutes of the Planning meeting held on 15 February 2016 ( <b>Appendix 2</b> ) <b>Decisions Received:</b> <b>Planning Inspectorate</b> <b>S/1661/15/FL</b> – Mr Crickmore – The Barn, Chesterton Fen Road, Milton, CB4 1UN – Single storey entrance porch – Erection of garage following demolition of existing stable building – <b>APPEAL DISMISSED</b> <b>S/2693/15/FL</b> – Dr Mark England – 44A Butt Lane, Milton CB24 6DG - Raising of existing roof, erection of rear dormer window and loft conversion – Correspondence received – <b>APPROVED</b> <b>S/2972/15/FL</b> – Roger Blair, Napp Pharmaceutical Holdings Ltd - 191 Cambridge Science Park Milton, CB4 0GW – Installation of a smoking shelter – <b>APPROVED</b> <b>S/0045/16/FL</b> – Mr and Mrs J Knight, 21 Pearson Close, Milton, CB24 6YS - Replacement of existing single storey extension with part two storey, part single storey side/rear extension – <b>APPROVED</b> <b>S/0249/16/LD</b> – Mr Mohammed Chaudhry, Unit 11, Cave Industrial Estate, Chesterton Road, Milton, Cambridge CB4 1UN – Use of Building for MOT Testing – <b>APPROVED</b>  <b>New:</b> <b>S/0279/16/FL</b> – Mr and Mrs I and A Martin – 81 Coles Road, Milton, CB24 6BL – Dormer window to roof <b>S/0343/16/FL</b> – St John’s College, Cambridge - St John’s Innovation Park, COWLEY ROAD, Milton, CB4 0WS – Demolition of existing structures and the proposed development of a new B1 office and research building with

	<p>associated structures, including new substation and bin stores, ancillary plant, cycle stores and hard and soft landscaping (cross boundary application). S/0380/16/FL – Mr Roger Blain, Bard Pharmaceuticals Ltd, 191 Cambridge Science Park, Milton CB4 0GW – Installation of a pump enclosure</p> <p>Any other planning applications at the Chairman of Planning’s discretion.</p> <p><b>Tree works:</b> 28 Fen Road, Milton – Horsechestnut tree – Tree Warden recommendation is – No Objection. Silver Acre, High Street, Milton – Silver – Silver Birch x 2 and Oak tree – Tree Warden recommendation is – No Objection.</p>
<b>8.</b>	<b>North Lodge Park</b> To <b>RECEIVE</b> an update - JEC
<b>9.</b>	<b>Fen Road Archaeological and land update</b> To <b>RECEIVE</b> a report of meeting with the county archaeologist. ( <b>Appendix 3</b> ) To <b>CONSIDER</b> whether the Parish Council will submit an application to Historic England for Listing of the field as a heritage asset.
<b>10.</b>	<b>Deed of Easement at 53 Cambridge Road, Milton</b> To <b>CONSIDER</b> and <b>AGREE</b> the relocation of the lamppost. ( <b>Appendix 4</b> ) To <b>APPROVE</b> Howes Percival’s extra costs of £1,000 plus VAT and disbursements involved in dealing with the above. ( <b>Appendix 4</b> ) <b>Footpath, Coles Road, Recreation Ground</b> To <b>DISCUSS</b> response to letter dated 9 February 2016. ( <b>Appendix 5</b> )
<b>11.</b>	<b>Bus Shelter, Ely Road (new) and Cambridge Road (replacement)</b> To <b>CONSIDER</b> spending up to £600 on cleaning the bus shelter windows. ( <b>Appendix 6</b> )
<b>12.</b>	<b>Website</b> To <b>CONSIDER</b> future of website provider and seek quotations.
<b>13.</b>	<b>Car Parking problems in Humphries Way, The Rowans and The Sycamores (Appendix 7)</b>
<b>14.</b>	<b>Insurance</b> To <b>CONSIDER</b> and <b>AGREE</b> insurance renewal. ( <b>Appendix 8</b> )
<b>15.</b>	<b>MCC report – March 2016 (Appendix 9)</b>
<b>16.</b>	<b>County Councillor’s Report</b>
<b>17.</b>	<b>District Councillors’ Reports (Appendix 10)</b> District Councillor – Anna Bradnam District Councillor – Hazel Smith
<b>18.</b>	<b>Bills for Payment and Money Received, Budget figures (to be tabled).</b> To <b>CONFIRM</b> and <b>AGREE</b> bills for payment.
<b>19.</b>	<b>Correspondence</b>
<b>20.</b>	<b>Dates of next meetings</b> Staffing Committee – 16 March 2016 – 10.30a.m. Community Care Meeting – TBA March Planning Committee – 21 March 2016 – 7.00p.m. Maintenance Committee – 7.30p.m. Parish Council – 4 April 2016 – 7.30p.m. Annual Parish Council – 18 April 2016 – 7.30p.m. To be agreed

