

**Minutes of the Meeting of Milton Parish Council held on  
Monday 6 December 2021 at 7:30pm in the Bowls Pavilion**

**Present:** H Smith (Chair) (HMS), J E Coston (JEC), P Ellwood (PE), A Horne (AH)  
D Owen (DO), A Markham (AM), A Latchem (AL), A Bradnam (arrived 8:38pm)

**In Attendance:** S Corder (Clerk)

**Public:** 1

**1 Apologies for absence**

R Farrington (personal)

**2 To APPROVE the minutes of the meeting held on Monday 1 November 2021**

HMS amended Item 5 "Tesco donated 5 bags of Daffodil bulbs"

JEC Proposed to accept the minutes of Monday 1 November 2021 with amendment – PE Seconded: **ALL 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**

1 member of the public was in attendance for observation

**5 Clerk's/Chairman's Report and Works Schedule**

**Works Schedule** – reviewed list. **Clerk to chase up County Highways on removal of the 15 trees from the A10 (by the allotments/orchard) as this is becoming urgent**

**Brick bus shelters (Maintenance) – 1 quotation received, 2 other companies declined to quote**

**Gunnell Close/Woodman Way** – Cambs County Council Highways have agreed to carry out the required works on extending the gap between the barriers **Clerk to chase up the work and confirm the spacing they are proposing**  
**Gypsy, Roma & Traveller Inclusion Workshop Toolkit** – Email update SCDC Community Safety: Delayed to April 2022

**Deeds missing – Coles Road playing field** – Ashtons Legal update: I am pleased to confirm Land Registry have received our application for first registration and have given the land the provisional title number, CB464125. Please note there are significant delays at Land Registry and it is likely that the application will take up to a year to complete.

**MVAS** – Data for the last 3-week period in November 2/11 – 24/11 is not reliable due to a problem with the MVAS's internal clock **AB: update – quotes for repair to be shared between the 3 parishes. A request for volunteers has gone onto our Facebook page. A description of the MVAS has been prepared and will be circulated to councillors.**

**Training** – Clerk to register for Financial Introduction to Local Council Administration (FILCA) £120 + VAT (SLCC) **AGREED**

**Pop-up Cycle Lane, Cambridge Road** – AB: Email received from B Stinton County Highways on 29/7/21 – "This is now being put in hand. I will let you know when the work is likely to be undertaken as soon as we have a date from the contractor". **AB chasing this up**

**Request for 20mph speed limit on Cambridge Road/High Street** – Being discussed via the Working Group. See Item 14

AM had received a compliment about the work Buchans had done cutting back shrubs on the bund path.

The daffodils at Landbeach Road had been planted – thanks to those who helped

Christmas lights are to be installed on 7<sup>th</sup>. The wiring may need some attention.

**Proposed office Christmas Closure** - Friday 24 December to Monday 3 January 2022

**6 Planning**

The minutes of the Planning meeting of Monday 15 November 2021 were received

**Decisions Received:**

**21/00561/FUL** – 26 Fen Road, Milton CB24 6AD – Single storey 1 bedroom dwelling house **REFUSED PERMISSION**

**New:**

**21/04849/HFUL** - 23 Shirley Close, Milton CB24 6BG – Part single, part double storey side extension

**OBJECT 1. Overshadowing and considerable loss of light and amenity to 24 and 25 Shirley Close. 2. Out of character with neighbouring properties**

**21/04781/ADV** – 1 Cambridge Science Park, Milton Road, Cambridge – Installation of 1no double sided and 1no single sided internally illuminated free standing signs **HAS NO RECOMMENDATION**

Removal of condition for a footpath on Cowley Road – not supported. We retain our previous objections.

**7 Finance and Administration**

The minutes of the additional Finance and Administration meeting of Wednesday 17 November 2021 were received

The pension login has had to be changed.

The first draft of the annual budget 2022/23 was received by Council

The MCC bill payment request was received by Council

**8 Local Government Association Councillor Code of Conduct 2020**

To **CONSIDER** adopting the updated version of the Councillor Code of Conduct

HMS Proposed to accept the Councillor Code of Conduct 2020 – JEC Seconded **ALL AGREED**

**9 Internal Audit Report for Year 2021/22**

The Internal Auditors Report was received by Council

To **DISCUSS** the use of a dedicated Councillor email address – **It was AGREED by Council to carry on using current email addresses and the Clerk send out items for information only. No discussions to be carried out over email relating to PC matters. All emails to be sent out via the Clerk. A short paper to be written with guidelines on the use of email by councillors, and justification of this decision.**

**10 Parish Council Meeting Dates 2022 – Revised dates**

2 date changes to be made – Monday 18 April 2022 is a bank holiday, move meeting to 11 April 2022 and move Monday 9 May to Monday 25 April 2022 to approve the accounts (7pm)

**11 Bills for Payment and Money Received**

To **CONFIRM** bills for payment – JEC Proposed to pay invoice vouchers 235–273 HMS Seconded **ALL AGREED**

**12 Willow Crescent and Old School Lane ongoing maintenance and purchasing the land**

Email sent to the Company who may be the landowner at Willow Crescent and to see if they accept ownership and would consider transfer of the land to MPC.

MPC Solicitor looking into the process of claiming Crown land for Old School Lane. **Clerk to follow up**

To **CONSIDER** tree works quote of £1,560 + VAT (Town and County) for re-pollard of 3 willow trees on Willow Crescent

**No councillor had looked at the trees, the request had been passed to the tree surgeon without advice from the Trees Officer (AB). Clerk was asked to clarify if the work recommended was urgent.**

**MPC to confirm ownership of land before any works are carried out. Defer decisions to February 2022 pending ownership DO Proposed – HMS Seconded ALL AGREED**

**13 A14 Milton Interchange and Slip Roads**

“Since the Jane Coston bridge provides a more direct route and safe route for non-motorised users, the original route via the interchange is effectively redundant”

To **CONSIDER** proposal from Cambs County Council in conjunction with National Highways to implement small scale measures to discourage use of the old route. These include:

North of interchange (Cambridge Road Eastbound at Tesco roundabout) – installation of timber knee fencing and conversion of a short length of existing footway to verge.

South of interchange (A1309 Milton Road junction with Cowley Road) – the footway on the east side heading north from the junction will be converted to verge for a distance of around 40 metres.

**Clerk to reply with comment: MPC ask that thought is given to litter pickers going up the verge towards the A14/Milton Interchange**

**14 Urban & Civic Milton Cycle Path – Updated Plans**

To **COMMENT** on their proposals with reference to the document of Milton Parish Council Cycling and Walking Infrastructure Proposal sent to Councillors via email from the 20mph speed limit Working Group

Plan 1 of 3, left map: Cycles Crossing sign just past The Rowans - why? Cyclists joining the main carriageway after coming from the Jane Coston Bridge cross further back. The proposed sign, End of Cycle Route, at the Tesco zebra crossing is wrong. The cycle route continues up to and over the Jane Coston Bridge. The cycle/pedestrian sign could be removed, or a 2-sided one put there. Benet Garage: 'raise footway' - why? It is high enough, and what is needed here where the foot/cycleway is more constricted than elsewhere, is for the cycleway to reclaim the tarmac up to the highway boundary in front of the garage forecourt, and a separate short length of cycleway is possible there. (The bollards impede progress there, and I've often met other cycles or pedestrians on that stretch and one has to stop or get off the pavement.) Barnabas Court: approve of the raised table crossing. Why not tighten the radii as well?

Right map: Where the centre line moves to the left, it is not clear what is proposed. Will the hatching be taken out to widen the carriageway? Comment that the cycles painted on the road need to be visible when cars are parked there.

Plan 2 of 3: left map: Could the radius at the North side of Fen Road be tightened, with a bit of build-out. This would give better visibility for cyclists crossing at this point, coming South. Foot/cycleway in front of Milton Hall. Parish Council felt that making the cycleway wider simply because you have the space to do it is not acceptable if it changes the character of this frontage to a listed building. We prefer to retain the grass strip between the cycleway and the road as far as North Lodge Park. From here northwards the road could be narrowed rather than removing the grass.

Right map: On balance we approve of the narrowing and zebra at the raised crossing, as this will slow traffic. But as a crossing we don't consider it necessary. North of North Lodge Park we welcome a wider cycleway. The new post proposed on the North side of North Lodge Park corner seems to be in the middle of where pedestrians would want to walk. Is it necessary?

Plan 3 of 3: left map: We have plans to change the Milton village entry signs to something more decorative using S106 Arts funding. Please consult the Parish Council before resiting this sign!

(The footgolf is opposite our allotments entry, so cyclists will cross there - no action required.)

Right map: About 1/3 of the way between the Footgolf and the A10 triangle junction, a dropped kerb (already there but marked 'Existing farm access' on your plan, it's a field entry) would allow cyclists using the road up to that point to cross to the cycleway to get onto the A10 cycle track. (When the cycle track is widened it will come closer into the trees and undergrowth beside the road. We would not want any of these trees taken out, and we are concerned that regular cutting back is going to be essential. What is the plan for maintenance of the new cycleway?)

Other requests:

The visibility to the right coming down off the Jane Coston Bridge is very poor.

A build-out with protected parking area in front of the Victorian cottages on the west side just south of Fen Road, north of the Lion and Lamb, and give ways would slow traffic (but was rejected before as it made a more dangerous situation for cyclists).

**(HMS Proposed suspending Standing Orders limiting meeting time – ALL AGREED)**

#### **14 The Connections Bus Project**

To **CONSIDER** provision of Youth Services for the 2022/23 financial year @£179 per session **HMS Proposed – AB Seconded ALL AGREED to carry on with the Youth Services**

The Connections Bus Project AGM Minutes – 26 October 2021 were received

#### **15 Milton Community Centre Report – November 2021**

**Maintenance/Improvements:** New and additional Cycle racks have now been installed at Coles Road and Sycamores Recreation Ground.

The shelter has been built and painted in the Tennis Court viewing area.

**Bookings:** We are continuing to see high demand for hire of the main hall and the annex for children's birthday parties. The British Red Cross are hiring the **Bowls Pavilion** till the end of February whilst they seek new premises in the town centre. The Falls Prevention Clinic have extended their booking on Fridays in the Lounge till the end of March.

**Hard Courts:** With the days shortening Milton Colts have started training on the 5 aside court in addition to Walking Netball, 5 aside football, Football Fun Factory. Milton Tennis Club are continuing to use the courts on a daily basis including the evenings.

**Youth Building:** Eddies Artworks continue to use the Youth Building daily Monday to Friday. Youth Club have returned and Young Carers are having a trial session at the end of the month.

**North Lodge:** Inland Waterways have returned and 1<sup>st</sup> Milton Brownies and 1 Milton Guides are currently meeting on Monday and Tuesdays whilst All Saints Church continues to be closed to external groups.

**Sycamores Rec:** The renovation project is now complete in the play area. Work that was due to start this week on repairs to the Basketball Court have been paused as there is now significant damage to additional parts of the court from tree roots requiring the complete surface to be repaired.

**Vandalism and Crime:** The lower panel in the entrance door to the Sycamores Pavilion has been repeatedly damaged possibly to gain entry. This has been repaired on several occasions and the ORC are seeking quotes to install a roller shutter to prevent access.

There was some discussion of the inconvenience of the Red Cross booking in the Bowls Pavilion, since the Parish Council is forced to hold face-to-face meetings and needs a lot of space. **Clerk to ask whether they had considered using North Lodge Pavilion.**

**(DO and AM left 9:38pm)**

#### **17 County Councillor Report for Parish Council meetings in December 2021 - Cllr Anna Bradnam (Full report on MPC webpage)**

**Covid-19:** Cambridgeshire and Peterborough's Enhanced Response Area status for tackling the Covid pandemic lasts until at least Monday 6 December. More information at

[Enhanced Response Area status vital to protect NHS and vital services - Cambridgeshire County Council](#)

**Covid in schools:** Cases in schools have risen significantly in the last week and are expected to rise further and a number of schools are close to closing classes due to safety considerations. Attendance continues to be high, however.

Vaccination rates among Cambridgeshire's 12-15 year olds are at or above the East of England average in all Cambridgeshire districts, and all are higher than the England average.

**Vaccinations:** the large scale vaccination centres are opening seven days a week for walk-ins. The nearest for us are The Grafton Centre - from 29 November daily 8:30am – 4pm and Tue and Wed 8.30am – 7.30 pm. Chesterton Indoor Bowls Club, Logans Way, Chesterton.

**Holiday Activity & Food in Cambridgeshire:** Enriching experiences and a nutritious lunch are being made available in the Christmas holidays for the children of families receiving benefits-related free school meals.

**The Holiday Activity and Food (HAF) programme** offers fun with friends and free food for primary and secondary school children in Cambridgeshire. Sessions will include a healthy meal, a variety of exciting activities or sports and the opportunity to socialise with other children. Any child receiving benefits-related free school meals is eligible for the programme.

**Household Support Fund:** Cambridgeshire's Household Support Fund, funded by the Department for Work and Pensions, has been created to help people experiencing immediate financial hardship to pay for food, household energy or other essential items. The scheme will run until 31 March 2022.

Support is offered in two ways:

- Support with food, household energy and other essentials for individuals and families: residents are eligible to access this support if they earn less than £17,940 per year, or are in receipt of certain state benefits
- Direct food voucher scheme: as in previous school holidays, supermarket vouchers will be issued to families meeting the low income criteria for free school meals, funded childcare for two-year-olds, early years pupil premium, or sixth form students eligible for free school meals.

[Household Support Fund - Cambridgeshire County Council](#)

**Gulley cleaning:** The Council has instigated a major programme of gulley cleaning for the entire county through a system called Kaarbontech, which takes very high resolution imagery to then inform prioritisation of repairs. We have had some gulley cleaning done in Milton. Those gratings that have been jetted are being marked with a green dot.

The County Council's Environment & Green Investment Committee on which AB sits approved a draft revised **Local Flood Risk Management Strategy**, which will go out to public consultation shortly. The overall objectives of the strategy are:

1. Understanding flood risk in Cambridgeshire
2. Managing the likelihood of flooding
3. Helping Cambridgeshire's citizens to manage their own risk
4. Ensuring appropriate development in Cambridgeshire
5. Improving flood prediction, warning and post flood recovery

The new strategy will cover the period 2021-2027. The strategy identifies that there needs to be much greater clarity on the roles of each flood risk management authority, and greater reference to riparian ownership and community involvement.

**More schools moving to renewable heating** - In early November a new air source heat pump was installed at a school in King's Hedges in Cambridge. The Council has a growing programme to replace school gas and oil boilers with greener options.

### **Cambridgeshire and Peterborough Combined Authority**

The Combined Authority has introduced a new 'Sustainable Growth Ambition Statement' to accompany its budget. This Statement restates the commitment in the Devolution Deal 'to double the size of the Cambridgeshire & Peterborough economy in the 25 years from the date of the Deal'. It also lists the six themes which will inform the Combined Authority's investment programme: • Health and skills • Climate and nature • Infrastructure • Innovation • Reducing inequalities • Financial and systems

## **18 District Councillors Report December 2021 Cllrs Paul Bearpark, Anna Bradnam and Judith Rippeth (Full report on MPC webpage)**

**Burgess Road, Waterbeach Level Crossing:** The consultation on closing the crossing at Burgess Rd has now closed. All 3 District Councillors strongly opposed the complete closure, instead arguing for option 1 which is to retain access for pedestrians, cyclists and equestrians.

**A10 Cycle Path:** The revised design for the A10 cycle path has been approved.

**New Golden Number:** South Cambs DC has introduced a single Golden Number to be used to contact the council. This should help you to be able to talk to the best person within the council more effectively. A call back facility has been introduced so that you don't have to hang on the phone during busy periods. The number is: 01954 713000.

**Finance & Audit :** Recent public comment on the South Cambs Audit process has been misleading. South Cambs finances are in good health and it is one of just 5 councils in the country not facing a budget shortfall.

**Domestic Abuse: Highlighting support available:** As part of the Council's work towards its Domestic Abuse Housing Alliance (DAHA) accreditation, we have come-up with a small social-media based campaign to assist with signposting and support around the topic of domestic abuse. It began on White Ribbon Day 2021, Thursday 25 November. It is not just physical violence perpetrated by a man against a woman. It is any type of abuse from someone you have (or have had) a relationship with, including financial, emotional, sexual or psychological abuse. Abusive behaviour includes acting in a controlling, coercive or threatening manner; typical actions might include demanding you keep house in a specific way, taking your money, stopping you seeing your friends and family, or threatening your children or pets. Domestic abuse can affect anyone.

**Free Trees Scheme:** This year's Free Tree Scheme has been a success with applications from over 70 parish councils who could choose between 6 small trees or one whopper – so this year a total of 420 new trees will be planted.

**Waste:** South Cambs won a grant to run a trial scheme aimed at reducing waste by helping to take back packaging thereby reducing what goes into landfill. We have a further grant to set up centres for recycling electrical goods. There will be 8 locations around Cambridge and South Cambs where small household electrical items can be dropped off. The council has also produced a toolkit for parishes on ways to reduce residents' waste.

**Visit South Cambridgeshire:** The new Visit South Cambs website is now up and running. Please use it if you would like to discover new places to visit, eat, for shopping. If you are a food outlet, B& B or pub please do put your details on the website so that we can help you to grow your business.

**Business Support:** South Cambs is unusual for a District Council in that it is heavily involved in supporting local businesses through the regular newsletter and a programme of webinars and events. No business is too small or too big to benefit and we're very pleased that so many Waterbeach, Landbeach and Milton businesses are benefiting from the grant funding that the council has provided

## **19 Correspondence**

**Letter received** thanking the MPC for the ongoing maintenance of the footpath that runs from Butt Lane to The Sycamores recreation ground.

**Greater Cambridge Local Plan First Proposals** – Consultation runs from 1 November to 13 December 2021 [www.gretercambridgeplanning.org/localplan](http://www.gretercambridgeplanning.org/localplan) Emailed to Councillors (Paper copy is being circulated to Councillors)

**Police and Crime Commissioner** invite to virtual roundtable for local councillors – Tuesday 14 December 2021 18:00-19:30 – Email sent to Councillors.  
**Fulbourn Neighbourhood Plan** – Seeking views. Comments can be made Tuesday 9 November to Tuesday 18 January 2022. To view the plan: <https://www.scams.gov.uk/planning/local-plan-and-neighbourhood-planning/fulbourn-neighbourhood-plan>  
**Further Items Emailed to Councillors**  
Cambridge & Peterborough Combined Authority – “Have your say on our budget and our new way on working” consultation  
SCDC November 2021 e-bulletin  
Cambridge North Public exhibition preview 8 Dec 2-4pm

**20 Dates of next meetings**

Monday 20 December 2021 – Planning (7pm) – Maintenance 7:45pm

**Tuesday 21 December – Additional Finance & Administration**

Monday 10 January 2022 – Parish Council

Wednesday 12 January 2022 – Community Care (11:30am)

Monday 17 January 2022 – Finance & Administration

Monday 24 January 2022 – Parish Council Precept (7pm) – Planning (7:30pm)

**Meeting closed at 9:48pm**    **Signed:** ..... **Date:** .....

DRAFT