

**Minutes of the Meeting of Milton Parish Council held on
Monday 4 January 2021 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)

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**
To APPROVE the minutes of the meeting held on Monday 2 November 2020 – HMS amendments required to Item 12: Change wording to Poppy Wreaths, Item 15: County Councillor report was verbally given. Headings of report given to be added under Item 10 and remove full report from Item 15.
To APPROVE the minutes of the meeting held on Monday 7 December 2020 – HMS: minor amendments required to Item 8: change states to status. Item 14 change to “Consent Street” status and change wording to say by agreement between the landlord and the vendors.
DW Proposed to accept the Minutes above with the agreed amendments – ALL AGREED (Copies to be circulated to Councillors and updated on the Web Page)

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 update: Emailed received (9/12/20) from BT Payphone – “The Local Authority objected to the removal of the telephone so adoption by the Parish Council would not be an option”. **JEC thanked HMS for reiterating MPC’s objections to the removal of the payphone to SCDC and getting the decision reversed from their original decision of adoption.**

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 meters over the carriageway and 3 metres elsewhere. These works to be carried out early 2021. Email received 12/8/20 via Astons Legal Solicitors from D Ashman, County Highways – “I should add that the County Council cannot however accept any liability for features that form part of a private property boundary. Accordingly, any trees that the **boundary fence** has been built through or around will remain the responsibility of the Parish Council as landowner”.
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 – AB asked for clarification on what Astons have been asked to do - A revised missing deeds list was sent to Ashtons Solicitors via email on 13/10/20 asking them to confirm location of land as the deeds are not held at MPC. JEC reported that the deed for the Coles Road sports field is the only one missing. Council was reminded that there is a file in the office with copies of all the deeds including a coloured map marked with deed numbers. Response awaited from Solicitor. **DW and Clerk to investigate and report back to Council to MPC in February.**

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 for play equipment 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: **Email received from R Burnett (IHMC & Events Manager – Integrated Highways Management Centre) on 4/1/20 – “confirmed that the imagery meets the Public Space Surveillance regulations”.** The CCTV is a shared facility with the Huntingdonshire District Council and Cambridge City Council. DW thanked AB for obtaining clarification on this matter.

Fen Road Dirt Track – Email received (19/12/20) T Williams – “I need to understand whether an appeal has been lodged, I will wait for the Enforcement Officer update”. **HMS has chased up this matter again as it has been over 3 months since the enforcement notice was served.**

Pop-up cycle Lane, Cambridge Road – request for removal update: AB was informed that there is currently no funding available to remove the cycle lane lines and they will fade in time. **AB to ask County Highways for copy of the feedback/comments from the consultation and for confirmation on what happens when the TRO expires at the end of the 18-month period.**

Request for 20mph speed limit on Cambridge Road/High Street Update: AB – County Highways Officer had responded to this request (28 July 2020), saying: "I will arrange for a speed survey box to be put up to check vehicle speeds, however I do have concerns with compliance. To be enforceable we would need a stretch of at least 800 linear m's for a 20 zone, and average speeds would need to be 24mph or less to be installed. This wouldn't depend on the removal of any parking spaces, which I think would be difficult to sell to local residents. Without physical temporary measures this isn't something we would look to install as a temporary measure either, again due to issues with compliance."

To be discussed further at a future MPC meeting on what speed measures could be implemented through a LHI request with the outcome of the speedbox survey conducted 30 July to 10 August 2020."

Cemetery Flooding: JEC reported serious flooding at the Cemetery on the morning of 24 December 2020 to District Councillor Hazel Smith. See District Council report for more information.

6 Planning

The minutes of the Planning meeting of 21 December 2020 were received.

7 Maintenance

The minutes of the Maintenance meeting of 14 December 2020 were received.

