

# MILTON PARISH COUNCIL

Parish Council Office  
Coles Road  
Milton  
Cambridge  
CB24 6BL



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## 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 1 April 2019 at 7.30pm**  
Members of the Public and the Press are cordially invited to attend

Clerk's signature: *Sarah Coder*  
Date of issue: 26 March 2019

## AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence.
2. **To APPROVE the minutes of the meeting held on 4 March 2019: (Pages 1-5)**
3. **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.
4. **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.
5. **Clerk's/Chairman's report:**

**From previous meetings:**

  - **CCTV on Jane Coston Bridge** – Emails from 2005/6 to JEC confirming the CCC have agreed to install the CCTV and other correspondence have been passed to AB to follow up.
  - **A10 Trees** - Draft letter has been agreed and sent to CCC.
  - **Deeds** - Still awaiting confirmation from Ashton's Solicitors of deeds transferred.
  - **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.
  - **Sewage Work Anglian Water** – Announcement has been made that Anglian Water will be receiving funding to re-locate the sewage works.
6. **Planning (Page 6-11)**

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** – 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 1<sup>st</sup> floor, new ensuite to first floor with creation of doorway. RE-opening of fireplaces.

**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.

**S/0830/19/FL** – 1 Gunnell Close, Milton, Cambridge CB24 6ZB – Single storey side extension.

**S/0109/18/CW** – Milton Landfill Site, Butt Lane, Milton CB24 6DQ – Information received regarding MPC comments made. Would MPC like to reconsider comments made in light of information received or original comments to stand.

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

## **7. Maintenance (Pages 12-17)**

To **RECEIVE** the minutes of the meeting of 25 March 2019 (**Tabled**).

**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 to be the same height as the double memorial.

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

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.

**Horse Paddock** - The tenant has given notice.

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

## **8. Staffing (page 18)**

To **RECEIVE** the Confidential Minutes of the meeting 5 March 2019

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.

## **9. Transfer of Land – Solicitor's Letter received (Pages 19-22)**

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.



- 10. MPC Store Room Door (Pages 23-25)**  
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.
- 11. Barnabas Court Pumping Station (Pages 26-28)**  
To **CONSIDER** signing the agreement for Anglian Water to access the pumping station via Barnabas Court land.
- 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.
- 13. Cambridge and Peterborough Minerals and Waste Local Plan – Further Draft Consultation (Pages 29-30)**  
To **CONSIDER** MPC views and preferred options.
- 14. Managing the Business of the Parish Council (Page 31)**
- 15. MCC Report (Page 32)**
- 16. County Councillor's Report (Tabled)**
- 17. District Councillors' Reports (Page 33. AB Tabled)**
- 18. Bills for Payment and Money Received, (Pages 34-35) Monthly Budget figures (to be tabled)**  
To **CONFIRM** and **AGREE** bills for payment.
- 19. Correspondence**  
**General – copies available on evening**  
Your Village Plan and the A14 Legacy Fund (**Page 36**)  
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 March at 11:30am – Community Care  
Wednesday 17 March at 7pm - Planning  
Wednesday 17 March at 7:45 – Finance  
Monday 29 April at 7pm – Planning  
Monday 29 April at 7:30pm – Annual Parish Meeting

Clerks Office

The full agenda papers are available on the website <a href="http://www.miltonvillage.org.uk">www.miltonvillage.org.uk</a> and at the Parish Council office.
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**Minutes of the Meeting of Milton Parish Council held on  
Monday 4 March 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), HM Smith (HMS), T Leavens (TL), A Bradnam (AB) (arrived 9:03pm)

**In Attendance:** S Corder (SC) (Clerk)

**1 Apologies for absence**

J Rippeth (District Councillor)

JEC informed the Committee that C Duff has resigned as Councillor.

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

**To APPROVE the Confidential Minutes of the meeting held on Monday 4 February 2019**

JEC PROPOSED to accept the minutes of Monday 4 February and the Confidential minutes of Monday 4 February 2019 – **AGREED (TL Abstain).**

**3 Declarations of interest and dispensation**

- a) To receive declarations of interest from councillors for items on agenda; AH Item 6 (S/0631/19/FL)
- 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:**

- Freedom of Information Request – reply received acknowledging receipt of correspondence requested.
- CCTV on Jane Coston Bridge – Update: JEC continues to chase this but believes this should be passed onto County Councillor as CCTV was removed without notification and has not been replaced. **AB to follow-up.**
- A10 Trees – Update: Solicitor is preparing letter and PC has enquired what costs can be claimed.
- Deeds – Update: Awaiting confirmation from Ashtons Solicitors of deeds being transferred. Still waiting confirmation of Old School Lane land registered and deed number for part of Coles Road rec.
- The Sycamores Play Park – awaiting one quote – one quote already received. Both quotes will be discussed with MCC before returning to MPC for decision.

**6 Planning**

The minutes of the Planning meeting on 18 February 2019 were received.

**Decisions received:**

**S/0101/19/PA – 1 Goding Way, Milton CB24 6AH – Prior approval for a single storey rear extension. APPROVED – Prior approval not required.**

**New:**

**S/0579/19/LD – 20 The Rowans, Milton, Cambridge CB24 6YU – Certificate of lawful development for a proposed home theatre outbuilding to the rear of the property. Comments: 1. Detrimental to the area. 2. Not in the spirit of permitted development. 3. Milton Parish Council supports neighbours' objections.**

**S/0553/19/FL – 93 Cambridge Road, Milton – Proposed change of use from industrial (B2/storage (B8) to private gym for one to one fitness training and physiotherapy. OBJECTS: 1. Concerns of increase of D2 (leisure facilities) on the current industrial estate. 2. Lack of parking and access. 3. Is there up to date regulation fire escapes and access to the unit?**

**S/0631/19/FL – 1 Knights Way, Milton, Cambridge CB24 6DE – Part demolition and relocation of the boundary wall to the north of the dwelling/house. HAS NO RECOMMENDATION**

**7 Maintenance**

To **CONSIDER** quote received following our enquiries to upgrade maintenance cover provided by Buchan's to mid/premium level for recreational grounds £3895 + VAT. **RF Proposed to accept the quote – AH Seconded ALL AGREED. Clerk to ask Buchan's for clarification on what materials will be used on the recreation ground.**

To **CONSIDER** tree work on The Sycamore (on public space adjacent to the Post Office) – Crown and reduce height and space by 3-3.5m back to previous pruning points, shape and balance £185.00 + VAT (to be linked into other tree work at Queen Anne Lodge). **DW Proposed to accept the quote and carry out the work on the**



**Sycamore – RF Seconded ALL AGREED.**

**8 Capital Project Working Group**

The notes from the meeting of 31 January 2019 were received.

**9 Agreement letter between The Scout Group and Milton Parish Council**

To **CONSIDER** the agreement between the Scout Group, MPC and MCC for lease of land.

**Clerk to amend agreement to say “occupy the land for the purpose of a Scout storage building. DW Proposed to accept the agreement with the amendment made – JEC Seconded AGREED (RF and TL Abstain)**

**10 Milton Cricket Club request for new garage at The Sycamores rec ground**

To **CONSIDER** request received. Correspondence received from MCC clarifying the process. **Clerk to write back to the Cricket Club asking that the requirements requested from MCC be carried out first.**

**11 LHI Grant Agreement**

To **CONSIDER** signing the grant offer from the Cambridge Community Foundation for the work carried out under the A14 upgrade funding – Cycle improvements Winship Road, tarmac footpath opposite Tesco, fencing alongside slip road. Still awaiting plans for Landbeach Road Bus Stop additional tarmac area. **AH Proposed to sign the acceptance of the grant awarded – DW Seconded ALL AGREED.**

**12 A10 Footbridge**

To **CONSIDER** collated responses to A10 bridge questionnaire. **The County Council has confirmed that as it is a footpath no other signage was required on the bridge. CCC correspondence:** “Policy and Reg and our Assets team have confirmed that the bridge still has the legal status of a footway and does not require a legal TRO cyclist prohibition order and signs”.

