



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 MAINTENANCE COMMITTEE

You are summoned to attend the next meeting of Milton Parish Council Maintenance Committee to be held online on Monday 14 December 2020 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 Coaker*

Date of issue: 8 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 21 September 2020 (Appendix 1)**
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. **Allotments**
Update AH/SC
6. **Paddock**
Update: AH/SC
7. **Cemetery (Appendix 2 – 4)**
To **CONSIDER** adding 2 new plot rows S & T on the left hand side
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
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
To **CONSIDER** next steps to be taken to breaches of Cemetery policy: Unauthorised bench, extra kerb edging and vases on plots
8. **Play Areas (Appendix 5)**
To **RECEIVE** Wicksteed play park inspection reports
To **CONSIDER** Wicksteed quote for repair work to The Sycamores fitness equipment £225.36 + VAT
9. **Store Cupboard (Appendix 6)**
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

10. **Landbeach Road Bus Stop – Extension of tarmac area (Appendix 7)**

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

11. **Maintenance Budget 2021/22 (Appendix 8 2020/21 Budget Figures)**

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

12. **Dates of next meetings**

Monday 15 March 2021– 7:45pm

Clerk's Office

APPENDIX 1

Minutes of the Maintenance Meeting of Milton Parish Council held on Monday 21 September 2020 at 7:45pm via Zoom on-line

Present: A Horne (AH)(Chairman), D Wildman (DW), A Markham (AM)

In Attendance: S Corder (Clerk), J Barrett (Assistant Clerk), A Bradnam (Non-voting Councillor), HM Smith (Non-voting Councillor)

1 Apologies for absence

JE Coston (Personal)

2 To APPROVE the minutes of the meeting held on Monday 15 June 2020

AH Proposed to accept the Minutes of the meeting of Monday 15 June 2020 as a true record– ALL AGREED (minor amendment to Item 5 – “break-ins”)

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. Rent letters for 2020/21 have been sent out to all current tenants.

6 Paddock

To consider options for final preparations of the paddock in time for tree planting: The free tree saplings from Woodland Trust are due to be delivered in November. Depending on the Covid-19 restrictions in place will depend on who can help with the planting. It was AGREED to meet up again when we have a delivery date and discuss options.

7 Cemetery

To **CONSIDER** amended Cemetery Policy – Further amendments have been made. Defer this item to the next MPC meeting for comparisons to be made from the previous policy to the proposed policy.

To **CONSIDER** Funeral Procedure - Defer to next MPC meeting.

8 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. **Clerk to seek specifications of recommended roller shutter door replacement.**

9 Village Cleaner Duties

The Village Cleaner job description has been updated by setting out the routes of each of the rounds carried out (main tour – twice weekly and routes A and B carried out weekly). Extra duties of wiping down benches and bus shelters seats has been added. **To be agreed by the Staffing Committee.**

10 Gunnel Close Footpath Barrier

AM raised the concern that the width of the footpath barriers is too narrow and cyclists using tandems, tricycles, cargo bikes and child trailers find it hard to fit through. AM raised the question does this area warrant this type of barrier or could a bollard be installed instead. **AB**

will speak with County Highways to ask if it is possible to remove the barriers and replace with a bollard.

11 Community Gritting Scheme Winter 2020/21-Volunteers

To put request on Milton Chat and the MPC webpage asking for volunteers to help with gritting areas of the village.

12 Monday 21 December 2020 at 7:45pm

Meeting closed at 9pm Signed: Date: