

**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. Items discussed: County – Waste Disposal, Health – Update, Cambridgeshire and Peterborough Combined Authority A10 Upgrade – dualling and junctions, County Highways – Local Highways Officer Nicola Burdon, Transport – buses and Transport – Cycling – Chisholm Trail Bridge. **AB to send out hard copy of report to Councillors.**

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 Poppy 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 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-U's 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 The consultation closes at **midday on Monday 14th 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://scams.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 at

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 12th 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/>

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: