

# MILTON PARISH COUNCIL

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## MAINTENANCE COMMITTEE

To all members of Milton Parish Council Planning Committee

For information to all members of Milton Parish Council

**You are summoned to the next meeting of Milton Parish Council Maintenance Committee to be held in the Bowls Pavilion on Monday 17 September 2018 at 7.45pm**  
**Members of the Public and the Press are cordially invited to attend**

Clerk's signature: *Sarah Coker*  
Date of issue: 11 September 2018

### AGENDA

1. **Election of Chairman.**
2. **Apologies for absence:** to receive and approve apologies for absence.
3. **To APPROVE the minutes of the meeting held on 19 March 2018 : (Appendix 1)**  
**To APPROVE the minutes of the meeting held on 18 June 2018: (Appendix 2)**
4. **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.
5. **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. **Allotments**  
Update AH/SC
7. **Cemetery**  
Update AH/SC
8. **Play Areas**  
To **CONSIDER** "Playsafety" to carryout ROSPA inspections on all 3 play park £66.50 + VAT
9. **Grass Cutting and General Maintenance**  
To **DISCUSS** going out to tender for grass cutting maintenance quotes
10. **Village Benches**  
To **CONSIDER** request to repairing the benches on Coles Road by War Memorial
11. **Budget 2019/20**  
To **CONSIDER** budget items and budget request for the next financial year
12. **Dates of next meeting**  
Monday 17 December 2018 at 7:45pm

Clerks Office

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 Maintenance Committee Meeting of Milton Parish Council held on Monday 19 March at 7.45pm in the Bowls Pavilion**

**Present:** A Horne (AH) (Chair), A Bradnam (AB), J Coston (JEC),

**In attendance:** S Corder (Clerk)  
P Adams (PA) (Village Cleaner)  
G Heaney (Advisory)

1. **Apologies for absence**  
D Owen (personal),
2. **To APPROVE the minutes of the meeting held on Monday 18 December 2017**  
The minutes of the Maintenance Committee meeting of 18 December 2017 were approved as being a true record and signed by the Chairman.
3. **Declarations of interest and dispensations:**  
(a) **To receive declarations of interest from councillors on items on the 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.** – None attended.
5. **Allotments**  
AH updated the Committee – all allotments are in good order and B10 has now been cleared by Buchans and will be monitored over the next year before use.  
Allotment labels are now ready to be attached to each plot – Clerk to meet with GH to attach labels.  
To **DISCUSS** rent increase (£30 whole, £22 3/4, £20 half, £10 quarter - as Jan 2014). It was mentioned that there has not been a rent increase since 2014 and MPC still have the lowest rent in the surrounding area. AB Proposed that an increase of 10% should be applied (£33 whole, £24 3/4, £22 half, £11 quarter) – AH Seconded **ALL AGREED. To go to full Council for approval.**  
To **CONSIDER** quotes for repair of the entrance road and to install bollards either side of the culvert. C J Murfitt £1,500 + VAT for tarmac tracks to be laid and rails installed either side of culvert. Stearn Constructions £5,447 + VAT to replace the full path and install rails. **AGREED to accept CJ Murfitt quote – to go to full Council for approval.**  
Plot A1 – Community Allotment suggestion received – Further information required: what are the plans for the allotment, who looks after it, who benefits from the produce and how to encourage community involvement. **To go to full Council for approval.**
6. **Cemetery**  
Update – The Clerk and PA visited the cemetery to carry out checks, all was in good order. 3 memorial headstones due to be erected. Flowers have now been removed from the boundary ditch after complaint received. It has also been reported that there is ivy growing up some of the boundary trees which is becoming a concern – to be investigated on October tree walk.
7. **Play Areas**  
To **CONSIDER** quotes received for safety rubber grass matting for football goals at Humphries Way and Froment Way – Allplay £650.65 + VAT free installation, Wicksteed £1,670 + VAT, Fenland Leisure £630 + VAT. **AGREED to accept Fenland Leisure quote – To go to full Council for approval.**  
To **CONSIDER** quotes received for replacement Maypole at Froment Way play area – Fenland Leisure Duel Swing £5,100 + VAT, Wicksteed Saturn 4 seat swing £8,797.50 + VAT, The Cantilever Swing (basket) £7,452.01 +VAT, The Hurricane Swing 2 button seats or trapeze bar £5,364.75 + VAT. **To go to the Playground Working Group for preferred option and to come back to full Council for approval.**
8. **Grass Cutting and General Maintenance**  
To **DISCUSS** going out to tender for grass cutting maintenance quotes. **Meeting date to be arranged to agree grass cutting areas now that confirmation has been received from Cambs County Council on areas MPC cut for them.**

To **CONSIDER** request received for tree removal on Old School Lane (strip of land behind Pearson Close).  
It was **AGREED to tidy up and trim around the tree and not to remove it at this time.**

**9. The Bund (The Sycamores to Humphries Way)**

To **DISCUSS** Signage informing residents this is Milton Parish Council land, no fly tipping and cutting of shrubs. **Clerk to look into costings and suitable signage.**

**10. Hawthorn Hedge Boundary**

Who is responsible for land behind 199 The Rowans – request for a new fence  
**AH and GH to investigate who is responsible.**

**11. Correspondence**

To **CONSIDER** suggestion received for a Community Fridge in the village.  
Waiting for further information and Tesco's feedback for a possible location and the need for a community fridge.

