

MILTON PARISH COUNCIL

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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 7 October 2019 at 7.30pm
Members of the Public and the Press are cordially invited to attend

Clerk's signature: *Sarah Coder*
Date of issue: 1 October 2019

AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence.
2. **To APPROVE the minutes of the meeting held on Monday 2 September 2019: (Pages 1-6)**
To APPROVE the Confidential minutes of the meeting held on 2 September 2019 (Page 7)
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** – Update AB: AB has been advised by Chris Stopford of Hunts DC that the order has been placed for the cameras. They are just awaiting confirmation from British Telecom on their timescales for the installation of the communication links. Once this information is available, AB will provide a more detailed timetable.
 - **A10 Trees** – Update
 - **Deeds** – Update JEC
 - **Local Highways Improvements 2020/21** – Awaiting outcome of grant application for works on Landbeach Road bus stop.
 - **Willow Crescent** – Update
 - **26 Old School Lane** – Update
 - **AED Unit North Lodge Pavilion** – Awaiting donation payment from Bellway
 - **The Sycamores Play area** – Awaiting grant decision

New:

 - **Cemetery** – New footpath through old part of the cemetery has now been installed.
6. **Planning**

To **RECEIVE** the minutes of the meeting on 16 September 2019. (Page 8)

Decisions Received:

S/2407/19/FL – 101 Cambridge Science Park, Milton, Cambridge CB4 0FY – Development of a shower and changing facility within the existing multi-storey car park and an external cycle storage area – **APPROVED**

S/0559/17/OL – Waterbeach Barracks and Airfield site, Waterbeach, Cambridge – Outline planning application for up to 6,500 dwellings **APPROVED**

New:

S/3133/19/DC – Milton House, 28 Fen Road, Milton, Cambridge CB24 6AD – Discharge of conditions 3

(windows), 4 (approved details) and 5 (mortars, plasters and renders) of planning permission S/0178/18/LB. **FOR INFORMATION ONLY**

S/3055/19/DC – 31 Cambridge Science Park, Milton, Cambridge CB4 0FX – Discharge of parts 3 (verification report) and 4 (remediation proposals) of condition 16 of planning permission S/2433/16/FL. **FOR INFORMATION ONLY**

S/1320/16/FL – 26 Butt Lane, Milton, Cambridge CB24 6DG – Demolition of existing dwelling and erection of 5, 2 bedroom bungalows – **Amended application (site plan, extended splays and revised block plan).**

S/3313/19/PN – 23 Cambridge Science Park, Milton, Cambridge CB4 0LF – Prior notification of proposed demolition of 1 no. single storey and 1 no. two storey units.

7. Maintenance

To **RECEIVE** the minutes of the meeting of 16 September 2019 (**Pages 9-10**)

To **CONSIDER** recommendations: (**Pages 11-12**)

To **AGREE** quote for repair works to Froment Way and Humphries Way play areas – Wicksteed £4,687.2 + VAT.

To **CONSIDER** removal of skate ramp at The Sycamores play park as no long-lasting solution found to secure the ramp to the ground.

To **CONSIDER** suggestion to Faulkner Close tarmac area – clear and repaint or remove tarmac and grass area.

To **AGREE** to proposed wildflower area at The Rowans junction, Buchans to quote for the works.

To **AGREE** to proposed planting of trees in the paddock – if application successful from the Woodland Trust for free trees.

8. The Rowans (Pages 13-18)

To **CONSIDER** supporting residents request for double yellow lines/parking restrictions for The Rowans and apply to CC Highways.

9. Armistice Day Arrangements and Poppies

To **CONSIDER** to:

a. arrange the Armistice gathering for 11.00a.m. on 11 November at the War Memorial, Milton

b. order two poppy wreaths, one for a village representative who would speak and the other for the chairman to lay on behalf of the PC

c. to donate £50 to poppy appeal for wreaths.

c. invite the children from Milton Primary School

10. Christmas Tree Lights

To **CONSIDER** paying up to £200 for Town and Country to put up Christmas lights on the tree at the junction of High Street/Ely Road and take down after Christmas.

11. MCC Report (Page 19)

12. County Councillor's Report (Pages 20-21)

13. District Councillors' Reports (Pages 22-24) (AB to be tabled)

14. Bills for Payment and Money Received, Budget figures (Pages 25-27)

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

15. Correspondence

From Milton residents – None received at this time.

General – copies available on evening

South Cambs District Council – September e-bulletin

16. Dates of next meetings

9 October 2019 – Community Care 11:30am

21 October 2019 – Planning 7pm, Finance & Administration 7:45pm

Clerks Office

**Minutes of the Meeting of Milton Parish Council held on
Monday 2 September 2019 at 7.30pm in the Bowls Pavilion**

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

In Attendance: S Corder (SC) (Clerk), E Taylor (Office Assistant)
1 member of public

1 Apologies for absence

J Rippeth (District Councillor)

2 To APPROVE the Minutes of the meeting held on Monday 15 July 2019

HMS reported a few minor amendments to be made.

RF PROPOSED to accept the minutes with the amendments– DO Seconded (AH and AM Abstain) **AGREED.**

3 Declarations of interest and dispensation

a) To receive declarations of interest from councillors for items on 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

1 member of public attended to discuss item 9 – “As part of the site was a permanent track repair yard for British Rail, street names could reflect this: Fenman Way, Gravel Path or Gravel Line Path”. Suggestion given was that if the Council are asked about names for roads in the Northern Fringe that these could be also named after trains.

5 Clerk’s/Chairman’s report

From previous meetings:

- **CCTV on Jane Coston Bridge** – Update AB: An order has been placed for purchasing CCTV.
- **A10 Trees** – Awaiting a formal response from CCC to ownership.
- **Deeds** – Update JEC: Ongoing.
- **A14 Parish Legacy Fund** – Accepted: To improve crossing point at High Street/Fen Road.
- **The Sycamores play park** – Awaiting outcome of grant application to Mick George.

New:

- **Local Highways Improvements 2020/21 Application** - Awaiting grant application outcome for work to be carried out at Landbeach Road bus stop tarmac area.

Update: Coles Road illegal encampment. Bailiffs were contacted Monday evening by JEC and DW to start the eviction process. Eviction notice was served on Tuesday morning and the encampment had moved on by Wednesday morning. The site was cleared by SCDC Thursday morning. Minor damage and some antisocial behaviour occurred.

6 Planning

The minutes of the meeting on 29 July were tabled and received.

Meeting of 12 August 2019 was not required.

Decision under Delegation of Powers for:

S/2407/19/FL – 101 Cambridge Science Park, Milton, Cambridge CB4 0FY – Development of a shower and changing facility within the existing multi-storey car park and an external cycle storage area. **HAS NO RECOMMENDATION**
S/2604/19/FL – Land off Milton Avenue, Milton – Full planning permission for a temporary car park. **HAS NO RECOMMENDATION**

Decisions Received:

S/2309/19/FL – 36 Old School Lane, Milton, Cambridge CB24 6BS – Two storey front extension **APPROVED.**

S/2332/19/FL – 12 Garner Close, Milton, Cambridge CB24 6DY – Loft conversion to the rear with flat roof dormer. **APPROVED.**

New:

S/2602/19/NM – Land off Milton Avenue, Milton, Cambridge – Non material amendment of planning permission **S/2372/17/FL FOR INFORMATION ONLY**

S/2603/19/NM – Land off Milton Avenue, Milton, Cambridge – Non material amendment of planning permission **S/4824/18/VC FOR INFORMATION ONLY**

S/2512/19/DC – 436 Cambridge Science Park, Milton, Cambridge CB4 0AQ – Discharge of Conditions 3 (external

materials) of planning application S/2369/18/FL – Extension to the building, extension to an external plant compound, new generator compound, extension to existing cycle parking and new bin enclosure. **FOR INFORMATION ONLY**

S/4629/18/FL 24 Cambridge Science Park, Milton, Cambridge CB4 0FN – Hybrid planning application comprising in detail the demolition of the gym, Trinity Centre and Innovation Centre and the construction of hotel with gym, restaurant, café and business suite; and a building comprising multi-storey car park and three store commercial floorspace (B1 floorspace to the first and second floor; flexible accommodation to the ground floor (A1, A2, A3, A4, A5, B1, D1 and/or D2)) along with associated access, infrastructure and landscaping and the change of use of the Trinity Centre to B1 as part of a phased development; in outline the construction of a building up to seven stories to provide B1 floorspace with all matters reserved. **FOR INFORMATION ONLY**

S/2722/19/DC – Land at Chesterton Sidings, Cowley Road, Cambridge – Discharge of conditions 2 (Materials) and 12 (Hard and Soft landscape works and tree pits) of planning permission. **FOR INFORMATION ONLY**

S/2750/19/DC – One Cambridge Square, land at Chesterton Sidings, Cowley Road, Cambridge – Discharge of conditions 12 (Ecology), 13 (Ecological Management), 21 (Contamination Investigation), 21 (Remediation Strategy), 23 (Material Management Plan), 25 (Waste Management) & 26 (Environmental Management Plan) of planning application S/4824/18/VC. (Erection of building comprising office B1 (a) floorspace and ancillary ground floor retail (A1/A3) floorspace, a cycle storage pavilion, associated landscaping, access and a 125 space car park. **FOR INFORMATION ONLY**

S/2768/19/FL – The College of West Anglia, Landbeach Road, Milton, Cambridge CB24 6DB – Continue use of land for siting of mobile classrooms. **HAS NO RECOMMENDATION**

S/2741/19/LB - Milton Hall, Ely Road, Milton, Cambridge CB24 6WZ – Installation of air-conditioning system to offices at ground floor and first levels (primarily affecting south-east and south-west external elevations) to existing Grade II listed building. **HAS NO RECOMMENDATION** – **Comment: Will there be any additional noise from the new units compared to the previous units.**

7 Community Care

The minutes of the meeting 10 July 2019 were received.

8 Finance & Administration

To **CONSIDER** applying for a Unity Trust Card for Clerk to purchase items to a certain spend limit.

HMS Proposed to apply for the card with a spending limit of £100 – RF Seconded ALL AGREED.

9 Street Naming – Cambridge North, Milton

To **CONSIDER** application from 3C Shared Services proposing the street names ‘The Cut’ and ‘Chesterton Way’

As suggested in Item 4 JEC Proposed the street name “The Gravel Line or “Gravel Line Way” instead of Chesterton Way (keeping the theme of the history of the use of the railway line/trains). No comment to “The Cut” being proposed. Clerk to ask 3C Shared Services “What is the theme/recommendations of the local residential areas”.

10 General Data Protection

To **CONSIDER** Councillors using a work email address (from previous meeting) – questions raised at previous meeting: how will it be managed, who will pay for the virus protection linked to Councillor’s own devices, can Councillors have a dedicated folder for PC emails under their private email address?

RF Proposed to defer this item to a future meeting so the Clerk and Chairman can collate information and guidance as to what information is sent to Councillors.

11 Policies and Agreements

To **CONSIDER** wording on MPC and Bowls Club agreement – **AB Proposed to accept the updated agreement – RF Seconded ALL AGREED. Clerk to arrange signatories of the agreement.**

12 Willow Crescent Land Ownership and Maintenance

To **CONSIDER** acquiring the 2 pieces of land MPC currently maintain

To **CONSIDER** who would maintain the access to the properties in this area

DW: Awaiting confirmation from the Land Registry of ownership of the 2 pieces of land – MPC to take adverse possession as MPC has been maintain these arears since 2008. DW suggested that the strip of land including access to the properties be divided into 3 pieces of land minus the adoption of the access paths. This would have to be undertaken by the MPC’s Solicitor on the best way forward for possession. AB Proposed – JEC Seconded ALL AGREED. Clerk to seek advice from Solicitor.

13 26 Old School Lane

To **CONSIDER** Valuation report and Solicitors 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 13
namely: 26 Old School Lane

The public and press will be temporarily excluded from the meeting at this point and any present are herewith to withdraw.
JEC Proposed to Close the meeting – DO Seconded ALL AGREED. Meeting closed 9:18pm

A valuation of the land has been received and was discussed. HMS Proposed to accept the valuation given with the intention of selling the land – DO Seconded ALL AGREED.

(Meeting opened 9:33pm)

14 AED Unit at North Lodge Pavilion

To CONSIDER purchasing AED Unit £1,595 + VAT plus £30 delivery (AED unit to be funded by Bellway)

JEC Proposed to a spend up to £2,000 to order the unit and have it installed (Bellway to refund cost of the unit) – DO Seconded ALL AGREED. Clerk to ask Bellway if they can install the unit.

15 New Town North of Waterbeach to North East Cambridge Public Transport Study

The briefing notes were received. Clerk to clarify when a meeting will be arranged to discuss feedback.

16 Consultation of the draft Greater Cambridge Sustainable Design and Constructing – Seeking views

No views at present.

17 Milton Community Centre Report July 2019 and September 2019

Deferred from July's meeting:

Maintenance/Improvements: An area of the car park to the rear of the doctor's surgery has had a major repair, as the tarmac was breaking up. A couple of the larger pot holes were also repaired at the same time.

A drainage channel has been installed on the path to the country park, as water used to 'pool' here when it rained.

Bookings: All continue very much as usual, although we have a new singing class due to start on Friday morning 12th July in the lounge.

September 2019

Maintenance/Improvements: The pitches at North Lodge are not in a particularly good state, so Buchans have carried out additional fertilizing and scarifying in an effort to improve them

Bookings: All continue very much as usual, with all our regular groups continuing in September

Vandalism: Nothing to report. Rather surprisingly, there hasn't been a significant increase in litter on the recreation grounds over the summer months, apart from a few smashed beer bottles on the Sycamores Basketball Court

18 County Councillors Report – July 2019 Anna Bradnam

Deferred from July's meeting:

Cambridgeshire and Peterborough Combined Authority: The County Council is represented by Cllr Steve Count as Portfolio Holder for Investment and Finance and by Cllr Chris Boden as Portfolio Holder for Spatial Planning. South Cambridgeshire DC is represented on the Housing and Communities Committee by Cllr Bridget Smith and on the Skills Committee by Cllr Eileen Wilson

Local Transport Plan – public consultation run by Steer: The Combined Authority's agent Steer gave a presentation to District Councillors on 28 Jun.

The current **public consultation** opened on 17 June and closes on **27 September 2019**

Several dates have already passed but our nearest events are at:

Cambridge Central Library Thu 11 July 1-6pm, Wed 24 July 2- 9pm, Sat 14 Sep 10am-3pm

You can complete an online questionnaire at tinyurl.com/CPCALTP

Cambridgeshire Constabulary and Cambridgeshire Fire and Rescue Service : The Police and Crime Commissioner's proposal that the Police and Fire Services should be combined has been taken to Judicial Review. The outcome is still awaited. The decision is finely balanced.

County - Innovate and Cultivate Fund: Just a reminder that the deadline for the first round of Cultivate grants and Innovate grants is 1 August 2019. Further dates are 1 November 2019 - Cultivate grants only

1 February 2020 - Cultivate grants and Innovate grants

More information is available at: [https:// www.cambridgeshire.gov.uk/council/communities-&-localism/innovate-and-cultivate-fund/](https://www.cambridgeshire.gov.uk/council/communities-&-localism/innovate-and-cultivate-fund/)

Trains: Staff and drivers take holidays during the summer and whilst training of new drivers continues, there may be times when a train will be cancelled when you least expect it.

Cambridge Area Bus Users Group: This group is working for and representing bus passengers in and around Cambridge and at the AGM in June AB was elected Chairman. Both operators recognised that improvements need to be made before the outcome of the CPCA Local Transport Plan can be put into action.

Please do join us and sign up to our newsletter, so that you can bring your specific concerns to our attention.

<https://cbgbususers.wordpress.com/> and <https://www.facebook.com/cbgareabususers/>

AB has asked Stagecoach for more services from and returning to Landbeach, Horningsea and Fen Ditton and for more Citi 2 buses to loop north through Milton. Whilst Stagecoach have said they are prepared to trial new services if we request them, within a matter of months we must USE IT OR LOSE IT.

Proposed Police Station and Custody Suite west of Milton: The Police and Crime Commissioner proposes to build a new Police Custody Suite to a site south of the P&R in the Green Belt. Reasons given include the inadequacy of cells at Parkside and consequent need to use valuable police time to take detainees to cells in Peterborough, congestion in the City and a wish to realise capital from the site at Parkside.

September 2019

Could you be a good parent?

Do you think you could provide a stable, loving home and a supportive hand to a young person in need of a foster home? If you've ever thought about being a foster carer please do contact the County Council. They would love to hear from you. You can find more information here:

<https://www.cambridgeshire.gov.uk/residents/children-and-families/fostering-and-adoption/>

You can email fostering@cambridgeshire.gov.uk or call 0800 052 0078

Amey Appeal – save the date: Amey's application S/3372/17/CW for an Energy from Waste (incinerator) at the Waterbeach Waste Management Park was refused by the County Planning Committee in September 2018. Amey appealed against that decision and the Planning Inspectorate will start the hearing of that appeal on Tue 5 November 2019. The details of venue and timing will be made available in due course. The Inspector has scheduled the hearing throughout November.

E-permits for Vans and Trailers visiting the County's Household Waste Recycling Centers: From October the County Council is introducing a van and trailer e-permit scheme across Cambridgeshire's nine household recycling centres (HRCs). The scheme, which will allow the Council to better regulate the use of vans and trailers at HRCs helping to ensure only household waste is delivered to sites.

There has been a rise of 20% in waste brought to our HWRCs between 2012/13 and 2016/17.

The County Council wants to prevent unlawful trade waste being disposed of at our HRCs, which is ultimately at a cost to the council tax payers. With population growth and changes being made by neighbouring authorities, the Council feels it is important to be able to monitor who is using our HWRC sites and to ensure we can cope with the rising demand.

Additional site staff will be available to help at all nine HRCs in the early months of the scheme being introduced.

Any resident planning to visit a HRC with a van or trailer should obtain an e-permit using an online system beforehand.

These e-permits will be limited to 12 visits per year. To allow larger household and garden jobs, there will be an exemption to the scheme for trailers up to 1.5m (5ft) in length (excluding the towing mechanism bar) and 570 litre capacity. You can see the details here

<https://www.cambridgeshire.gov.uk/residents/waste-and-recycling/household-recycling-centre-van-and-trailer-permit-scheme/>

No permit is required for cars, or vans with seats fitted, or for trailers (minus towbar) less than 1.5m (5ft) long (570 litre capacity) or towed by a vehicle that does not require a permit.

Update from Network Rail: Changes to level crossings in Cambridgeshire You may remember that Network Rail proposes to close or change the use of 25 level crossings in Cambridgeshire. This forms part of a broader plan to improve safety at 105 locations across the Anglia route. This is anticipated to affect (close) a number of rural level crossings in Waterbeach and Milton parishes, where currently footpaths and farm tracks cross the railway. Network Rail's purpose is to make the railway safer by reducing the number of points where people can come into contact with trains. This will also improve service reliability, and will facilitate any future proposals for faster and more frequent train services. Network Rail are concentrating on locations where making changes is both affordable and deliverable; as such none of the crossings in this proposal involve closing significant public roads, and they do not require new bridges or underpasses to be constructed across the railway. Similar proposals are being taken forward for Suffolk, Essex, Southend-on-Sea, Thurrock, Hertfordshire, and the London Borough of Havering. A public inquiry was held from 28 November 2017 to 23 February 2018. The Planning Inspectorate recently confirmed that the Inspector submitted her report to the Department for Transport in July. A decision is expected from the Secretary of State for Transport in January 2020. Additional information is available on the [Network Rail website](#)

SCDC Taxi Consultation: South Cambs has been conducting a Consultation with drivers and operators about its proposed new Taxi Policy. In addition SCDC held a two-day workshop and officers have visited a number of the major operators in the District to understand their operations. The Licensing Authority's main aim is to ensure passengers are safe and to reduce air pollution.

The consultation is open for comment until 23 September here:

<https://www.scams.gov.uk/licensing/types-of-licence/taxi-licences/taxi-consultation/>

Milton: Residents have asked when the road at North Lodge Park will be formally adopted.

Sue Reynolds, the County Highway Development Officer advises that Anglian Water Services placed the sewers on a twelve month maintenance period in February 2019. They will not adopt the sewers until February 2020. As the County will not adopt the road until the sewers are adopted by AWS they are now looking to adopt the road in February 2020. In the meantime, if there are any issues with the road or street lighting, the developer (Bellway) remains responsible for putting it right.

19 District Councillor's Report – July 2019 and September 2019

Deferred from July' meeting:

Report from Cllr Hazel Smith

Future Parks Accelerator programme: The Heritage Lottery Fund, teaming up with the National Trust, have set aside some funding and experienced staff to work with councils on developing best practice in managing parks for the future.

A14 roadworks noise: South Cambs is trying to reduce the noise residents have to tolerate when the road works are close to their homes, and have stopped some of the loud night-time working. They had done both tree-clearance and pile driving at night prior to this. The district council has powers under Environmental Health legislation, and is standing up to the Highways Agency. This affects residents in Orchard Park, Histon and Impington, and the Travellers on the Blackwell site in Milton who are closest of all. The case will set a precedent for works close to other villages as the A14 work progresses in Girton and Bar Hill. We hear that the limit set on works for HS2 is 60dB, so the standard of 65dB is not unprecedented. The WHO Guidelines for Community Noise identify 60 dB LpAFMax outside as the guideline value for sleep disturbance with windows open.

Chesterton Fen access – Northern Fringe plans: The responses to the consultation on the Area Action Plan for the development round Cambridge North station were so strongly asking for a road access to Fen Road Chesterton that we have won a small concession – instead of showing 'foot/cycle bridge' access across the railway from the new development, the plans may show a 'bridge'.

