



MILTON PARISH COUNCIL

Parish Council Office, Coles Road,
Milton, Cambridge, CB24 6BL.
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Email: clerk@miltonvillage.org.uk.
Website: www.miltonvillage.org.uk.

TO ALL MEMBERS OF THE PARISH COUNCIL

You are summoned to attend the meeting of Milton Parish Council to be held on
Monday 7 December 2022 at 7:30pm in the Bowls Pavilion, Coles Road
Members of the Public and the Press are cordially invited to attend.

Clerk's signature: *Sarah Coder*
Date of issue: 1 February 2022

AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence
2. **To APPROVE the minutes of the meeting held on: Tuesday 11 January 2022 and Monday 24 January 2022 (Pages 1-6)**
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 (Page 7)**
Training – Clerk Passed the Financial Introduction to Local Council Administration (FILCA)(SLCC)
MVAS Update: AB
A10 Trees – The trees alongside the paddock have been cut down where required and overhanging branches cut back. The surrounding fence will be repaired on 5/6 February 2022 at a cost of £525, do we invoice County Highways for the works?
Willow Crescent – Clerk searching for owner of the land in question
Old School Lane – Ashtons Solicitors looking into MPC adopting Crown land
Pop-up Cycle Lane, Cambridge Road – Has now been removed
6. **Planning**
Decisions Received:
21/04301/FUL – Land rear of 49 Cambridge Road, Milton – Erection of 4 dwellings following demolition of No 49b Cambridge Road and removal of 5no static caravan pitches **GRANTED PERMISSION**
21/04152/FUL – 37 High Street, Milton CB24 6DF (Ambassador Lodge) – Change of use from guesthouse accommodation to part education/office use **GRANTED PERMISSION**
21/03963/HFUL – 33 Willow Crescent, Milton CB24 6DF – 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 **REFUSED PERMISSION**
21/04458/HFUL – 14 Old School Lane, Milton CB24 6BS – Front porch extension **GRANTED PERMISSION**
New:

22/00171/FUL – Cambridge Consultants, Jones Building, Unit 29 Cambridge Science Park, Cambridge – Replacement roof light and curtain walling

22/00126/FUL – 10 Shirley Close, Milton – Erection of 1no 2bed new dwelling

7. Finance and Administration (Pages 8-9)

To **RECEIVE** the minutes of the Finance Meeting of Monday 17 January 2022

8. Community Care (Page 10)

To **RECEIVE** the minutes of the Community Care meeting of Wednesday 12 January 2022

9. Scout Store (Pages 1-12)

To **CONSIDER** request from 50th Cambridge Milton and Landbeach Scout Group to erect a storage unit as the back of the Scout Store

10. Bills for Payment and Money Received (Pages 13-14)

To **CONFIRM** bills for payment

11. Tree Maintenance (Page 15)

To **CONSIDER** quote from Town and Country for tree works required at the Cemetery £1,430 + VAT and outside 45 The Sycamores £220 + VAT

12. Celebrating Her Majesty, The Queen's Platinum Jubilee

To **CONSIDER** hosing a village event to celebrate The Queen's Platinum Jubilee over the extended bank holiday, Thursday 2 June to Sunday 5 June 2022

13. Street Trading Draft Policy November 2021 (Pages 16-29)

To **RECEIVE** the draft proposed Street Trading Policy to take effect from 1 March 2022

14. The Connections Bus Project (Page 30)

To **RECEIVE** The Connections Bus Project Termly report – Sept-Dec 2021

15. Cambridgeshire County Council Historic & Natural Environment - New Local Heritage Listing Project (Pages 31-31a)

To **CONSIDER** local important heritage assets that could be put on the new website Local Heritage list. Their local importance will be officially recognised in the planning process

16. Waterbeach Community

To **CONSIDER** any agenda items to be put forward for the next Waterbeach Forum on 2 March 2022

17. To Receive County Councillor's Report February 2022 (To follow)

18. To Receive District Councillors Report February 2022 (Pages 32-35)

19. To Receive Milton Community Centre Report – February 2022 (Page 36)

20. Correspondence

West Wickham Neighbourhood Plan – Seeking views. Comments can be made from Tuesday 18 January to 5pm on Tuesday 15 March 2022. To view the plan:

<https://www.scams.gov.uk/planning/local-plan-and-neighbourhood-planning/west-wickham-neighbourhood-plan>

Emailed to Councillors:

Road Victims Trust Annual Report

Cambridgeshire Flood Risk Management Strategy Consultation – Closed 23 January 2022

North East Cambridge Community Forum - Wednesday 09 February 2022 Time: 6pm – 7:30pm

Greater Cambridge Partnership -- Milton Road LLF on 3rd February at 6-7:30pm

Waterbeach to Cambridge Public Transport Scheme Stakeholder Workshop Wednesday 9th February at 13:30.

SCDC January 2022 parish e-bulletin

21. Dates of next meetings

Monday 21 February 2022 – Planning

Monday 7 March 2022 – Parish Council

Monday 21 March – Planning (7pm) – Maintenance (7:45pm)

The full agenda papers are available on the website www.miltonvillage.org.uk and
at the Parish Council office.

**Minutes of the Meeting of Milton Parish Council held on
Tuesday 11 January 2022 at 7:30pm in the Milton Community Centre**

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

In Attendance: S Corder (Clerk)

1 Apologies for absence

A Latchem (Personal), D Owen (Personal), A Bradnam (Councillor business)

2 To APPROVE the minutes of the meeting held on Monday 6 December 2021

RF Proposed to accept the minutes of Monday 6 December 2021 as a true record – JEC 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

No public attended

5 Planning

Decisions Received:

21/04301/FUL - Land rear of 49 Cambridge Road, Milton – Erection of 4 dwellings following demolition of No 49b Cambridge Road and removal of 5no. static caravan pitches – **GRANTED PERMISSION**

New:

21/05235/OUT – Land between 7 and 8 Knights Way, Milton CB24 6DE – Outline application for the erection of 1 no. dwellinghouse with all matters reserved. **OBJECT: Overdevelopment of the site. Changing the street scene and extending too close to the historic listed wall. A 2-storey dwelling on this site is too bulky (4 In Favour – 2 Abstain - AGREED)**

21/05399/FUL – Land on the South West of Butt Lane, Milton (West Manor) – Erection of 1 no. dwellinghouse **HAS NO RECOMMENDATION**

6 Maintenance

To **CONSIDER** proposed budget items and budget request for the next financial year

Allotment Maintenance	4,000
Orchard Maintenance	1,000
Cemetery Maintenance	3,200
Tomkins Mead	1,500
Bus Shelters	500
Seats/Bins	500
Cleaning and Sundries	100
Grass Cutting	9,000
Play areas	10,000
Equipment Maintenance	250
Tree Maintenance	4,000
Highway maintenance	50
Shrub Maint. (Hedges and pathways)	1,000
General Maintenance	50
Total	35,150

Up to £12,000 for bus shelter work from Capital Reserves

AH Proposed the budget figures for 2022/23 – JEC Seconded ALL AGREED

7 Power to Pond Green and Edmund Green

To **CONSIDER** quotes from Balfour Beatty for New Fuse Post with DNO Connection £1,447.97 + VAT plus £113.09 per meter for additional trenching to Village Sign (for Pond Green) (about 10m)

£1,489.60 for a feeder pillar with consumer unit and new DNO connection (for Edmund Green)

or

Barnwell Electrical Company £1,110.00 + VAT to take power from the new Fuse Post (by lamp post) to the Village Sign and provide connection (will end in a lockable box on the Village Sign)

or

UK Power Network installation of new single phase electricity supply to the Village Sign £4,637.00 + VAT

PROPOSAL to allocate £1,447.97 and £1,130.09 and £1,489.60 plus 5% allowance for increased costs if necessary (£4272) for the Balfour Beatty work detailed above, including termination in a lockable box with sockets – JEC Proposed – RF Seconded ALL AGREED (Funded by the Arts budget)

8 Village Pump

To **CONSIDER** quote from Buchans £1,542.19 + VAT To clear area around pump, remove hedge boundary and erect a fence **JEC Proposed – RF Seconded ALL AGREED. Fence to be same height as current fence. (Funded by the Art budget – part of the ongoing Art project on the site)**

9 Bills for Payment and Money Received

To **CONFIRM** bills for payment – JEC Proposed to pay vouchers 274 to 311- RF Seconded **AGREED (HMS Abstain)**

10 To Receive County Councillor Report for Parish Council January 2022 - Cllr Anna Bradnam (Full report on MPC webpage)

Covid-19: For those who are most at risk from COVID-19 our support continues: Fast Pass arrangements at vaccination centres enable pregnant or breastfeeding women to skip the queue. For our housebound patients, and those living in care and nursing homes, our Primary Care Networks and community provider colleagues are delivering their vaccines in their homes.

Our call for volunteers remains. If any of your local residents are interested in volunteering to help, we would ask them to sign up via the [Royal Voluntary Service website](#)."

Vaccinations

If you have not yet received all the vaccinations for which you are eligible, please see:

[The Vaccinators | COVID-19 Vaccination Centres | Cambridgeshire and Peterborough](#)

The nearest is The Grafton Centre (daily walk-ins 08:30 - 4pm and Tues and Weds until 7.30pm)

Chesterton Indoor Bowls Club, Over Healthcare and the Village Pharmacy, Fulbourn, which are all taking bookings for

- 1st and 2nd doses for people aged 12 years old and over
- [3rd doses for people with a severely weakened immune system](#) aged 18 years old and over
- boosters for people aged 18 years old and over
- boosters for people aged 16 and 17 years old who are at [high risk from COVID-19](#) or frontline health and social care workers

If you are unable to book an appointment online please call 119.

Grants and Funding

Community Fund: deadline for applications - 1st February 2022

Twenty-four community organisations across Cambridgeshire have benefited this year from a fund set up to better equip communities and organisations to support local residents. The twenty four organisations have received a total of £276,352. The **Innovate and Cultivate Fund** helps voluntary, community and social enterprise organisations to set up special projects which support and benefit local communities. **The next application round closes on 1st February 2022.**

More details here <http://www.cambscf.org.uk/icf.html>

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](#)

Transport

Guided Busway: Following a tragic accident, the County Council will be temporarily closing a section of the Guided Busway in one direction, between Cambridge Railway Station and Addenbrooke's Hospital.

The inbound only track (closest to the maintenance track) will be closed. The busway will be used outbound from the railway station to Addenbrooke's and then inbound buses will use Hills Road on the return journey. This follows ongoing communications with the Health and Safety Executive (HSE) and as part of our continuous review of safety on the busway.

Flood Risk Management – a consultation until 23 January 2021

Residents are being invited to have their say on plans to help reduce the risk of flooding in Cambridgeshire over the next six years. As a Lead Local Flood Authority, Cambridgeshire County Council is responsible for developing, maintaining and applying a Local Flood Risk Management Strategy (LFRMS) for the county.

The public consultation runs until 23 January 2021. Residents can have their say by visiting ([Consult Cambridgeshire | Homepage \(engagementhq.com\)](https://www.cambridgeshire.gov.uk/engagement)).

Residents can check their flood risk by using the online flood maps to check whether they're at risk of flooding at <https://www.gov.uk/check-flooding>

Combatting Climate Change: draft strategy and action plan: The new draft strategy and action plan for Cambridgeshire focusses on cutting carbon emissions before it's too late to prevent severe climate impacts. As a low-lying area, flood risk and rising sea levels are real future risks for the county's communities too. The draft Cambridgeshire Net Zero emission by 2045 Strategy can be read on the council's website and will be considered for adoption at full Council 8 February 2022.

Will you try Dry January?: A public health campaign run by the charity Alcohol Change UK sees millions of people across the UK go alcohol-free for 31 days. This year Cambridgeshire County Council is encouraging residents and employees to sign up to Dry January and discover the many benefits of going alcohol-free, including the financial, physical, and medical benefits this can bring. Alcohol Change UK have a free app, 'Try Dry', which can double your chance of being totally alcohol-free. The app allows you to track units, calories, and money saved over the month and set goals. Visit [the Alcohol Change website](https://www.alcoholchange.org.uk) to find out more.

To learn more about why to go dry for January, go to [the Alcohol Change website](https://www.alcoholchange.org.uk)

Dry January is not suitable for people who are alcohol dependent who may need help from local support services to come safely off alcohol. Please get in touch with the Councils commissioned drug and alcohol support service Change Grow Live if you need support:

Update: Milton

- **Cambridge Road** - At the request of the Parish Council, the discretionary southbound cycle lane has been removed.
- **Cambridge Road** - The northbound cycle lane will be suspended temporarily between 11-17 January while work is done to replace lead supply pipe. I think this may be associated with work at the southern junction of **The Rowans**, also Cambridge Water around the same time.
- **Winship Road** There will be a TTRO also in the period 11-17 Jan - may or may not be associated with the above works.

11 To Receive District Councillors Report January 2022 Cllrs Paul Bearpark, Anna Bradnam and Judith Rippeth (Full report on MPC webpage)

Grant funding for home improvements for low-income households: SCDC has been awarded funding from the Department of Business, Energy and Industrial Strategy (BEIS) as part of the government's Sustainable Warmth Scheme. The Sustainable Warmth Scheme brings together Green Homes Grant Local Authority Delivery, Phase 3 (LAD3) and the slightly more generous, off-gas-only Home Upgrade Grant, Phase 1 (HUG1) to support low-income households living in hard-to-heat private-sector homes by installing energy efficiency measures and low carbon heating. The award is as a result of a consortium bid from the Cambridgeshire local authorities led by Cambridge City Council and is for a total of £6,464,998 to support improvements to 398 properties in Cambridgeshire. Approximately £1,300,000 has been allocated for 81 properties in South Cambs, of which 20 will be on-gas and 61 off gas.

The scheme will be delivered by the Cambridgeshire consortium working in partnership with contractors from April 2022 through to March 2023. To be eligible, households will be required to have a maximum household income of £30,000, and the property will need to have an EPC rating of E, F or G. We will be adopting a whole house, fabric first approach with the aim of increasing EPC ratings to C where feasible, drawing in additional funding from other sources (e.g. ECO) where possible. SCDC will issue a press release on behalf of all the Cambridgeshire LAs via the county council in the new year along with details of how households can register their interest.

Business Grants: Hospitality and Leisure Grant and Additional Restrictions Grant (ARG) top-up: On Wednesday 21 December the Chancellor, Rishi Sunak announced £1 billion in support for businesses most impacted by Omicron across the UK. Amongst other support, businesses in the hospitality and leisure sectors in England will be eligible for one-off grants of between £2,700- £6,000 depending on premises rateable value. Additional discretionary funding will be made available for Councils to support other businesses affected. As soon as SCDC receives further detail on eligibility criteria and total allocation, the website and comms channels will be updated with policy and application details/process. It is expected that businesses will be able to start applying during the latter part of January / early February for the reasons mentioned above. We are in the process of updating our website to reflect this information.

Business Grants: Coronavirus Additional Relief Fund (CARF): Back in March of this year, the Government announced funding for a new business rates relief to help those business that had been impacted by Covid in 2020/21 but had been ineligible for the other business rates reliefs. The announcement was made in response to a number of businesses submitting appeals to the Valuation Office Agency (VOA), as they believed the pandemic constituted a “material change of circumstances” in relation to their premises’ rateable value. Before the relief would be made available, Government first wanted to pass legislation to prevent Covid from being a reason for an appeal to the VOA. This legislation received royal assent on Wednesday 15 December.

Central Government has now provided guidance on a new rates relief scheme – the Coronavirus Additional Relief Fund (CARF), along with a funding allocation of up to £6.3m for South Cambridgeshire District Council. The guidance sets out that SCDC should design a new local relief scheme to distribute the funding, which is available to reduce the 2021/22 business rates bill. The guidance states that the scheme should:

- Not award relief to ratepayers that are, or would have been, eligible for the Extended Retail, Hospitality and Leisure Discount, or the Nursery Discount
- Not award relief in respect of a property when it is unoccupied
- Direct support towards ratepayers who have been adversely affected by the pandemic and have been unable to adequately adapt to that impact.

SCDC is currently exploring options for scheme design to ensure support is targeted to those impacted, and will then need to turn our attention to the administrative details. This is a considerable piece of work and it may take some weeks before the scheme is launched. Details of the relief announcement are on the SCDC website from Friday 17 December, advising businesses that we are working on scheme design and that the website will be updated as the scheme details become available.

12 Dates of next meetings

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

Monday 17 January 2022 – Finance & Administration via Zoom

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

Monday 7 February 2022 – Parish Council

Arrange a meeting date for the Cemetery Advisory Group – Thursday 13 January at 7:30pm via Zoom

Meeting closed at 8pm Signed: Date:

**Minutes of the Meeting of Milton Parish Council held on
Monday 24 January 2022 at 7pm in the Milton Community Centre**

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

In Attendance: S Corder (Clerk), J Barratt (Assistant Clerk)

1 Apologies for absence

None – Full Council present

2 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: All Councillors resident in Milton Parish have been granted a dispensation to discuss and vote on finance and the precept and are Guardian Trustees of Milton Community Centre.

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

No public attended

4 To CONSIDER recommendations from the Finance Committee

To **GRANT** £35,000 for Bill payment facility to support MCC during 2022/23 (£40,000 requested)
JEC Proposed £35,000 – PE Seconded 8 In Favour – 1 Abstain AGREED

To **CONFIRM** budget figures for 2022/23

HMS added a figure of £2,000 to the to/from reserves spend list from the S106 Community Facilities Fund to spend on improvements in the Bowls Pavilion. Remaining balance is £3,748
JEC Proposed to accept the budget figures – HMS Seconded ALL AGREED

To **SET** the precept for 2022/23 at £133,000

ALL AGREED for Precept to be set at £133,000 (£75.89 for band D property)

5 To CONSIDER supporting Milton Community Centre grant application to FCC Communities Foundation for wheeled goals for The Sycamores Recreation Ground

HMS shared with the Council a letter of support for the grant application for the Clerk to sign – **ALL AGREED**

6 Bus Stop Art Project – Selecting 3 Winners and any additional prizes for Merit

(AB Proposed to go into Confidential Session – AM Seconded ALL AGREED. Meeting closed at 7:20pm

Motion to exclude public and press

It is hereby resolved in accordance with Section 1(2) of the Public Bodies (Admission to meeting) Act 1960 that publicity would be prejudicial to the public interest by reason of the sensitive nature of the business to be transacted at Agenda Item 6. namely: Bus Stop Art Project

The public and press will be temporarily excluded from the meeting at this point and any present are herewith to withdraw

(AM left at 7:30pm) (Meeting opened at 7:50pm)

3 winners were chosen from the 7 shortlisted – Milton County Park Wildlife (Designed by Alison Hullyer, Mixed Up Milton (Designed by Chris Thomas) and Kingfisher (Designed by David May)

It was AGREED to award each child who entered the competition with a merit prize of a £10 voucher

It was AGREED to publish a supplement in the Village View so that all residents can see all the artwork. Cost £447 from the S106 Art Budget already agreed

7 Dates of next meetings

Monday 7 February 2022 – Parish Council

Monday 21 February 2022 – Planning

Meeting closed at 7:55pm Signed: Date:

Milton Parish Council

Work/Project Schedule List (as of January 2021)

Works Required	Committee	Progress
Removal of Trees by Allotments/A10 and planting of replacement trees	Carried out by County Highways	Works has been carried out to cut back all the overhang and remove dead trees by the Orchard/A10 side. The 15 trees due to be removed Allotment/A10 side – works to be rescheduled for 2022 as a traffic order will be required.
Play bark required at Humphries Way, Froment Way and The Rowans	Maintenance (reported on play inspection sheet)	Play bark topped up
Repairs to Humphries Way play park	Wicksteed	Delivery delay in the timber to replace the wobble board and the horizontal ladder cross bar (Monkey bars)
Improve crossing point at High Street/Fen Road	A14 Legacy Fund	All on track for delivery before end of March 2022, hopefully a bit sooner
Bus Stop repairs – to brick bus shelters	Maintenance	Clerk to source further quotes
IN PROGRESS		
Power to Pond Green and Edmund Green – for Christmas lights etc	Maintenance/Capital Projects Group	Quote agreed from Balfour Beatty – Required works being confirmed by Assistant Clerk
New Village Signs	Capital Project Group	Design and quotes to be sourced
Bench/s on Pond Green	Maintenance/Capital Project Group	Design and quotes to be sourced

**Minutes of the Meeting of Milton Parish Council Finance and Administration Committee
held on Monday 17 January 2022 at 7:30pm via Zoom On-line**

Present: H Smith (HMS)(Chair), R Farrington (RF), J Coston (JEC), A Latchem (AL)

In Attendance: S Corder (Clerk), G Kinsman (RFO)

Public: 1

1 Apologies for absence

None – all Committee members present

2 To APPROVE the minutes of the Finance meeting held on Monday 18 October and Wednesday 17 November 2021

RF Proposed to accept the minutes as a true record – JEC 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; All Councillors resident in Milton Parish have been granted a dispensation to discuss and vote on finance and the precept.

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

One member of the public attended (MCC Chairman) to discuss Item 8

5 Bank Reconciliation and Balances

To review balance sheet

RF checked the figures in the Scribe report against the bank statements in the Parish Office – all figures correct and verified.

6 Review of Debtors and Creditors

The figures in Appendix 4 were incorrect. A creditors list from Scribe was tabled by the Clerk.

The VAT return including corrected figures for the previous VAT quarter is not yet complete and is due to be sent to HMRC. HMS asked that she check it before it is sent.

The invoice for Agency Cover for Community Care Warden for 2021 has now been received.

7 Review of Budget and Year to Date Actuals

Budget figures showing what is left in the budget to the end of March 2022 was received and explained. Clerk's salary is overspent due to overtime. Still awaiting new pay scales for staff which will need to be backdated to April 2021. Allotment maintenance overspend due to extra work required on the culvert/bridge. Bus shelter overspent due to required repairs

8 Set Budget for 2022/23

An improved spreadsheet had been sent out by the Clerk replacing Appendix 6. Each budget heading was reviewed and where needed amended for the financial year 2022/23.

The use of S106 Community Facilities funds on the Bowls Pavilion, currently being let to the Red Cross, was discussed and new heaters are required in addition to kitchen improvements. As the heaters are mostly for Parish Council use, a budget figure should be inserted in the S106 section.

To go to full Council on 24 January 2022 for confirmation. Other income: Clerk to write to CCC to increase grass cutting payment by around 2% due to inflation (£1,130 to £1,153)

To CONSIDER grant request from Milton Community Centre for £40,000 – AL suggested going halfway between at £35,000. JEC Proposed £35,000 – HMS Seconded. To go to full Council on 24 January for confirmation.

9 Set Parish Precept of 2022/23

The budget calculations indicate an unchanged total precept of £133,000 (£75.89 for band D property) for 2022/23 is appropriate. **To go to Full Council on 24 January for confirmation**

10 Responsible Finance Officer.

MPC subscription to Scribe (financial accounts system) is due for renewal January/February
MCC are making progress with the buildings insurance, but the new contract has not yet been agreed.

11 Dates of next meetings

Monday 11 April 2022 at 7:45pm

Meeting closed at 9.21pm Signed: Date:

DRAFT

**Minutes of the Community Care Committee meeting held on Wednesday 12 January 2022
at 11:30am in The Lounge, Milton Community Centre**

Present: H M Smith (HMS) (Chair), A Bradnam (AB), T Ebbon (TE) Warden - Community Care Scheme,
Rev D Chamberlin (Non-voting member), R Farrington (RF)(Arrived 11:45am)

In attendance: S Corder (Clerk)

1. Apologies for absence

None – Full Committee

2. To APPROVE the minutes of the Community Care meeting held on 6 October 2021

HMS Proposed to accept the minutes of the meeting held on 7 July 2021 - **ALL AGREED.**

3. Declarations of interest and dispensations

- a) To receive declarations of interest from councillors on items on the agenda; None received.
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any); None received.
- c) To grant any requests for dispensation as appropriate. None received.

4. Community Care Warden list of courses

Adult Social Care Data Protection and Oxygen Awareness

5. Mobile Warden Scheme Update – Report from Mobile Warden

TE circulated her current report and gave an update on her clients. It was **AGREED** that this report should be marked up as “Confidential” and dated.

6. Client Waiting List

TE update: There are currently 2 vacant spaces on the scheme. TE to write an article for the next Milton Village View informing residents of the vacancies and the service offered by the scheme

7. Community Care Warden Job Description

The Clerk has made some minor updates to the job description as discussed at TE’s staff appraisal. (Amended Community Care Working Group to Community Care Committee and updated hourly pay rate)

8. Community Navigator Report

Offering advice and support to local residents as and when required

9. Barnabas Court Update

Nothing to report. Covid restrictions are in place at Barnabas Court with limited staff presence

10. Any Other Business

None

11. Date of Next Meeting

Wednesday 13 April 2022

Meeting closed 12:30pm Signed: Dated:

Milton Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
312 Payroll Asst Clerk	24/01/2022		Unity Trust Bank		Salary	J B	E	220.80		220.80
313 Payroll Highways	24/01/2022		Unity Trust Bank		Salary	P A	E	278.09		278.09
314 Payroll Clerk	24/01/2022		Unity Trust Bank		Salary	S C	E	1,132.38		1,132.38
315 S137: Warden Salary	24/01/2022		Unity Trust Bank		Salary	T E	E	848.73		848.73
316 S137: Warden's Phone	17/01/2022		Unity Trust Bank	DD	Mobile phone (Warden)	Tesco Mobile	S	16.53	2.36	18.89
317 Bank charges	18/01/2022		Lloyds Corporate Card	DD	Bank Charge	Lloyds Corporate Card	E	3.00		3.00
318 Website	25/01/2022		Unity Trust Bank	DD	1&1 Mail Pro Licence	1 and 1 Internet Ltd	S	3.99	0.80	4.79
319 Website	26/01/2022		Unity Trust Bank	DD	1&1 WP Plus	1 and 1 Internet Ltd	S	6.99	1.40	8.39
320 S137: Agency Holiday Cover	11/01/2022		Unity Trust Bank		Agency	Elms Health Solutions	E	552.38		552.38
321 S137: Agency Holiday Cover	11/01/2022		Unity Trust Bank		Agency	Elms Health Solutions	E	556.25		556.25
322 S106 Arts	11/01/2022		Unity Trust Bank		Printing Costs for bus stop art	Print Design Direct	S	189.95	37.99	227.94
323 GJK - RFO	17/01/2022		Unity Trust Bank		Professional Services	GJK Accountancy Ltd	E	150.00		150.00
324 S137: Warden's Mileage	10/01/2022		Unity Trust Bank		Mileage	T E	E	49.05		49.05
325 Allotment Maintenance	01/01/2022		Unity Trust Bank		Allotment	Buchans Landscaping & Grol	S	279.54	55.91	335.45
326 Cemetery Maintenance	01/01/2022		Unity Trust Bank		Cemetery	Buchans Landscaping & Grol	S	162.54	32.51	195.05
327 Grass Cutting	01/01/2022		Unity Trust Bank		Grass Cutting	Buchans Landscaping & Grol	S	731.88	146.38	878.26
328 MCC grounds maintenance	01/01/2022		Unity Trust Bank		MCC Costs Contribution	Buchans Landscaping & Grol	S	1,001.67	200.33	1,202.00
329 MCC-NLP grass cutting	01/01/2022		Unity Trust Bank		MCC Grant Paid	Buchans Landscaping & Grol	S	194.81	38.96	233.77
330 Shrub Maintenance	01/01/2022		Unity Trust Bank		Shrub clearing	Buchans Landscaping & Grol	S	194.00	38.80	232.80
331 S106 Arts	31/01/2022		Unity Trust Bank		Winner of Bus shelter competi	D M	E	500.00		500.00
332 S106 Arts	31/01/2022		Unity Trust Bank		Winner of Bus shelter competi	A H	E	500.00		500.00
333 S106 Arts	31/01/2022		Unity Trust Bank		Winner of Bus shelter competi	C T	E	500.00		500.00
334 Telephone / Broadband	28/01/2022		Unity Trust Bank	DD	Mobile Phone Clerk and Mobile	BT	S	35.45	7.09	42.54
335 Payroll Pension (Employee)	31/01/2022		Unity Trust Bank	DD	Pension payment	Smart Pension	E	64.63		64.63
336 Payroll Pension (Employer)	31/01/2022		Unity Trust Bank	DD	Pension payment	Smart Pension	E	64.63		64.63
337 S137: Warden's Pension (Em	31/01/2022		Unity Trust Bank	DD	Pension payment	Smart Pension	E	58.83		58.83
338 S137: Warden's Pension (Em	31/01/2022		Unity Trust Bank	DD	Pension payment	Smart Pension	E	58.83		58.83
Total								8,354.95	562.53	8,917.48