Susan Wilkin  
Acting Clerk

**The full agenda papers are available on the website [www.miltonvillage.org.uk](http://www.miltonvillage.org.uk) and at the Parish Council office.**

## APPENDIX 1

### **Minutes of the Meeting of Milton Parish Council held on Monday 1 February 2016 at 7.00pm in the Bowls Pavilion**

**Present:** JE Coston (JEC) (Chair), D Stirrups (DS) (Vice chair), RJ Farrington (RJF), D Burch (DB),  
A Bradnam (AB), G Heaney (GH), HM Smith (HMS), RT Summerfield (RTS), M Payne (MP)  
T Leavens (TL), D Owen (DO)

S Wilkin (SW) (Acting Clerk)

M Leeke (ML), (8.30p.m.)

#### **1 Apologies for absence**

None

JEC welcomed all the residents that were in attendance and Chris Callaghan and Nicola Beausire from Kingswater Lindrum Ltd who were at the meeting to give a presentation on the proposal to apply for planning permission for new homes on land on Fen Road.

#### **2 To approve the minutes of the meeting of 2 November 2015.**

It was Proposed by AB and Seconded by DB that the minutes of 11 January 2016 and Confidential minutes of 11 January 2016 be approved and signed as a true record. – **ALL AGREED.**

#### **3 Public Participation – members of the public are invited to speak.**

Approximately 25 people were in attendance.

#### **4 Casual Vacancies**

The Parish Council still have four vacancies to fill. One enquiry has been made but nothing further has been received to date.

#### **5 Declaration of interest and dispensations**

a) To receive declarations of interest from councillors on items on the agenda;

AB – Item 7 – Member of SCDC Planning Committee;

b) To receive written requests for dispensations for disclosable pecuniary interests (if any); None

c) To grant any requests for dispensation as appropriate. None

#### **6 Kingswater Lindum Ltd – Proposal to apply for planning permission for 36 affordable houses for rent and shared ownership on parcel of land on Fen Road, Milton owned by the George Wilson Will Trust.**

Mr Callaghan from Kingswater Lindum Ltd outlined the proposal to apply for planning permission, together with Cross Keys Housing, for 36 all affordable houses. The developer has discussed housing needs statistics with the SCDC Housing Development Officer but had not yet contacted the Planning Department. Nicola Beausire will be handling the Public Consultation to which everyone would be invited.

Amongst the questions raised were:

**Q - What data had been used to assess the need for affordable housing in Milton?**

A - The developer has discussed housing needs statistics with SCDC.

**Q - What determines the number of houses on the site?**

A - The statistics show that 53 people are on the waiting list for affordable housing in Milton. Providing 35 affordable homes would address some of that need.

**Q - Will they be affordable homes?**

A - Because this site is in the Green Belt, the site would be considered an Exception Site, and such sites have to provide 100% affordable housing.

**Q - Did the land owners approach Kingswater Lindum Ltd or did they approach the landowners?**

A - The landowners approached Kingswater Lindum Ltd

**Q - Will priority be given to Milton residents?**

A - Yes (but the government is currently reviewing legislation around affordable housing)

**Q - Is this the only option available in Milton?**

A - The developer had looked at other sites but this one seemed the most suitable

**Q - Could a footpath be agreed for residents of North Lodge Park?**

A - Yes

**Q - Fen Road is not very wide and there would be major traffic issues?**

A - The development would only get planning permission if the Highways Agency permitted it.

**Q - The land at the bottom of the field floods so what will be done about excess water?**

A - The development is proposed for the western part of the field because the eastern part floods. They would have to provide swales and appropriate drainage in order not to exceed the permitted flow rates.

**Q - Who makes the final decision to approve the building of the homes?**

A - Any application in the Green Belt would be automatically referred to SCDC Planning Committee.

Q - **Had the developers given consideration to the neighbours and allowed for a screen of trees?**

A - Where screening was appropriate on planning grounds, it would be incorporated in the planning design.

JEC requested that the village be leafleted so that all residents were aware of the proposals. It was also suggested that notices should be placed in the local newspaper, social media and village noticeboards.

JEC thanked Mr Callaghan for bringing this proposal to the attention of Milton Parish Council.

## 7 **Clerk's Report**

### **From previous meetings:**

Councillor Training - Dates being investigated.

Broken play equipment - The Rowans and The Sycamores play areas – Both repairs have been ordered. Skier collected by Wicksteed on 27 January 2016. Repair expected to take two weeks.

Tomkins Mead boardwalk - Awaiting quotations.

Signatories for approval of online transactions for Unity Bank – forms to be completed.

Quotes awaited for cleaning of the Bus Shelters - Two have been received to date.

Horse grazing field fence.

### **New:**

Complaint about learner drivers on The Rowans and The Sycamores – been replied to by SW by email.

## 8 **Planning**

Received the minutes of the Planning meeting held on 25 January 2016.

### **Correspondence:**

S/2693/15/FL – Dr Mark England – 44A Butt Lane, Milton CB24 6DG - Raising of existing roof, erection of rear dormer window and loft conversion - Dr England had been sent a reply by SW but Dr England had since replied with some further questions. AB had contacted SCDC who had looked into it and RJF would draft a response for SW to send.

### **Decisions Received:**

S/2420/15/FL - Mrs Kwan Tse-Liu, The Cygnets Milton Pre-School, Milton -To build an area 21m x 4m with resin bound rubber surface for the children's outdoor play area - **APPROVED**

S/2692/15/AD - Mr Kevin Wenzan, Huawei - 302, Cambridge Science Park, Milton - Two company signs - **APPROVED**

### **New:**

S/3229/15/FL – Charlotte Griffith-Jones – 21 Old School Lane, Milton CB24 6BS – First floor side extension – **NO OBJECTIONS**

Planning – email received by Parish Council on 14 January 2016 re: Proposed delegation of planning decisions in South Cambridgeshire (Jan 2016). It was **AGREED** to place this item on the Planning Committee agenda for 15 February 2016. RJF requested that if there were Councillors who would like to give their views, but were not on the Planning Committee, could they please attend the next Planning Committee meeting on 15 February 2016.

## 9 **North Lodge Park**

Nothing further had been received from Bellway or SCDC regarding the Deed of Variation and Land Transfer documents.

### **Request for footpath over private land from Fen Road to North Lodge Park.**

An email had been received from one of the trustees of the George Wilson Trust to confirm that the trustees did not wish to proceed with the Parish Council's request at the present time.

### **North Lodge Park fencing**

The Council is awaiting a response from John Wilson.

## 10 **Bus Shelter, Ely Road (new) and Cambridge Road (replacement)**

AB is waiting for further information from Mathew Richmond of Argent as to whether it was possible for him to organise and project manage the building of the bus shelter on Ely Road. It was **AGREED** that this item should be placed on the agenda for the next Parish Council meeting on 7 March 2016.

JEC proposed that the possible replacement of the brick bus shelter on Cambridge Road should be placed on the agenda for the next Parish Council meeting on 7 March 2016. **ALL AGREED.**

## 11 **Community Care**

Received the minutes of the Community Care meeting held on 13 January 2016.