The blue circle sign at the Park and Ride end with cyclist and pedestrian showing has been turned back to face the right way by CCC. The consultation through the Village View with responses both on paper and by email had 70 responses. 48 for no change, 21 to prohibit cycling more forcefully, 1 abstain. A similar result was received from an unofficial pole on the Milton Facebook Page. **RF Proposed no further action Seconded TL AGREED (1 Abstain)**

**13 Request for Defibrillator for North Lodge Pavilion**

To **CONSIDER** quotes received from Cardio Cabinet £1,595 + VAT for Ecopad cabinet and SP1 IPAD defibrillator, Primary Care £1,249 + VAT for cabinet and SAM defibrillator, Seaton £1,528.99 + VAT for cabinet and Zoll AED.

**DW Proposed to: 1. Clarify who would maintain the AED. 2. To send a letter via MCC to all MCC group to ask if they would fundraise towards a new AED unit. 3. To check if Section 106 money would cover an AED unit. Bring back to April’s MPC meeting. ALL AGREED.**

**14 Cambedrail**

To **CONSIDER** response to consultation to the Rail Route options. **No further action to be taken.**

**15 Milton Community Centre Report March 2019**

**Maintenance/Improvements:** All the spot lights in the main hall have been upgraded to LED’s

We have a new fridge in the Annexe as the old one was no longer fit for purpose

**Bookings:** Unfortunately, the Wednesday morning and Thursday evening Yoga classes have been cancelled, as the instructor has decided to take a break

**16 County Councillors Report – March 2019 Anna Bradnam**

**Covering the following:**

**County Budget:** All political groups proposed a 2% increase in Council Tax for Adult Social Care plus a 2.99% increase in General Council Tax.

**County Highways Schemes:** The government has allocated £6.6M to Cambridgeshire for road repairs to be completed by the end of March 2019. AB asked for any suggestions of areas of the village that needed work. Suggestions were School crossing point by Fen Road, end of The Rowans and Butt Lane junction pot holes.

**Connecting Cambridgeshire:** Connecting Cambridgeshire had undertaken a survey of service delivery.

**County Planning :** On 7 February County Council’s Environment and Economy Committee considered the Council’s response to the application from RLW for the eastern part of Waterbeach New Town, particularly relating to their holding objections and to approve the draft Heads of Terms that would be used in the planning agreement. The key issues were Transport, Education, Flood Risk and some other issues. You can see the full Minutes on the County website here:

<https://cambridgeshire.cmis.uk.com/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/871/Committee/5/Default.aspx>

**The Joint Development Control Committee:** includes members of the City, South Cambs and County Councils and AB is appointed as a County Councillor.



**The Council's Audit & Accounts Committee:** has been asked to review the process by which members granted a senior member of the council the tenancy of a county owned farm and recommended a considerable investment in an extension to the property (which the tenant will repay over time), without the members initially knowing that the tenant was a councillor. We await the Committee's legal advice.

**Corporate Parenting Committee:** AB attended the Annual Awards Ceremony for children who are looked after by the County and am proud of the skills and abilities our children have demonstrated.

**Adult Safeguarding:** The staff decide immediately what help is needed, from whom and by when. (If you are worried about an adult who is in immediate danger or needs medical treatment, contact the Police and/or call an ambulance on 999.) If you are worried that a vulnerable adult may be being abused or neglected, you can call the Contact Centre on 0345 045 5202 8 am to 6pm on weekdays and 9-1 pm on Saturdays. Or you can email on [referralcentre-adults@cambridgeshire.gov.uk](mailto:referralcentre-adults@cambridgeshire.gov.uk)

**Civic Hub at Alconbury Weald** – AB visited the exhibition at Alconbury Weald to view the design for the new County Council 'Hub' and the Council Chamber.

**Choices for Better Journeys** - The Greater Cambridge Partnership is seeking our views about transport in Cambridge and South Cambridgeshire. Take part in the survey here before the consultation closes on Sunday 31 March 2019.

<https://www.greatercambridge.org.uk/choices-for-better-journeys/>

**County Council review of funding support** AB will be joining Milton Good Companions 8 March to gather their views on their weekly lunch which is managed by volunteers, but subsidised by the County Council, in order to inform her response for this review.