Milton Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
154 Interest CBS S106	31/12/2021		S106 (CBS)		Interest	Cambridge Building Society (E	5.58		5.58
155 Interest CBS General Purpos	31/12/2021		CBS General Purpose		Interest	Cambridge Building Society (E	7.27		7.27
156 Interest CBS Council Saver	31/12/2021		CBS Council Saver s/c		Interest	Cambridge Building Society (E	140.19		140.19
157 Community Care fees	28/01/2022		Unity Trust Bank		Community Care Fee	T S	E	78.00		78.00
158 Community Care fees	31/01/2022		Unity Trust Bank		Community Care Fee	EH/RH	E	156.00		156.00
159 Allotments Rents	31/01/2022		Unity Trust Bank		Allotment Rent	D4	E	16.00		16.00
160 Community Care fees	27/01/2022		CBS General Purpose		Community Care Fee	N R	E	130.00		130.00
161 Community Care fees	25/01/2022		CBS General Purpose		Community Care Fee	D F	E	66.00		66.00
162 Community Care fees	27/01/2022		CBS General Purpose		Community Care Fee	P C	E	78.00		78.00
163 Community Care fees	28/01/2022		CBS General Purpose		Community Care Fee	T R	E	78.00		78.00
164 Community Care fees	29/01/2022		CBS General Purpose		Community Care Fee	R B	E	78.00		78.00
165 Community Care fees	25/01/2022		CBS General Purpose		Community Care Fee	M S	E	78.00		78.00
166 Community Care fees	01/02/2022		CBS General Purpose		Community Care Fee	C D	E	80.00		80.00
Total								991.04		991.04

Town & Country Tree Surgery Company

47 MALLETT'S ROAD, CHERRY HINTON, CAMBRIDGE CB1 9EZ

Telephone: CAMBRIDGE 240396

SPECIALISTS IN ALL ASPECTS OF TREEWORX

Fencing & Landscaping

Fully Insured



26th January 2022

Milton Parish Council,
Parish Council Offices,
Coles Road,
Milton,
Cambridge
CB24 6BL

Dear Sirs,

Thank you for your enquiry for our services, I have pleasure in submitting our quotation as follows:-

Outside 45 The Sycamores
To fell self set field maple, ash, hazel and sycamores.
To clear away all arisings.
All for the sum of £220.00 + VAT

Cemetery Right Boundary
First Section
To reduce overhang on trees along fence line by 2-3m.
Second Section
To reduce overhang on trees along boundary in line with hedge line.
To sever ivy on all trees.
To clear away all arisings.
All for the sum of £1430.00 + VAT

All works will be carried out, where possible, in accordance with British Standard 3998, 2010 by NPTC qualified operatives

Assuring you of our best attention at all times

Yours faithfully,

C WILSON

Numbers

There have been 12 youth club sessions run this term.

Session	1	2	3	4	5	6		7	8	9	10	11	12	13
Attendance	5	7	6	10	9	8		6	6	7	5	5	5	canc

Reports

Week 1

Enjoyed all activities – pool, table football, creating a list of hobbies and interests and programme ideas. Engaged really well with YW.

Week 2

Enjoyed baking and requested to do this again next week. Engaged well with youth workers.

Week 3

3 made pancakes. Table tennis, table football – nice relaxed session.

Week 4

Report sheet missing

Week 5

Great session enjoying snooker, table tennis, Hama beads, pizza bread. Conversations about mental health, self-care, black fishing, school, cooking, bullying at IVC, previous toxic friendship.

Week 6

Enjoyed playing pool, table tennis, tile painting, quiz and Halloween challenges. Good healthy competition and camaraderie.

Half term

Week 7

Good relaxed atmosphere. Enjoyed making fairy cakes, pool, table tennis, chess. Conversations about family, cooking, rules of the game, parents careers, unemployment, divorce, half-term

Week 8

Enjoyed pool, table tennis, decoupage, hot choc. Conversations about COVID, holidays, school, tik tok, present ideas, toxic friendships.

Week 9

Enjoyed the usual pool and table tennis, plus making marble cakes, game challenges. Conversations about pool, being the best, business ideas, Christmas plans.

Week 10

Enjoyed pool, table tennis, connect4 Uno and lots of chat. Alos enjoyed tile painting and then pretend auction to sell of art work! Some conversations about school, GCSE choices etc.

Week 11

All the usual activities plus a visit from Greater Cambridgeshire Shared Planning Collective getting views from young people (engaged well). Also YP demonstrating magic tricks.

Week 12

Enjoyed good games of table tennis and monopoly, with general chats about Christmas plans and how school had gone this term.

Week 13

Cancelled due to staff sickness

Dear Parish Clerk,

Cambridgeshire residents are being asked for their views on which local buildings, structures, archaeological sites and landscapes they value, and feel are important to the character of their local areas, as part of a new Local Heritage Listing project.

For many years the national listing system has recognised buildings of national importance, by designating buildings as grade 1, 2* and 2. Local Heritage Lists aim to identify buildings and heritage assets which, whilst not meeting the national criteria, are important at a local level. The Local Heritage List project is a chance for local residents to have their say and help protect Cambridgeshire's local heritage and we would really appreciate your support in raising awareness and encouraging community involvement in the project.

The project received funding from the Ministry of Housing, Communities and Local Government (now the Department for Levelling Up, Housing and Communities) which invited councils in England to create pilot projects for Local Heritage Lists in their areas. Cambridgeshire's joint bid was one of the 22 successful projects to secure funding.

Cambridgeshire County Council and each of the five District Councils: Cambridge City Council, East Cambridgeshire District Council, Fenland District Council, Huntingdonshire District Council and South Cambridgeshire District Council are collaborating to create their own local lists of heritage assets that are important to the people living in their communities.

Cambridgeshire has many locally important heritage assets, which are valued by residents and contribute positively to the county's character and identity, have local historic associations, are local landmarks or are important to the local community.

These heritage assets, which may be buildings, archaeological remains, parks, gardens, or public works of art, sometimes have little or no protection, and over time these special places can be lost. By adding these heritage assets to Local Heritage Lists their local importance will be officially recognised in the planning process.

If a planning application is made that affects one of the buildings or structures included on the Local Heritage List, the local planning authority will have to take this into account when considering the application. While this does not provide the same degree of protection that is given to nationally listed buildings or structures, it should help to preserve the character and heritage of our local area.

A new website has been launched (<https://local-heritage-list.org.uk/cambridgeshire>) with guidance on how people can get involved in the initiative and nominate buildings and archaeological sites to be considered for the Local List, which will recognise their importance and help preserve them. The nominations will be considered by an assessment panel comprised of local project volunteers, and heritage professionals to check that they satisfy the criteria for selection. These selected candidates will be taken forward by the individual District Councils for adoption on to a Local List. Once adopted these Lists will be published on this project website and each of the District Council's websites.

We are really keen to find out which local heritage assets people think are important and in particular to hear from a wide range of people from across the community. We would really appreciate your involvement in getting behind this project and helping to spread the word throughout the parish you represent. Perhaps your parish would be interested in gathering a group of people together to survey and put forward candidates from your parish? If you are developing a neighbourhood plan the information gathered would help feed into the process.

Attached is a poster which we would appreciate if you could put up on your parish website, we will also send you a paper version for your parish noticeboard.

The newly appointed Project Officer, Jessica Johnston will also be out and about in the community encouraging people to get involved and running events to engage the wider public.

We will also be using Cambridgeshire Historic Environment social media platforms to spread the word. Please do like and share our social media posts.

[Cambridgeshire Archaeology | Facebook](#)

[Cambs Archaeology \(@CambsArch\) / Twitter](#)

If you have any questions regarding the project please do not hesitate to contact Project Officer Jess Johnston jessica.johnston@cambridgeshire.gov.uk.

Yours Sincerely,

Quinton Carroll, Head of Service: Historic & Natural Environment, Cambridgeshire County Council.

District Councillor Report to Parish Councils – February 2022

Omicron Hospitality and Leisure grants:

The latest grant scheme to support businesses impacted by the Omicron variant launched in South Cambs on Monday 17th January. The initial fund allocation (90% of the full allocation) totals £1.428m and to date 103 applications have been received. Ten applications were picked up as being fraudulent at the application form stage. Fifty-nine applications have so far been processed and are awaiting returns on fraud checks. South Cambs has also been granted a discretionary Additional Restrictions Grant fund of £354,000 on the basis of deploying other funds in 2021. This enables the Council to support businesses in a variety of sectors. Thirty seven applications have been received thus far from businesses covering events wholesale, caterers/supplies, personal care, and travel/tourism in the main. Applications should be made by **18th February 2022** and final payments will be made by **31st March 2022**.

The business team not only continues to work hard and efficiently to support local businesses but also assists Small & Medium sized Enterprises in building young/new businesses and those with green credentials as part of a wider Green recovery. Additionally, the visitsouthcambs.co.uk website has now been up and running for six months and the team are growing the site with more businesses now advertised. The website promotes tourism in the area and is aimed at those living within the district and in neighbouring areas interested in a day trip or a weekend break. Do take a look.

Emmaus – Landbeach:

The community currently has an occupancy rate of over 90% with 41 of the 45 rooms filled, with one of those rooms being decorated so there is a gradual but ongoing refurbishment programme. The staff continue to support companions with regaining their independence and with both their physical and mental health needs. A planning application (Ref #: 21/04957/FUL) from the developer Hill Residential to install six modular homes (pods) for more independent living on site is currently live on the South Cambs website. Emmaus is advertising for an additional support worker as the number of the companions will obviously increase should the application gain approval. South Cambs have committed to fund the first year of that post which would then be funded by Emmaus in subsequent years from the additional revenue in housing benefit from the pods. The core business of the shop and café have weathered the storm of the latest Covid variant although takings were lower in December than in November which reflects the situation in retail across the country with early Christmas shopping followed by a hesitancy and thus a drop in sales and footfall with the onset of Omicron.

Water Resources East Consultation:

Water Resources East has recently launched a consultation on its emerging water resources plan for the East of England. You can read a copy of the emerging plan. As a council, drawing up our next Local Plan with Cambridge City Council, we have said that our emerging Greater Cambridge Local Plan strategy is dependent on improvements to the water supply. The consultation explores measures to address water demand as well as protect the environment. The deadline to respond to the Water Resources East consultation is **Monday 28th February 2022**.

A10 shared use path:

The upgrade to the A10 path has been approved and the work to improve Car Dyke Rd junction and widen the path will be taking place over the coming months.

After Paul's objection to the original plans and objections from others, including WPC, improvements have been made to the design north of Car Dyke junction. These objections also resulted in a detailed review by the applicant's consultants and Cambridgeshire County Council highways officers. This was a detailed review of each section of the path explaining the physical constraints preventing the path from being widened further. The details of this review are in the cover letter which describes in detail the physical constraints that exist.

