

**Minutes of the Meeting of Milton Parish Council held on
Monday 13 July 2020 at 7pm via Zoom on-line**

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

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

Members of the Public: One

1 Apologies for absence

None

2 To APPROVE the year end accounts 2019/20

The year end accounts were checked at the Finance meeting on 6 July 2020.

DW reported: The total budget overspend for MCC is £9,367.80 which has been rolled over to the new financial year.

General Reserves at the end of the financial year stood at 180% of precept. **It was AGREED to add an annotation to the year end accounts explaining the MCC overspend figure.**

AB Proposed to accept the year end accounts with the agreed amendments – Seconded by RF **ALL AGREED.**

3 Annual Governance Statement

The Annual Governance Statement was considered by the Parish Council and it was Proposed by DW and Seconded by HMS that the Accounting Statement be approved - **ALL AGREED.** The Chairman duly signed and dated the document.

4 To APPROVE the minutes of the meeting held on Monday 17 June 2020

DW Proposed to accept the minutes of Monday 17 June 2020 – **ALL AGREED**

(Discuss Item 7)

5 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

6 Clerk's/Chairman's report:

From previous meetings:

- **A10 Trees** –Awaiting feedback from the Solicitor – chasing up with Cambs County Council
- **Deeds missing** - Solicitor to send deeds to MPC
- **Adverse possession of land (Old School Lane and Willow Crescent)** – Solicitor to seek further advice and costing on adverse possession of land. Guidance for adverse possession has changed and is now less likely to succeed. Awaiting feedback from Solicitor.
- **A14 Parish Legacy Fund** – Plans are on hold due to staff changes and the Coronavirus. The team has confirmed the project will still be delivered – date to be confirmed.
- **Double Yellow Lines – The Rowans and Fen Road/Coles Road** – Results from the survey have been compiled and next step of the evaluation has been applied for.
- **The Sycamores Rec** – Clerk is seeking grant funding with The Big Lottery Fund and Cambridgeshire Community Foundation (Amey).
- **CCTV Jane Coston Bridge:** No further update.

Updates:

- **Fen Road Motorbike Track** – A draft report from MAS Environmental Ltd has been received detailing planning rights and usage of the track. The final report will be circulated for review by MPC and shared with SCDC subject to Council approval. **To be discussed further at a future MPC meeting.**
- **Anglian Water Treatment Relocation** – Letters have been received asking for MPC's permission to undertake surveys on MPC land. DW suggested that as Chairman DW signs the letters – **AB Proposed – AH Seconded ALL AGREED.**
- **Community Care Warden Cover** – DW and HMS suggested the idea of employing an adhoc member of staff to cover the Care Warden when the agency cover cannot. DW and HMS will draw up an advert – to be discussed further at a future MPC meeting.

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

One member of the public attending: Spoke about Item 14 A10 Upgrade – Some of the suggested routes for the A10 upgrade

come very close if not over Rectory Farmland as does the possible location for the water treatment plant. Parish Council should seek some benefit to the Village in the event of the project proceeding.
Item 16 Cambridge Police Station Relocation – The current amount of water running into the award drains is currently over capacity. Rectory Farm suffers from flooding in certain areas due to the runoff from the Park and Ride site this then causes issues with the drainage that runs along the middle of the allotments and the Farm College land. Rectory Farm raised this issue with the Police forum and is concerned with the lack of maintenance carried out on the award drains. If the police station does relocate to the Park and Ride site, improvements to drainage would be a factor.

8 Planning

The minutes of the Planning meeting on 6 July 2020 were received via email.

S/2372/17/COND41 – Two Cambridge Square, Milton Avenue, Cambridge CB4 0WZ – Condition 41 – Cycle parking for hotel staff. Link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/2372/17COND41> **HAS NO RECOMMENDATION**

9 Finance

The minutes of the Finance meeting on 6 July 2020 were received via email.

To **REVIEW** MPC insurance guidelines – Covid-19 Procedures

DW reported: The latest guidance from our Insurers was raised by RFO at the Finance and Administration meeting. Most of the guidance is related to The Milton Community Centre management.

There is no reason to change current MPC COVID-19 procedures at this time. The office remains closed to the public. Any requests for appointments are assessed on case by case basis and carried out following distancing guidelines.

Village Cleaner and Community Care procedures were discussed at a Staffing Committee.

The village cleaner works alone outdoors and is able to carry out duties at a safe distance.

The Community Care Warden is following Public Health Authority guidelines and continues to keep indoor contact to a minimum.

Play areas were assessed in conjunction with the MCC on the recommendation of the RFO that all play areas managed by MCC and MPC should follow the same practices. Note that similar procedures were also followed by Milton Country Park.

It is not feasible for Milton Parish Council or Milton Community Centre Management Committee to meet the following recommendations:

- Provision of Stewards
- Arrange a booking system
- Relocate equipment for social distancing
- Clean equipment daily
- Provide cleaning equipment
- Create entrance and exits – the play and exercise areas are in open areas without fencing

Prior to the reopening of the play areas the following points actions were completed

1. Risk Assessment including COVID-19 risks
2. It was confirmed that required safety inspections have been completed on all sites. The swing seats at Coles Road have been removed awaiting delivery of replacement parts to meet safety requirements.
3. Guidance for users, carers, parents and guardians is given on notices posted in each play area stating:
 - Users of this playground do so at their own risk
 - Do not use these facilities if you have any symptoms of coronavirus
 - Maintain social distancing rules – stay at least 1 metre apart
 - Use hand sanitiser gel or wipes to clean hands both before and after using the play area
 - Users, parents, guardians and carers should clean equipment both before and after using it
 - No food or drink to be taken into the play area
 - Please dispose of all litter in the bins provided
4. Similar guidance notices were provided at the Exercise Equipment area on the Sycamores.
5. The guidance was also posted as a news item to the Parish webpage. Milton News repeated the post in the village social media and chat groups.

To **CONSIDER** recommendations:

To **ACCEPT** CJ Murfitt quote of £3,790.80 (updated price from £,3730.80) + VAT to replace office roof. **RF Proposed to accept the quote – HMS Seconded: 7 In Favour – 2 Against AGREED (Capital project budget). Clerk to clarify guarantee on the work.**

10 Bills for Payment and Money Received

To CONFIRM and AGREE bills for payment. **RF Proposed to pay vouchers 85-126 –HMS Seconded ALL AGREED**
To CONSIDER monthly budget reports – Received and in order.

(JR gave an update on Item 17 - JR left 8:25pm)

DW Proposed to suspend standing order due to the time and further items to discuss – AB Seconded ALL AGREED

11 Local Highways Improvements 2021/22 (Deferred from previous meeting)

To CONSIDER projects to be put forward to the LHI 2021/22 applications including the Country Park request for installation of cross hatching by the main gate and CCTV. **HMS Proposed to ask CSLT to prepare and cost up the project of crosshatching and CCTV for that area for Parish Council to consider for submission to LHI and in principle that Council contribute up to £500 of the cost – AB Seconded: 5 In Favour – 1 Against 3 Abstain AGREED.** Clerk to ask CSLT to prepare the application and to clarify who will monitor the CCTV and what would CSLT contribute towards the application for review at a future meeting.

12 Cemetery (Deferred from previous meeting)

- To CONSIDER amended/updated Cemetery Policy - Revised cemetery policy received. It was agreed that a working party would review the policy (HMS, JEC and AB). Bring back to a future meeting.

(AM left the meeting 9:02pm)

- To CONSIDER request for 2 memorials with kerbing – AB Proposed response: We approve the headstone and headstone plinth only, which comply with the terms of our policy. We do not approve the use of items outside our policy such as kerbing, concrete ring landings or and slabs. DO Seconded: 5 In Favour 3 Abstain AGREED.

13 Play Inspection Reports

Defer play inspection reports to next MPC meeting.

To CONSIDER replacing the motorbike springer on Froment Way (as in inspection report) – Wicksteed £2,634.75 + VAT
AB Proposed to accept the quote – JEC Seconded ALL AGREED (From Maintenance budget).

14 A10 Upgrade

To CONSIDER comments to be put forward on suggested A10 improvement routes. **PE and HMS submitted comments to the Clerk. The Council went through HMS's proposed comments on each suggested route and added extra comments where required and agreed. Clerk to send in the comments agreed to Cambridgeshire and Peterborough Combined Authority in response to the on-line consultation.**

Route Option A: Predominantly online full length dualling, bypassing the key pinch points west of Milton and at Stretham (western bypass/B eastern bypass) and Little Thetford.

The new alignment seems to cross very close to Milton Cemetery on Landbeach Road. If the cycleway from Milton to Landbeach is not an at-grade crossing, will there be a foot/cycle bridge? Options A-C provide a good link to the new town at Waterbeach. There is concern that options A-C separate Landbeach from Milton.

Route Option C: Offline dualling of the southern section to Cambridge Research Park in addition to the junction improvements.

As above.

Route Option D: Full length, offline dualling.

This option retains the close link between Milton and its cemetery, and Landbeach with Milton and Waterbeach. Construction would be easier on a new line across the countryside. However it would not serve the new town of Waterbeach at all, and in time when that town is large, a lot of traffic might be drawn through Landbeach in order to use this road. It may justify a link road across from Waterbeach to the new A10.

Route Option E: Maximise the extent of online dualling, whilst bypassing the key pinch points at Stretham (western bypass) and Little Thetford.

There are serious challenges with the numbers of houses along the A10 at Milton and Landbeach/Waterbeach.

Route Option F: Online dualling of the southern section to Cambridge Research Park in addition to the junction improvements.

As E above.

Route Option G: Junctions only improvements.

Dualling from the A14 as far as Butt Lane or Landbeach Road will be essential to accommodate the queues of traffic approaching and leaving the A10/A14 junction. Generally this option will not give enough capacity to serve Waterbeach New Town. Improvements to the existing A10/A14 junction and roundabout would be essential.

Please share any other comments you have below:

The A10 was well over capacity last year. If traffic returns to similar levels after Covid-19 we will have years more misery on the A10. However we may have more home-working and even the new town might be within capacity if there is a significant change in travelling habits. All efforts must be made with bus service improvements, cycleways and eventually CAM to change commuter habits.

Additionally:

For all options we request consideration of noise mitigation for Milton, its Cemetery and Rectory Farm, as well as Sunclose and Penfold Farms.

The A10 footbridge needs to be upgraded or replaced for the dual use and safety of pedestrians and cyclists. The footbridge at Butt Lane Milton across to the Park and Ride is in a very poor state and has substandard height railings. This should be replaced and provided as a dual use bridge as part of any improvement scheme.

Consideration must be given to improving cycle and pedestrian routes.

We request details of the design of the proposed junctions in all options including size and if they will be at-grade to be able to comment further on the impact and viability of these scheme

(DO left 10pm) (AH left 10:05pm) (RF left 10:09pm)

15 Cambridge Wastewater Treatment Plant Relocation Project

To **CONSIDER** response to the on-line consultation – **Defer to next MPC meeting**

16 Cambridge Police Station Relocation

To **CONSIDER** response to on-line consultation – **Defer to next MPC meeting**

17 District and County Councillors Reports for Parishes, July 2020 – Cllr Anna Bradnam, Cllr Judith Rippeth and Cllr Hazel Smith

A10 Upgrade: On 24 June the Cambridgeshire and Peterborough Combined Authority had launched a **three-week** consultation until **5pm on 14th July** on the options for the A10 in an ‘online exhibition room’ here

<https://a10dj.exhibition.app/>

Options A-C see the A10 striking off west of the A10 and separating Landbeach from Milton and from Waterbeach. These routes also separate Milton from its cemetery off Butt Lane, and the road is very close to the cemetery. Further north Option A diverts around Stretham to the west and option B does the same but to the east.

Option D takes a completely new line west of Landbeach, Stretham and Little Thetford, arriving at the BP roundabout on the A10/A142 interchange. Options E-G dual the A10 on its current alignment from Milton to Waterbeach with varying degrees of junction improvements along the way.

We have been told that cycle links will be preserved which rather suggests any dual carriageway may have to rise up over Landbeach Road and Mere Way, increasing noise nuisance to local people. Road crossings may be roundabouts, but this will be decided at a later stage.

Anglian Water – Cambridge Wastewater Treatment Plant Relocation Project: Moving the Wastewater Treatment Plant will enable the site south of the A14 down to Cambridge North Station to be developed. A public consultation will start on **8 July** and run until **19 August**. Please take part in the consultation here:

<https://cwwtpr.commonplace.is/> where you can register an interest ahead of the plans being online.

Cambridge Police Station relocation: The police station relocation project from Parkside to the A10 beside Milton P&R is also going out to consultation this month: register for updates at <https://cambspoliceconsultation.co.uk/> The plans are slightly reduced from a year ago with fewer car parking spaces and more cycle parking.

North East Cambridge Area Action Plan

And (last one for now!) the North East Cambridge Area Action Plan is also starting consultation soon: this will be on <https://greatercambridgeplanning.org/> for 10 weeks from **27th July to 2nd October**.

Amey’s Incinerator Appeal refused: On June 15 this year it was announced that the Appeal had been dismissed, on grounds of landscape and heritage assets.

Household Waste Recycling Centre: From now on you need to book a slot to visit the Household Waste Recycling Centre here <https://www.cambridgeshire.gov.uk/residents/waste-and-recycling/household-recycling-centres>

Zero Carbon Communities Grant scheme: The second round of applications runs from 1st July - 30th September 2020. Grants will be awarded again upto a limit of £15 000 for projects to support communities to reduce their reliance on fossil fuels. This year’s scheme invites applications from parish councils and community organisations under three themes: Cycling, Community buildings and Tree planting and other nature based solutions.

Temporary Cycling improvements for Coronavirus recovery: Milton has had some line painting, not universally welcomed. This is to be extended between the White Horse and Lion and Lamb, and there will be a 20mph limit there, and modal filter on Butt Lane and Ely Road junction from the North. These are initially for up to 18 months but may become permanent if they are seen to be successful.

JR update: Following JR's enquiry the project team has responded with the following:

The Milton schemes are all now in Tranche 2 rather than Tranche 1. Nothing planned regarding Winship Road however, visibility and the fact it's a private road have made improvements for cyclists here difficult. As a result, without clear sightlines in either direction safely providing priority for cyclists isn't feasible. We have in the recent past changed the junction to improve layout for cyclists, the latest improvements were made 2 years ago through the parishes successful LHI bid. I don't believe there is anything else we can do here.

Planned Covid Milton schemes are confined to High St and Ely Road only.

County Councillor Report for Parishes, July 2020 - Cllr Anna Bradnam - Update

Schools and Education

The government announced its plans for schooling from September. The expectation that pupils from the same year group will be kept in a 'bubble' and separate from other bubbles. Some secondary schools will have five bubbles with over 200 in each. It is not clear how any school would keep these bubbles separate at breaks and lunchtimes.

What will emerge as an issue is home schooling. That has been the main pattern over recent weeks and it is clearly desirable, in general, that children should return to mainstream schooling. Some, however, might prefer to stay at home, either for their own happiness or the health safety of members of the family. There is a right to home school and a small proportion do so for social, religious or educational reasons. There has been concern for some years in the profession about the quality of home schooling and the inspection of this has been patchy. The difference now is that a lot more home-schooling material has been produced for on-line work and that may help. On the other hand, from September, schools will not be providing any on-line work for their own pupils, as far as we know.

Transport - School Streets

Schools in Peterborough and Cambridgeshire are being invited to join a new initiative aimed at creating a safe space outside their gates which encourages pupils to use active transport and maintain social distancing. Following government funding aimed at encouraging cycling and walking, Peterborough City Council and Cambridgeshire County Council have written to schools inviting them to take part in the 'School Streets' scheme. This means schools can temporarily close a road outside their entrance, enabling it to become a pedestrian and cycle/scoot zone during the school's opening and closing times.

This will reduce congestion and pollution at the school gates and improving safety for children on their way to and from school. If adopted, the council will support the scheme under a temporary traffic regulation order for up to 18 months.

Once a school street is in place, cones and signs will be put across the road to prevent vehicle accessing the area during school drop-off and pick-up time periods. The closure will need to be put up and taken down on a daily basis and will not apply at weekends and during school holidays. Access will be maintained for emergency vehicles. Schools will need to put forward volunteers to help run the scheme and the council will provide full training and resources free of charge. The scheme will then be owned and operated by the school community, with support from the council.

GCP "Waterbeach to Cambridge" public consultation – online. Pre-consultation engagement

The Waterbeach to Cambridge project is looking at access to and from the city from the north to enable people to get around more easily by public transport, cycle or on foot.

From **today Monday 6 July** an online public engagement is being launched which will run for four weeks until **Monday 3 August 2020 at noon**

This is an opportunity for you to let the Greater Cambridge Partnership know your views. Please visit <https://www.greatercambridge.org.uk/WaterbeachToCambridge> where there is both a survey and an interactive map for local people to consider.

All the feedback will be used to develop options that will be presented to the GCP Executive Board in **October 2020**. If successful, these options will then be presented for public consultation, where there will be another opportunity to comment and give us feedback.

Once the feedback has been received from this second round of stakeholder and public engagement a decision by the GCP Executive Board will be made in 2021 on which options to develop further. Information about the project can be found at <https://www.greatercambridge.org.uk/WaterbeachToCambridge>

18 Milton Community Centre Report – July 2020

Maintenance/Improvements: Improvements have been carried out to the surface of The Sycamores car park

Coronavirus: The 3 hourly paid members of staff (Kev + Ray + Philip) remain on furlough, with MCC making up 20% of their wages. However, Andy has continued to work, on full pay.

Outdoor activities, such as Bowls, Netball training, Tennis and Cricket practice are all taking place in accordance with Government guidelines. Colts will shortly resume socially distance football training at North Lodge

Kids-R-Us, who are deemed to provide an essential service, will have exclusive use of the Annex for their children's Summer Holiday Club, starting on Friday 24th July.

The Community Centre will remain closed, as it is not considered practical or cost effective to manage the facilities in a manner that is safe for our customers at this time. It is our intention to open in September, provided we are able to comply with the Government rules and regulations. The only exception to this is a Blood Donating session on Friday 24th July and the facilities may be made available exclusively to Kids-R-Us, depending on their requirements

19 Dates of next meetings

- 27 July 2020 – Parish Council 7pm
- 10 August 2020 – Planning 7pm (if required)
- 7 September 2020 – Parish Council 7pm

Meeting closed at 10:10pm Signed: **Date:**