**Cambridgeshire and Peterborough Combined Authority (CPCA) Bus Review**

The Mayor's long-awaited Strategic Bus Review has finally been published (23 Jan 2019). There is a summary here:

<http://cambridgeshirepeterborough-ca.gov.uk/news/review-highlights-opportunity-for-radical-reform-to-cambridgeshire-and-peterborough-bus-network/>

**Bedford-Cambridge Rail Link Consultation:** They have proposed five different options for the proposed Bedford to Cambridge rail route, which they have been published for public consultation. Three routes start from a new station at Bedford South and two at Bedford Midland. Two routes include a station at Cambourne. You can comment here <https://eastwestrail.co.uk/haveyoursay> by Monday 11 March.

An alternative proposal from a group called CBRR (CamBedRailRoad) follows a more northerly route through new stations at St Neots, Cambourne and Northstowe, then on to Cambridge North. <http://www.cambedrailroad.org/>

**Brexit planning** - The Council's Audit & Accounts Committee has considered a report on the impact of Brexit. It listed sixteen potential risks, ten of which have been scored as having a potentially high or very high impact should they come to fruition. The highest risks are identified as • Workforce issues associated with recruitment and retention of staff • Ensuring EU citizen residents are fully informed, but especially those who are vulnerable and/or to whom we have a statutory responsibility • Increased community tensions • Impact on council finances should there be a negative national financial reaction • Interruption to supplies and services, including medicines and fuel, and • Impact on travel and road infrastructure caused by disruption to and from ports.

JEC – Complaint received: Straw is being dropped along the A10 and is filing up the gullies. Can clean up be arranged.  
Fly tipping – Butt Lane on Mere Way: caravan dumped. Rubbish dumped in the culvert by the allotments (now reported to South Cambs).

Damaged fencing alongside the A14 slip road (by Tesco) has been reported to County Highways.

## 17 District Councillor's Report – March 2019 (Full reports on website)

**Covering the following: Anna Bradnam**

**District Council Business Plan for 2019-24 and Budget for 2019/20** - The Council has approved the new Business Plan which embeds our four principles of – Growing Local Businesses and Economies - Housing that is affordable for everyone to live in – Being green to our core – Being a modern and caring Council. Council Tax has been set on the basis of the District Council Tax for general expenses on a Band D property of £145.31. This will be an increase of £5/year or 10p per week for a Band D property. The Council agreed to revise the **Localised Council Tax Support (LCTS) Scheme** to use an income banded scheme for 2019/20. You can see the details here

<http://scambs.moderngov.co.uk/ieListDocuments.aspx?CId=410&MId=7348&Ver=4>

**Bringing empty homes back into use** - In an effort to bring back into use homes which have been left empty, the Council has agreed to increase Council Tax charges, to try and encourage them to be returned to use as homes. Currently owners of homes left empty and substantially unfurnished for more than 2 years must pay an extra 50% on top of the regular bill. From 1 April 2019 owners of such homes will be charged double the regular bill (+100%). If left empty for more than 5 years, they will be charged an additional 200% (and +300% for homes left empty for more than 10 years) on top of their regular bill. Currently there are 100 properties that have been left empty for between 2 and 5 years and 41 homes that have been left empty for between 5 and 10 years. Any extenuating circumstances will be taken into account

**Crime and Disorder Reduction Panel** - AB sits on the Panel which works with a host of partners including City Councillors, Voluntary Services, Clinical Commissioning Group, Cambridge Fire and Rescue, Cambridgeshire Constabulary and the County Research Group to achieve harmonised approaches to crime reduction. At a recent meeting



it was agreed to build community resilience by focussing on - supporting vulnerable people and identifying and supporting communities in dealing with - vulnerable places.

**North East Cambridge Area Action Plan** – Your views are welcomed on how the area near Cambridge North Station might be developed. The Issues and Options 2019 Consultation is open and there are local exhibition dates until 14 March. You can have your say by Monday 25 March at 5pm here <https://www.scambs.gov.uk/necaap>

**Taxi and Private Hire Licensing** - the Council is holding a Workshop to consider its response to the national consultation on 'taxi' licensing. The District Council Licensing Authority will submit its response by 11 April 2019.

**Mon 18 March SCDC Chairman's Event** – A Choral Evening with Handel at Histon Baptist Church  
Music from The Messiah, The Water Music and other well know pieces. Entry is free but you will be asked to donate at the event to the Chairman's Charity, The Trussell Trust which supports local food banks.

**The Farmland Museum and Denny Abbey** will be opening again on 1 April and will be open Tuesday – Sunday (and Bank Holiday Mondays) from 11am – 5pm, until 27 October.

#### **Covering the following: Hazel Smith**

**Change of chief officer at South Cambs:** The Chief Executive and Head of Paid Service at South Cambs DC, Beverly Agass, has taken early retirement, the new Interim Chief Executive is Mike Hill, who has been Director of Health and Environmental Services and also during the last 6 months interim Director of Housing.

**North East Cambridge:** The consultation on the Area Action Plan for the area around the station and the redevelopment of the sewage works started last week and goes on till 25<sup>th</sup> March. It includes the Science Park, which they aim to make more diverse as it intensifies with the redevelopment that Trinity College have planned.

**Waterbeach New Town Planning meetings:** The council is running a comprehensive series of sessions for the Planning Committee and other interested councillors, on the details of the two applications. The viability of the two developments is being discussed, and both applications have a lot of infrastructure to build, which means they are both offering amounts of affordable housing well below the 40% we would like them to deliver.

**Greater Cambridge Partnership – Choices for Better Journeys:** There is another consultation coming up on the next phase of walking cycling and bus improvements for Cambridge and its necklace villages. The detail of the Milton Road improvements is nearly fixed now, and a recent Local Liaison Forum meeting went through the details.

**Litter pick:** on Sunday went well with 9 people collecting litter. HMS spent quite a time at the Rowans play area (teletubby land), removing rubbish from under the hedge.

#### **Covering the following: Judith Rippeth**

**Landbeach Tithe Barn:** Listed buildings consent was granted on 12<sup>th</sup> February so the programme of repair works can now commence. Planning officers are in the process of finalising the lease over the next couple of months. The main change to the lease is to grant a licence to allow the serving of alcohol during events which will broaden the scope of fundraising activities.

**Emmaus:** JR completed a Level 1 course in 'Dual Diagnosis training' with other Emmaus trustees and staff members. The course was informative on the street drugs available and an education in the various substances and what is currently in vogue; although alcohol addiction is still the most prevalent issue. Dual diagnosis deals with the impact of drug misuse and mental health issues, such as clinical depression, and how they often go hand in hand and how to break that vicious circle. Not only was the day highly educational, it also highlights the challenging task Emmaus faces on a daily basis and the fantastic work they do.

**Waterbeach Greenway:** They reported that they had received fantastic feedback of hundreds of responses for each individual project with some great ideas put forward. They expect to make the Waterbeach consultation findings available in the next couple of months. Subject to a new tranche of funding they hope to come back with updated proposals – hopefully this project can get off the ground in the near future!

**Recycling and bin collections:** From Friday 15<sup>th</sup> March the green bin will return to a fortnightly cycle of collection. From 1<sup>st</sup> April South Cambs will be charging for additional green bins to be emptied. This will bring the council in line with Cambridge City with whom it shares a waste service and with other neighbouring authorities. The small annual charge of £35 (£20 up until October 2019) should hopefully encourage those with additional garden waste (and probably a larger garden) to compost at home which is a far greener alternative than a diesel lorry collecting it for the composting process to be carried out elsewhere.

#### **18 Bills for Payment and Money Received.**

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

JEC Proposed to pay all bills. RF Proposed – DW Seconded **ALL AGREED**

#### **19 Correspondence**

**General – copies available on evening**

South Cambs District Council – January 2019 Parish bulletin.

Cambridgeshire County Council – IHMC Incident Report January 2019.

**20 Dates of next meetings**

Monday 18 March 2019 – Planning (7pm) Maintenance (7:45pm)

Monday 1 April 2019 – Parish Council

Wednesday 10 April 2019 – Community Care (11:30)

Meeting closed at 9:30pm    Signed: .....

Date: .....