For example, for section 1 which is the section just south of Denny End Rd it states "The footway / cycle path will be widened through this section where possible through the use of the existing verge to the east of the existing path. The opportunity to gain width in this section from the existing verge is limited due to the location of the existing drainage ditch which would be directly to the east of the widened footway / cycle way. There is no opportunity to gain further width from the existing southbound running lane of the A10 in this location. This has been explored with CCC officers. The amended proposals represent the maximum width which can reasonably be achieved in this section." The ditch at this point is wide and very deep. Major civil engineering work would be required to re-align the ditch and/or the carriageway and Denny End Rd junction at this point.

Although there were several suggestions made for alternative approaches such as an alternative route for the path, carriageway re-alignment and covering the ditch none of these was within the scope of the condition agreed between CCC, SCDC and U&C which was to "improve and widen the existing path between Denny End Rd and Ely Rd Milton".

We do understand the frustration that the entire length of the path cannot be built to the LTN1/20 guidance introduced in July 2020. However, more than one year after the tragic accident it is important that there is no further delay to making improvements at Car Dyke Rd junction. Trying to re-negotiate the condition with the applicant is highly unlikely to be successful and would result in further delay to the much needed improvements for existing users of the path which is now in a very poor state and deteriorating.

There will be further opportunities to improve this path and the junction such as the sec 106 agreement with RLW and the future changes to the A10 currently being considered by the CPCA.

The Mere Way link over the bridge to the busway will be coming forwards soon and we will be campaigning to have the Greenway built as soon as possible.

CIIs Paul Bearpark, Anna Bradnam and Judith Rippeth

Noteworthy schemes/strategies and projects to be consulted on in future / consultations recently closed

Scheme name	Type of scheme	Main consultation contact	Status of consultation	Website link
Emerging Water Resources Plan for Eastern England	Draft Regional Plan	Water Resources East	Consultation open until 28 Feb 2022	https://wre.org.uk/projects/the-regional-plan/
North East Cambridge Area Action Plan	Area Action Plan	South Cambridgeshire District Council & Cambridge City Council	Approval to progress to consultation Spring 22. Formal engagement phase (Reg 19) to follow conclusion of Development Consent Order process for Cambridge Wastewater Treatment plant relocation (see below)	Link to Greater Cambridge Shared Planning website
Cambridge Wastewater Treatment Plant relocation	Nationally significant infrastructure project	Anglian Water	Second phase of consultation closed in August. Development Consent Order to be submitted by Anglian Water	Link – Anglian Water project page
Water Resources East Water Resource Management Plan (WRMP) update every five years	Water Resources Management Plan update every five years	Water Resources East Ltd	Consultation expected in spring 2022	Link to Water Resources East website
East West Rail	Nationally significant infrastructure project	East West Railway Company (Created by Department for Transport in 2018)	Latest consultation closed in June. A statutory consultation is expected next year when communities will be asked to give their comments on detailed proposals.	Link – East West Rail company
Cambourne to Cambridge	Transport and Works Act Order	Greater Cambridge Partnership	Environmental Impact Assessment consultation due to take place during 2022	Link to Greater Cambridge Partnership website

	(TWA O)			
Waterbeach to Cambridge	Transport and Works Act Order (TWA O)	Greater Cambridge Partnership	Aim is to undertake a public consultation on the preferred route for the Waterbeach to Cambridge project later next year	Link to Greater Cambridge Partnership website
Cambridge South East Transport	Transport and Works Act Order (TWA O)	Greater Cambridge Partnership	Application to Government for TWA O to build busway and active travel route in 2022	Link to Greater Cambridge Partnership website
Cambridge Eastern Access	Transport and Works Act Order (TWA O)	Greater Cambridge Partnership	Consultation to take place in late 2021	Link to Greater Cambridge Partnership website
Greenways	12 x local greenways feeding into Cambridge	Greater Cambridge Partnership	GCP holding further workshops with local residents and other interested parties to explain the designs and listen to feedback	Link to Greater Cambridge Partnership website
Cambridge South West Travel Hub	Local - A new Travel Hub site at Junction 11 of the M11	Greater Cambridge Partnership	Application currently with Cambridgeshire County Council – determination expected Spring 2022	Link to Greater Cambridge Partnership website

Managers' Report, Milton Community Center, 18th January 2022

Maintenance/Improvements:

We have had the drains cleared at the Community Center car park to reduce flooding in heavy rain and the car park area near the entrance to the Doctors surgery has been cleared of built up leaves.

One of the pressure units has been moved at NLP plant room to an upright beam which should hold the weight. This will reduce the weight on the piece of wood that had been used to hold both units weighing approximately 25 kg each.

The tennis courts have been cleaned and treated and we plan to retreat the court again in the next couple of months. We have also replaced the light switch on the 5 aside court as this kept failing.

Bookings:

Prior to Christmas we experienced a significant number of cancellations for hall hire due to the increase in COVID numbers. We have seen most groups return but currently have 5 that still haven't returned.

The British Red Cross who are hiring the Bowls Pavilion at present will be relocating to North Lodge Pavilion from mid-February. This agreement will be till the end of April initially and then reviewed on a weekly basis. Initial discussions had indicated mid-August however they are hoping it will be in advance of that.

Hard Courts

We have seen an increase in bookings with the courts in use most evenings for football and tennis. The tennis courts are in use 7 days a week and most evenings.

Youth Building:

Eddies Artworks continue to use the Youth Building daily Monday to Friday and Youth Club on a Tuesday evening.

North Lodge

Inland Waterways, 1st Milton Brownies and 1st Milton Guides are using the Pavilion and we have just started a new weekly evening booking with Granta Blue Morris. Red Cross are aware of the other hirers and will also undertake any cleaning required whilst they are there.

Sycamores Rec

We are seeking additional quotes for repairs to the basketball court

Vandalism and Crime:

There had been little activity over the last quarter. We are however seeing an increase in recreational drug use at The Sycamores and Coles Road. There has also been minor damage to the Amazon Trail at Coles Road.

Andy West, Community Centre Manager 18/1/22