New Chief Executive for South Cambs: The process for appointing a new Chief Executive has completed now, and at an Extraordinary meeting of Full Council on 4th July the appointment of Liz Watts was confirmed. She will take up her post in September.

Work starting on the next local plan: This will be a long process to 2024, which started last year, with the Housing Strategy, and "call for sites" happening this spring. The number of jobs and houses required in the area by 2040 or so will be 'objectively' assessed and given to the council and based on the numbers and criteria the plan is created.

Exception Sites and Rural Housing Week: At the start of July in Rural Housing Week, there was the annual ACRE tour of exception sites, for parish councillors. At SCDC we had a morning of training for district councillors, explaining what exception sites are and how useful they can be in ensuring villages get the housing needed for people in that village. These fairly small sites have to be right on the edge of the village, and are areas not identified for development in local plans. The developments have to be either completely or predominantly affordable homes, and the mix of sizes and types of homes is set by the balance of need in that village. In Milton there was an established need for affordable homes when the site on Fen Road was brought forward.

Report from Judith Rippeth

Blue Plaque Scheme: South Cambs has just launched this scheme which has been running in Cambridge since 2001. The first plaque was unveiled on Sunday 30th June at Girton College to honour its two principal founders, Barbara Bodichon and Emily Davies, who were pioneers in providing education at degree level for women in this country. South Cambridgeshire residents are now being encouraged to nominate a person or event for commemoration. Visit the webpage at www.scambs.gov.uk/blueplaques for further details and the nomination criteria.

Zero Carbon Communities Grant: We are still awaiting the start date of a project officer for this scheme, but the appointment is in process. When the scheme is open for applications, parish clerks will be notified. The scheme will also be open to local voluntary groups. Bids for green schemes that help to reduce carbon emissions and our reliance on fossil fuels will be invited for anything from a refill water fountain and bicycle racks to community tree planting, battery storage panels on a community building or electric vehicle charging points to name a few. Grants will range from £1000 - £15 000. In the meantime, you may like to consider any possible bids you would like to make, as the timeframe for bidding will only run for six weeks once the starting gun has been fired!

Publication of National League tables on collection rates across England: South Cambridgeshire retained a top three position for collection of Council Tax (out of more than 300 councils) with a percentage collection rate of 99.4% which marks a slight improvement on last year. Of total council tax due of £114.2 million the team ended the financial year with just £716,000 outstanding.

District Councillors' Report to Parish Councils – September 2019 - Hazel Smith, Judith Rippeth and Anna Bradnam

Extension of platforms at Waterbeach Railway Station: Network Rail are due to start work on the long awaited extension to the railway platforms at the start of September; this forms part of an upgrade to the Kings Lynn Line. The whole programme of works at Waterbeach will be finished by the end of July 2020 and for most of the time the station will be open as normal although the footpath at the end of the Ely bound platform will be closed for the duration of the works.

No trains will be operating on the following dates and between the following times:

05/10/19 (01:00 Sat) - 07/10/19 (05:00 Mon)

12/10/19 (01:00 Sat) – 14/10/19 (05:00 Mon)

26/10/19 (01:00 Sat) – 28/10/19 (05:00 Mon)

09/11/19 (01:00 Sat) – 11/11/19 (05:00 Mon)

24/12/19 (00:25 Tues) – 27/12/19 (05:00 Fri)

Plus one shorter weekend closure in 2020: 9th-10th May – lasting 27 hours in total.

Zero Carbon Community Grants: This new fund has now been launched, and applications have to be in by 31st October. The grant can be from £1,000 to £15,000, and can be for anything that reduces the Carbon Footprint of the village – from encouraging cycling (e.g. cycle racks) to Electronic Vehicle charging points in village car parks and solar panels. There must be involvement of a community group and engagement with the community as part of the project. The County Council has a separate fund from the Office for Low Emission Vehicles (*OLEV*) to support installation of electric vehicle charging points – up to £7,500 per project can be claimed from that fund for publicly available charging points.

North East Cambridge Waste Water Treatment Works relocation: The process for this has been moving forwards slowly. Now that the mechanism for handling the HIF grant has been agreed (via the City Council to Anglian Water), the evidence needed will be pulled together through a number of studies. The Development Consent Order process is limited to a year from start to finish (this is the same process of planning control that was used for the A14 project). However this means that there are at least 2 years prior to this during which the evidence is assembled, including 3 rounds of consultation. The hearings would then be held by the Planning Inspectorate and judgement issued within a year.

North East Cambridge Area Action Plan (NECAAP): The conclusions from the Issues and Options consultation are being worked on, and further consultations on the plans to develop the area are coming soon. The ‘trip budget’ for this whole area is limited to the number of car trips currently generated by the Science Park. The vision is to provide homes for young professionals who might be working on the Science Park or in that new quarter of Cambridge. The residential development near the station cannot be occupied until around 2025 as the WWTW has to move away first.

(AM left the meeting at 10:03pm)

20 The Connection Bus Project – Youth Club

The termly report for April – July 2019 was received.

21 Bills for Payment and Money Received, Budget figures.

To CONFIRM and AGREE bills for payment.

AH Proposed to pay the bills listed – HMS Seconded ALL AGREED

22 Correspondence

From Milton residents

Brick Bus Shelters – possible arts project – **To be discussed at Maintenance**

Wildflower areas – To CONSIDER possible locations – **To be discussed at Maintenance**

The Rowans junction – To CONSIDER double yellow lines due to parking issues – **No action to be taken as previous request was refused.**

General – copies available on evening

Greater Cambridge Planning Policy Update

Fly-tipping education and prevention campaign

South Cambs Council E-bulletin – July 2019

23 Dates of next meetings

16 September 2019 – Planning (7pm) Maintenance (7:45pm)

7 October 2019 – Parish Council

TL officially stepped down as Councillor. TL has been with the Council since July 2015. JEC and DW thanked TL for all the work he had done for the Council.

Meeting closed at 10:15pm Signed:

Date:

**Minutes of the Planning Committee Meeting of Milton Parish Council held on
Monday 16 September 2019 at 7.00pm in the Bowls Pavilion**

Present: R J Farrington (Chair) (RJF), D Owen (DO), HM Smith (HMS)

In attendance: S Corder (Clerk), D Wildman (Non-voting Councillor)

Members of the public: None

1. Accept Apologies for absence:

J Coston (Personal)

2. Approve the minutes of the Planning Meeting held on Monday 29 July:

RF Proposed the Minutes of 29 July be signed as a true record. **ALL AGREED.**

3. Declarations of interest and dispensations:

None.

4. Decisions Received:

S/2380/19/FL – Single storey rear extension. 18A High Street, Milton, Cambs, CB24 6AJ – **APPROVED**

5. New:

S/2945/19/FL – Loft conversion with dormer window – 26 North Lodge Park, Milton, Cambs, CB24 6UB.

HAS NO RECOMMENDATIONS – COMMENT: Is there sufficient car parking as the property is going from a 2 bed to a 4 bed which could put pressure on the current shared parking spaces?

S/3011/19/E1 – Land at Milton – EIA screening opinion for up to 4801 sqm of operational police accommodation and ancillary functions. **FOR INFORMATION ONLY -**

COMMENT: Milton Parish Council would ask that as this is green belt land a full environment impact assessment be carried out to assess the impact on development of this land and the wildlife currently in this habitat.

S/2843/19/DC – One Cambridge Square, Milton Avenue, Cowley Road, Cambridge CB4 0WZ – Discharge of condition 22 (surface water and foul water drainage) of planning application S/4824/18/VA – Erection of building comprising office B1 (a) floorspace and ancillary ground floor retail (A1/A3) floorspace, a cycle storage pavilion, associated landscaping, access and a 125 space car park. **FOR INFORMATION ONLY**

6. Date of next meeting

Monday 21 October 7pm.

Meeting closed 7:40pm

Signed:

Date:

**Minutes of the Maintenance Committee Meeting of Milton Parish Council held on
Monday 16 September 2019 at 7.45pm in the Bowls Pavilion**

Present: A Horne (AH) (Chair), D Wildman (DW), A Markham (AM)(arrived 8:30pm)

In attendance: S Corder (Clerk)
P Adams (Village Cleaner)

- 1. Apologies for absence**
JE Coston (personal)

(Meeting proceeded as a general discussion until AM arrived)

- 2. To APPROVE the minutes of the meeting held on Monday 19 March 2018**
DW Proposed to approve the minutes – AM Seconded **ALL AGREED (Item agreed at 8:30pm)**

- 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.**
No public attended.

- 5. Allotments**
Update – Rent letters will be going out this week.

- 6. Paddock**
To **CONSIDER** quote received from Buchans to treat paddock field £130.00 + VAT
AH AGREED to accept the quote for a first cut and treatment of the paddock. Clerk to check what treatment is being sprayed and would it be possible to plant trees in the near future.

- 7. Cemetery**
Update AH/SC – Unauthorised bench and flowers have now been removed.
To **CONSIDER** quote received from Buchans to remove shrub from central hedge £86.40 + VAT – **AH Proposed to remove the shrub that is covering some graves – DW Seconded ALL AGREED.**
To **CONSIDER** works to be carried out on cemetery entrance gate – **Clerk to source quotes to fix the gate from sticking and other remedial work that is required.**

- 8. Play Areas**
To **CONSIDER** quotes for repair works to Froment Way and Humphries Way Play Areas. Wicksteed £4,687.32 + VAT, Fenland Leisure £5,026.05 – **AH Proposed to accept Wicksteed quote – DW Seconded ALL AGREED. (To go to full council for approval). Clerk to ask Wicksteed to add to quote repair work required at Humphries Way.**
To **CONSIDER** future improvements to The Rowans Play Area and Faulkner Close tarmac play area. Clerk to source quotes to repaint the current equipment and add new litter bin to The Rowans play area.
Faulkner Close – AH suggested to source quotes to clear and repaint the area or remove tarmac and grass. (To go to full council for further discussions). (Item agreed 8:40pm)

- 9. Store Cupboard**
To **CONSIDER** replacing and widening of the entrance door to the back-store cupboard. **Clerk to source quotes to replacing and widening the door and access ramp and install handrails either side of the ramp.**

- 10. Trees**
The notes from Tree Warden were received– Training course attended “Basic Tree Survey and Inspection Day”.
AB to put together tree map of all trees maintained by MPC.

- 11. Tomkins Mead Board Walk**
To **CONSIDER** installing boot scrapers at each end of the boardwalk. **It was reported that the boardwalk**

edges were coming loose due to scraping mud off shoes/boots. It was suggested to install boot scrapers. To **CONSIDER** quotes received from Harrod Sport fixed boot wiper £198.07, Net World Sports compact boot wiper brush/scrapper £139.99, Black Country Metalworks iron boot scraper £41.99. **AH Proposed to accept the quote for iron boot scrapers £41.99 x 2 to be placed at either end of the boardwalk. ALL AGREED.**

12. Budget 2020/21

To **CONSIDER** budget items and budget request for the next financial year
Proposed budget for agreement at Finance Committee:

• Grass cutting	£15,000
• Trees	£4,000
• Cemetery	£2,200
• Hedges/pathways	£2,000
• Allotments	£3,000
• Paddock	£2,000
• Bus shelters	£1,000
• Seats & bins	£300
• Cleaning/sundries	£500
• Play areas/maintenance	£10,000
• Tomkins Mead	£1,500

Capital Projects: £10,000 for emerging works.

13. Correspondence

Brick bus shelters – possible arts project: **How would the project be executed? Clerk to write back to resident for further information.**

Wildflower areas – To consider possible locations: AH suggested using the area of land at the top of The Rowans/Cambridge Road. **Clerk to ask Buchans to quote to clear area and plant some wildflowers. (To go to full Council for further consideration).**

Woodland Trust - Free trees for school and communities: **Clerk to apply for the Wildlife pack (establish food and shelter for wildlife and create a living legacy for future generations). If application accepted suggested planting area would be the paddock.**

14. Date of next meeting

Monday 16 December 2019 at 7.45pm

The meeting closed at 9.20p.m.

Signed:

Date:



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

Document Date: 29/08/2019

Site: Humphries Way, Milton, Cambridge, CB24 6DL

Total Excluding VAT: £4,687.32

Quotation number: 73970/JM/290819

Document Date: 29/08/2019

Qty	Code	Description	Unit Price	Total
<u>To replace the existing tiles with all new wetpour surfacing onto the existing bases</u>				
1	L-installation	To dig out and remove the existing tiles and timber edging	£802.00	£802.00
24.5	6180BLK070	To supply and install 24.5m2 of 70mm thick EcoFleck Wet pour surfacing onto the existing concrete base	£121.00	£2,964.50
<u>To replace the damaged timber swing leg</u>				
1	L-installation	Timber Swing Leg c/w fixings	£177.00	£177.00
1	L-installation	To replace the damaged timber swing leg	£750.00	£750.00
<u>Supply and installation of a new bench</u>				
1	6120-180	Keystone Bench	£458.00	£458.00
1	L-installation	Installation	£175.00	£175.00
Subtotal				£5,326.50
Discount				£639.18
Total Excluding VAT:				£4,687.32

Please note the installation cost for the bench is based on the assumption the item will be carried out with the other works.

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 £540 + VAT

Community Centre Report – October 2019

Maintenance/Improvements:

A new metal post for the barrier on Coles Road rec has been installed, as the Travellers broke the old one in order to gain access.

Bookings:

We have an additional Weight Watchers session on Thursday mornings, 11.00am to 12.30.

From the 1st October, the Cambs & District Netball League will use all 4 netball courts every Saturday morning from 9.00am to 4.00pm. This booking will be for 6 months whilst the courts at IVC undergo major repairs.

The Monday children's French Class has been cancelled due to lack of numbers

Youth Building:

Nothing to report

North Lodge

Nothing to report

Vandalism:

Nothing major to report, apart from an increase in the number of broken bottles on the basketball court at The Sycamores rec.

AGM

Our AGM will be held in the lounge on Tuesday 8th October at 7.00pm and obviously all villagers are invited to attend. Any new faces will be warmly welcomed.

Andy Gray
Community Centre Manager
26/09/2019

County Councillor's Report for Parishes - October 2019 - Anna Bradnam

Cambridgeshire and Peterborough Combined Authority

The agenda for the Scrutiny and Overview meeting (23/09) includes a register of 43 ongoing projects, of which 17 are 'key'. The following projects affect us in South Cambridgeshire or the City and are all under one Director: A505 Corridor Royston to Granta Park, Cambridge South Station – and an interim solution (key), Coldhams Lane roundabout improvements, M11 junction 8, A10 dualling (key and apparently 'on schedule') and Cambridge Autonomous Metro (key). A total of £170 million for affordable housing is also a key project. The quarterly 'dashboard' provides graphs of performance against targets which show not as many affordable homes have been started in 2018/19 as had been hoped.

The Combined Authority is preparing a non-statutory strategic spatial framework to go out for public consultation. The plan is for the Cambridge Autonomous Metro (CAM) to be extended to serve Alconbury – but this suggests it might take as much as 15 years (?) to provide this link, when the plans to move the County Council Office there are likely to be realised sooner.

Greater Cambridge Partnership

In view of the increasing development of employment sites to the south-east of Cambridge and the increasing prospect of transport congestion on roads into Cambridge, the GCP is planning a public transport route between the Cambridge Biomedical Campus, Babraham P&R and Granta Park. Three potential sites for the travel hub are being evaluated near the A11/A1307/A505 (Fourwentways) roundabout. The aim is to provide a fast, reliable public transport link within 1km of home for pedestrians and within 2km of home for cyclists. The public consultation on this has started, focussed on the communities to the south east of the City, with an aim of taking a proposal to the GCP Board in early 2020, with time for public enquiries in 2021 and aim to start works in 2022. You can comment here

<https://consultcambs.uk.engagementhq.com/CSET-consultation-2019>

The route will be part of the CAM network – which in future is planned to cross Cambridge City in two tunnels and extend to St Neots, Waterbeach, Mildenhall and Haverhill.

County matters

Children

The County recognises a growing and very real demand for social care and provision for Special Educational Needs and Disability (SEND) and Looked After Children. This causes major budgetary concerns.

The County is frequently often asked by Multi-Academy Trust (who have received their funding directly from Central Government) to 'support' various schools whose buildings are in a poor state of repair. The County can support a bid to government, to request capital funding for refurbishments but cannot (and should not) support them financially.

The County is launching another initiative 'Best Start in Life' which brings together a wide range of organisations and professionals and focuses on healthy pregnancy, parents and children; identifying and supporting vulnerable parents early; preparing for parenthood; supporting positive attachment, bonding and child development."

The Educational Achievement Board regularly reviews Key Stage 1 and 2 results. Cambridgeshire continues to be slightly below the national average. At first this might appear surprising but it is because a higher proportion of Cambridgeshire children go to private schools than across the country as a whole and their results are not included in this data. Opportunity Area money is largely being directed towards Fenland to try to pay for more teachers to reduce class sizes.

School funding - recent announcements from government sound promising but in reality the increases will not fully make up for the 8% real drop in funding since 2014.

Highways and Transport - The draft Local Transport Plan can be found via this link <https://cambridgeshirepeterborough-ca.gov.uk/about-us/programmes/transport/ltf/> and the Plan itself is here (202 pages, so don't print unless you really want to) <https://cambridgeshirepeterborough-ca.gov.uk/assets/Transport/Draft-LTP.pdf>

Responses must be in by Friday 27 September

A cross-party group are seeking more joined-up thinking from the GCP and bus operators around the proposed inbound carriageway closure of Histon Road, esp. to help sixth form students.

Zero Carbon An excellent presentation by Cambridge University Science and Policy Exchange showed just how hard we will have to work to achieve zero carbon by 2050.

Around the parishes:

Landfill Liaison (FCC Environment Ltd) FCC Environment Ltd Liaison meeting on Wed 25 September.

Landbeach

It appears the Cottenham Road will be re-surfaced soon. When temperatures reached 38.7 Centigrade on 25 July, the road surface melted and although repaired since, needs re-surfacing.

Waterbeach I have heard nothing since I submitted my report to SCDC on Angler's Way.

Horningsea Residents are requesting speed calming measures in Horningsea, highlighting the recent damage to walls and buildings. I am following up the request to repair potholes in St John's Lane.

Greenways - the public drop-in session at the Village Hall on Tue 24 Sep was poorly publicised by the Greater Cambridge Partnership and we requested a repeat before the deadline for comments of Monday 28 October. Here is the link <https://consultcambs.uk.engagementhq.com/bottisham-swoffham-horningsea-greenways>

Scroll to the bottom of the page for the link to the questionnaire. There are questions about Greenways in general but only 7 about Horningsea specifically.

Fen Ditton

The application for the school at Marleigh (Wing) was refused on grounds of a) access (potential conflict between pedestrians and those who cycle or scoot to school) and on b) likely solar gain (the long south-facing frontage) had no external protection from the sun. The Committee wanted more attention to be given to these matters. This is a concern because now there will be a delay before the school places will be provided, which must match the phasing of the development.

Cycleway scheme – County Cycling Projects officer advises:

"Our contractors will be carrying out investigative works later this week on the embankment of the paddock on Ditton Lane (south of High Ditch Road). Sections of the embankment will be stripped back to ascertain whether the material (ie. chalk) is constant throughout. David Edevane, the Skanska Scheme Delivery Manager will organise traffic management for these investigative works on Thursday or Friday this week. It will require temporary traffic lights for just a few hours.

The investigative works mean we are looking at **yet another** way of supporting the embankment! But I hope you will agree it is good news. A geotechnical engineer is advising us on this new solution: it involves cutting back the embankment and overlaying it with a geotechnical membrane which is pinned to the embankment to keep the top soil in place and then seeded. He will work out at what angle the embankment can be cut back. This solution would provide a green slope and do away with the need for a retaining wall. The works would also be carried out much more quickly, with less disruption to local residents."

District Councillors Report – for Milton, Landbeach and Waterbeach PC, October 2019

from Cllr Hazel Smith:

A14 road works / Histon Road closure

The A14 weekend and night-time junction closures are affecting our area more and more. We had a liaison meeting at South Cambs with the engineers in charge of the A14 works, which allowed us to complain about some of their diversions, and the lack of signage. The engineers explained the complex balancing act they are administering to keep the traffic moving (most of the time).

When we spoke to them afterwards about the Greater Cambridge Partnership's plans to close Histon Road inbound 24/7 for 9 months starting this winter, in order to construct the bus and cycle priority lanes they have been working on, they were horrified. The GCP expect the traffic to go further along the Northern Bypass (A14), and enter Cambridge down Milton Road, and they have not done traffic modelling to support their proposal. Extra Park and Ride buses will be laid on from Milton Park and Ride. As we've seen when other hold-ups occur on the road network, this could freeze Cambridge traffic solid. We requested a meeting between local councillors and the officer, and as a result a large number of questions will be asked of the GCP.

Cambridge East development (again)

Marshalls are now reconsidering their decision of many years ago not to move from Cambridge Airport, and are now putting the airfield forward to be developed. When we were planning for this Cambridge East development of 12,000 homes 15 years ago, the Green Belt was redrawn in the previous local plan, to allow for a large new quarter of the town to be developed there. The choices for relocation now are Wyton, Cranfield or Duxford. If it happens, this will be a long-term plan, with relocation of Marshalls' aircraft refitting business and the airfield by 2030, and development following on later.