# QUOTATION



70 Frog End: Shepreth: Nr Royston: Herts: SG8 6RF  
Tel: 01763 260887  
E-Mail: s.buchan304@btinternet.com  
VAT No: 856 3360 14

<b>Client Detail</b>  Milton Parish Council	<b>Contact Name:</b> Sarah Corder  <b>Date:</b> 26 Jan 2019  <b>Reference Number:</b> SQ- 011902 Allotments
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## DESCRIPTION OF WORKS

A: Allotments A7 : E4 : E5

Remove all the existing growth and structures to ground level on each allotment, strim off areas where required and spray with a glysophate product to take back the growth of grass etc.

B: Revisit to rotovate allotments listed if required.

## Schedule Of Costs:

**Schedule of Costs**  
**V.A.T @20%**  
**Total Cost**

A	B	C	D
<b>480.00</b>	<b>112.00</b>	0.00	0.00
96.00	22.40	0.00	0.00
<b>576.00</b>	<b>134.40</b>	0.00	0.00



All prices are valid for acceptance for sixty days from date of written . quotation. Any additional works other than quoted will be priced separately and invoiced on completion.  
By accepting this quotation you are deemed to have accepted the terms and conditions of Buchans Landscapes a copy of which can be supplied on request.

## Clerk Milton Parish Council

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**From:** Jeremy Barraclough <jeremy@commandpestcontrol.co.uk>  
**Sent:** 18 February 2019 13:43  
**To:** Clerk Milton Parish Council  
**Subject:** rabbits.

Hi Sarah.

Ref phone conversation;

Having looked at the cemetery on satellite picture, shooting would certainly be an option.

Shoots tend to be done at night time using powerful air gun and night site.

The police are informed as this is a public area.

Cost would be £180.00 + vat..

Unfortunately we can't guarantee success with shooting as you can only shoot what is actually about at the time.

Apologies that we can no longer gas due to a change in safety rules.

Kind regards

Jeremy

**Tel :** 01787 248049

**Fax :** 01787 247113

**Mobile :** 07921 485719

**Email :** [jeremy@commandpestcontrol.co.uk](mailto:jeremy@commandpestcontrol.co.uk)

**Website :** [www.commandpestcontrol.co.uk](http://www.commandpestcontrol.co.uk)



**THINK  
WILDLIFE**  
Campaign for Responsible Rodenticide Use







100 YEARS OF PLAY  
• SINCE 1918 •

## QUOTATION

Wicksteed Leisure Ltd  
Digby Street  
Kettering  
Northants  
NN16 8YJ  
Tel: 01536 517028  
Fax: 01536 410633  
Company registration No:- 603152  
Company VAT No: 119106690

Sarah Corder  
Milton Parish Council  
Coles Road  
Milton  
Cambridge, CB24 6BL

**Site: Milton, Cambridge, CB24**

**Total Excluding VAT: £13,030.51**

### QUOTATION FOR THE SUPPLY AND INSTALLATION OF NEW EQUIPMENT & SURFACING

**Quotation number: 52177/JM/201118**

**Document Date: 18/02/19**

*Please note this is not an official quotation*

Qty	Code	Description	Unit Price	Total
1	6020-0637	Flymobile	£1,715.00	£1,715.00
1	L-installation	Installation	£348.00	£348.00
20	6130GRASS	Safety Grass Mats	£36.00	£720.00
20	L-installation	Installation	£29.00	£580.00
1	6020-090	Swirl - Wheelchair Roundabout	£5,500.00	£5,500.00
1	L-installation	Installation	£1,492.00	£1,492.00
1	6180BLK040	To supply and install wet pour surfacing including baseworks into grass	£3,588.00	£3,588.00
1	6180SPEC	3 Litres of Gloss paint	£20.00	£60.00
1	6180SPEC	1 Litre Primer	£20.00	£20.00
1	L-maintenance	Allowance to rub down and re-paint the existing motorcycle springer and elephant springer	£720.00	£720.00
	Fencing	Temporary Security Fence Hire	£300.00	£300.00
	Welfare	Temporary Hire of Welfare Facilities - Potaloo	£350.00	£350.00
		<b>Subtotal</b>		<b>£15,393.00</b>
	Carriage	Carriage for equipment		£396.75
	Carriage	Carriage for paint		£11.50
	Discount			£2,770.74
		<b>Total Excluding VAT:</b>		<b>£13,030.51</b>

These prices are valid for a period of 3 months from the date of this quotation.

All prices are subject to a site visit from our Installation Contracts Manager.

Please note our minimum installation charge is £750 + VAT

## QUOTATION



70 Frog End: Shepreth: Nr Royston: Herts: SG8 6RF  
Tel: 01763 260887  
E-Mail: s.buchan304@btinternet.com  
VAT No: 856 3360 14

<u>Client Detail</u>  Milton Parish Council	Contact Name: Sarah Corder
	Date: 26 Jan 2019
	Reference Number: SQ- 011904- Mound

### DESCRIPTION OF WORKS

A: Coles Road Play Area:

Mark out and prepare an area for an addition to the existing mound. This to curve with the rubber pour from the existing mound. Mound to be approximately 2 feet in height and to match the existing width.  
Prepare and seed.

B: As above plus turf on new soil

C: As above plus turf on whole mound.

### Schedule Of Costs:

**Schedule of Costs**  
**V.A.T @20%**  
**Total Cost**

A	B	C	D
498.00	192.00	328.00	0.00
99.60	38.40	65.60	0.00
597.60	230.40	393.60	0.00



All prices are valid for acceptance for sixty days from date of written . quotation.  
Any additional works other than quoted will be priced separately and invoiced on completion.  
By accepting this quotation you are deemed to have accepted the terms and conditions of Buchans Landscapes a copy of which can be supplied on request.



## Community Centre Report – April 2019

### Maintenance/Improvements:

Unfortunately, we have experienced 2 major maintenance issues this month, both of which are still ongoing. 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.

The second issue is that 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

### Youth Building:

Nothing to report (apart from the drainage issue – see above)

### North Lodge

Nothing to report

### Vandalism:

Nothing to report

Andy Gray  
Community Centre Manager  
19/03/2019

## **District Councillors Reports**

Judith 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. She will be getting in touch with local community groups and will contact Waterbeach Primary again to spread the message further.

### **Improving housing stock**

Judith and Hazel 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, there hasn't recently been sufficient uptake, so the money has been left unspent. 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. Following the briefing Judith met with the Climate and Environment Officer to further discuss how this money could be targeted to assist low income households in targeted areas, one of which is the Sycamores and Rowans development in Milton. A further meeting is planned for later this month to look at the most practical way of contacting these households and implementing the programme of improvements.

Last Friday, 22<sup>nd</sup> March the **Landbeach Tithe Barn** lease from South Cambs DC was signed, although there is still the outstanding matter of the restrictive covenant. This now means that the Tithe Barn Trust has a legal interest so they can apply for grants which will assist with their fundraising and with preserving this historic site for future generations, so good news indeed.

### **Waterbeach New Town planning**

A further training date for SCDC planning committee members has been arranged for 28<sup>th</sup> March for Waterbeach New Town. The morning sessions will focus on the RLW development covering Flood Risk, drainage and other technical matters, phasing and placemaking, whilst the afternoon will focus on Urban and Civic – Education and a viability update.

### **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. We have wanted to sign up to the Home Office scheme for some years, and the Lib Dems put a motion on this to Council a couple of years ago – but the Conservative administration decided not to do this. There are a number of different schemes and we are proposing the Syrian refugee family scheme or the Vulnerable Childrens scheme which brings in children and their carers from Iran, Syria or Sudan.

### **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. We were informed at a briefing that until the Works has been moved and remediated, no residential applications are likely to be approved. They have to be sure that the risk of odour from the Works is completely removed before people can live there.

### **Amey appeal has been lodged**

We have received a letter informing us that Amey has appealed against the refusal of planning permission for the incinerator at the Waste Management Park in Landbeach..



# Milton Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
403 Website	06/03/2019		Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	6.99	1.40	8.39
404 S137 - Agency Holiday (	25/02/2019		Unity Trust Bank		Agency Received	Priority Professional Plac	E	237.30	0.00	237.30
405 Trolley Bus	07/03/2019		Unity Trust Bank		Dial-a-Ride	Cambridge Dial-a-Ride	E	100.00	0.00	100.00
406 Bus Shelters	08/03/2019		Unity Trust Bank		Bus Shelters (cleaning)	Compass 24 Cleaning St	E	93.80	0.00	93.80
407 MCC cleaning	01/03/2019	SO	Unity Trust Bank	SO	MCC Grant Paid	Atkins Gregory (The Cle	S	1,028.52	205.70	1,234.22
408 Payroll Pension (Employ	12/03/2019	DD	Unity Trust Bank	DD	Pension payment	Smart Pension	E	31.62	0.00	31.62
409 Payroll Pension (Employ	12/03/2019	DD	Unity Trust Bank	DD	Pension payment	Smart Pension	E	52.70	0.00	52.70
410 S137 Warden's Pension	19/03/2019	DD	Unity Trust Bank	DD	Pension payment	Smart Pension	E	40.06	0.00	40.06
411 S137 Warden's Pension	12/03/2019	DD	Unity Trust Bank	DD	Pension payment	Smart Pension	E	66.76	0.00	66.76
412 Website	06/03/2019		Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	3.99	0.80	4.79
413 Website	07/03/2019		Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	26.97	5.39	32.36
414 Website	17/03/2019		Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	6.99	1.40	8.39
415 Allotment Maintenance	01/03/2019		Unity Trust Bank		Allotments	Buchans Landscaping &	S	262.19	52.44	314.63
416 Cemetery Maintenance	01/03/2019		Unity Trust Bank		Cemetery	Buchans Landscaping &	S	152.46	30.49	182.95
417 Grass Cutting	01/03/2019		Unity Trust Bank		Grass Cutting	Buchans Landscaping &	S	686.44	137.29	823.73
418 MCC grounds maintenai	01/03/2019		Unity Trust Bank		MCC Grant Paid	Buchans Landscaping &	S	939.49	187.90	1,127.39
419 MCC-NLP grass cutting	19/03/2019		Unity Trust Bank		MCC Grant Paid	Buchans Landscaping &	S	182.71	36.54	219.25
420 MCC grounds maintenai	01/03/2019		Unity Trust Bank		MCC Grant Paid	Buchans Landscaping &	S	596.60	119.32	715.92
421 Shrub Maintenance	01/03/2019		Unity Trust Bank		Shrub clearing	Buchans Landscaping &	S	128.00	25.60	153.60
422 Payroll Highways	25/03/2019		Unity Trust Bank		Salary	Philip Adams	E	244.17	0.00	244.17
423 S137 Payroll Warden	25/03/2019		Unity Trust Bank		Salary	Tracey Ebbon	E	872.73	0.00	872.73
424 Payroll Clerk	25/03/2019		Unity Trust Bank		Salary	Sarah Corder	E	1,080.74	0.00	1,080.74
425 Payroll Asst Clerk	25/03/2019		Unity Trust Bank		Salary	John Barrett	E	49.42	0.00	49.42
426 Tree Maintenance	19/03/2019		Unity Trust Bank		Trees	Eastern Tree Surgery	S	185.00	37.00	222.00
427 S 137: Warden's Phone	01/03/2019	DD	Unity Trust Bank	DD	Mobile phone (Warden)	Tesco Mobile	S	11.69	1.89	13.58
<b>Total</b>								<b>7,087.34</b>	<b>843.16</b>	<b>7,930.50</b>

# Milton Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
181 Christmas	09/02/2019		Unity Trust Bank		Christmas Lights	M W	E	180.00	0.00	180.00
182 Horse Grazing	14/02/2019		Unity Trust Bank		Horse paddock	K J	E	80.00	0.00	80.00
183 Community Care	11/02/2019		Community Care S		Community Care Fee	M D	E	72.00	0.00	72.00
184 Interest Santander	02/03/2019		Santander S106 A		Interest	Santander	E	17.48	0.00	17.48
185 Allotments Rents	19/03/2019		Unity Trust Bank		Allotment Rent	S Waring	E	12.00	0.00	12.00
186 VAT	08/03/2019		Unity Trust Bank		VAT refund	HMRC	R	0.00	9,291.87	9,291.87
187 Horse Grazing	14/03/2019		Unity Trust Bank		Paddock	K J	E	80.00	0.00	80.00
<b>Total</b>								<b>441.48</b>	<b>9,291.87</b>	<b>9,733.35</b>

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