## 12 **Finance and Administration Committee**

Received the minutes of the Finance and Administration Committee meeting held on 25 January 2016.

HMS reported that we are waiting for insurance renewal quotations which will be placed on the agenda for the next Parish Council meeting on 7 March 2016.

Future Capital Budget items include:

Play Equipment  
North Lodge Park Fencing  
Professional services, including legal  
North Lodge Park setting up costs for Pavilion and additional work – internal and external costs  
Christmas Lights – new arrangements costs  
Further recreation area provision

The above have been previously budgeted for and carried forward to 2016-17.

Additional items that could be considered in future from reserves may include the following:

Tomkins Mead bridge, path and boardwalk  
Improvements to horse grazing field  
Future requests from County & District to cover costs they can no longer cover  
Highways improvements - possible bid

It was Proposed by HMS and Seconded by DS that the Council grant the MCC £32,000 for 2016/17 and approve the Budget and set a Precept of £129,00 for 2016/17 which represents a 0% increase. **ALL IN FAVOUR.**  
JEC thanked HMS, DS, Griffith Kinsman (Responsible Financial Officer) and SW for the work they had put into preparing the Budget figures.

It was Proposed by HMS and Seconded by DS to grant Milton Football Club a further £2,157.50 to cover additional costs and VAT of £2,000. JEC asked for a vote – **AGREED - 8 IN FAVOUR; 3 ABSTENTIONS.**

### **13 MCC report – February 2015**

Maintenance/Improvements:

The annual Gas Safety Inspection for the Community Centre and Annexe has been completed.

Bookings:

All our regular groups and classes will continue in 2016 as before and we have the following new classes:

Children's dance, Friday mornings  
Kung Fu, Monday evenings  
Pilates, Friday afternoons  
Nutrition and Health, Wednesday evenings

Staff: Nothing to report.

Youth Building: Nothing to report.

Vandalism: Sadly, there was a rather unsavoury incident at a party on Saturday night, when, at the end of the evening, a guest decided to punch a mirror in the gents. There was also some damage to the hall floor, so the customer's £100 deposit has been withheld.

### **14 County Councillor's Report**

ML reported that the proposed cuts to the County Council budget were even worse than anticipated and that Cambridgeshire was receiving the second biggest cut in the country. This would have major effects on road maintenance, road gritting, care services for the young and elderly and libraries.

ML reported that the Boundary Review was being held on 5 February 2016 and the Budget Debate on 16 February 2016

ML was asked to find out when the North Lodge Park roads would be adopted as the Parish Council were being asked about when "dog waste" bins and the rubbish bin near the play area would be emptied. These are currently taped up and should not be used.

### **15 District Councillors' Reports**

The following are an extract of topics from the reports provided. The full reports can be found in the Agenda papers for the meeting.

District Councillor – Anna Bradnam

Service Support Grants for 2016-2019 to the Community and Voluntary Sector; Active & Healthy 4 Life; City Deal Consultation on Histon Road and Milton Road; Local Government Boundary Commission Review; School Crossing Patrols.

District Councillor – Hazel Smith

Station development and sewer; A14 progress; Thermal camera; Housing policy and council houses; Cutbacks and shared services;

**16 Bills for Payment and Money Received, Budget figures**

The bills for payment and money received sheet were circulated (bills listed 255-282). It was Proposed by DS and seconded by HMS to pay all the outstanding bills. **ALL IN FAVOUR** of paying the bills.

SW asked whether the E-on bills for North Lodge Park could be paid by direct debit. It was Proposed by DS and seconded by DO that a direct debit be set up to do this. **ALL AGREED**

**17 Correspondence**

A request had been received for two burial plots. It was **AGREED** to place this item on the Maintenance Committee agenda on 21 March 2016.

Emails had been received regarding parking and learners drivers issues in the village. **ALL AGREED** that these items should be placed on the agenda for the next Parish Council meeting on 7 March 2016, including the item on Policing in the village.

**18 Dates of next meeting**

Planning Committee – 15 February 2016

Parish Council – 7 March 2016

Meeting closed at 9.38p.m.