



MILTON PARISH COUNCIL

Parish Council Office, Coles Road,

Milton, Cambridge, CB24 6BL.

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TO ALL MEMBERS OF THE PARISH COUNCIL

You are summoned to attend the meeting of Milton Parish Council to be held on
Monday 4 October 2021 at 7:30pm in the Bowls Pavilion
Members of the Public and the Press are cordially invited to attend.

Clerk's signature: *Sarah Coker*
Date of issue: 28 September 2021

AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence
2. **To APPROVE the minutes of the meeting held on: Monday 6 September 2021 (Pages 1-5)**
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, and see Works Schedule (Pages 6-7):**
Gypsy, Roma & Traveller Inclusion Workshop – Email update: SCDC (20/7/21) Delayed due to changes in the law
Deeds missing – Coles Road playing field – Previous advice that MCC had to register the land was incorrect: Ashtons Legal are in the process of registering the land for MPC
The Sycamores Rec play equipment– Update: The Roundabout is still fenced off whilst recently laid grass seed takes
Pop-up cycle Lane, Cambridge Road – AB: Awaiting a date for removal
Request for 20mph speed limit on Cambridge Road/High Street – Being discussed via the Working Group. HMS attended a Zoom meeting with 20s Plenty for Cambridgeshire. Everyone is encouraged to lobby their County Councillors to bring this into the budget this year.
Land under the A10/Butt Lane Footbridge – Fly tipping has been reported to County Highways report a fault
6. **Planning (Pages 8-9)**
To **RECEIVE** the minutes of the Planning meeting of Monday 20 September 2021
New:
21/1229/TTCA (tree work) – 1 Willow Crescent, Milton – T1 Sycamore: Fell - Tree is full of decay and has very weak regrowth after last re-pollard
21/03953/FUL – 26 Butt Lane, Milton – Erection of 1 no. dwelling and garage following demolition of the existing domestic garage
21/04152/FUL – 37 High Street, Milton – Change of use from Guesthouse accommodation to part education/office use
20/04010/CONDA – Land South West of Milton Park & Ride, Butt Lane, Milton – Submission of details required by condition 22 (surface water drainage) of planning permission 20/04010/FUL
FOR INFORMATION ONLY
7. **Maintenance (Pages 10-11)**
To **RECEIVE** the minutes of the Maintenance Meeting of Monday 20 September 2021

- 8. Capital Projects Working Group – Project Report (Pages 12-17)**
To **DISCUSS** the way forward to progress with the Bus Shelter Art idea
- 9. Cemetery Advisory Committee (Pages 18-27)**
To **ACCEPT** amended wording to clarify the Cemetery Policy & Regulations
- 10. Bills for Payment and Money Received (Pages 28-29)**
To **CONFIRM** bills for payment
- 11. Buchans Grass Cutting Contract (Page 30)**
To **CONSIDER** letter received from Buchans asking for an extension to the current contract
- 12. Armistice Day Arrangements and Poppies**
To **CONSIDER** to:
 - a. arrange the Armistice gathering for 11:00am on 11 November 2021 at the War Memorial,
 - b. order two poppy wreaths, one for a village representative who would speak and the other for the Chairman to lay on behalf of the PC
 - c. to donate £50 to poppy appeal for wreaths
- 13. Urban & Civic Proposed Cycle Route – Milton (Pages 31-36)**
Update from 20mph Working Group on proposed cycle route plans
- 14. Milton Parish Council Office Heating (Page 37)**
To **CONSIDER** quote from Abbot Electrical to replace storage heater £762.93
- 15. Six Free Trees Scheme – South Cambs District Council (Pages 38-39)**
To **CONSIDER** which six free trees to apply for and location
- 16. Local Government Street Trading Public Notice (Pages 40-44)**
To **RECEIVE** further information from South Cambs District Council adopting the Local Government (Miscellaneous Provisions) Act 1982 for the whole of the South Cambridgeshire District
- 17. The Connections Bus Project (Page 45)**
To **RECEIVE** Youth Club Summary Report – Summer Holidays 2021
- 18. Community Gritting Scheme Winter 2021/22**
To **CONSIDER** specific gritting routes and recruiting volunteers
- 19. Milton Community Centre Report – September 2021 (Page 46)**
- 20. County Councillor's Report October 2021 (To be tabled)**
- 21. District Councillors Report October 2021 (To be tabled)**
- 22. Correspondence**
Integrated Highways Management Centre – Incident report August 2021 (emailed to Councillors)
Oxford Cambridge Arc Consultation: To **CONSIDER** response to the consultation:
www.gov.uk/government/consultations/creating-a-vision-for-the-oxford-cambridge-arc (closes 12 October 2021)
- 23. Dates of next meetings**
Wednesday 6 October 2021 – Community Care 11:30am
Monday 18 October 2021 – Planning 7pm – Finance & Administration 7:45pm
Monday 1 November 2021 – Parish Council

**Minutes of the Meeting of Milton Parish Council held on
Monday 6 September 2021 at 7pm in the Bowls Pavilion**

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

In Attendance: S Corder (Clerk)

1 Apologies for absence

A Latchem (personal)

2 Greater Cambridge Partnership – Waterbeach to Cambridge Project Update

Project Manager, Paul van de Bulk and his colleague Thomas attended the meeting to give an update on the project - to provide a guided bus route possibly with a cycleway from Waterbeach to Cambridge. The 2 proposed routes are currently: purple route – Waterbeach relocated station via Landbeach to the outskirts of Milton to join up with the guided bus way (A14 underpass). Green route – Waterbeach New Town – Landbeach – to join Mere Way to the A14 underpass and join the guided bus way.

3 Election of Chairman

The resignation of Don Wildman (Chairman) was received by Council.

JEC Proposed HMS as Chairman – AB Seconded **ALL AGREED**

Election of Vice-Chairman

HMS asked JEC if she was prepared to stand, and she agreed. HMS Proposed – AB Seconded No other candidates were proposed **AGREED by affirmation**

4 Elect a representative for Milton Community Centre

AH volunteered to be the representative – **ALL AGREED**

5 To consider the membership of the Cemetery Policy Working Group

In view of its ongoing role, AH Proposed that the group name be changed to Cemetery Advisory Committee – AB Seconded **ALL AGREED**

Members to be: HMS, JEC, AH, PE and AB

6 To APPROVE the minutes of the meetings held on:

Monday 12 July 2021 and Monday 23 August 2021 (including confidential minutes)

HMS Proposed to accept minutes of 12 July **AGREED (AH abstained)**

Both minutes of 23 August: replace the word “applicant” with “deceased” in 2 places, Proposed by AB - Seconded JEC **AGREED**

Amendments required to the detail in the Confidential minutes of 23 August 2021

JEC Proposed to add the words “On a question about the time the deceased lived in Landbeach the answer from DW was the deceased had lived in Landbeach for over 20 years prior to his death”. 3 In Favour – 1 Objection

AGREED. Minutes of 23rd August meetings AGREED by those who had been present. (AH HMS and DO abstained on both votes)

7 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

8 Public Participation – members of the public are invited to speak

No public attended

9 Clerk’s/Chairman’s Report

From Works Schedule: store cupboard door – to be removed from schedule (completed)

A10 trees: AB to follow up

Landbeach Road bus stop (onsite now)

Gypsy, Roma & Traveller Inclusion Workshop – Email update: SCDC (20/7/21) Delayed due to changes in the law

Deeds missing – Coles Road playing field – MCC Trustees to register land. Ashton’s will also be checking the location of the deed boxes for MPC as requested – Update: **Deeds were picked up from Solicitor’s on Tuesday 31 August. Middleton’s Pit deeds are in the box, and the work to register it is to be completed before Clerk**

to arrange for storage of Deeds in the County Archives. JEC to work with JB

The Sycamores Rec play equipment– Update: Work now completed. The Roundabout will be fenced off whilst recently laid grass seed takes. **External ROSPA inspection by Play Inspections Company of the play equipment is due on Friday 10 September 2021. Further work is required to replace the current platform and install a new platform at the top of both slides – to be discussed by MCC.**

Gunnell Close Dual Use Path Barriers – Clerk to source quotes for widening of the barriers

Pop-up cycle Lane, Cambridge Road – AB update: Email received 29 July informing AB that work to remove the pop-up cycle lane was being costed but AB had received no further update.

Request for 20mph speed limit on Cambridge Road/High Street – Being discussed via the Working Group

Land under the A10/Butt Lane Footbridge – Fly tipping has been reported to County Highways report a fault HS asked if any member has photos of the pump on Cambridge Road. AH may do. AB will seek a photograph from a contact in Landbeach who has a similar pump.

CWWTPR: the Clerk had asked if they would come to the planning meeting as requested. In the end the queries were resolved by email.

10 Planning

The Minutes of the Planning meetings of Monday 9 August 2021 were received.

New:

21/1054/TTPO (Tree work) – 2 Willow Crescent, Milton CB24 6BY – Sycamore: To reduce it by 5 metres all around as it has grown too big for a residential area **OBJECT: Whilst Milton Parish Council does not object to the principle of trimming this Sycamore, the PC object to this application as received. The Sycamore has a valid TPO on it (C11/17/72/1). To permit a reduction by 5m all around would remove two thirds of the canopy, leaving just the trunks, destroy the natural shape of the canopy and would cause adventitious growth which would create an even bigger canopy in due course. This would be unacceptable in the heart of the village, overlooking the village green and conservation area.**

21/02974/FUL – 1B Cambridge Science Park, Milton Road, Cambridge - (amendment) Installation of standby generator and enclosure **HAS NO RECOMMENDATIONS**

Application for a Premises Licence – Milton County Park

AB update: Due to insufficient information provided on the application an updated version of the notification will be issued with an amended closing date for comment

11 Community Care

The minutes of the Community Care meeting of Wednesday 7 July 2021 were received

12 Finance and Administration

The minutes of the Finance and Administration meeting of Monday 19 July 2021 were received

G Kinsman, RFO for MPC, has asked for confirmation from the Council that he can act as the agent for Inland Revenue on MPC's behalf **ALL AGREED**

13 Bills for Payment and Money Received

To **CONFIRM** bills for payment – **HMS PROPOSED to ratify invoices 119-141 paid in August and pay the invoices 142 to 169 (hold back on voucher 156, Ashtons – Clerk to query invoice and request work to register Middleton's Pit. Vouchers 170 and 171, Wicksteed - Approve payment conditional on ROSPA inspection being satisfactory) – AB Seconded ALL AGREED**

14 Transfer of Equity – Milton Surgery, Coles Road, Milton

To **CONFIRM** signatory for the Deed of Covenant as the Freeholder

HMS Proposed to accept the Deed of Covenant and HMS and RF to sign as the Freeholder – AH Seconded **ALL AGREED**

15 Local Highways Improvement (LHI) applications for 2022/23

To **CONSIDER** applying for installation of CCTV at the turning circle by Milton Country Park – iPower Electrical Contractor £2,500. **Reject as Further information required from Cambridge Sport Lakes Trust (location of CCTV, who will monitor the CCTV and communications, is MPC being asked to provide funding?).**

Agenda Items 23 and 24 taken now

16 Plant a tree for the Queen's Jubilee

To **CONSIDER** purchasing a tree of choice to be planted opposite the War memorial, Coles Road

Clerk informed Council of the six free tree offer from SCDC as part of their work to "Double Nature in South

Cambs” – Clerk to apply for the six free trees (To replace the damaged one removed from Coles Road)

17 Waterbeach Barracks Updates

To **CONSIDER** attending a proposed regular Joint Parish Council meeting to enable representatives to be informed of any updates **HMS to attend on behalf of MPC**

18 Greater Cambridge Biodiversity Supplementary Planning Document – Consultation

To **CONSIDER** response to the new Greater Cambridge Draft Biodiversity Supplementary Planning Document (closing date 17 September 2021) www.greatercambridgeplanning.org/emerging-plans-and-guidance/biodiversity-spd/ **MPC has no comments to make**

19 Grant Application

To **CONSIDER** grant application received from Cambridge Search and Rescue – **JEC Proposed REFUSE as not Milton based – RF Seconded ALL AGREED**

20 Trial of Voi Scooters in Milton

To **DISCUSS** trial/location/concerns of the Voi scooters

Concerns of locations of the Voi scooters and cycles have been received. There was no consultation with MPC on the suggested locations. The trial is due to finish at the end of October 2021. Any feedback on the trial can be sent to: contactus@cambridgeshirepeterborough-ca.gov.uk. **HMS to put together some feedback wording on behalf of MPC including how fortunate Milton is to have them and glad they are available, why was there no consultation and concerns about the locations within the village**

21 Cambridgeshire Covid Community Champion Awards (Lucy Frazer MP – House of Commons)

To **CONSIDER** nominating a local volunteer **HMS Proposed Linda Henderson** Linda was just one of a dozen people who came together to organise the hundreds of Milton volunteers who came forward to help shop, collect prescriptions or phone and stay in touch with others in 2020. Linda then worked in 2021 with Milton surgery when they bided to organise a vaccination centre at Milton Community Centre, and organised another large team of volunteers to guide and help people called in for their vaccinations. This work went on for several months. Thanks also need to go to all the volunteers who gave their time gladly to help others. **DO Seconded ALL AGREED**

22 Traffic Management Training Course

No interest

23 County Councillor Report for Parish Council meetings in September 2021 - Cllr Anna Bradnam (full report with Agenda on webpage)

Gas main works Milton – works are gradually moving towards Ely Road.

Milton Household Recycling Centre

The Household Waste at Milton remains open; you just need to make a booking here
[Booking system for Household Recycling Centres - Cambridgeshire County Council](#)

Cambridge Wastewater Treatment Plant Relocation: Cambridgeshire County Council's response to the consultation was submitted to the Consultation by the deadline of 18 August but Anglian Water have agreed to take into account final comments from the Environment and Green Investment Committee which meets on 16 September.

Local Highway Improvement Fund - Applications for projects in 2022/23 deadline is midnight on 30th September 2021.

Welcome to the Place-Based Carbon Calculator (PBCC) PBCC is a free tool which estimates the per-person carbon footprint for every Lower Super Output Area (LSOA) in England. LSOAs are small statistical areas with a population of about 1,500 - 3,000. It draws on a wide range of data and research to give a representative view of how carbon footprints vary across the country. PBCC is intended to help communities and policy makers understand where their carbon footprints come from and what we need to do to reduce them. Use the map to zoom to your area of interest then click on an LSOA for more details. [Place-based carbon calculator](#)

From the Office of the Police and Crime Commissioner: The commissioner Darryl Preston, has announced **more resources to tackle crime in rural communities**. Cambridgeshire's Countryside Watch (CCW)'s paid staff and volunteers will be stepping up efforts to prevent crime in rural communities thanks to this funding boost.

New funding to help prevent domestic abuse and stalking in Cambs and Pet'borough.

More than £300k has been secured to tackle domestic abuse and stalking in the county following a successful partnership bid to the Home Office Domestic Abuse Perpetrator Fund.

The money will enable a new project worth £500k to provide much needed support to prevent people from committing domestic abuse and stalking offences whilst ensuring victims continue to receive professional help. The funding means that early intervention and prevention support can be provided to a wider range of domestic abuse offenders, children and adolescents who commit domestic abuse against their parents or carers and persistent stalkers.

Covid Update from Jyoti Otri, Director of Public Health for Cambridgeshire : In the past two weeks Covid-19 rates have continued to rise in some parts of Cambridgeshire, but is pleased to say we have started to see a reduction in most areas and rates across the patch are now broadly in line with the national average. At the time of writing (27/08) there are 316 cases per 100,000 in Cambridgeshire, which is a 0.1% decrease on the same time last week.

These rates are broadly in line with the national average (332 cases per 100,000) and higher than the regional average (280 cases per 100,000).

It is good news that rates are stabilising on the whole, but we expect they may rise again in the next two weeks because of the change in the rules around self-isolation for close contacts and the return of schools.

People can book online at www.nhs.uk/conditions/coronavirus-covid-19 or by phoning 119. They can also get their vaccine from one of the many walk-in centres and pop up clinics in the area - find out where by visiting: www.thevaccinators.co.uk

24 District Councillors Report September 2021 Cllrs Paul Bearpark, Anna Bradnam and Judith Rippeth (full report with Agenda on webpage)

Afghanistan Family Resettlement: Three large Afghan families have been provided homes by SCDC. Further families could be supported if funding is available and the right homes can be found. A recent press release on this can be found here: <https://www.scambs.gov.uk/council-commits-to-resettle-refugees-from-afghanistan/>

21/00360/VARM – Variation to Glasshouse Application: SCDC made a request to ECDC to incorporate a condition for a transition plan to net zero for the scheme. ECDC rejected this on the grounds that they agreed with the developer's agent that it "does not believe that a Net Zero Transition Plan condition was necessary or could be justified in the context of the s73 application for an already approved application, when the current s73 application reduces the capacity of the gas engines and the WSHP proposed as part of this application being the primary heat source providing 88% of the anticipated heating demand, with the gas engines providing top up/back up supply, which will result in CO2 savings when compared with what was originally proposed".

As district councillors we shall continue to campaign on this issue beginning with an approach to the developer and their investor.

Changing Places Toilet funding – now open: The Government announced in May that there would be funding available to increase the number of 'Changing Places' toilets. Standard accessible toilets do not meet the needs of all people with a disability; over a quarter of a million people in the UK with a disability need extra equipment and space to allow them to use the toilets safely and comfortably. These needs are met by Changing Places toilets. Local authorities have been invited to submit an expression of interest in the Changing Places toilets programme by 26 September 2021, in order to have the chance of successfully obtaining funding.

New website for South Cambridgeshire: The Business Support team at SCDC has been working on a new website to promote everything there is to see and do in South Cambridgeshire, to support the local economy by encouraging tourists to visit the area and local people to spend more time in the district. Please encourage anyone who runs a hospitality, leisure or tourism business, or a local green space or event, to sign up. They can visit www.VisitSouthCambs.co.uk to create a free listing, or email visit@scambs.gov.uk for any further information.

Business Growth Support Grants: Funding is still available through the Growth Fund grant scheme. The scheme is open to micro and SME applicants from any sector. They could be pandemic start-ups or established businesses looking to expand. A one-off grant of between £1,000 to a maximum of £50,000 will be awarded to successful applicants. Further information can be found on the SCDC website: <https://www.scambs.gov.uk/business/growth-fund-grant-scheme/>

Waterbeach New Town: The New Town has formally been named Waterbeach. The village name will be changed to Waterbeach Village if that is something that people locally wish to pursue.

GCP Chisholm Trail works at Fen Road Chesterton: The pavement along Fen Road, Chesterton (west) is being widened to make it a shared use path for cyclists and pedestrians approaching Cambridge North Station. This is likely to cause considerable disruption to those accessing homes on the east side of the level crossing. The works which will start in late September/early October and may continue until the end of the year.

Emmaus celebrates its 30th anniversary: On Saturday 28th August Emmaus Cambridge held an open day to mark thirty years of Emmaus UK. The site at Landbeach was the first community to be established in the UK, the charity having first been started by Abbé Pierre in France in 1954.

25 Correspondence

SCDC July 2021 parish e-bulletin (emailed to Councillors)
Taxi and Private Hire Policy - Proposed Revisions (emailed to Councilors for information)
Integrated Highways Management Centre – Incident report July 2021

26 Dates of next meetings

Monday 13 October 2021 – Cemetery Advisory Committee 7:30pm
Monday 20 September 2021 – Planning 7pm – Maintenance 7:45pm
Monday 4 October 2021 – Parish Council
Wednesday 6 October 2021 – Community Care 11:30am

Meeting closed at 9:35pm Signed: Date:

**Minutes of the Planning Committee Meeting of Milton Parish Council held on
Monday 20 September 2021 at 7pm in the Bowls Pavilion**

Present: R Farrington (Chair), H Smith (HMS), J Coston (JEC), D Owen (DO)

In Attendance: S Corder (Clerk)

1 Apologies for absence

P Ellwood (Personal)

2 To APPROVE the minutes of the meeting held on Monday 9 August 2021

RF Proposed to accept the Minutes of the meeting on Monday 9 August 2021 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 members of public in attendance

5 Decisions Received:

21/02202/HFUL – 4 Old School Lane, Milton CB24 6BS – Demolition of existing single storey rear extension and garage and the construction of a single storey rear extension and a garden studio at the Southern boundary of the garden **GRANTED PERMISSION**

21/02223/FUL – Land rear of 49 Cambridge Road, Milton – Erection of 6 dwellings following demolition of no. 49B Cambridge Road and the removal of 5no. static caravan pitches **WITHDRAWN**

21/01890/HFUL – 120 The Rowans, Milton CB24 6YX – Entrance porch, first floor extension above garage, two storey rear extension and conservatory conversion **GRANTED PERMISSION**

21/03300/HFUL – 23 Shirley Close, Milton CB24 6BG – Single storey side and front extension **WITHDRAWN**

21/02032/HFUL – 10 Shirley Close, Milton CB24 6BG – Garage conversion, first floor side extension, porch extension and installation of dropped kerb – **GRANTED PERMISSION**

6 New

21/02032/NMA1 – 10 Shirley Close, Milton – Non-material amendment of permission 21/02032/HFUL for the removal of side bathroom window and installation of a vent off the bathroom roof, alterations to guttering, relocation of bins and removal of 3ft fence at the front **FOR INFORMATION ONLY**

S/4133/19/CONDA – 7 High street, Milton CB24 6AJ – Submission of details required by condition 7 (cycle storage) of planning permission S/4133/19/VC **FOR INFORMATION ONLY**

21/03963/HFUL – 33 Willow Crescent, Milton CB24 6BY - Single storey extensions to the front, side and rear. Single storey extension to the garage and to change the garage flat roof to a pitched roof including that of no. 31 Willow Crescent **HAS NO RECOMMENDATIONS**

Licensing Act 2003 – Notification of an application for a new premises licence

Name of premises: Milton Country Park

Location: Limited to Remembrance Meadow, The Front Lawn, The Sunlock, Wild Place and The Orchard. The proposed application is to carry out the following activities: Sale of Alcohol. The sale by retail of alcohol for consumption on and off the premises: Monday – Sunday 11:00-23:00

This will be limited to 30 events per year for which they will notify the Licensing Authority and will be pre-booked with the sale only being from a mobile bar/moveable structure

HAS NO COMMENTS

7 Dates of next meeting
Monday 18 October 2021 – 7PM

Meeting closed at 7:40pm Signed: Date:

DRAFT

**Minutes of the Maintenance Meeting of Milton Parish Council held on
Monday 20 September 2021 at 7:45pm held in the Bowls Pavilion**

Present: A Horne (AH)(Chairman), JE Coston (JEC), A Latchem (AL) HM Smith (Ex-officio)

In Attendance: S Corder (Clerk)

1 Apologies for absence

A Markham (personal)

2 To APPROVE the minutes of the meeting held on Tuesday 8 June 2021

AH Proposed to accept the Minutes of the meeting of Tuesday 8 June 2021 as a true record – **ALL AGREED**

3 Declarations of interest and dispensation

To receive declarations of interest from councillors for items on agenda: **AH Item 5 – Allotment Holder**

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 Allotments

Update AH/Clerk: Allotment rent letters are being sent out this week.

To **REVIEW** tenancy agreement – A question was asked to the Clerk if dogs could be allowed on a tenants plot: **(AH Proposed to Suspended Standing Orders so AH could discuss – ALL AGREED)**

The amended wording to be “Dogs allowed within allotment plot boundary as long as under control and well managed” – ALL AGREED

To **REVIEW** allotment rents for 2022:

Rents to be increased - ¼ plot £11 to £14

½ plot £22 to £23

¾ plot £24 to £33

Full plot £33 to £41

The increase includes a £5 administration fee and increased costs of maintenance of the allotment site.
(Standing Orders reinstated)

6 Orchard

AH/Clerk: Free trees packs due to be delivered between 1-12 November 2021

(Clerk to chase up County Highways on tree work required to A10 trees so planting can take place)

7 Cemetery

Update AH/SC: Rabbits are an on-going issue. **Clerk to arrange pest-control visit**

To **CONSIDER** quotes received for repainting the Cemetery gates: Morley Brothers: To remove gates and blast clean, zinc spray to stop future rusting and power coat in a stock colour and refit: £1030 plus VAT. Artisteel: Option 1: To remove the gate, have it sand blasted, and powder coated to standard RAL colour, then re-installed. **£5800 + vat.**

Option 2: To remove the gate, clean and hand strip the flakes of the original paint. Carry out the minor repairs, apply a wet spray undercoat and 2 standard RAL colour wet spray topcoat then re-install. **£3520 + vat**

Option 3: To send a team onsite, wire brush and clean the gate and brush apply a one coat wet paint in situ to an RAL standard colour. **£2150 + vat.**

JEC Proposed to accept Morley Brothers quote £1,030 + VAT – AH Seconded ALL AGREED

Clerk to arrange a temporary bollard whilst gates are removed from the Cemetery

8 Play Areas

The Wicksteed play inspection reports were received

To **CONSIDER** quote received from Wicksteed for repair work required: (Monkey bars: replace affected timber and replace spring balance beam) £959.62 + VAT **JEC Proposed to accept the quote for works required – HMS Seconded ALL AGREED**

Clerk to ask Buchan to quote to level out ground under the Trim Trail (Humphries Way play park)

9 Bus Shelter

To **CONSIDER** planting daffodil bulbs by the Landbeach Road bus stop – **ALL AGREED. Clerk to ask Tesco if they would donate some daffodil bulbs or pay up to £60**

To **CONSIDER** quote from GW Shelter Solutions for repair work required and replacement window panels on the 3 bus shelters (3 located on Cambridge Road) £2,827.28 + VAT

ALL AGREED to accept the quote. Clerk to arrange for repair work to be carried out and tie-in the Capital Arts project on the window art design replacement panels. Confirm costings on laminate work required on window panels

10 Rubbish Bins (From June 2021 meeting)

To **CONSIDER** a request to replace the existing bins with Duo use (general use and mixed recycling sections) and the email response from Cambridge Shared Waste on costs of the project

This service is not widely offered outside the city. Cost per bin would be around £350 at PC expense. It was AGREED to not take this forward

11 Removal of shrub on Coles Road (by War Memorial)

To **CONSIDER** removal of shrub and replace with a feature tree given more space around the War Memorial **It was AGREED not to be remove the shrub that was planted by MPC**

12 Village Maintenance Report

The report compiled by JEC and PE on possible maintenance tasks required within the village was received and discussed

Clerk to ask Buchans to clear around the Village Pump and surround and to cut back hedge row from the Jane Coston Bridge to Winship Road

ASK SCDC location of all the dog bins in Milton

13 Dates of Next Meeting

Monday 20 December 2021 – 7:45pm

Meeting closed at 9.55pm Signed: Date:

Milton Parish Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
172 Tree Maintenance	06/09/2021		Unity Trust Bank		Trees	Town & Country Tree Surge	S	90.00	18.00	108.00
173 Website	24/09/2021		Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	30.98	6.20	37.18
174 Youth Workers/Courses	07/09/2021		Unity Trust Bank		Youth Club Sessions	The Connections Bus Project	E	360.00		360.00
175 Website	23/09/2021		Unity Trust Bank	DD	Website hosting	1 and 1 Internet Ltd	S	3.99	0.80	4.79
176 Bank charges	16/09/2021		Lloyds Corporate Card	DD	Bank Charge	Lloyds Bank	E	3.00		3.00
177 Payroll Pension (Employee)	28/09/2021		Unity Trust Bank	DD	Pension payment	Smart Pension	E	64.63		64.63
178 Payroll Pension (Employer)	28/09/2021		Unity Trust Bank	DD	Pension payment	Smart Pension	E	64.63		64.63
179 S137: Warden's Pension (Em	28/09/2021		Unity Trust Bank	DD	Pension payment	Smart Pension	E	58.83		58.83
180 S137: Warden's Pension (Em	28/09/2021		Unity Trust Bank	DD	Pension payment	Smart Pension	E	58.83		58.83
181 Payroll Clerk	24/09/2021		Unity Trust Bank		Salary	S C	E	1,132.58		1,132.58
182 S137: Warden Salary	24/09/2021		Unity Trust Bank		Salary	T E	E	848.53		848.53
183 Payroll Asst Clerk	24/09/2021		Unity Trust Bank		Salary	J B	E	336.00		336.00
184 Payroll Highways	24/09/2021		Unity Trust Bank		Salary	P A	E	278.09		278.09
185 Capital Schemes	16/09/2021		Unity Trust Bank		Play Inspection	Play Inspection Company	S	182.50	36.50	219.00
186 MCC Bills Paid	16/09/2021	49456	Unity Trust Bank		Play Inspection	Play Inspection Company	S	182.50	36.50	219.00
187 Audit Fees	14/09/2021		Unity Trust Bank		Year end audit	PKF Littlejohn	S	400.00	80.00	480.00
188 Capital Schemes	02/09/2021		Unity Trust Bank		Bus shelters	GW Shelter Solutions	S	4,800.00	960.00	5,760.00
189 Stationery	15/09/2021		Unity Trust Bank		Stationery	ESPO	S	24.65	4.93	29.58
190 Allotment Maintenance	01/09/2021		Unity Trust Bank		Allotment	Buchans Landscaping & Grol	S	279.54	55.91	335.45
191 Cemetery Maintenance	01/09/2021		Unity Trust Bank		Cemetery	Buchans Landscaping & Grol	S	162.54	32.51	195.05
192 Grass Cutting	01/09/2021		Unity Trust Bank		Grass Cutting	Buchans Landscaping & Grol	S	731.88	146.38	878.26
193 MCC grounds maintenance	01/09/2021		Unity Trust Bank		MCC Costs Contribution	Buchans Landscaping & Grol	S	1,001.67	200.33	1,202.00
194 MCC-NLP grass cutting	01/09/2021		Unity Trust Bank		MCC Grant Paid	Buchans Landscaping & Grol	S	194.81	38.96	233.77
195 Allotment Maintenance	01/09/2021		Unity Trust Bank		Trees	Buchans Landscaping & Grol	S	688.00	137.60	825.60
196 Tree Maintenance	01/09/2021		Unity Trust Bank		Trees	Buchans Landscaping & Grol	S	136.00	27.20	163.20
Total								12,114.18	1,781.82	13,896.00

To pay voucher 156 30/7/21
 (Sept meeting)
 Professional
 Ashtons Legal
 £695.00
 £139.00
 £834.00

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Milton Parish Council

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
53 Precept	22/09/2021		Unity Trust Bank		Precept	SCDC	E	66,500.00		66,500.00
54 Cemetery Fees	24/09/2021		Unity Trust Bank		Memorial inscription	Ivett and Reed	E	30.00		30.00
55 Interest Santander S106 Arts	02/09/2021		Santander S106 Arts		Interest	Santander	E	17.93		17.93
56 VAT	10/09/2021		Unity Trust Bank		VAT refund	HMRC	R		1,680.57	1,680.57
57 Allotments Rents	23/09/2021		Unity Trust Bank		Allotment Rent	E4/E5	E	66.00		66.00
58 Allotments Rents	24/09/2021		Unity Trust Bank		Allotment Rent	C13/D11	E	55.00		55.00
59 Allotments Rents	24/09/2021		Unity Trust Bank		Allotment Rent	F10	E	22.00		22.00
60 Allotments Rents	24/09/2021		Unity Trust Bank		Allotment Rent	F19	E	33.00		33.00
61 Allotments Rents	24/09/2021		Unity Trust Bank		Allotment Rent	F11	E	33.00		33.00
62 Allotments Rents	24/09/2021		Unity Trust Bank		Allotment Rent	F17	E	22.00		22.00
63 Allotments Rents	24/09/2021		Unity Trust Bank		Allotment Rent	D5	E	33.00		33.00
64 Allotments Rents	27/09/2021		Unity Trust Bank		Allotment Rent	F9	E	33.00		33.00
65 Allotments Rents	27/09/2021		Unity Trust Bank		Allotment Rent	F7	E	33.00		33.00
66 Allotments Rents	27/09/2021		Unity Trust Bank		Allotment Rent	A7	E	33.00		33.00
67 Allotments Rents	27/09/2021		Unity Trust Bank		Allotment Rent	B10	E	22.00		22.00
68 Allotments Rents	27/09/2021		Unity Trust Bank		Allotment Rent	B1	E	33.00		33.00
69 Allotments Rents	28/09/2021		Unity Trust Bank		Allotment Rent	A2	E	22.00		22.00
70 Allotments Rents	28/09/2021		Unity Trust Bank		Allotment Rent	F16a	E	22.00		22.00
Total								67,009.93	1,680.57	68,690.50

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Milton Outdoors Youth Club Summary

Summer Holidays 2021

Two visits (on Tuesdays 3:30-5pm) booked for end of the summer holidays to lead into to the recommencement of the building based youth zone in September.

24 August (2 young people) - Hot and sunny. Great to see two who used to attend the youth club (pre-COVID). Enjoyed table tennis, basketball, archery and lots of Uno! Conversations about school, COVID, holidays, cars, computer games and club opening up again.

31 August (3 young people) - Cold and damp but enjoyed table tennis, jenga and football. Conversations about cars, school and youth club starting soon.

Prepared by Alan Webb (Project Manager) – September 2021

Community Centre Report – September 2021

Maintenance

The 5 year fixed electrical test and PAT testing is under way and we have had the Fire Alarm, CCTV System, Intruder Alarms and Fire Extinguishers all serviced.

Bookings

We now have 45 regular groups and classes using our indoor facilities and continue to see an increase in requests for bookings. We now have more regular indoor users than before COVID and have seen the return of all but 2 of our previous users due to them stopping their classes.

In addition to regular groups we have had bookings with Cambs Hearing, Blind Veterans UK and Falls Prevention Service.

Kids-R-Us are still running Wraparound School Club sessions each weekday in the Annexe. Eddies Art Works continue to use The Youth Building at the Sycamores every week Monday to Friday. We have also seen the return of the Youth Club at the Youth Building on a Tuesday evening.

The 5 aside pitch continues to be popular in the weekday evenings with a mixture of both adult and children usage and we now have 14 regular weekly bookings for it.

The recreational spaces have now passed over to football and netball. We now have 18 children's football teams and 2 adult teams using the facilities. The South Cambs Adult Friendly Netball League is also returning to Coles Road in October.

Crime and Vandalism

There has been no crime to report and we have seen a decrease in vandalism.

We have had issues with anti-social behavior near the Annexe reported by Kids R Us and we regularly see litter from recreational drug use at Coles Road and The Sycamores.

Andy West
Community Centre Manager
22/9/2021