

**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 as received – DW Seconded ALL AGREED – See Appendix 1**

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 status 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 sell 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 2 for comments.**

13 Lander Close – Parking Concerns

To **CONSIDER** guidance in email sent to AB (County Councillor) in relation to parking issues on Lander Close. **AB 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” status to Willow Crescent or any additional streets.

DW update: The food trucks are linked to the Waggon and Horses Public House by agreement the Landlord and the vendors. The Landlord and food vendors have been informed that High Street is 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 status to the whole of Willow Crescent – HMS Seconded ALL AGREED

15 The Connections 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 Connections 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 2nd December.

Kevin + Ray + Philip have all been furloughed during November, but will resume their normal duties from Wednesday 2nd 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

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 25th 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/guidance/tier-2-high-alert) 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/guidance/making-a-christmas-bubble-with-friends-and-family)

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 Council 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 26th 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 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.

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:

Appendix 1

County Councillor Report for Parishes 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>

The HWRC at Butt Lane is on County Council land currently operated by FCC Environment Ltd as a landfill site. In September the County Environment and Sustainability Committee agreed to decouple the HWRC from the landfill site, as that planning consent will expire in December 2026 and otherwise the HWRC would have to move in 2025 to allow that area to be restored. Three different plans to expand the HWRC, making it split level (to improve safety) will be brought to a public consultation and then come back to committee before a planning application is submitted. Since the site is in the Green Belt, it could be called in by the Secretary of State.

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> say we must

Stay at home, except

- for childcare or education where this is not provided online
- work, where you cannot work from home
- exercise outdoors or visiting an outdoor public place – with your own household or one person from another household (children under school age are not counted in this)
- any medical reason or to escape harm or domestic abuse
- shopping for food or medicines (as infrequently as possible)
- to visit members of your support bubble, provide care or as a volunteer

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. I believe a company has been employed (I don't know by whom) 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](#) looking at the feedback received during the recent consultation. This sets out the vision for CAM against which schemes contributing to the CAM will be considered, and recommend approval of the sub-strategy by the CPCA Board.
- [Cambridge South East Transport Better Public Transport and Active Travel Consultation](#) – I attended a site visit earlier this week looking at the proposal to build a new transport hub near the Fourwentways roundabout (Abington, Granta Park) and the proposed route for a transport link with the Cambridge Biomedical Campus. The CPCA will note the Greater Cambridge Partnership consultation and direct the Director of Delivery and Strategy to respond.
- [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. Whilst residents often feel that road repairs 'never get done', Nicola has responded immediately to emergencies and dangerous potholes, (A10 and Greenside in Waterbeach, High Street in Fen Ditton) and when the budget ran out, holding our requests and then delivering them when money became available (e.g. Fen Road and Bene't Close in Milton, High Street pavement in Landbeach). The list of jobs within the five parishes in my Division can seem endless, so multiply that up by the 25 parishes Nicola has covered and you can imagine what a huge job it has been. Bannold Road, Waterbeach is still on the 'to do' list! The Council is recruiting now for a new LHO. If there are any issues you need to report please use the online web reporting

system: <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults>

Transport – Buses

The Mayor's Bus Reform Task Force is considering how best to design and fund a network of bus services.

I am appointed to the Taskforce by South Cambs District Council. We had a meeting today at which we were 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.

The Bus Reform Task Force is unable to fulfil its remit at present as the milestones are unattainable, so work on the Outline Business Case has been halted.

Instead, they are looking at projects and technologies which will contribute to **Demand Responsive Transport (DRT)**, including new Ticket Machines that can be rented to commercial operators. These will enable much improved capture of GPS data (to give accurate real time location) and better data relay to RTP1 signs, contactless payment and data integrations which could link to train ticketing for seamless journeys.

Charmingly – they realise that this sort of map does not display well on mobile phones - so will print paper maps.

Demand Responsive Transport is seen to be the solution to our (lack of connected) rural transport problem. Go2 is offering DRT in Sevenoaks <http://www.go2now.co.uk/> and they are exploring this model for Cambridgeshire. Need smart livery, modern, WiFi connected service to attract young people, who are not attracted to /don't use 'Dial-a-Ride' style services which are perceived to be for older people.

Transport – Cycling – Chisholm Trail Bridge

The Abbey-Chesterton Bridge is due to be lifted into place overnight 7/8 November. The bridge forms a key link in the Chisholm Trail which is a joint project between the Greater Cambridge Partnership and Cambridgeshire County Council and will be Phase 1 of a new foot and cycle route through the city.

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 in to place please abide by current Covid 19 guidelines and give due regard to social distancing.

Cycling - Cycle path, Ditton Lane, Fen Ditton

In preparation for the work starting on the east side of Ditton Lane, some modest siding-back was done on the west side. This has made the pathway a little wider, under the steep bank, so that when they closed Ditton Lane, cyclists would still be able to travel down the western pathway. The main works are under way and while there are road closures, I am hoping we can get additional works to improve the stability of the western bank.

Appendix 2

- **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.