To **CONSIDER** recommendations:

Store Cupboard – To **ACCEPT** the quote from Pro-Serv for £2862.50 + VAT to replace and widen of the entrance door to the back-store cupboard. **RF Proposed to accept the quote – HMS Seconded 6 In Favour – 2 Against – 2 Abstain AGREED**

8 Landbeach Road Bus Stop – Extension of tarmac area and reposition bus shelter

Email received from County Highways in relation to the project (Questions raised from December Maintenance meeting). **AB: A drawing of what is planned is required showing the relocated bus shelter and new tarmac area and to carry out a survey of any underground service cables.**

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

AH Proposed for GW Shelters to carry out a site plan and underground services check before moving ahead with the project (costing required) – JEC Seconded ALL AGREED. JEC Proposed that this item should go back to Maintenance for them to progress and make a proposal for a future Parish Council meeting.

9 Finance

The minutes of the Finance meeting of 21 December 2020 were received

To **CONSIDER** recommendations:

To **ACCEPT** request from MCC for grant of £40,000 for 2021/22 – **AH Proposed – JEC Seconded ALL AGREED**

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

DW Proposed to suspend Standing Orders meeting time to 9pm – ALL AGREED

RF Proposed to Decline the grant request from Cambridge Sports Lakes Trust – JEC Seconded ALL AGREED. AM suggested the following wording: MPC feel that CSLT should apply to larger Councils as the Country Park supplies a wider community. It was also suggested that the Country Park should put out a request for donations/support via Facebook and Milton Chat and explain the current financial situation. ALL AGREED

To **CONFIRM** budget figures for 2021/22 **Defer to 18 January MPC meeting**

To **SET** recommended precept for 2021/22 to £133,000 **Defer to 18 January MPC meeting**

10 Bills for Payment and Money Received, Monthly Budget report

To pay vouchers 295 to 316 **DW Proposed – HMS Seconded ALL AGREED.**

11 Internal Audit

The Internal Report was received and actions to be taken from the report will be discussed at the 18 January MPC meeting.

12 Trees on the Bund (The Sycamores)

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”. **Defer to 18 January MPC meeting**

13 Inappropriate Parking and Siting of Street Food Vans (From December meeting)

To **CONSIDER** extending the whole of Milton to a “Consent Street” status. **Defer to 18 January MPC meeting**

14 Sunnica Energy Farm

Consultation for a new solar energy farm and battery storage facility. MPC to consider comments on questionnaire. **Defer to 18 January MPC meeting**

15 Milton Community Centre January 2021 Report

The Community Centre re-opened on Wednesday 2nd 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.

RF noted that the plans need to be revised for the new Covid-19 lockdown regulations.

16 County and District Councillors Reports for Parishes, January 2021

Both District and County Councillors reports were emailed out to Parish Councillors and received

County Councillor Report - Cllr Anna Bradnam – See Appendix 1

District Councilor Report – HMS, AB and JR – See Appendix 2

Any questions raised from the reports to be discussed at the 18 January MPC meeting

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.**

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

Monday 18 January 2021 – Parish Council to include Planning and Finance & Administration 7pm

Wednesday 13 January 2021 Community Care 11:30am – Update: Date change to Wednesday 27 January 2021 11:30am

Monday 1 February 2021 – Parish Council 7pm

Meeting closed at 9:08pm

Signed:

Date:

Appendix 1

County Councillor Report for Parishes January 2021 - Cllr Anna Bradnam

Flooding - AB spent most of Christmas Day monitoring flood risk in Milton, Landbeach and Waterbeach.

Covid-19 - Notes from the Strategic Coordinating Group (responsible for Covid-19 response Cambs&Pet)

Schools: Most Primary schools will open as planned w/c 4 January, many Secondary Schools will have a staggered start, with students studying for exams returning on 11th and other pupils returning on 18th. Independent schools and special schools will open next week. Please check your own school's opening arrangements.

It is hoped that lateral flow tests will be delivered in schools from 4th Jan. Testing will be in three stages (if understood correctly) 1) Test all pupils on return 2) Thereafter - twice within 3-day period. 3) Aim for weekly testing through Jan and Feb. Where confirmed positive, there will be weekly testing of known contacts. Q - What to do if staff or parents do not consent?

Resources - need 13 staff to deliver per school over a week. County Council officers will be made available. Community Covid Volunteers and Local Youth Workers may be asked to help with testing in their local schools.

It is unclear what to do with school transport. Worries about children being withdrawn.

Health and Safety overrides government guidance so the Strategic Coordination Group may close schools if that is judged the best thing to do. Reviews of each school's public health risks are being planned (which vary according to the architecture, size and layout of the buildings).

Need to focus much more on Long Covid, to understand its long-term effects.

People must continue to use face coverings, wash hands regularly and allow space – to reduce transmission. Must not be complacent.

AB has listed a selection of the business which the County Council will consider in January 2021:

On 13th **Corporate Parenting Sub-Committee** will consider - Young People's Participation in the sub-committee, - Quarterly Performance Report, - Report from the Cambridgeshire Foster Carer's Association, - Virtual School: Results (this is the way the Council monitors how our the education of our children in care is going), - Siblings Forever Annual Report (this programme helps keep siblings in care in touch with each other), - Action Plan to support children in care not in education, employment and training.

On 14th Jan - **Environment and Sustainability Committee** will consider the CUSPE (Cambridge University Science and Policy Exchange Group) investigation into Policy Challenge #4: Business Investment in Carbon Emission Reduction.

Highways and Transport – in December the committee decided to seek the extra money required for the Chisholm Trail and Abbey Chesterton Bridge as additional Section 106 funding of £2.063m for the Abbey Chesterton Bridge through the Greater Cambridge Partnership Executive Board.

A cross-party working group has been set up to improve the **Local Highway Improvement Scheme** system, reporting initially in January. Members want to make the system simpler and more efficient. The **Cambridgeshire Heavy Goods Vehicle Plan** is to be reviewed. AB shall be taking a keen interest with the B1047 in mind.

In January the committee will be looking at – Commuted sums, - the **Local Cycling and Walking Infrastructure Plan**, Risk Register Review, - Utility Company interface and provision of accurate and timely information relating to highway schemes, - Transport Investment Plan, - A14 Legacy Fund, - Highways England Non-Motorised User Routes, - **Local Highways Improvements Member Workshop Report**, - Finance Monitoring Report.

Health Committee will meet in Feb to consider: - Trend Analysis of the Impact of the first COVID-19 wave on childhood vaccinations, - Further report on the actions being taken to support children young people and families during covid-19, Covid-19 Issues Report from Liz Robin, - Scrutiny 1) Further report on Dental Services 2) Upgrade at the Princess of Wales Hospital Finance Monitoring Report

Adults Committee will be considering - Asset Based Area Proposal for Cambridgeshire and Peterborough, Cam&Pet Foundation Trust Annual Report, - Service Directors Joint Report (Commissioning / Adults including Adults Positive Challenge and Think Communities)

Anglian Water – Wastewater Treatment Centre – relocation

The results of the initial consultation can be found here, [Document Library – Cambridge Waste Water Treatment Plant Relocation Project \(cwwtpr.com\)](#), at the bottom of the list. We have been aware of residents' concerns and worries; we are raising those questions and issues with the planners at South Cambs.

Appendix 2

District Councillors Report to Milton Parish Council – January 2021

Flooding: On Christmas morning AB received a report of a potential flood risk and spent most of the day in Waterbeach, Landbeach and Milton checking drains and ditches. AB believes no homes were flooded but please let me know if you did suffer flooding.

AB has received a report from the Waterbeach Level Internal Drainage Board that the water level in the River Cam was very high and that the bank downstream from Bottisham Lock in Waterbeach was seeping. The surrounding land and the IDB pumping station lie some 10-15 feet lower than the river, with water from the IDB drain being pumped up into the river, to flow away to the sea at Denver Sluice. Concerns were raised that the seepage could de-stabilise the river bank which might fail. AB met Environment Agency officers and the Police at the lock and they confirmed that in the prevailing conditions, the bank was safe and would not fail. AB visited a number of residents to keep them informed. The District Council is the Coordination Hub for Emergencies and liaise with the Police and Fire Authorities as well as the Environment Agency and other relevant agencies. The situation was monitored for 36 hours. Elsewhere the Rivers Great Ouse and Nene had broken their banks, causing very severe flooding.

There were many emails over the holiday period about flooding around Milton. Luckily no homes were involved here. SCDC had done a thorough job recently on clearing out and recutting the drain from the back of the P&R site through the Sycamores Rec and the Country Park - the 13th Public Drain. However on the northern part of that drain there was still a lot of water unable to get away, from around Woodside Farm area. HS and AB are meeting the Drainage team there to work out what needs to be done.

Covid-19 – Case rates and Vaccines: We have received an update on 31 December from the **Strategic Coordination Group**, which is responsible for Covid-19 response over Cambridgeshire and Peterborough: Rates of infection have increased. As of 25 December the case rate in the East of England was 523 per 100,000. Peterborough had 367 per 100,000 and Cambridgeshire had 221 per 100,000.

South Cambs had 231 cases per 100,000. By 29 December this had increased to 299 cases per 100,000. The increase could impact care homes without the preventative work that is going on. Some managers are 'cohorting' homes, to reduce risk.

Authorities have been in touch with high-risk workplaces and offering asymptomatic testing and will be setting up new joint-working with Universities next week.

Strategic Director of Public Health advises – **We must be even more vigorous about social distancing as the variant is much more transmissible.** We need to maintain and improve safe behaviour.

Test and Trace – County Council will lead on providing additional telephone support for people told to isolate.

On 30 December there were nearly 100 people with Covid at Addenbrooke's Hospital. Patients needing advanced support are being transferred from neighbouring counties but this is being balanced with local resources and being reviewed every day. It is anticipated that the outcome of Christmas socializing will arrive at our hospitals by 7 January.

Vaccination – Two large scale vaccination sites have been identified but this is decided centrally, not locally and it depends on the supply of the vaccine, and which vaccine is available – and when.

The BioNtech vaccine requires ultra-cold refrigeration but the AstraZeneca vaccine requires special instruction and training. The vaccine cannot survive long outside a fridge and must not be shaken.

Work is being done to identify vaccination centres but we do not know which vaccines we are getting or when. It is centrally prepared programme. There are concerns about the security of the sites and the Police will be involved. No sites have been publicized yet. There are plans to train people to assist in order to free up staff to administer vaccines. Volunteers are being gathered from within communities, particularly in schools. There are details on schools in my County Report.

Milton phone box saved – for now: As you'll be aware, the Parish Council discussed the proposal by BT to remove the equipment from our Coles Road red telephone box and decided initially in September to respond that we would like to keep it. Good reasons were given (the proximity of group homes, or people who might want to make a call out of earshot of others in their household, etc). We were then asked at a later meeting that **if** it were decommissioned, would Council like to adopt it. There were only 45 days given to respond, not long enough to consult the village properly, so we responded "yes" to South Cambs, who were collating responses from 9 villages in the same position. Unfortunately the second response was taken as our only response, and at South Cambs the published decision on the consultation was in agreement with the Parish Council's request to "Adopt" it. HMS followed this up at SCDC and had the first response reinstated, so the amended decision was to "Retain" the phone box in Milton. This change to a published decision had to

be reported to Full Council, which was done in November and BT acted on the recommendations from SCDC saving our phone box for now.

1000 Christmas meals delivered

The Christmas meal was delivered to 9 households in Milton. Over the whole of South Cambs over 1000 meals were delivered, cooked and frozen at Over Day Care Centre.

DRAFT