Northstowe New Town developments

There are currently about 400 homes occupied in Phase 1, around the Pathfinder School, which is a primary school. The children from that development in Year 7 have stayed on at Pathfinder School this term, but will move into their new secondary school in Phase 2 sometime in October following some delays. South Cambs is involved in the first part of phase 2 of Northstowe, where we are commissioning 81 council homes from the modular building company, Urban Splash. 60 of these will be age-restricted homes for over-55s, and the rest one and 2-bedroom council apartments for single people and couples, as these cover a significant proportion of the people on our housing waiting list. Being built off-site, these will be very well insulated and energy efficient homes, and they should be put up more quickly than by traditional construction methods.

The outline plans for Northstowe Phase 3 have been shown to councillors and will soon be out for consultation.

South Cambs Green energy investment

In addition to the Community Energy Grants, SCDC has now employed a Green Energy Investment officer, and will be looking to improve the council's own energy efficiency, and invest in green energy projects in the area. For the council premises the following are being discussed: solar carport, ground source heat pump, Building Energy Management System, Air Handling Unit fan upgrades, chiller modifications and enhancements, internal lighting upgrade to LED and EV chargers. There is also a proposal for further solar panels near the Waterbeach depot.

Chalk streams

There is much concern that chalk streams in the South of the district are drying up, with loss of species. Some of this is blamed on extraction from the aquifers by Cambridge Water Company, coupled with the dry summer. They have issued a statement denying this, but accepting that the current situation is unsustainable, and asking people to help by reducing their use of water.

When I was a fairly new councillor, around 2005, we called Anglian Water in to tell us where the water would come from to supply the new houses we were planning for in the local plan. They talked about climate change and the fact that rain would be less predictable with very wet spells and long dry winters, not good for recharging the aquifers. At that time they said they were considering commissioning a pipeline from Yorkshire to supplement our local supplies. That idea faded away as lower per-person water targets became part of planning policy: my judgement is they need to think again, and they have said they are considering a range of long-term investments in infrastructure.

North Area Committee

The last committee at Shirley school started with a session with Network Rail representatives. They had come to talk about the rail crossing at Fen Road, Chesterton. They admitted that they should be giving some priority to a bridge across the railway, as currently the crossing is closed on average for 33 mins in every hour. This is to increase. However they had no immediate plans to alleviate the situation. We hope for rail company support for a feasibility study for a bridge as part of the North East Cambridge development.

from Cllr Judith Rippeth:

The Greater Cambridge Local Plan – looking ahead to 2040: Issues and Options

Work has begun on the next local plan with an initial call for sites in the Spring of this year. The council received more than 500 submissions. No judgement will yet be made on the suitability of any of the sites and as to which will come forward.

The inspector for the current local plan advised that we need to have an early review of our housing needs assessment, new settlements and their infrastructure, and also review the needs of caravan dwellers, so one of the reasons why the process has started early.

There will be early engagement with communities with a view to a draft plan being ready by late 2020. The two councils – Cambridge City and South Cambs - hope to be consulting with residents on the issues and options from 25th November. Consultation will take many forms. There will be paper versions of the Issues and Options document in libraries, a fully digitalised website version, bespoke meetings in venues across the parishes and also a 'roadshow' where there could be a stall about the local plan at other community events, such as a Christmas fair. The idea behind this is to reduce objections through engagement first and to engage with the inspectorate early.

Initial discussion will focus around the following four key themes:

- Responding to Climate Change
- Increasing Biodiversity and Green Spaces
- Promoting Wellbeing and equality
- Delivering quality places

The idea is that these themes will guide how the plan fulfils the need to support economic growth and meet delivery targets for jobs, homes and infrastructure.

The policies will need to be agile enough to incorporate future changes such as technological advances and economic growth in the area in an ever changing political climate.

The initial growth considerations in quantative terms, as opposed to the more qualitative themes above, are currently estimated at:

A minimum of 1,779 homes per annum (Government standard minimum) towards a maximum of 2,900 (CPIER* derived rough estimate.) The current adopted plan has a target of 1,675 homes p.a. to put these figures in context.

The theoretical requirement over the plan period of 2017-40 is anywhere between 40,917 (Government Standard Minimum) and 66,700 (CPIER derived rough estimate) homes. A large proportion of these should be delivered within the current adopted local plan.

*Cambridge and Peterborough Independent Economic Review – 2018.

Strategy Away Day at Emmaus

The community currently houses 43 companions all of whom come to Emmaus via referral from other agencies, self-referral or other Emmaus communities. The vast majority are men. Occupancy is at 95% leaving two bedrooms spare whereby they can be refurbished/redecorated on a rotating cycle. With the increase in companions following the completion of the ten extra rooms last year and an increased foot-fall in the shop, the klargestest sewage system has been struggling to cope. The tender process has now been completed and work to replace the system will start on 7th October and be finished on 12th December.

Emmaus is an unusual charity in that it has a very distinct business model. Most of its income comes from the sale of goods in its shop and cafe which is run by the companions, volunteers and overseen by a few staff members although their primary role is usually one of support. The companions who nearly all work in the business are classed by HMRC as “workers.” The majority receive housing benefit as they live in supported accommodation. Emmaus are expecting to receive £350 000 during the next financial year through this source of income. This makes up a considerable slice of their income. A concern on the horizon is whether Universal Credit is rolled out further whereby the vast majority of the companions would be expected to go on to that benefit. They would have to be actively seeking employment outside of the community where most are not ready to do so but are able to work in the supported environment of the Emmaus business.

Milton Parish Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
185 Legal/Land/Survey Solic	04/09/2019		Unity Trust Bank		land registry	Land Registry	E	4.00	0.00	4.00
186 Trolley Bus	28/08/2019		Unity Trust Bank		Dial-a-Ride	Cambridge Dial-a-Ride	E	100.00	0.00	100.00
187 Photocopying	30/08/2019		Unity Trust Bank		Photocopying	CBS Office Solutions Ltd	S	23.22	4.65	27.87
188 Website	08/09/2019	DD	Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	30.98	6.20	37.18
189 Payroll Pension (Employ	12/09/2019	DD	Unity Trust Bank		Pension payment	Smart Pension	E	57.79	0.00	57.79
190 Payroll Pension (Employ	12/09/2019	DD	Unity Trust Bank	DD	Pension payment	Smart Pension	E	57.79	0.00	57.79
191 S137: Warden's Pensior	12/09/2019	DD	Unity Trust Bank	DD	Pension payment	Smart Pension	E	57.26	0.00	57.26
192 S137: Warden's Pensior	12/09/2019	DD	Unity Trust Bank	DD	Pension payment	Smart Pension	E	57.26	0.00	57.26
193 Website	07/09/2019	DD	Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	3.99	0.80	4.79
194 Postage	04/09/2019		Cash		Postage	Post Office Ltd	E	1.40	0.00	1.40
195 Postage	05/09/2019		Cash		Postage	Post Office Ltd	E	15.72	0.00	15.72
196 Payroll Highways	24/09/2019		Unity Trust Bank		Salary	P A	E	256.19	0.00	256.19
197 S137: Warden Salary	24/09/2019		Unity Trust Bank		Salary	T E	E	819.29	0.00	819.29
198 Payroll Clerk	24/09/2019		Unity Trust Bank		Salary	S C	E	1,042.69	0.00	1,042.69
199 Payroll Asst Clerk	24/09/2019		Unity Trust Bank		Salary	E T	E	311.10	0.00	311.10
200 Website	18/09/2019	DD	Unity Trust Bank		Website hosting	1 and 1 Internet Ltd	S	6.99	1.40	8.39
201 GJK - RFO	18/09/2019		Unity Trust Bank		Professional Services	GJK Accountancy Ltd	E	150.00	0.00	150.00
202 MCC cleaning	18/09/2019	SO	Unity Trust Bank		MCC Grant Paid	Atkins Gregory (The Cle	S	1,058.51	211.70	1,270.21
203 Clerks expenses	18/09/2019		Unity Trust Bank		Training	SLCC (Society of Local C	S	50.00	0.00	50.00
204 S137: Warden's Phone	24/09/2019	DD	Unity Trust Bank		Mobile phone (Warden)	Tesco Mobile	S	12.33	2.16	14.49
205 Telephone / Broadband	24/09/2019	DD	Unity Trust Bank		Office Mobile	Three	S	11.67	2.33	14.00
206 Audit Fees	24/09/2019		Unity Trust Bank		Audit	PKF Littlejohn	S	600.00	120.00	720.00
207 General Maintenance	24/09/2019		Unity Trust Bank		Maintenance	Black Country	S	69.98	14.00	83.98
208 Office expenses	25/09/2019		Unity Trust Bank		Confidential Shredding	Datashred	S	60.00	12.00	72.00
209 Bank charges	30/09/2019		Unity Trust Bank		Bank Charge	Unity Trust Bank	E	32.40	0.00	32.40
Total								4,890.56	375.24	5,265.80

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Milton Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
62	Interest United Trust Bc	01/08/2019	Bond - United Tru:		Interest	United Trust Bank	E	0.22	0.00	0.22
63	Interest Santander	02/09/2019	Santander S106 Al		Interest	Santander	E	19.40	0.00	19.40
64	Allotments Rents	09/09/2019	Unity Trust Bank		Allotment fee	RT	E	33.00	0.00	33.00
65	Allotments Rents	09/09/2019	Unity Trust Bank		Allotment fee	M S	E	20.00	0.00	20.00
66	VAT	16/09/2019	Unity Trust Bank		VAT refund	HMRC	R	0.00	3,670.53	3,670.53
67	Precept	20/09/2019	Unity Trust Bank		Precept	South Cambs District Cc	E	66,000.00	0.00	66,000.00
68	Allotments Rents	18/09/2019	Unity Trust Bank		Allotment Rent	R M	E	22.00	0.00	22.00
69	Allotments Rents	19/09/2019	Unity Trust Bank		Allotment Rent	J W	E	33.00	0.00	33.00
70	Allotments Rents	19/09/2019	Unity Trust Bank		Allotment Rent	N F	E	22.00	0.00	22.00
71	Allotments Rents	19/09/2019	Unity Trust Bank		Allotment Rent	M J	E	22.00	0.00	22.00
72	Allotments Rents	19/09/2019	Unity Trust Bank		Allotment Rent	H R	E	33.00	0.00	33.00
73	Allotments Rents	23/09/2019	Unity Trust Bank		Allotment Rent	B H	E	33.00	0.00	33.00
74	Allotments Rents	23/09/2019	Unity Trust Bank		Allotment Rent	S B	E	33.00	0.00	33.00
75	Allotments Rents	24/09/2019	Unity Trust Bank		Allotment Rent	A T	E	33.00	0.00	33.00
76	Allotments Rents	24/09/2019	Unity Trust Bank		Allotment Rent	S L	E	22.00	0.00	22.00
77	Allotments Rents	24/09/2019	Unity Trust Bank		Allotment Rent	Sw	E	33.00	0.00	33.00
78	Allotments Rents	25/09/2019	Unity Trust Bank		Allotment Rent	RM	E	22.00	0.00	22.00
79	Allotments Rents	25/09/2019	Unity Trust Bank		Allotment Rent	JH	E	33.00	0.00	33.00
80	Allotments Rents	25/09/2019	Unity Trust Bank		Allotment Rent	RC	E	24.00	0.00	24.00
81	Allotments Rents	22/09/2019	Unity Trust Bank		Allotment Rent	LL	E	33.00	0.00	33.00
82	Allotments Rents	25/09/2019	Unity Trust Bank		Allotment Rent	CH	E	24.00	0.00	24.00
83	Allotments Rents	26/09/2019	Unity Trust Bank		Allotment Rent	RA	E	24.00	0.00	24.00
84	Allotments Rents	28/09/2019	Unity Trust Bank		Allotment Rent	D C	E	33.00	0.00	33.00
85	Allotments Rents	30/09/2019	Unity Trust Bank		Allotment Rent	B W	E	66.00	0.00	66.00
86	Allotments Rents	26/09/2019	Unity Trust Bank		Allotment Rent	P R	E	22.00	0.00	22.00
87	Allotments Rents	26/09/2019	Unity Trust Bank		Allotment Rent	A H	E	33.00	0.00	33.00
88	Allotments Rents	26/09/2019	Unity Trust Bank		Allotment Rent	G L	E	33.00	0.00	33.00
89	Allotments Rents	27/09/2019	Unity Trust Bank		Allotment Rent	N M	E	24.00	0.00	24.00
90	Allotments Rents	27/09/2019	Unity Trust Bank		Allotment Rent	S P	E	24.00	0.00	24.00
91	Allotments Rents	30/09/2019	Unity Trust Bank		Allotment Rent	C D	E	33.00	0.00	33.00
92	Allotments Rents	30/09/2019	Unity Trust Bank		Allotment Rent	N M	E	33.00	0.00	33.00
93	Allotments Rents	25/09/2019	Unity Trust Bank		Allotment Rent	S C	E	33.00	0.00	33.00
94	Allotments Rents	25/09/2019	Unity Trust Bank		Allotment Rent	F M	E	33.00	0.00	33.00
95	Allotments Rents	30/09/2019	Unity Trust Bank		Allotment Rent	J B	E	11.00	0.00	11.00
Total								66,896.62	3,670.53	70,567.15

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Milton Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Estimated	Actual	Variance	Estimated	Actual	Variance	+/- Under/over spend
Admin (Fixed Overheads)				29,640.00	10,760.90	18,879	18,879
Capital Schemes - Projects				37,000.00	13,404.95	23,595	23,595
Contingency				5,000.00		5,000	5,000
Fees	9,660.00	6,014.00	-3,646				-3,646
Grants and Donations	3,500.00	10,529.00	7,029	2,900.00		2,900	9,929
Interest	3,850.00	2,516.16	-1,334				-1,334
Maintenance					981.00	-981	-981
MCC				32,000.00	23,567.41	8,433	8,433
Office		4.00	4	5,240.00	2,724.06	2,516	2,520
Precept	132,000.00	132,000.00					
Professional				11,110.00	3,872.72	7,237	7,237
Running Costs	900.00	1,986.00	1,086	38,940.00	10,113.29	28,827	29,913
S106	3.45	3.45		5,000.00		5,000	5,000
S137				20,050.00	7,332.53	12,717	12,717
SCDC / CCC (Agency Receiver	1,086.00		-1,086				-1,086
VAT repayment							
Youth Services				10,000.00	1,870.00	8,130	8,130
NET TOTAL	150,999.45	153,052.61	2,053	196,880.00	74,626.86	122,253	124,306
I.A.T.		7,459.06			9,586.28		
GROSS TOTAL		160,511.67			84,213.14		

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