



# MILTON PARISH COUNCIL

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Please note: Due to the current Coronavirus situation, the Parish Council will meet virtually via the Zoom meeting tool.

## TO ALL MEMBERS OF THE PARISH COUNCIL

You are summoned to attend the next meeting of Milton Parish Council to be held online on Monday 4 January 2021 at 7pm.

Members of the Public and the Press are cordially invited to attend. For details of how to join the online meeting please contact the Clerk by noon in advance of the meeting and indicate any agenda item(s) on which you would like to speak.

Clerk's signature: *Sarah Corder*

Date of issue: 23 December 2020

## AGENDA

- 1. Apologies for absence:** to receive and approve apologies for absence.
- 2. To APPROVE the minutes of the meeting held on Monday 28 September 2020 (Pages 1-3)**  
**To APPROVE the minutes of the meeting held on Monday 2 November 2020 (Pages 4-8)**  
**To APPROVE the minutes of the meeting held on Monday 7 December 2020 (9-14)**
- 3. Declarations of interest and dispensations:**  
To receive declarations of interest from councillors on items on the agenda;  
To receive written requests for dispensations for disclosable pecuniary interests (if any);  
To grant any requests for dispensation as appropriate.
- 4. Public Participation – members of the public are invited to speak**  
Public Participation of a maximum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to 3 minutes to make representations, answer questions and give evidence at a meeting in respect of the business on the agenda (Standing orders 3e, 3f, and 3g).
- 5. Clerk's/Chairman's Report:**  
**From previous meetings:**  
**Coles Road Phone Box update:** Emailed received (9/12/20) from BT Payphone – "The Local Authority objected to the removal of the telephone so adoption would not be an option".  
**A10 Trees Update** – Email received (16/12/20) "Cambridgeshire County Council Highways have now attended the site with our Tree Contractor. Upon our inspection we have noted the following: Along this section there are around 80 trees, these are mainly poplar trees, the course of action that will be undertaken is as follows: Remove 15 dead trees and in accordance with our Tree Policy we will be replacing 2 trees for every 1 we remove so in total we will be replacing 30 trees along this section. Pollard 15 trees and minor works to prune some other trees within the belt to the 5.2 over the carriageway and 3 metres elsewhere.  
**Update: Email Response from CCC Highways (18/12/20) in relation to reimbursement from the fallen tree in the Paddock (from November minutes) – "Please consider this message informal notice that the County Council intends to pay the costs detailed in the letter from Ashton's Legal dated 4 March 2019". (loss of paddock fees £320, Legal Fees £960, Fence repair £125, Tree felling £384, Land survey costs £168 and 50% of MPC administration costs £450. Total £2407)**  
**Deeds missing** - Confirming what deeds are missing – revised list sent to Ashtons Solicitors via email on 13/10/20. Response awaited  
**A14 Parish Legacy Fund** to improve the crossing by EACH office – Email received (9/12/20): "Over recent weeks I have been having conversations with representatives from CCC and their contractor to try and move forward with the on-highway network projects, of which

**yours is one. Whilst your project is a little more complex than most in principle it has been agreed that the work to improve the crossing in the village will be delivered by CCC and their contractors. I am now waiting for information from them on timescale and budget”.**

**Double Yellow Lines – The Rowans and Fen Road/Coles Road** – The project has been passed to the CCC Highway Services Team for target costing for the original TRO proposal.

**The Sycamores Rec** – Clerk has applied for grant funding with Cambridgeshire Community Foundation (Amey) – Expression of Interest Form sent 5/10/20 - awaiting outcome.

**Landbeach Road Bus Stop** – See Item 8.

**CCTV Jane Coston Bridge:** Update AB - on enquiry about image quality/night vision and coverage of the CCTV cameras

**Fen Road Dirt Track** – Emailed received (19/12/20) T Williams – “I need to understand whether an appeal has been lodged, I will wait for the Enforcement Officer update”.

**Pop-up cycle Lane, Cambridge Road - requested removal update: AB**

**Request for 20mph speed limit on Cambridge Road/High Street Update: AB**

**6. Planning (Pages 15-16)**

To **RECEIVE** the minutes of the Planning meeting of 21 December 2020

**7. Maintenance (Pages 17-22)**

To **RECEIVE** the minutes of the Maintenance meeting of 14 December 2020

To **CONSIDER** recommendations:

**Store Cupboard** – To **ACCEPT** the quote from Pro-Serv for £2862.50 + VAT to replace and widening of the entrance door to the back-store cupboard

**8. Landbeach Road Bus Stop – Extension of tarmac area and reposition bus shelter (Pages 23-27)**

Email received from County Highways in relation to the project (Questions raised from December Maintenance meeting)

To **CONSIDER** quotes from: GW Shelter Solutions £2,600 + VAT, CJ Murfitt £2,998 + VAT, Gaskin Brothers £3,485 + VAT

**9. Finance (Pages 28-72)**

To **RECEIVE** the minutes of the Finance meeting of 21 December 2020

To **CONSIDER** recommendations:

To **ACCEPT** request from MCC for grant of £40,000 for 2021/22

To **CONSIDER** grant request from Cambridge Sport Lakes Trust for £20 per household (Total £35,230 based on Band D properties) – **PROPOSED** grant from the Finance Committee of £10k to be considered.

To **CONFIRM** budget figures for 2021/22

To **SET** recommended precept for 2021/22 to £133,000

**10. Bills for Payment and Money Received (Pages 73-74)**

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

**11. Internal Audit (Pages 75-76)**

To **RECEIVE** Internal Auditor's report

**12. Trees on The Bund (The Sycamores) (Page 77)**

To **CONSIDER** email received “to have the trees of the bund assessed for disease and to remove any dead trees - can new trees be planted” to help with the sound buffering from the A10 traffic.

**13. Inappropriate Parking and Siting of Street Food Vans (From December meeting) (Page 78)**

To **CONSIDER** extending the whole of Milton to a “Consent Street”

**14. Sunnica Energy Farm (Pages 79-84)**

Consultation for a new solar energy farm and battery storage facility. MPC to consider comments on questionnaire.

**15. Milton Community Centre January 2020 Report (Page 85)**

**16. County and District Councillor's December 2020 Report (To follow)**

**17. Correspondence – Milton (copies on request)**

Email received regarding The Sycamores Play Area upgrade – Request for sharing the cost of the project with MPC and MCC. To be brought to MPC February meeting with updated quote from Wickstead. (Page 86)

**General:**

Cambridgeshire and Peterborough Combined Authority – E-bikes coming to Cambridge and Peterborough soon.

Greater Cambridge Partnership – December 2020 Newsletter

**18. Dates of next meetings**

Wednesday 15 January 2021– Community Care 11:30am

Monday 20 January 2021 – Planning 7pm – Finance & Administration 7:45pm

Monday 3 February 2021 – Parish Council 7pm

Clerk's Office

<p>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.</p>
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**Minutes of the Extraordinary Meeting of Milton Parish Council held on  
Monday 28 September 2020 at 7pm via Zoom on-line**

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

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

**1 Apologies for absence**  
D Wildman (Personal)

**2 Declarations of interest and dispensation**

To receive declarations of interest from councillors for items on agenda: None  
To receive written requests for dispensations for disclosable pecuniary interests (if any); None  
To grant any requests for dispensation as appropriate; None

**3 Public Participation – members of the public are invited to speak**  
None attended

**4 BT Payphone Removal – Coles Road**

To **CONSIDER** adopting the BT phone box (subject to feedback from the public consultation, the phone is to be removed). Objections were submitted following the Parish Council meeting of 7 September. **JEC Proposed to adopt the phone box (heritage to the village) should the service be discontinued – AM Seconded ALL AGREED. Clerk to put together an ad for the Village View asking for suggestions for future use of the phone box once adopted by MPC.**

**5 Greater Cambridge Shared Planning Service**

To **CONSIDER** comments on the Consultation on the draft North East Cambridge Area Action Plan – Monday 27 July to 5 October 2020 – **ALL AGREED to submit the response detailed in Appendix 1**

**(DO left 8:45pm)**

A letter received from a Working Group including other Parish Councils was circulated asking for MPC to support the objections to the proposed NEC Area Action Plan and to be signed by the Chairman. **AH Proposed DW (Chairman) sign the letter – AM Seconded 5 In Favour – 2 Abstain AGREED. HMS to make minor amendments to the letter.**

**(AM left 9:04pm)**

**6 Tree Work**

To **CONSIDER** quote from Town and Country to carry out tree work on MCC car park/Tomkins Mead, Allotment and The Sycamores recreation ground. £1,000 + VAT. **RF Proposed to accept the quote and allocate The Sycamores work to the MCC cost code – AH Seconded ALL AGREED**

**7 Dates of next meetings**

Monday 5 October 2020 – Parish Council 7pm  
Wednesday 7 October 2020 – Community Care 11:30am  
Monday 19 October 2020 – Planning 7pm – Finance and Administration 7:45pm

**Meeting closed at 9:15pm**

**Signed:** .....

**Date:** .....

## **Appendix 1**

### **Q 1 What do you think about our vision for North East Cambridge?**

The project looks quite ambitious but if done correctly could be a good example of how things should be done in the future. Having said we'd prefer a modern redevelopment of the sewage works on part of the existing site, we have no major objections to the regeneration of the site and would hope it can evolve into the model for others to follow and which projects Cambridge as an innovative city. Hopefully the design of the layout and the buildings on the site will be attractive and award winning. This has the potential for being a showcase in much the same way as the Cambridge Science Park became when that was first opened. A very high number of dwellings is proposed in a relatively small area, and Milton Parish Council feels it is too high and too dense. How does a 13 storey building fit within Cambridge itself let alone this development? To serve this population the number of service vehicles alone will be huge. Deliveries to shops also need to be factored in.

In a time of pandemic there seems to be too much provision for employment space, and the plans will need regular review, and each dwelling may need one or two home office spaces. The problem of single-occupation of lifts in a pandemic needs to be addressed too.

It requires an existing strong public transport infrastructure to achieve its aims. We are very concerned that Milton village will suffer from overspill parking.

The vision seems unlikely to achieve a balanced community. There is a big risk of AirBnb purchases, and short-term rentals or weeknight-only occupation of flats.

Please learn all the lessons from CB1.

### **Q 2 Sufficient walking and cycling connections?**

Yes - but will the surrounding neighbourhoods be able to cope? We would like some improvements in the cycling infrastructure through Milton too.

### **Q3 Are the 'centres' in the right place?**

30,000 people is too many. Cowley Rd Centre has highest density but has the least services. Are there enough services in the Science Park? No secondary school is planned – we feel this should be needed if there is a balanced community. Sterility of the environment - it could just be transit and drop-off. Worries about County lines near the station.

### **Q4 Balance jobs and homes?**

Will the housing on offer attract the right people for the jobs there? CSP attracts international employees but they may not want to live at NEC. People don't like Orchard Park because it is hard to create a community. Tower blocks with the factory next door – this is not a vision we support. Concern that the District Council are going through with this and not taking on board the views of the parish councils. There must be jobs for young people and unskilled people.

Employers allocated housing is contrary to Cambridge Policy 45 (though supported at South Cambs). Some units have very little parking – tradesmen might need vans and more secure parking. Is it appropriate to make the build to rent homes all HMO? (We are not sure this is correct, but it was voiced.)

A co-housing development as at K1 Orchard Park might help to clarify it is the co-housing part (K1).

### **Q5 Are we planning for the right community buildings?**

Need a faith building. More leisure facilities (gym, climbing walls and swimming pool) needed. Will these facilities be provided early enough?

Do we need to set up a Community Council for the NEC, ready to support the new community? What can be learnt on governance from Trumpington Meadows or Orchard Park?

### **Q6 Building height and densities**

Too high and too dense. Need to ensure sense of community and resident investment. Must be a pleasant place to live. Who wants to rely on a lift to get home? Must be really good building spec with high quality built-in floor to ceiling accessible storage cupboards. A good quality sound installation between dwellings. 6-7 storeys is more than enough. Do not support the density proposed. Flats need to be larger to allow for working from home. Maximum of 4 storeys by the railway is supported.

### **Q7 Public open space**

There is not enough within the site. They are using land outside the development as 'accessible'. Need different types of open space. Need public open space - not just astroturf on a roof. Need spaces where you can throw a frisbee - not just playing fields. 8,000 homes will create a huge amount of footfall. Needs to be more informal open space, permanently accessible day and evening. We ask that an extension to Milton Country Park is supported, as the park is already suffering from overuse. Could they buy agricultural land (eg the land near Blackwell Traveller Park) as a Country Park to provide additional open space which will be sorely needed?

### **Q8 Biodiversity**

There has been a huge loss of derelict wasteland (at the sidings and to come at the sewage works), which was brilliant for amphibians. How will they assess an increase of 10%? Hard to see how biodiversity will be increased. Which marker species will be used? Could the developer make a contribution to the development of the rowing lake? (not uniformly popular)

There were historic problems with drainage and flooding in this area: recently the 1<sup>st</sup> public drain was very close to overtopping. Need more green space. Need an extension to Milton Country Park.

### **Q9 Are we doing enough to discourage car travel**

If you are in affordable housing you need to have a livelihood and may need cars and vans for work. Will Civil Parking Enforcement be allowed in SCDC? Can we take active measures to enforce? Contributions to the revenue cost of wardens for 20 years? Not having through routes, and having car barns, is a good decision. Suggest using the Amsterdam model that you cannot buy a parking space until you have lived there for two years. Then you can buy, but the space costs as much as your apartment did. Please put in provision for e-bikes, battery charging and hire. Cycle routes in Milton were designed in FIRST - to ensure they have priority. Give priority to cycle routes (disappointing that the second planning application by the station moved the cycle route).

Must have an excellent public transport network - to support travel choices from the start.

We want to design this for people like us - but also for the elderly who may not be able to get around so easily. Milton is worried that everyone will park here.

The access road to the aggregates depot must not go through residential areas.

### **Q10 Climate change**

Need to plan for more severe floods as this site is either side of the first public drain which fills alarmingly in storm conditions. Insufficient detail about how they would reduce water usage by 15%. Nothing about rainwater capture and reuse. Demand on water supply already exceeds supply.

Any site-wide renewable energy system needs to be inclusive of all tenures of housing.

Need safe storage for e-bikes in cycle parks. Mentioned green roofs and solar panels - and sport, all on roofs. How?

Do like shutters outside windows to keep places cool in the summer, and passive cooling, ventilation, heat exchange.

**Minutes of the Meeting of Milton Parish Council held on  
Monday 2 November 2020 at 7pm via Zoom on-line**

**Present:** D Wildman (DW) (Chair), J E Coston (JEC), P Ellwood (PE), R Farrington (RF), A Horne (AH), D Owen (DO), H Smith (HMS), A Markham (AM), A Latchem (AL), A Bradnam (AB) (arrived 7:12pm)

**In Attendance:** S Corder (Clerk), J Barrett (Assistant Clerk)

**Members of the Public:** None

1 Apologies for absence  
None – Full Council

2 **To APPROVE the minutes of the meeting held on Monday 28 September 2020** – Minor amendment to item 4 “To **CONSIDER** adopting the BT phone box (subject to feedback from the public consultation, the phone is to be removed). Objections were submitted following the Parish Council meeting of 7 September. **JEC Proposed to adopt the phone box (heritage to the village) should the service be discontinued**”.  
**Defer approval of the minutes until December MPC meeting.**  
**To APPROVE the minutes of the meeting held on Monday 5 October 2020** – DW Proposed to accept the minutes as a true record – RF Seconded **ALL AGREED**

3 **Declarations of interest and dispensation**

To receive declarations of interest from councillors for items on agenda: **DW declared a perceived interest on Item 6: 20/04124/FUL**

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

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:**

**Coles Road Phone Box** – Awaiting decision from BT of adopting the phone box should the payphone service be discontinued.

**A10 Trees** – County Highways response regarding ownership (Email from D Ashman dated 12/8/20): “After some consideration and a review of our original decision regarding responsibility for the trees in this specific area of the Milton bypass, we have determined that those trees which do not form part of the private boundary to the land owned by Milton Parish Council do in fact fall within the highway. To clarify, this means that any trees in this location which are not set into the boundary will be the responsibility of the County Council and as such our operations team will undertake inspection and maintenance as necessary going forward”. Cambridgeshire County Council Highways will assess the trees for any work required. **JB to chase up reimbursement costs from County Highways in relation to a fallen tree in the paddock and damage caused and other costs incurred (loss of paddock fees £320, Legal Fees £960, Fence repair £125, Tree felling £384, Land survey costs £168 and 50% of MPC administration costs £450. Total £2407)**

**Deeds missing** - Confirming what deeds are missing – revised list sent to Ashtons via email on 13/10/20.  
Response awaited

**A14 Parish Legacy Fund** – date to be confirmed for works to be carried on the crossing by EACH office

**Double Yellow Lines – The Rowans and Fen Road/Coles Road** – Awaiting result of the TRO consultation

**The Sycamores Rec** – Clerk has applied for grant funding with Cambridgeshire Community Foundation (Amey) – awaiting outcome. Grant application for The Big Lottery Fund was unsuccessful.

**Landbeach Road Bus Stop** – Quotes are being sourced to extend the standing tarmac area and relocating the bus shelter (CC Highways – requirement to relocate bus shelter to improve disabled access)

**CCTV Jane Coston Bridge: Update AB** – AB reported that Richard Burnett from the County Council Integrated Highways Management Centre confirmed on the 22/10/20 that both CCTV cameras on the Jane Coston Bridge are fully commissioned and are being monitored by Huntingdonshire and Cambridgeshire County Council Shared CCTV Services control room. AB will inform the police the cameras are now up and running.

**Cemetery Gate** – Maintenance works have now been carried out

**Paddock** – The free tree saplings from Woodland Trust are due to be delivered between 2 – 20 November. Planting of the saplings will be arranged when delivery date has been confirmed. (Covid-19 restrictions in place at the time will be followed). See item 11.

**South Cambs COVID 19 Communities Grant** – to **RATIFY** the grant payment of £400 from SCDC to be paid directly to the Milton Covid -19 Support Group. AB Proposed that the grant be paid directly to the Covid-19 Support Group for any outgoing expenses in relation to Covid-19 – JEC Seconded **ALL AGREED**

## 6 Planning

The minutes of the Planning meeting of 19 October 2020 were received.

### NEW:

**20/04124/FUL** – 39 High Street, Milton CB24 6DF – Creation of 3 no. detached en-suite letting rooms in rear garden of public house. **OBJECT: Insufficient car parking available for staff and customers. Nearby residential parking areas are already congested. It is considered that the statements made under 'Access' in the Design & Access Statement are incorrect and unsustainable. 7 In Favour – 1 Against – 2 Abstain AGREED. Comment: Impact of potential increase in noise to local residents (AM left 7:55pm returned 8pm)**

**Tree work: 20/2107/TTCA** – 5 High Street, Milton CB24 6AJ – Walnut on left hand side of front garden – crown lift to 8ft over drive, remove major dead wood (approx. 7 pieces) and prune to give around 10ft of clearance to side of house by removing one large secondary branch and shortening tertiary branches of remaining branch. Tree Warden had no objection. **NO COMMENT**

## 7 Community Care

The minutes of the Community Care meeting on Wednesday 7 October 2020 were received

## 8 Finance and Administration

The minutes of the Finance and Administration Meeting of Monday 19 October 2020 were received

The internal auditor recommended that the buildings in the ownership of the Parish Council be revalued for insurance purposes. To **CONSIDER** fee quotations received from:

Cheffins (for 5 buildings) £2,500 + VAT

Sherriff Tiplady (for 6 buildings) £1,500 + VAT

**AB Proposed to accept Sherriff Tiplady's quote – RF Seconded: 9 In Favour – 1 Against AGREED**

## 9 Bills for Payment and Money Received

To **CONFIRM** and **AGREE** bills for payment – to pay voucher numbers 210-247. **AH Proposed – HMS Seconded ALL AGREED.**

## 10 Meeting Dates 2021

The meeting dates for 2021 were received and accepted

**Item 15 County Council Report discussed next– The report was given verbally by AB. AB to send out hard copy of report as Minuted at Item 15.**

**DW Proposed to suspend Standing Orders in order to continue the meeting to 9pm – ALL AGREED**

## 11 Planting of Tree Saplings in the Paddock

To **CONSIDER** quote from Buchans to plant 150 tree saplings £384 +VAT **AH Proposed to accept the quote leaving 60 saplings to be planted by volunteers – DW Seconded ALL Agreed.**

**(AB left 8:35pm)**

To **CONSIDER** action plan for Councillors/Volunteers to plant 60 remaining tree saplings - **AH and Clerk to put together a volunteer rota – advertisement to be placed on the webpage and Milton Chat asking for volunteers.**

## 12 Armistice Day Arrangements and Laying of Poppies Wreaths

To **AGREE** arrangements for Armistice Day – Wednesday 11 November 2020. **Due to Covid-19 restrictions on gatherings it was AGREED that DW as Chairman would lay a wreath on behalf of Milton Parish Council on**

**Wednesday 11 November 2020 and AH would lay a wreath on behalf of Milton Village on Remembrance Day Sunday 8 November 2020.**

**13 Government Covid-19 Grant Fund received via SCDC**

To **CONSIDER** how to manage the £10k received – **JEC suggested to put the money in reserves to be used for any Covid-19 expenses the Parish Council incurs. No action needed at this time.**

**14 Milton Community Centre November 2020 Report**

Over half of our regular customers have now returned and overall, all classes have run very smoothly. Ensuring that COVID guidelines are adhered to as much as possible has taken quite a bit of planning and has proved very time consuming, but all our customers have dealt with the situation in a positive manner.

Some of the classes that haven't returned are those usually attended by people in the more vulnerable category, such as The Community Café, Whist, W.I Board Games, Indoor Bowls etc, so I don't expect this situation to change for the foreseeable future.

Eddies Artworks continue to use the Youth Building every day and Kids-R-Us use the Annexe plus the Community Centre every day for their Breakfast club and After School club. Latin Dancers have also increased the number of sessions they have to 3 evenings a week in the Main Hall and Annexe, with each session lasting 3 hours.

**The Community Centre Manager has given notice of his intended retirement in March 2021. An advert for the Community Centre Manager vacancy was published in the September edition of the Village View – several applications have been received.**

**15 District and County Councillors Reports for Parishes, November 2020 (Full report with Agenda)  
Cllr Judith Rippeth**

**Covid-19 Update:** The numbers of infections and hospital admissions as a result of the pandemic are increasing in the district. Assistance from SCDC to assist during this second wave and the Winter months ahead: The Council has put aside £50,000 to assist with the community response should any villages suffer a spike in cases over the coming months. Upfront grants are being made to Covid response groups of between £100-£400 (depending on the size of a village) to enable them to re-equip volunteers with hand sanitiser and basic PPE, and with the re-printing of leaflets. The funds are also available to help with providing emergency food or electricity card top ups for those who find themselves having to self-isolate and in financial hardship whilst they apply for housing benefit, Universal Credit or to the Council's own hardship fund.

Further support available to residents: The government self-isolation grants offer £500 to people who have been asked to self-isolate and who meet the Government's eligible criteria.

Grants of £500 are also available to self-isolating people who don't meet the criteria of the above grant, but who meet the criteria of SCDC's discretionary scheme.

**GCP Waterbeach to Cambridge transport consultation:** All households in Landbeach, Milton and Waterbeach should now have received a brochure including maps suggesting proposed route alignments for this public transport scheme. Please do take part in this early consultation and also fill in the free form box at the end of the survey which provides an opportunity to make different suggestions about route alignments and indeed suggestions for unsegregated schemes. The back of the brochure details all the ways to have your say, the online survey being at: [www.greatercambridge.org.uk/W2C-Consultation](http://www.greatercambridge.org.uk/W2C-Consultation) The consultation closes at **midday on Monday 14<sup>th</sup> December 2020. Councillors to email Clerk with any questions to be raised with GCP.**

**Cllr Hazel Smith**

**North East Cambridge:** The report back on the consultation reaffirmed their plans: going forward they want a Community Forum including most of the same people as were invited before, to be involved in future work on the details. They did confirm that Milton Parish Council would be fully consulted and receive briefings about the further work being done and individual applications.

**Network Rail:** Plans for increasing capacity between Ely and Cambridge. See <https://www.networkrail.co.uk/running-the-railway/our-routes/anglia/ely-area-capacity-enhancement-scheme> and <https://scambs.moderngov.co.uk/ieDecisionDetails.aspx?id=11458>. There will be more specific consultation in 2021 regarding the individual level crossings. We may need to think about whether a foot/cycle bridge or culvert a Fen Road, Milton might be needed (and indeed how that may interface with CSLT plans for their sport lakes which provides such a link).

**Fen Road Motocross track (field beside Fen Drove, Milton):** The enforcement notice giving 28 days to remove

the earthworks was finally served on 12<sup>th</sup> October.

**Connections Bus Project AGM:** AB and HMS attended the AGM. Andrea (youth worker) has been doing some detached youth work including at Impington VC at leaving time in the afternoon and talking to local young people there. She is also running a babysitting course just for Histon PC at the moment, and finds it works very well. Could MPC perhaps fund this for 14 young people in Milton? Zoom is now becoming a useful tool for this. **HMS to speak with Connections Bus Project on suitable courses for Milton and prices.**

#### **Cllr Anna Bradnam**

**Street Traders and Licensing:** There has been an increase in the number of street traders and hot food vans, responding to the wish for more eating out options under Covid-19. Unfortunately, this has prompted queries in local villages where street traders have been operating without consent. SCDC Licensing has recently advised me:

"There are complicated issues involved with some street traders and we have sought to find a solution which works within the legislation and our agreed Council policy but also recognises the difficult times we are in. It also needs to work for the proportion of street traders who have paid for consents and always operated legally. We have agreed that we will not routinely use our enforcement powers, on condition that businesses, where required, do apply for consent by 1st January 2021. We will then process these (which includes DBS check, Parish, Police and Highways consultation) and issue a consent free of charge for the first 6 months. If the business at that point (approx. mid-August) wishes to continue, we will then charge them pro-rata for the remaining 6 months of the normal 12 month consented period.

If we receive complaints or if the consent is not applied for or is refused then we will work in line with our enforcement policy. This is being communicated to those businesses who have already received notification that they are trading outside consent. Existing consented traders will receive a 6 month extension to their consents." Guidance can be found here: <https://www.scams.gov.uk/licensing/types-of-licence/other-types-of-licences/street-trading-licences/>

#### **County Councillor Report November 2020 - Cllr Anna Bradnam**

**County – Waste Disposal:** The Milton Household Waste Recycling Centre (HWRC) at Butt Lane will remain open during the forthcoming lockdown – but you need to book a 15 minute slot here

<https://www.cambridgeshire.gov.uk/residents/waste-and-recycling/household-recycling-centres>

**Health – Update:** With a national lockdown being brought in on Thursday 5 November we anticipate another month of restrictions. We are advised to wash hands, cover face and make space. If you feel unwell, get a test <https://www.gov.uk/get-coronavirus-test> and stay at home for 10 days. This area is currently at medium risk but the national restrictions from 5 November here <https://www.gov.uk/guidance/new-national-restrictions-from-5-november#stay-at-home>

#### **Cambridgeshire and Peterborough Combined Authority**

**A10 upgrade – dualling and junctions** - Heiroglyphics have appeared all along Milton High Street and at the A10 - Landbeach Road junction. AB believes a company has been employed to survey for all underground services, so that any forthcoming works have up-to-date mapping.

**Cambridgeshire and Peterborough Combined Authority :** On Wednesday 4 November the Transport & Infrastructure Committee will consider matters including: Budgetary and Performance Update, The Local Transport Plan and the CAM Sub-Strategy, Cambridge South East Transport Better Public Transport and Active Travel Consultation –The Cambridge Autonomous Metro Programme Update, including the Northern Route Corridor Options. This currently is considering stations either north or south of Cambourne, with the transport corridor running north of the A428 then running either north of Coton or south of Madingley and joining Madingley Road into Cambridge.

**County Highways – Local Highway Officer Nicola Burdon:** After seven years, Nicola Burdon, our Local Highway Officer has moved on within the County Council to become a Network Manager.

**Transport – Buses:** The Mayor's Bus Reform Task Force is considering how best to design and fund a network of bus services. At a meeting today at which AB was advised that passenger numbers are currently 30% of pre-Covid numbers but operator costs are 95% of pre-Covid costs. Effectively all existing bus networks are only being able to operate by virtue of the Treasury's Direct Covid Bus Support Grant to commercial operators. Local Transport Authorities have been asked to maintain any subsidy they were previously paying to support uneconomic bus routes.

**Transport – Cycling – Chisholm Trail Bridge:** The Abbey-Chesterton Bridge is due to be lifted into place overnight 7/8 November. Work to site the crane ready for the lift will start from 2 November 2020. The River Cam and adjacent towpath will be closed from 8pm on Sat 7 November to 8am on Sunday 8 November whilst the bridge is lifted into place. If the weather is bad the work may have to be delayed. The works to prepare for the new underpass of Newmarket Road will be carried out in Spring 2021, with the full trail still to be opened in Autumn 2021. If you are planning to come along to watch the bridge being lifted into place, please abide by current Covid 19 guidelines and give due regard to social distancing.

**16 Correspondence**

Email received from Milton resident enquiring about purchasing MPC land – defer to December meeting for further discussion.

**17 Dates of next meetings**

Monday 16 November 2020 – Planning 7pm

Monday 7 December – Parish Council

**Meeting closed at 9:12pm    Signed: .....    Date: .....**

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

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

**In Attendance:** S Corder (Clerk), J Barrett (Assistant Clerk) J Rippeth (District Councillor-arrived 7:50pm)

**Members of the Public:** None

1 Apologies for absence  
None – Full Council

2 **To APPROVE the minutes of the meeting held on Monday 2 November 2020** – JEC amendments required to Item 5: A10 trees: Reimbursement of costs from CCC Highway and South Cambs COVID-19 Communities Grant: Payment of £400 from SCDC paid directly to the Covid19 Support Group, Item 12: add dates, Item 14: Add Confirmation that the Manager has given notice of retirement. Advert for Community Centre Manager Vacancy advertised in September's Village View. **Defer approval of the Minutes to January 2021 MPC meeting. HMS Proposed to accept AB County Councillor report from the November meeting was received – DW Seconded ALL AGREED**

3 **Declarations of interest and dispensation**

To receive declarations of interest from councillors for items on agenda: None

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

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:**

**Coles Road Phone Box** – See Item 8

**A10 Trees** – Cambridgeshire County Council Highways will assess the trees for any work required along the side of the allotment and paddock area. **Response from CCC Highways in relation to reimbursement (from November minutes) – County Highways are asking their Solicitors to see if CCC will cover the incurred costs from the fallen tree in the paddock**

**Deeds missing** - Confirming what deeds are missing – revised list sent to Ashtons Solicitors via email on 13/10/20. Response awaited

**A14 Parish Legacy Fund** to improve the crossing by EACH office – Email received 15/10/20: "We are still in the early stages of the logistics part of the process, which for your project will require a further site visit, checking for any buried services, producing a design and agreeing who is going to deliver etc".

**Double Yellow Lines – The Rowans and Fen Road/Coles Road** – TRO feedback received. See Item 9

**The Sycamores Rec** – Clerk has applied for grant funding with Cambridgeshire Community Foundation (Amey) – Expression of Interest Form sent 5/10/20 - awaiting outcome.

**Landbeach Road Bus Stop** – Moved to 14 December Maintenance Committee meeting

**CCTV Jane Coston Bridge: Update AB** – The CCTV cameras are now up and running. AB has informed the police. **AB to ask about image quality/night vision and coverage of the CCTV cameras**

**Paddock** – All 210 free tree saplings from Woodland Trust have been planted. Thank you to all the volunteers who helped with this planting project. JEC thanked AH for all his efforts in supervising the tree planting project

**AM asked AB if there is any update on the request for a 20mph speed limit along Cambridge Road/High Street and the removal of the pop-up cycle lane. AB: To follow up on the status and to confirm the Council objections were logged within the consultation period. AB to report back at January's MPC meeting.**

**Office Christmas Closure: 24 December to 1 January 2021** – In an emergency contact the Clerk via office mobile number: 07853170646

6 **Planning**

The minutes of the Planning meeting of 16 November 2020 were received.

**Decisions Received:**

**20/04099/HFUL** – 6 Garner Close, Milton CB24 6DY – Single storey front porch extension, conversion of garage and erection of a detached single garage **GRANTED PERMISSION**

**NEW:**

**20/04633/HFUL** – 34 Sutton Close, Milton – First floor side extension above garage – **HAS NO RECOMMENDATION**

**Item 17 discussed next followed by Items 13 and 14**  
**(AB left 8.:20pm)**

**7 Tax Base and Estimates for Parish Precept 2021-22**

To **CONSIDER** any comments for Appendix A – **No comment to be made on the Milton tax base**

**(JR left 8:26pm)**

**8 BT Phone Box – Coles Road**

To **CONSIDER** signing the contract from BT for adopting the phone box – **Clerk to ask BT to clarify current states of the removal of the pay phone reiterating that MPC wish to keep the pay phone as it is the last pay phone in the village. Contract would need to go to MPC Solicitors first before signing – considerations of lighting and removal of lead paint would need to be sourced.**

**DW Proposed to suspend time limit on Standing Orders to 9pm – All Agreed (AM left 8:35pm)**

**9 Double Yellow Lines – The Rowans and Fen Road/Coles Road**

To **CONSIDER** comments raised from the TRO: “To extended the double yellow lines on The Rowans” and apply for another TRO or to move forward with the current proposal for costing. **AH Proposed to go ahead with original application and MPC can investigate extending the double yellow lines at a future date – DW Seconded ALL AGREED.**

**10 Bills for Payment and Money Received, Monthly Budget report**

DW: To pay vouchers 248-294 – **RF Proposed – AH Seconded ALL AGREED.**  
Monthly budget report received.

**11 Land on the Bund (The Sycamores)**

To **CONSIDER** request from residents to purchase MPC land behind 171 to 177 The Sycamores  
**DW Proposed to decline the request to selling any MPC Public Open Space land as MPC need to retain the land held as Public Open Space for the residents of Milton and to protect the integrity of the bund – AH Seconded ALL AGREED**

**12 The Greater Cambridge Partnership – Waterbeach to Cambridge Project Consultation**

To **CONSIDER** MPC’s comments – **DW and HMS collated comments raised from the meeting with the Project Group. The comments were tabled and reviewed. ALL AGREED to submit comments. See Appendix 1 for comments.**

**13 Lander Close – Parking Concerns**

To **CONSIDER** guidance to email sent to AB (County Councillor) in relation to parking issues on Lander Close. **AI asked that the correspondence received be kept on file at the MPC office.**

**14 Inappropriate Parking and Siting of Street Food Vans**

To **CONSIDER** extending the “Consent Street” to Willow Crescent or any additional streets  
DW update: The food trucks are linked to the Waggon and Horses Public House on agreement with the Landlord. The Landlord and food vendors have been informed that High Street in a “Consent Street” and that includes car parks on High Street. AB update: Each vendor will have to apply for consent to trade on High Street. **JEC Proposed for the Clerk to investigate the process and cost of extending the Consent Street to the whole of Willow Crescent – HMS Seconded ALL AGREED**

**15 The Connection Bus Project**

The Minutes of the Annual General Meeting of 26 October 2020 were received

To **CONSIDER** funding an on-line babysitting course for up to 14 young residents of Milton – cost per course £1,380 **HMS Proposed to support this in principle subject to numbers – HMS to follow up with the Connection Bus Project.**

#### 16 **Milton Community Centre December 2020 Report**

The only groups that have been permitted to use the facilities during lockdown are Kids R Us (every day in the Annexe + Lounge for their Breakfast Club and After School Club) and Eddies Artworks (every day in the Youth Building). All our other customers have been cancelled during lockdown, although we will be re-opening on Wednesday 2<sup>nd</sup> December.

Kevin + Ray + Philip have all been furloughed during November, but will resume their normal duties from Wednesday 2<sup>nd</sup> December. MCC paid the 20% shortfall from the Government funds.

The Manager expects around two thirds of our customers to return in January, provided we are not in another lockdown. Some groups are still not ready to return, some won't return at all and some need extra space to socially distance, which is understandable, so the timetable is forever changing.

We received seven applications for the role of Centre Manager and we have decided to interview all seven as soon as we are permitted under COVID regulations. The Manager is happy to stay for the foreseeable future, in order to hand over to the successful applicant

#### 17 **County and District Councillors Reports for Parishes, December 2020 (Full report with Agenda)**

##### **County Councillor Report - Cllr Anna Bradnam**

**Anglian Water – Wastewater Treatment Centre – relocation:** Having identified three possible sites for the relocated wastewater treatment centre, Anglian Water held their Phase One public consultation between 8 July and 14 September. Since then AW have been considering the responses received and on 25 Nov issued a Summary Report (booklet) which was delivered to homes in the affected areas. The report can also be found here [Document Library – Cambridge Waste Water Treatment Plant Relocation Project \(cwwtpr.com\)](#) at the bottom of the list. Anglian Water will select the site in late January 2021 and will then hold a Phase Two consultation in Summer/Autumn 2021. Phase Three consultation will take place in 2022 with a submission for the Development Consent Order being made in 2022/23. The planning process incorporates further opportunities to input your views.

**Waterbeach to Cambridge 'Better' Public Transport:** The Greater Cambridge Partnership has alarmed residents of Waterbeach by proposing 'areas of interest' for their 'Better' Public Transport routes, which appeared to go straight across allotments as well as threaten both historic and modern homes. The documents are here [Waterbeach to Cambridge Consultation 2020 | Consult Cambridgeshire \(engagementhq.com\)](#) on the right hand side of page, if you scroll down. Complete the survey by midday on 14 December or email [consultations@greatercambridge.org.uk](mailto:consultations@greatercambridge.org.uk)

**County Highways and Drains:** As in the first lockdown, a potentially significant number of County Highways staff will be redeployed to lead on testing and vaccination work. They have already started prioritising services and, as staff are switched to the Covid Hub, they will advise Councillors how that is likely to impact Highways work in their Divisions.

**County 'Report a Highways Fault':** AB has been asking why jobs are recorded as closed with no explanation. Officers said they had hoped to do a re-vamp of the website but this has been put on hold while staff are dealing with the pandemic. If there are any issues you need to report please continue to use the online web reporting system at [Cambridge County Council - ReportIt \(cambridgeshire.gov.uk\)](#).

Rather drastic clearance work along the **River Cam towpath** has been done by the Conservators of the River Cam in preparation to plant new trees. If you'd like to help plant, call the Conservators 01223 863785

**AH mentioned that the request for volunteers to help with the tree planting has not been well advertised. Clerk to put request on Milton News and Milton Chat.**

**Transport – Buses:** The normal Citi 2 bus stop at Cambridge North Railway Station will be closed from Wednesday 25<sup>th</sup> November until November 2022. During this closure, the Citi 2 will use a new temporary bus stop located at the Station Car Park, 500 metres away from the current stop. Busway services are unaffected.

**Transport – Cycling – Chisholm Trail Bridge:** The Abbey-Chesterton Bridge was lifted into place overnight 7/8 November. A joint project between the Greater Cambridge Partnership and Cambridgeshire County Council – and the first phase of a pedestrian and cycle route through Cambridge. The new underpass of Newmarket Road will be built in Spring 2021 and it is hoped the full trail will be opened in Autumn 2021. However, the Highways and Transport Committee (1 Dec) will be seeking additional S106 funding of £2.063m for the Abbey Chesterton Bridge through the GCP Executive Board

The current and forecast financial position for the Abbey Chesterton Bridge:

Phase/Section	Approved Budget (£)	Forecast contract Outturn (£)	Additional Budget Requested (£)
PHASE 1- Abbey Chesterton Bridge	4,886,500	6,949,909	2,063,409

The officer reports says, "As part of the estimated cost at the time, risk allowances were made, including areas where there was considered to be uncertainty. It has now become clear to officers, however, that these risks were significantly underestimated in terms of the complexity of the project and that there had been insufficient development and design of the project before it was tendered. In hindsight, therefore, a later start date would have resulted in a better understanding of the full outturn cost for the project and a more accurate tender. This would have meant that at the time the project was presented to Members for approval, the cost would have been significantly higher, but that in itself, would have allowed Members of the Committee and the GCP Executive Board to judge the value for money of the scheme more effectively."

**AH asked AB how is the £2 million extra budget going to be funded and will this affect future projects? AB replied possibly by S106 funds.**

**Coronavirus - Update:** Thank you to all the village teams who have been continuing to support vulnerable people in your communities. Thank you too for the generous gifts of food to village and church cupboards.

From 2 December South Cambridgeshire and most of East Anglia will be placed in Tier 2, High Alert.

For details see [Tier 2: High alert - GOV.UK \(www.gov.uk\)](https://www.gov.uk) In Tier 2 you must only socialise indoors with your own household or support bubble. Outside you can meet up to 6 people. Businesses can continue to operate in a Covid-secure way. Pubs must close unless they are serving substantial meals, with last orders at 10pm and closing at 11pm. Special arrangements for Christmas between 23 and 27 December

[Making a Christmas bubble with friends and family - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

you can form an exclusive 'Christmas bubble' composed of people from no more than three households

you can only be in one Christmas bubble

you cannot change your Christmas bubble

you can travel between tiers and UK nations for the purposes of meeting your Christmas bubble

you can only meet your Christmas bubble in private homes or in your garden, places of worship, or public outdoor spaces

you can continue to meet people who are not in your Christmas bubble outside your home according to [the rules in the tier where you are staying](#)

you cannot meet someone in a private dwelling who is not part of your household or Christmas bubble.

#### District Councilor Report – HMS, AB and JR

##### District Council precept meeting put back 12 days

**Pre-cooked meal delivery scheme in conjunction with C3 Churches:** South Cambs have secured new funding for this scheme which started up again this week with the first deliveries on 26<sup>th</sup> November in Waterbeach. The meal deliveries can now continue to the end of March 2021. The scheme provides a nutritious meal once a week to those most in need and also importantly offers a brief point of contact with a volunteer who can check in on the welfare of the most isolated. SCDC are also encouraging Milton residents in need to take up this offer especially as the scheme now has increased capacity.

**Free School Meals support in the holidays:** Whilst recognising that this should be a national or County responsibility South Cambs offered to match fund provision in the Christmas holidays in the hope that the County Council might also do this. However the Government relented and has made funding available for holiday support for these families. South Cambs is pushing for greater support for some of the most vulnerable families and passed a motion calling for greater action.

**Mobile warden schemes:** South Cambs have recently launched a three year funding model for the mobile warden schemes. This will enable greater forward planning as funding will be secured starting from April 2021 to March 2024 with a guaranteed annual grant from the start of each of the next three tax years. Scheme managers are currently putting in their applications and will find out next year whether they have been successful in securing the necessary funding from SCDC. The expectation is that parish councils will support schemes with annual payments especially considering the impact of Covid-19 and the increased levels of isolation of many of our older residents. The Milton scheme, run by the Parish Council, supports 20 members.

**Greater Cambridge Local Plan:** The responses from the First Conversation are now available to view at [www.greatercambridgeplanning.org/localplan](http://www.greatercambridgeplanning.org/localplan) and of particular interest is the hyperlink entitled 'where to build, and how much.'

**Grant funding for businesses forced to close in November:** Further funding is being sent out to businesses from the Covid-19 support grants, distributing funding from central government to specific sectors that have had to close in the recent lockdown. There is again an element of local discretion which has allowed some extra support.

12

**Housing Policy addenda for the current Local Plan:** Some new Housing policies across the City and South Cambs are being worked on and will open for consultation before the City elections purdah, so from Feb 2021. These include details on Build-to-Rent, clustering of affordable housing and setting affordable rents. They should be adopted in June 2021. South Cambs is to offer to accommodate a few more Syrian refugee families as part of the government scheme, which has been recommenced for one more year.

**Traveller provision and history and culture toolkit:** Officers in the City and South Cambs are working to find a site for a stopping place for Travellers.

**HMS update:** Fen Road bike track – the 28 days Enforcement Notices which was served on the landowners has now expired. As to date no further action has been taken. **JEC Proposed the Clerk to Email the Enforcement Officer for an update – DO Seconded ALL AGREED. HMS is chasing up this matter.**

**18 Correspondence**

Histon and Impington Parish Council – What are MPC's thoughts on the proposed Cambridge Science Park North expansion into Impington (Mere Way) **Clerk to arrange an informal meeting with Histon and Impington Parish Council to discuss this further.**

**19 Dates of next meetings**

Monday 14 December 2020 – Maintenance 7pm

Monday 21 December 2020 – Planning 7pm – Finance and Administration 7:45pm

Monday 4 January 2021 – Parish Council 7pm

**Meeting closed at 9:10pm Signed: .....**

**Date: .....**

- **Waterbeach to Cambridge Consultation 2020**

Meeting notes from the meeting between Milton Parish Council and the project team with additional comments from subsequent discussions.

1. The dotted blue line showing Milton Cycle upgrades on pages 4-5 of the brochure is misleading. The project team believed that there were active plans for significant improvements in cycle lanes through Milton via Ely Road, High Street, and Cambridge Road which were assumed to be “quick wins” for their project. We advised them that though there had been discussion of several options earlier this year these were mostly not taken forward. MPC were not aware of any other plans covering the length of the village. We also pointed out that there have been many discussions with officers over the years all concluding that there was no scope for major changes.
2. At the moment there is no indication of a Metro stop near to Milton. General feeling was that a Milton stop should be considered in the options.
3. The “East area of interest” (coloured purple, pages 8-9) would pass around the proposed Sports Lake and cross Fen Road near to the railway crossing. Indication was that people were minded to strongly object to an autonomous bus route through that part of the Parish.
4. The “A10 area of interest” (coloured orange, pages 8-9) has the possible advantage of linking with the P&R and Police Operations centre and scope for a Metro stop serving Milton. However we have concerns that a Metro and cycle way would be very difficult to combine with the Milton access slip from the main roundabout. It was also pointed out that the services through that area were problematic when siting the Jane Coston Bridge, and would have an impact on the design. We recommended that the team review that with Highways.
5. We have no notes regarding the Central and West areas of interest (yellow and green) other than the general note that there is a need for coordination in the consultations and planning of the multiple projects that impact the area including Anglian Water, CSLT, A10 route and junctions, the new Police hub and the proposed northern extension to the Science Park.
6. We have concerns that this project could result in the removal of some current services through Milton.
7. Any public transport route going from Waterbeach New Town to Cambridge North should have a stop in Milton, accessible by those who cannot drive, who (we would say) mostly live in Coles Road / Barnabas Court area, where the current bus route serves them well. They cannot walk to the P&R so if the Milton buses were cut as a result of rapid transit that bypassed the village, the service to those people would be worse than now.

**Minutes of the Planning Committee Meeting of Milton Parish Council held on  
Monday 21 December 2020 at 7pm via Zoom on-line**

**Present:** R Farrington (Chair), D Wildman (DW) (Ex-officio), D Owen (DO), H Smith (HMS), J Coston (JEC),

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

**1 Apologies for absence**

None – Full Committee

**2 To APPROVE the minutes of the meeting held on Monday 16 November 2020**

RF Proposed to accept the Minutes of the meeting on Monday 16 November 2020 as a true record  
**AGREED.**

**3 Declarations of interest and dispensation**

To receive declarations of interest from councillors for items on agenda: None

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

To grant any requests for dispensation as appropriate: None

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

No public attended.

**5 Decisions Received:**

None received

**6 New**

**S/1997/19/COND2** – Plots 1-21 Cambridge Science Park, Milton Road, Cambridge – Submission of details required by condition 2 (external materials) of planning permission S/1997/19/VC

**COND3** – Submission of details required by condition 3 (external materials, car park)

**COND4** – Submission of details required by condition 4 (external surfaces)

**COND5** – Submission of details required by condition 5 (external materials)

**COND6** – Submission of details required by condition 6 (window and door detail)

**COND9** – Submission of details required by condition 9 (public art)

**COND11** – Submission of details required by condition 11 (ecology)

**COND12** – Submission of details required by condition 12 (surface water drainage)

**COND13** – Submission of details required by condition 13 (drainage maintenance)

**COND14** – Submission of details required by condition 14 (contamination)

**ALL FOR INFORMATION ONLY**

**19/0787/COND2** – Plots 1-21 Cambridge Science Park, Milton Road, Cambridge – Submission of details required for condition 2 (materials, plots A & B) of planning permission 19/0787/S73 **FOR**

**INFORMATION ONLY**

**COND3** – Submission of details required for condition 3 (material, car park) **HAS NO RECOMMENDATION**

**COND4** - Submission of details required for condition 4 (external surfaces, plots A & B) **FOR INFORMATION ONLY**

**COND5** – Submission of details required for condition 5 (material, car park) **HAS NO RECOMMENDATION**

**COND6** – Submission of details required for condition 6 (window and door detail) **HAS NO RECOMMENDATION**

**COND9** – Submission of details required for condition 9 (public art) **HAS NO RECOMMENDATION**

**COND11** – Submission of details required for condition 11 (ecology) **HAS NO RECOMMENDATION**

**COND12** – Submission of details required for condition 12 (surface water drainage) **FOR INFORMATION ONLY**

**COND13** – Submission of details required for condition 13 (drainage maintenance) **FOR INFORMATION ONLY**

**COND14** – Submission of details required for condition 14 (remediation) **FOR INFORMATION ONLY**

**20/04775/FUL** – 191 Cambridge Science Park, Milton Road, Cambridge – Alteration to loading bay 3 to provide a wider opening and provision of a weatherproof enclosure for unloading vehicles. **HAS NO RECOMMENDATION**

**20/04010/FUL** – “Police Hub” Land South West of Milton Park and Ride, Butt Lane, Milton, Cambridge – One and two storey building containing offices, custody suite and associated facilities, new access, internal access road, hardstanding, car parking areas, landscaping, drainage attenuation features, lighting and means of enclosure- The amendments to the above application is:

In response to Lead Local Flood Authority comments: Revised site Location Plan to include the surface water discharge connection to the North West boundary within the planning red-line and revised drainage details.

In response to Urban Design Officer comments: amendments to the visitor car parking area near the entrance to the site. Reduction from 16 to 10 car parking, appropriate surfacing, street furniture and planting. As part of the same review additional glazing has been added to the corner of the building as suggested.

In response to the Landscape Officer comments: multiple changes have been made.

In response to the Local Highway Authority comments: Revised transport assessment and changed the plans to position the proposed footpath upgrade from the pedestrian footbridge within the current hatched road area rather than in the verge. **MPC HAS NO FURTHER COMMENTS – Previous objections still stand (Objections from October 2020 Planning meeting)**

**20/04725/HFUL** – 8 Froment Way, Milton CB24 6DT – Single storey side extension to widen garage. **OBJECT: Extension would block off rear access to the garden and lose access for bin storage, substandard width of rear access door and it would be impossible to maintain the boundary fence.**

**20/04681/HFUL** - 43 Butt Lane, Milton CB24 6DG – Two-storey side extension and rear conservatory. **HAS NO RECOMMENDATION**

**20/03590/CONDA** - 270 Cambridge Science Park, Milton Road, Cambridge – Submission of details required by condition 4 (cycle parking) **FOR INFORMATION ONLY**

**S/3289/17/CONDA** – 48 Fen Road, Milton, Cambridge – Submission of details required by condition 3 (1:20 scale drawings of all proposed windows) of listed building consent S/3289/17/LB **FOR INFORMATION ONLY**

**7 Dates of next meeting**  
Monday 18 January 2021

Meeting closed at 7:42pm Signed: ..... Date: .....

**Minutes of the Maintenance Meeting of Milton Parish Council held on  
Monday 14 December 2020 at 7pm via Zoom on-line**

**Present:** A Horne (AH)(Chairman), D Wildman (DW), A Markham (AM), JE Coston (JEC)

**In Attendance:** S Corder (Clerk), J Barrett (Assistant Clerk),

**1 Apologies for absence**

None – Full Committee

**2 To APPROVE the minutes of the meeting held on Monday 21 September 2020**

DW Proposed to accept the Minutes of the meeting of Monday 21 September 2020 as a true record– AH Seconded **AGREED** (JEC Abstain) (minor amendment to Item 6 – “The Maintenance Committee” to meet up)

**3 Declarations of interest and dispensation**

To receive declarations of interest from councillors for items on agenda: None  
To receive written requests for dispensations for disclosable pecuniary interests (if any); None  
To grant any requests for dispensation as appropriate; None

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

None

**5 Allotments**

Update AH/SC: There are currently 3 vacant plots. F17 to be kept as an allotment plot and fence reinstated. Clerk to arrange clear up of B10 in the New Year.

**6 Paddock (Now Orchard)**

All the free trees from The Woodland Trust have been planted. AH will use the bark chippings left from the tree work carried out by County Highways (on Ely Road) to place around the base of the tree saplings to help reduce weeds.

**7 Cemetery**

To **CONSIDER** adding 2 new plot rows S & T on the left-hand side – **DW Proposed to defer this item until the updated Cemetery Policy has been agreed – AH Seconded ALL AGREED.**

To **CONSIDER** extending the footpath to end of the Cemetery and to install a turning area (for Hearses) on the right-hand side by the soil pile. **AH suggested that this requires more information: size of turning circle required. Clerk/Assistant Clerk to contact Funeral Directors for Hearse size and any suggestions that could help.**

To **CONSIDER** maintenance work required on old part of the Cemetery: To cut back all ivy covering headstones and graves, to remove shrub by hedge and landscape the area flat and to remove bush that has grown up and over a headstone **Clerk to ask Buchans to quote for works required.**

To **CONSIDER** next steps to be taken to breaches of Cemetery policy: Unauthorised bench, extra kerb edging and vases on plots. **Clerk to write to family requesting the removal of items in breach of the Cemetery Policy.**

**8 Play Areas**

The Wicksteed play park inspection reports were received and reviewed. **DW to check state of the wooden fence at The Rowans play area - report of wood rot.**

To **CONSIDER** Wicksteed quote for repair work to The Sycamores fitness equipment £225.36 + VAT. **DW Proposed to accept the quotes and carry out the works required – JEC Seconded ALL AGREED**

**Minutes of the Maintenance Meeting of Milton Parish Council held on  
Monday 14 December 2020 at 7pm via Zoom on-line**

**Present:** A Horne (AH)(Chairman), D Wildman (DW), A Markham (AM), JE Coston (JEC)

**In Attendance:** S Corder (Clerk), J Barrett (Assistant Clerk),

**1 Apologies for absence**

None – Full Committee

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Update AH/SC: There are currently 3 vacant plots. F17 to be kept as an allotment plot and fence reinstated. Clerk to arrange clear up of B10 in the New Year.

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To **CONSIDER** adding 2 new plot rows S & T on the left-hand side – **DW Proposed to defer this item until the updated Cemetery Policy has been agreed – AH Seconded ALL AGREED.**

To **CONSIDER** extending the footpath to end of the Cemetery and to install a turning area (for Hearses) on the right-hand side by the soil pile. **AH suggested that this requires more information: size of turning circle required. Clerk/Assistant Clerk to contact Funeral Directors for Hearse size and any suggestions that could help.**

To **CONSIDER** maintenance work required on old part of the Cemetery: To cut back all ivy covering headstones and graves, to remove shrub by hedge and landscape the area flat and to remove bush that has grown up and over a headstone **Clerk to ask Buchans to quote for works required.**

To **CONSIDER** next steps to be taken to breaches of Cemetery policy: Unauthorised bench, extra kerb edging and vases on plots. **Clerk to write to family requesting the removal of items in breach of the Cemetery Policy.**

**8 Play Areas**

The Wicksteed play park inspection reports were received and reviewed. **DW to check state of the wooden fence at The Rowans play area - report of wood rot.**

To **CONSIDER** Wicksteed quote for repair work to The Sycamores fitness equipment £225.36 + VAT. **DW Proposed to accept the quotes and carry out the works required – JEC Seconded ALL AGREED**

**9 Store Cupboard**

To **CONSIDER** quotes received to replace and widening of the entrance door to the back-store cupboard – CJ Murfitt £2356.05 + VAT, Pro-Serv £2862.50 + VAT **AH Proposed to accept Pro-Serv quote – DW Seconded ALL AGREED. To go to full Council for approval**

**10 Landbeach Road Bus Stop – Extension of tarmac area**

To **CONSIDER** quotes from: GW Shelter Solutions £2,600 + VAT, CJ Murfitt £2,998 + VAT, Gaskin Brothers £3,485 + VAT to extend the hard standing tarmac area and reposition the bus shelter for a clearer width **AH suggested that the Clerk/Assistant Clerk clarify with County Highways that MPC has permission to carry out this work on their land and ask if there are any services nearby/in way of relocating the bus shelter as requested by County Highways. JEC Proposed – DW Seconded ALL AGREED**

**11 Maintenance Budget 2021/22**

To **CONSIDER** budget items and budget request for the next financial year

Agreed to vire £1,000 from Orchard Maintenance to Allotment Maintenance budget for 2020/2021.  
Agreed to vire £1,600 from Play Areas to Cemetery Maintenance budget for 2020/2021.  
Agreed to review Allotment rents in early 2021.  
Agreed to request a 2% increase to £1,130 in grass cutting contribution from County.

Proposed budget for agreement at Finance Committee:

Grass cutting	£10,000
Trees	£4,000
Cemetery	£3,200
Hedges/pathways	£2,000
Allotments	£4,000
Paddock	£1,000
Bus Shelters	£500
Seats & Bins	£500
Cleaning sundries	£500
Play areas/maintenance	£10,000
Tomkins Mead	£1,500
Equipment Maintenance	£500
Highways Maintenance	£200
General Maintenance	£500

Capital Project: £10,000 for emerging works

**AM raised the question if any feedback has been received from County Highways in relation to the removal of the barriers on Gunnel Close footpath and possibly bollard replacement. (Discussed at September Maintenance meeting) Clerk to ask AB for update.**

**12 Dates of Next Meeting**

Additional date to be arranged in January 2021 to discuss Cemetery Policy  
Monday 15 March 2021 – 7:45pm

Meeting closed at 9.20pm    Signed: ..... Date: .....

18

## Clerk Milton Parish Council

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**From:** Rutherford Joshua <Joshua.Rutherford@cambridgeshire.gov.uk>  
**Sent:** 15 December 2020 14:30  
**To:** Clerk Milton Parish Council  
**Subject:** RE: Landbeach Road Bus Stop

Hello John,

Please see below responses for clarity – sorry for format

Josh

**From:** Clerk Milton Parish Council <clerk@miltonvillage.org.uk>  
**Sent:** 15 December 2020 12:13  
**To:** Rutherford Joshua <Joshua.Rutherford@cambridgeshire.gov.uk>  
**Subject:** Landbeach Road Bus Stop

**CAUTION:** This email originates outside of Cambridgeshire County Council's network. Do NOT click on links or open attachments unless you recognise the sender and know the content is safe. If you believe this email to be spam please follow these instructions to report it: <https://camweb.cambridgeshire.gov.uk/spam/>

Morning Josh

Councillors have discussed the proposed alterations to the bus stop again, as we have now received quotations for the work.

They have raised a few queries, and I would be grateful for your comments and advice.

As you might remember, the proposal is to extend the footpath by c 1.8m, and re-site the shelter behind its present position on a new slab – leaving the footpath clear of obstruction.

1. If the Bus Shelter is moved back, is the area upon which it will be sited clear of any underground services ? This would be up to the contractor to determine via trial holes or scanning of the ground prior to commencing work – am afraid I can't give a definitive here.
2. On the assumption that Milton Parish Council meet the costs of the work, is it confirmed that the County Council will give its approval to the proposals. I don't believe the county would have any issues as long as there was a minimum width of 1.80 from kerb to front of bus shelter and a rough sketch/drawing was provided with the proposed construction details of the slab for the shelter and the new small section of footpath.
3. I am unclear who actually obtains the necessary consents – is it the Parish Council, or the contractor ? The contractor would need to book roadspace with our streetworks team so they are permitted to work on the highway. The PC would likely have to make stagecoach aware of the dates for the works due to impact on the bus stop.

Sorry to add to the queries I've asked previously. Your help has been appreciated.

Kind regards

John Barrett  
for  
Sarah Corder

Clerk to Milton Parish  
Parish Council Office  
Coles Road  
Milton

**LANDBEACH ROAD BUS STOP**

Nov 2020

**Original proposals:**

Extend the footpath so that entry and exit from a bus would be on a hard surface, so avoiding stepping onto the grassed area.

**CCC requirement:** (Joshua Rutherford)

Re-position the bus shelter so that the footpath has a clear width.  
This alteration provides an unobstructed route along the path to benefit disabled users and maximises its use by vulnerable persons.

**Scope:**

Extend footpath by 1.8m  
Take up bus shelter and re-site on new slab.  
(Bus shelter is moved back from its existing position)  
Excavated soil to be spread on site, under existing hedge. (minor quantity)  
The grassed area is owned by Cambs County Council, and their consent will be required.  
Permits and tickets to work on the highway will be required.

**Funding**

CCC have said that MPC can apply again for LHI funding.  
The previous application was not supported.

**COST ESTIMATES RECEIVED**

GW Shelter Solutions (manufacturers of bus shelters)	£2,600.00
CJ Murfitt	£2,998.00
Gaskin Brothers (estimate includes re-surfacing the existing shelter base, as opposed to making good)	£3,485.00

**Minutes of the Meeting of Milton Parish Council Finance and Administration Committee  
held on Monday 21 December 2020 at 7:45pm via Zoom on-line**

**Present:** D Wildman (DW) (Chair), R Farrington (RF), H Smith (HMS), JE Coston (JEC)

**In Attendance:** S Corder (Clerk), G Kinsman (RFO)

**1 Apologies for absence**

None – Full Committee

**2 To APPROVE the minutes of the Finance meeting held on Monday 19 October 2020**

HMS: minor correction to Item 10: amend to “Cambridge Sport Lakes Trust”. DW Proposed to accept the minutes with the amendments – **AGREED (JEC Abstain)**

**3 Declarations of interest and dispensation**

To receive declarations of interest from councillors for items on agenda: None

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

To grant any requests for dispensation as appropriate; None

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

None

**5 To CONSIDER Proposed Maintenance Budget 2021/22**

Grass cutting	£10,000
Trees	£4,000
Cemetery	£3,200
Hedges/pathways	£2,000
Allotments	£4,000
Paddock	£1,000
Bus Shelters	£500
Seats & Bins	£500
Cleaning sundries	£500
Play areas/maintenance	£10,000
Tomkins Mead	£1,500
Equipment Maintenance	£500
Highways Maintenance	£200
General Maintenance	£500

Capital Project: £10,000 for emerging works

**DW to add amounts to draft budget for Council recommendation in January**

**6 To CONSIDER Grant to Milton Community Centre**

A request from MCC was received for £40,000 for their yearly grant. **HMS Proposed to recommend the request of £40,000 to Full Council in January for acceptance – DW Seconded ALL AGREED**

**7 To CONSIDER Grant to Cambridge Sport Lakes Trust**

A grant application was received from CSLT for a grant request of £20 per household. DW explained that the total grant request would be for £35,230 (based on Band D council tax properties in Milton) **HMS Proposed to consider a reduced offer of a one off £10,000 grant and over the Summer carry out a consultation for further grants in supporting CSLT – DW Seconded: 3 In Favour - 1 Abstain (JEC: a consultation should be carried out) AGREED to go to Full Council in January for consideration.**

**8 Set Budget for 2021/22**

The 2021/22 budget spreadsheet was received. Each budget heading was reviewed and where needed

amended for the financial year 2021/22. **To go to Full Council in January for confirmation. Clerk to write to CCC to increase grass cutting payment by around 2% due to inflation (£1,108 to £1,130)**

**9 Set 2021/22 Precept**

The budget calculations indicate an unchanged total precept of £133,000 (£75.50 for band D property) for 2021/22 is appropriate. **RF Proposed to recommend the precept of £133,000 to Full Council – HMS Seconded: 3 In Favour – 1 Abstain AGREED. To go to Full Council in January for recommendation.**

**10 Dates of next meetings**

18 January 2021 – 7:45pm

Meeting closed at 9:42pm

Signed: .....

Date: .....

DRAFT

Mrs Sarah Corder  
Clerk to Milton Parish Council  
Coles Road  
Milton  
Cambridge  
CB24 6BL

7<sup>th</sup> December 2020

Dear Sarah

**BILL PAYMENT FACILITY (GRANT REQUEST) 2021/2022**

Following a recent meeting, our Finance Committee have asked me to write to you and request a bill payment facility/grant from the Parish Council, for the sum of £40,000 (Forty Thousand Pounds) for the 2021/2022 financial year.

Please find enclosed a copy of our budget for the forthcoming year, together with the relevant notes that detail some of our anticipated expenditure.

Yours sincerely,



Andy Gray  
Community Centre Manager

## MILTON PARISH COUNCIL Grant Application Form

**To be completed and submitted with the supporting information required  
as per the Grant Application Process (3) of the Grant Awarding Policy**

1. Name of Organisation	Cambridge Sport Lakes Trust
2. Name, Address and Position of Contact in Organisation	Mick Woolhouse Executive Director Cambridge Sport Lakes Trust Milton Country Park Cambridge Rd Milton Cambridge Cb24 6AZ
3. Telephone Number and/or Email Address of Contact	07809 139820 mick.woolhouse@cambridgesportlakes.org.uk
4. Is the Organisation a Registered Charity? If yes, Charity Number	Yes/No 1040693
5. Amount of grant requested?	£20.00 per household
6. For what purpose or project is the grant requested?	To support the ongoing operation and accessibility of Milton Country Park.
7. What will be the total cost? If applying for other grants/matched funds for the project please provide details.	The Country Park needs to generate revenue / income in the range of £250,000 - £300,000 per year in order to be viable under it's current or similar business and access models.
8. When will the money be spent?	The ongoing operation of Milton Country Park.
9. Who will benefit from the project? Give details of age groups catered for (if applicable).	All residents of all ages, directly by accessing the park and indirectly in other ways even if they choose not to use the facility.

If you require assistance in completing the application form or submitting the supporting information please contact a Councillor or the Clerk to the Council:  
**Parish Council Office, Coles Road, Milton, Cambridge CB24 6BL.**  
**Tel: 01223 861447 Email: clerk@miltonvillage.org.uk**

Signed ...Mick Woolhouse .....Date.....30 November 2020

**Office use only - Received:**

Application details	YES/NO
Constitution	YES/NO
Accounts	YES/NO
Equal opportunities or statement	YES/NO

### Milton Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
295	12/11/2020		Unity Trust Bank		Trees	Town & Country Tree Surger	S	450.00	90.00	540.00
296	16/12/2020		Unity Trust Bank		Audit	Canalbs Ltd	E	197.62	0.00	197.62
297	08/12/2020		Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	6.99	1.40	8.39
298	07/12/2020		Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	3.99	0.80	4.79
299	15/12/2020		Unity Trust Bank		Grant Paid	Cambridge Sport Lakes Trust	E	1,250.00	0.00	1,250.00
300	14/12/2020		Unity Trust Bank	DD	Mobile broadband	BT	S	5.00	1.00	6.00
301	01/12/2020		Unity Trust Bank		MCC Grant Paid	Atkins Gregory (The Cleanin	S	561.65	112.33	673.98
302	22/12/2020		Unity Trust Bank		Salary	S C	E	1,121.97	0.00	1,121.97
303	22/12/2020		Unity Trust Bank		Salary	T E	E	848.13	0.00	848.13
304	22/12/2020		Unity Trust Bank		Salary	J B	E	236.80	0.00	236.80
305	22/12/2020		Unity Trust Bank		Salary	P A	E	285.92	0.00	285.92
306	16/12/2020		Unity Trust Bank	DD	Bank Charge	Unity Trust Bank	E	9.10	0.00	9.10
307	21/12/2020		Unity Trust Bank		Professional Services	GJK Accountancy Ltd	E	150.00	0.00	150.00
308	18/12/2020		Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	6.99	1.40	8.39
309	11/12/2020		Unity Trust Bank		Trees	Town & Country Tree Surger	S	1,000.00	200.00	1,200.00
310	17/12/2020		Unity Trust Bank	DD	Office Mobile	Three	S	11.98	2.40	14.38
<b>Total</b>								<b>6,146.14</b>	<b>409.33</b>	<b>6,555.47</b>

73

**Milton Parish Council  
RECEIPTS LIST**

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
140 Interest Santander S106 Arts	02/12/2020		Santander S106 Arts		Interest	Santander	E	17.30	0.00	17.30
141 Interest Redwood Bank	15/12/2020		Redwood Bank - 95 di		Interest	Redwood Bank	E	932.66	0.00	932.66
<b>Total</b>								<b>949.96</b>	<b>0.00</b>	<b>949.96</b>

74



URL: <http://www.canalbs.co.uk/>  
Email: [admin@canalbs.co.uk](mailto:admin@canalbs.co.uk)

**canalbs**  
**ltd**

35 Westfield Road  
Manea, Nr. March  
Cambs. PE15 0LS  
Tel 01354-680319

## **Independent Internal Audit Service for Parish and Town Councils**

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16<sup>th</sup> December 2020

The Chairman  
C/o Milton Parish Council  
Coles Road  
Milton  
Cambridge CB24 6BL

Dear Mr Wilderman

### **INDEPENDENT INTERNAL AUDIT FOR Financial Mid Year 2020/2021**

The mid year audit was undertaken face-to-face in the Council Office under social distancing covid regulations with myself, the Chairman and Clerk present. I would remind the Council that it is not in my remit to check the accuracy of the Council accounts.

#### **MEETING PROCEDURE**

We discussed best practice for the procedure for adopting council minutes.

#### **WEB SITE**

I was asked to list what I would find most useful on the new web site – such as a tag for direct access to:  
minutes and agendas,  
financial documents including asset register  
council policies with the date they were last reviewed and adopted  
burial ground, to include rules & fees and when these were last reviewed  
the same for allotments  
etc

#### **EMPLOYMENT**

It was confirmed that all staff contracts have been reviewed and updated by HR expert.

#### **ETHICAL FRAMEWORK**

All Declarations of Acceptance of Office and Register of Interest forms have been completed and registered.

## INSURANCE

The Policy has been renewed for the third year of the contract with Royal Sun Alliance and it included data breach.

## ENGAGING CONTRACTORS

No new contractors have been engaged this financial year.

## ASSET REGISTER

The Clerk is waiting for the valuation reports for all buildings

## RISK MANAGEMENT

Discussed creating a rolling schedule which monitors the progress of each item from the initial report, through quotes, approval of work, commencement, completion, payment, etc and only when the last column has been completed does it get removed from the schedule. It was agreed to experiment with making this the basis of the Clerk's Report at each meeting.

Discussed the need to introduce inspection log sheets for the Allotments, Burial Ground, Bus Shelters, Paddock, Orchard etc. The frequency of these inspections to be laid down in the Risk Management Schedule and the Clerk to delegate these inspections to specified personnel who would drop their reports into the office. These sheets will all need to be archived for insurance purposes.

## GDPR

Despite warnings some councillors are still using personal emails for council business.

## DEFIBULATORS

The Council now have three, one situated at each recreation ground. The Clerk ensures that these are regularly inspected and all machines are child compliant.

## ALLOTMENTS

Running smoothly with cash policy in place.

## BURIAL GROUND

Currently re-writing policies, rules and undertaking review of fees.  
Discussed issues with regards to methods of risk management.

Yours sincerely

Jacquie Wilson (Mrs)  
Director

Hi Sarah

Thank you for getting back to me, it was worth a try, slightly disappointing, but understandable.

Is there a plan to look at this area, as there are so many dead/diseased trees, that I feel is affecting the sound buffing, especially in the winter months. The road is getting busier all the time. Can new trees be planted or a sound barrier erected, especially when the police station is built and with the new development in Waterbeach, I know these are in consultation at the moment. Years back the area directly behind the fence was always kept clear, trees and bushes managed, similar to other areas along this stretch of land.

Thanks again

Kind Regards

Dean

## Clerk Milton Parish Council

---

**From:** Goodwin John [REDACTED]  
**Sent:** 17 December 2020 14:59  
**To:** Anna Bradnam; Clerk Milton Parish Council  
**Cc:** Hall Jon  
**Subject:** RE: 383265: RE: Inappropriate parking and siting of street food vans at Willow Crescent

Dear Sarah & Cllr Bradnam,

Apologies for the slight delay in responding but we are working at full capacity in the section.

First of all you really need to look at the area that you are trying to control. If there is an issue on one street and you then make it a consent street, will this push the problem elsewhere within the local area?

Do you need to make more streets consented, does the whole of Milton need to be consented?

These are the questions that you must ask the parish council and with the information provided below, they can hopefully make an informed decision.

We would need a formal letter requesting that SCDC considers Milton for inclusion as a "Street Trading Consent Area" for the required street(s)

The process is that we have to get approval from the licensing Committee to consult, the consultation can last for approximately 2 months and must include an advert in the local press of our intentions to designate the area as Consent street.

After the consultation we need to go back to the Licensing Committee with any comments made during the consultation and seek approval or rejection of the application.

If approved then we have to advertise again indicating when the areas becomes consent status.

SCDC last time covered the cost of the administration but reserved the right to ask for a contribution from the Parish Council towards the costs of advertising, the last one we did around 2017 had a cost of around £800 as I remember it.

I should add that the application that went before committee in 2017 was refused.

I hope this is helpful and I'm aware that there is a lot to take into consideration before you make a decision.

The council also has a requirement to review the street trading policy and the current one is certainly ready for this. There is a change in the way that traders are working and we therefore need to make sure that they are covered by the policy in a fair and responsible manner.

This would also be an opportunity to look at the possibility of making all streets within the district consented status, however this would need to be driven by member support which will only be provided if members believe it is the way forward.

I have copied in our Commercial & Licensing Service Manager, Jon Hall to make him aware of your current request for information and my feedback to you.

If of course, you need anything further please don't hesitate to contact me.

Kind regards,

**John Goodwin** | EH & Licensing Enforcement Officer | Shared Waste & Environment



22 December 2020

Dear Sir/Madam,

**Sunnica Energy Farm**

We held a statutory consultation on our proposals for Sunnica Energy Farm between 22 September and 18 December 2020. **It has come to our attention that due to a technical error you were not contacted as part of this statutory consultation.**

We would therefore like to invite your parish council to share its views on the scheme as part of the consultation.

Because of the delay in contacting you, we welcome your feedback on the scheme, in writing, prior to **23:59 on Friday 29 January 2021.**

We originally presented proposals for Sunnica Energy Farm, a new solar energy farm and battery storage facility connecting to the Burwell National Grid Substation in Cambridgeshire, at a non-statutory consultation in summer 2019. Since then, we considered the feedback we received from the non-statutory consultation and have continued with our environmental impact assessments. We have updated our proposals, taking into account the consultation feedback and the outputs of the assessments.

This is a statutory consultation process that we are required to carry out by the Planning Act 2008 because the project is classified as a Nationally Significant Infrastructure Project (NSIP). Following the consultation, we will have regard to the feedback received through this process as we develop the final scheme. We will then prepare and submit an application for a Development Consent Order (DCO). The planning process for the application will be managed by the Planning Inspectorate (PINS) on behalf of the Secretary of State for Business, Energy & Industrial Strategy (BEIS).

The booklet enclosed with this letter sets out more details about our proposals. We have also enclosed a consultation questionnaire if you would prefer to respond this way.

For further information, please contact us directly on 0808 168 7925 or [info@sunnica.co.uk](mailto:info@sunnica.co.uk)

You can respond to the consultation in the following ways:

- Completing a copy of the questionnaire and returning it to [info@sunnica.co.uk](mailto:info@sunnica.co.uk) or Sunnica Consultation, FREEPOST reference RTRB-LUJJ-AGBY, c/o Newgate Communications, Sky Light City Tower, 50 Basinghall Street, London, EC2V 5DE. We have enclosed a copy of the questionnaire, which is also available at <https://sunnica.co.uk/downloads/>
- Responding in writing to [info@sunnica.co.uk](mailto:info@sunnica.co.uk) or Sunnica Consultation, FREEPOST reference RTRB-LUJJ-AGBY, c/o Newgate Communications, Sky Light City Tower, 50 Basinghall Street, London, EC2V 5DE

0808 168 7925

[info@sunnica.co.uk](mailto:info@sunnica.co.uk)

[www.sunnica.co.uk](http://www.sunnica.co.uk)

79



We must receive your response by the revised deadline of **23:59 on 29 January 2021**.

Yours sincerely,

A handwritten signature in black ink that reads "Luke Murray".

Luke Murray  
Sunnica Ltd

0808 168 7925  
[info@sunnica.co.uk](mailto:info@sunnica.co.uk)  
[www.sunnica.co.uk](http://www.sunnica.co.uk)









If you would like to be kept updated on this project, please provide your contact details below:

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Email address: \_\_\_\_\_

Please tick the boxes below as appropriate:

Age:	0-19	20-39	40-59	60-79	79+
	<input type="checkbox"/>				

  

Occupation:	Student	Part-time	Full-time	Retired	Unemployed
	<input type="checkbox"/>				

All consultation questionnaires should be returned by 23:59 hours on **2 December 2020** to: Sunnica Consultation, FREEPOST reference RTRB-LUJJ-AGBY, c/o Newgate Communications, Sky Light City Tower, 50 Basinghall Street, London, EC2V 5DE or [info@sunnica.co.uk](mailto:info@sunnica.co.uk). You can also complete this consultation questionnaire online at [www.sunnica.co.uk](http://www.sunnica.co.uk).

Your comments will be analysed by Sunnica Ltd and any of its appointed agents. Copies may be made available in due course to the Secretary of State, the Planning Inspectorate and other relevant statutory authorities so that your comments can be considered as part of the Development Consent Order (DCO) application process. We will request that your personal details are not placed on public record and will be held securely by Sunnica Ltd in accordance with the data protection law and will be used solely in connection with the consultation process and subsequent DCO application and, except as noted above, will not be passed to third parties.

gt

## Community Centre Report – January 2021

The Community Centre re-opened on Wednesday 2<sup>nd</sup> December, but only a few of our groups were permitted or chose to return. It is hoped that more will return in the New Year, although this may well be wishful thinking. However, even if we are in lockdown, I expect Kids Club and Eddies to still operate as these are seen to provide an essential service.

Interviews for the role of Centre Manager have not yet taken place, we hope to carry these out in January if allowed.

The Community Centre will be closed from Christmas Eve, re-opening Saturday 2<sup>nd</sup> January

Andy Gray  
Community Centre Manager  
17/12/2020

**To:**  
**Subject:**

Clerk Milton Parish Council  
SYCAMORES PLAY AREA

Morning Sarah

You are no doubt aware of several complaints regarding the state of the play area on the Sycamores Rec. I know that you have put a lot of effort in designing and obtaining quotes for an upgrade. I took a walk round there recently and I must say it does look very sad and is not a very good advert for the village. It is not a case of unsafe equipment as I know safety inspections are done regularly and any faults rectified but the general look and condition of the equipment and area leaves a lot to be desired.

There is an agreement that MCC will share the cost of any improvements and I believe money has been put aside for this but it appears that the Parish Council are trying to obtain a grant for their share. These have not been forthcoming to date and therefore the project is on hold. The amounts we are talking about are not excessive I believe £22K was the figure i.e. £11K each. I am sure that under the present circumstances there are far more deserving causes for grants from local businesses therefore I request that PC dig into their funds and get this moving so that we can have a decent play area before the Spring. I think this village has done very well from grants over the last few years and we should not expect any projects to improve the village to be funded by grants.

You may be aware that I am a member of the MCC outdoor recreation committee, but these are my own thoughts on the matter and have not been discussed with the committee.

Please can you bring this to the attention of the Council.

Colin Nunn