**12. Dates of next meeting**

18 June 2018 at 7:45pm

The meeting closed at 10:25p.m.

Signed: .....

Date: .....

## Appendix 2

### Minutes of the Maintenance Committee Meeting of Milton Parish Council held on Monday 18 June 2017 at 7.45pm in the Bowls Pavilion

**Present:** A Horne (AH) (Chair), JE Coston (JEC),

**In attendance:** S Corder (Clerk)  
J Barrett (Office Support)  
P Adams (Village Cleaner)  
G Heaney (Advisory)

**1 Election of Chair**

Due to the meeting not being quorate Election of Chair deferred to September meeting.

**2 Apologies for absence**

T Leavens (Personal), D Wildman (Personal)

**3 To APPROVE the minutes of the meeting held on Monday 19 March 2018**

Due to the meeting not being quorate approval of the minutes deferred to September meeting.

**4 Declarations of interest and dispensations:**

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

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

No public attended.

**6 Allotments**

Update - AH reported that the allotments are neat and tidy apart from 6 that need maintenance– Letters were sent out to allotment holders concerned. 2 plots have been taken back by MPC and 2 handed back due to moving out of Milton.

To **CONSIDER** installing a secure lockable shed on plot B10 to store communal/shared allotment equipment – To defer this agenda item after the communal allotment plot is up and running – to consider security and risk assessments involved.

To **DISCUSS** complaint received from allotment tenant. - GH to meet with tenant to discuss a solution to complaint received in regard to safety issues.

**7 Cemetery**

Update AH/SC – 1 new headstone to be erected shortly.

JEC Proposed to seek suitable land options for a woodland burial area for Milton residents. – To go to full Council for suggested area.

To **AGREE** cost of interment of ashes in purchased grave. – JEC Proposed £40 per interment – To go to full Council for approval.

To **AGREE** double plot for ashes interment. – Update: ashes interments can be double depth if requested or side by side for a family member if space available.

**8 Play Areas**

To **CONSIDER** quote received from Wicksteed £14,960.02 to replace/upgrade Froment Way Play park.

To **CONSIDER** suggestions received from the Play Ground Working Party for improvements to The Rowans, Faulkner Close and The Sycamores play areas. **Defer above projects until Coles Road play park project installed.**

To **CONSIDER** Fenland Leisure inspections reports: No maintenance work required at The Rowans and Froment Way – AH asked for a quote for removal of the Maypole. Maintenance repairs required at Humphries Way to go to full Council in July for approval.

**9 Bus Shelters**

To **AGREE** painting of the brick bus shelter Cambridge Road – AH Proposed to source quotes to paint inside both Cambridge Road and High Street bus shelters and to repair the benches. To be agreed at full Council in July.

- 10 Grass Cutting and General Maintenance**  
To **DISCUSS** going out to tender for grass cutting maintenance quotes – Clerk to arrange a date for September to meet with current contractor and Working Party to confirm areas maintained.
- 11 War Memorial**  
To **CONSIDER** remedial work to the War Memorial cracks. – Clerk to contact Stone Masons for advice and to quote on any maintenance work required.
- 12 Christmas Tree Lights**  
To **DISCUSS** location of the Christmas tree lights and to **CONSIDER** solar-powered tree lights – JEC project proposal: To revamp MPC land on Cambridge Road (next to antiques shop), clear the area and install benches or to be used for Christmas festivities. To go to full Council in July for approval.
- 13 Signage for the Bund and Play Parks**  
To **CONSIDER** quotes from Algar Signs for land owned by MPC and dog signs £1,906.08 – To be placed at either end of the bunds and the 4 play areas. AH asked for a quote for 8 signs in A4 size. To go to full Council in July for approval.
- 14 Village Benches**  
To **CONSIDER** request to repairing the bench at top of Walking Way.  
JEC proposed to get in quotes to repair the current bench and a quote for a metal replacement – To go to full Council for approval.
- 15 Date of next meeting**  
Monday 17 September 2018 at 7.45pm

The meeting closed at 10p.m.

Signed: .....

Date: .....