

**Minutes of the Annual Meeting of the Milton Parish Council held on
Monday 9 May 2022 at 7.30pm in the Bowls Pavilion**

Present: HM Smith (HMS) (Chair), JE Coston (JEC), RJ Farrington (RJF), D Wildman (DW), D Owen (DO), A Horne (AH), A Markham (AM), A Bradnam (AB), P Ellwood (PE), A Latchem (AL)

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

- 1 Elected Councillors to sign Declarations of Office and Register of Financial and Other Interests**
Councillors signed their Declarations of Office which were witnessed by the Clerk. Register of Financial and Other Interest forms to be filled in and returned to the Clerk. HMS welcomed DW back to the Parish Council
- 2 Election of chairman and signing of declaration of acceptance of office of Chairman**
It was Proposed by DO to elect HMS as Chairman - JEC Seconded **ALL AGREED**. HMS signed the declaration of acceptance of office.
- 3 Apologies for Absence:**
None received – Full Council in attendance
- 4 Election of Vice-Chairman and signing of declaration of acceptance of office of Vice-Chairman**
Nominations for Vice-Chairman were invited:
RF proposed PE – AH Seconded **4 In Favour – 4 Against**
AB proposed JEC – HMS Seconded **4 In Favour – 4 Against**
JEC was elected Vice-Chairman on the casting vote of the Chairman
JEC signed the Declaration of Office witnessed by the Clerk
- 5 To APPROVE the minutes of the meeting held on Monday 4 April 2022 and Monday 25 April 2022 including Confidential minutes.** AB Proposed to accept the Minutes of Monday 4 April 2022- JEC Seconded **AGREED (DW Abstained)**. AB Proposed to accept the minutes of the Parish Council meeting of Monday 25 April 2022 (not including the Confidential minutes) JEC Seconded **AGREED (DW and AM Abstained)**
- 6 Declarations of interest and dispensations:**
To receive declarations of interest from councillors on items on the agenda; **DW on MCC business**
To receive written requests for dispensations for disclosable pecuniary interests (if any);
To grant any requests for dispensation as appropriate.
- 7 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). **No public attended**
- 8 Clerk's/Chairman's Report and see Works Schedule**
AM asked the Clerk to chase up action to widen the spacing of the Gunnell Close barriers.
MVAS Update: Landbeach as 50% owner of the MVAS will pay half of the repair costs. AB reported that John Halfpenny is in the process of trying to order a new board and the MVAS will be put up as soon as possible in the Tesco to Cambridge Road direction. There are 2 volunteers for putting up the MVAS, Clerk to add their names to the Volunteer list : **Action Clerk**
Willow Crescent – Ashtons Solicitors made contact with previous owner who have confirmed they will transfer the land to MPC – Action with Ashtons Solicitors
Old School Lane – Ashtons Solicitors looking into MPC adopting Crown land
Bus Stop Winning Art Work – After a very successful competition the winning art work has now been installed in the 3 bus shelters
Tomkins Mead: SCDC advised that a silt backlog could be causing the water drainage issue – Clerk to source a company to quote to clear the silt – awaiting call back
Land in Milton: HMS update- HMS suggested the Council go to into Confidential session – JEC Proposed – **ALL AGREED**.

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 8. namely: Land in Milton

The meeting closed at 7:44pm.

JEC Proposed to accept the Confidential minutes of the meeting on 25 April 2022 – AH Seconded **AGREED** (2 abstain).

No further land action to be taken at present – Meeting opened 7:49pm

HMS updates:

A complaint has been received regarding disrespect of a neighbouring grave when a new burial took place. Refer to Maintenance Committee for an addition to the policy of suggested wording from ICCM.

Improving road safety at The Rowans: PE, AB, HMS and the Clerk met with Mr Thoday from Transport Strategy & Network Management to discuss the concerns raised. He has sent a map and suggested a way forward, probably including an LHI bid. The proposal for works is to extend the double yellow lines on both sides to the first leg of The Rowans, have a passing point at a shorter length of double yellow lines further up on the Southern side. Also to put in place a new crossing point further into The Rowans with the current footpath to be extended on the Southern side. The Clerks should progress this, including preparing for a consultation to be announced in the next Village View (press date 24th August). May be combined with other work in an LHI bid, to be suggested by the 20mph working group.

HMS welcomed the **re-election** of our 3 District Councillors

HMS reported that the Parish Council had agreed to fund cakes for the Jubilee picnics. 5 were now required, costing £125 in total. This is within the £500 budget voted at Council.

9 To Confirm the Following Committees and Memberships:

Community Care	AB, JEC, HMS, DW, Rev Jackie Metcalfe/Kathy English*
Maintenance	(incorporating Allotments, Cemetery, Play, Tomkins Mead and Milton Environment) JEC, AH, AL, AM, HMS, DW
Finance & Admin	JEC, AL, HMS, DW
Planning	JEC, PE, RJF, DO, HMS
Staffing	PE, DO, HMS, AB

The following Working Groups and membership were agreed:

Capital Projects	JEC, RJF, AM, PE, HMS
Cemetery Advisory Group	HMS, JEC, PE, AB
Milton Air Quality	AB, JEC, HMS
Website & IT	JEC, PE, AH, DW
MVAS	AB (volunteers: John Halfpenny)
External Communications	JEC, PE, AH
20mph speed Limit	JEC, AH, AL, AM

The name and function of the Cemetery Advisory Group / Standing Committee is to be clarified

10 To Confirm the Following Representatives and Volunteers

The following special responsibility roles were agreed:

Specific Responsibility:

Footpath Officer	AB
Press Officer	JEC
Tree Warden	AB
Youth Liaison	HMS, AB
Defibrillator reps:	AH, Clerk

The following representatives for outside bodies were agreed:

CAPALC & SCDC	Chairman, Clerk
Milton Community Centre	AH
Patient Participation Group	DW
Milton Primary School Liaison	Clerk, AL
North East Cambridge Forum	JEC
Waterbeach Community Forum	HMS, AB
Waterbeach joint Parish Council	HMS, AB, JEC

* indicates representatives who are not parish councillors and are non-voting

11 Planning

The minutes of the Planning meeting held on Monday 11 April 2022 were received

Decisions:

20/02722/FUL – Land at 26 Butt Lane, Milton – Erection of a 2 bedroom bungalow – **GRANTED PERMISSION**

New:

22/00114/FUL – 42 Fen Road, Milton – Single storey front extension, two storey rear extension and cast iron railing to part of the side and most of the front boundary **OBJECT: Front extension and cast iron railing to side of boundary query of land ownership. Concerns that the annexe/Barn Cottage is an Airbnb and the property could be further split.**

Clerk to write to alert the County Council.

12 Finance and Administration

The minutes of the Finance and Administration meeting held on Monday 11 April 2022 were received

13 Community Care

The minutes of the Community Care meeting held on Wednesday 27 April 2022 were received

14 Staffing

The Confidential minutes of the Staffing meeting held on Monday 28 March 2022 were received

To **CONSIDER** recommendations:

To **AGREE** a one point scale pay increase for the Community Care Warden – from scale point 9 £11.05 to scale point 10 £11.28

To **AGREE** a one point scale increase for the Clerk – from scale point 20 £13.75 to scale point 21 £14.02

JEC Proposed the scale increases – HMS Seconded ALL AGREED

15 Capital Projects Working Group

The notes from the Capital Projects working group were received

HMS remarked that the agreed spending on power supply for Pond Green and Edmund Green was about £4,200, and latest quotes were about £3,200 (not £2,600 each as in the report).

To **CONSIDER** recommendations: (Spend from S106 Arts Budget)

To **AGREE** the quote for purchasing 3 art style benches for: 1 on Edmund Green £2,800 for bespoke bench seat of the Repton Gates, 1 on Pond Green £1,192 for butterfly & bee bench and 1 for the Cemetery £1,314 for angel wings bench plus £75 for engraved heart plaque Total £5,694+ VAT (includes delivery £205 and leg extensions £108)

Village Gateways Signs: To **AGREE** budget spend of £11,325 and **AGREE** locations

Village Pump: To **AGREE** total budget cost of £8,600 (of which £1,550 has already been agreed)

Landbeach Road Bus Stop: To **AGREE** budget spend of £3,500 for art work panels

Edmund Green: To **CONSIDER** the use of site and installation of tree lighting

It was AGREED to defer this item until clarification from the SCDC S106 Officer confirms which projects can be funded by the Arts budget. JB to arrange a meeting to confirm. All projects were supported in principle by Council

16 Bills for Payment and Money Received

To **CONFIRM** and **AGREE** bills for payment – JEC Proposed to pay vouchers 3 to 43 – DW Seconded **ALL AGREED**

17 Professional Advice re: Land in Milton

To **RATIFY** spend of up to £10k on land in Milton – JEC Proposed to the agreed spend – AB Seconded **AGREED (1 abstain)**

18 General Power of Competence

To **CONSIDER** applying for the General Power of Competence with NALC £50 registration fee
DW suggested applying for the Quality Award – **JEC Proposed – AB Seconded ALL AGREED**

19 MPC Store Cupboard (Maintenance)

To **CONSIDER** quote for re-installing the access path to the rear store cupboard:
N Fleming - £2,500 for a concrete path with shuttered sides and a tampered finish to prevent slipping, all rubbish to be removed +£250 for additional concrete surface for Scouts storage (to be paid by Scouts)
Defer to next meeting

20 Milton Village Spring Clean

Date to be: Sunday 29 May at 10am – Meet at the Parish Council Office
AB to design poster for noticeboards and Facebook

21 The Connections Bus Project

The termly report for Jan-March 2022 was received

22 Correspondence – Emailed to Councillors

Greater Cambridge Housing trajectory and five year housing land supply report
Waterbeach Barracks All Parish update – April 2022
Police and Crime Commissioner, Darryl Preston would like to invite you to a virtual roundtable meeting.
Monday 13th June 2022 Cambridge City and South Cambs 18:00 – 19:30 RSVP
Waterbeach Community Forum – 15 June 2022 6-8pm

23 Dates of next meetings

Monday 23 May 2022 – Planning 7:30pm
Monday 13 June 2022 – Parish Council 7:30pm

Meeting closed at 9:38pm Signed: Dated: