



MILTON PARISH COUNCIL

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TO ALL MEMBERS OF THE PARISH COUNCIL MAINTENANCE COMMITTEE

You are summoned to attend a meeting of Milton Parish Council Maintenance Committee to be held in the Bowls Pavilion on Monday 26 September 2022 at 7.45pm.

Members of the Public and the Press are cordially invited to attend but numbers may be restricted to meet health and safety requirements.

Clerk's signature: *Sarah Coker*

Date of issue: 20 September 2022

AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence.
2. **To APPROVE the minutes of the meeting held on Monday 20 June 2022 (Appendix 1)**
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. **Allotments**
Update: Clerk
6. **Paddock Wood**
Update: Clerk
7. **Cemetery**
Update: Clerk
To **CONSIDER** request for a memorial bench to be installed in the Traditional Section for families to sit on
8. **Play Areas**
Update: Clerk
9. **Grass Cutting Contract 2023-25 (Appendix 2)**
To **CONSIDER** adding additional grounds maintenance work for Edmund Green to the grass cutting contract
10. **Maintenance Budget 2023/24 (Appendix 3)**
To **CONSIDER** budget items and budget request for the next financial year
11. **Dates of next meetings**
Monday 19 December 2022 – 7:45pm

Clerk Office

**Minutes of the Maintenance Meeting of Milton Parish Council held on
Monday 20 June 2022 at 7:45pm held in the Bowls Pavilion**

Present: HM Smith (HMS), JE Coston (JEC), P Ellwood (PE), D Wildman (DW), A Markham (arrived 7:57pm)

In Attendance: S Corder (Clerk), P Adams (Village Maintenance Person), A Bradnam (Non-voting Councillor) A Horne (Non-voting member)

Public: 1

HMS opened the meeting due to previous Chairman resigning

1 Election of Chairman

JEC Proposed PE as Chairman – DW Seconded **ALL AGREED**

2 Apologies for absence

A Latchem (personal)

3 To APPROVE the minutes of the meeting held on Monday 21 March 2022

4 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

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

1 member of the public attend to discuss Item 8 – Complaint received in relation to the state a family's neighbouring grave was left in after a new burial. Family had to clear the grave and headstone. It was asked that soil from a new grave is not put on an existing grave space to avoid any future upset to family members. **To be discussed further under Item 8**

6 Allotments

Update Clerk: Maintenance checks were carried out by PA and the Clerk – Clerk to write to allotment holders that require work/clearance to their plots. Currently no plots available. There are 2 people on the waiting list. AH raised an issue that the entrance/exit path needs topping up with gravel. **Clerk to arrange works**

7 Orchard (New woodland area)

Update: AH: Saplings have taken well. The area could do with a clearance of weeds and ragwort **Clerk to contact Buchans to arrange works**

Suggested new name for the Orchard: North Wood or North Copse. **To go to Full Council for decision**

8 Cemetery

Update Clerk:

To **CONSIDER** adding the wording "On rare occasions when due to cemetery operations soil from a new grave may be placed on a current neighbouring grave space. This will be for a limited period and the grave will not be damaged or altered in any way" **It was AGREED that the Cemetery Advisory Committee would suggest wording for the Policy and Procedure adding "the Clerk to discuss with the Grave Digger the location of the soil when a new grave is to be dug"**.

To **CONSIDER** location of new bench – DW Proposed the location of the bench to be just in front of the dividing hedge line facing down the Cemetery – HMS Seconded: 4 In Favour – 1 Abstain **AGREED**

To **CONSIDER** changing the name of the Cemetery Advisory Committee to Cemetery Working Group

It was AGREED to keep the name the same and Terms of Reference be produced for the Committee by the Clerk

9 Play Areas

Update: Clerk – Nothing to report

The Wicksteed inspection reports for Froment Way, Humphries Way, The Rowans and The Sycamores fitness equipment were received and discussed

Clerk to source quotes to replace grass matting under the fitness equipment and replenish the play bark at all 3 parks

10 Grass Cutting Contract 2023-26

To **REVIEW** grass cutting contract due to go out for tender – **Amendments were raised by DW and HMS – Clerk to implement changes. DW and HMS to finalise changes before going to MCC for their review**

11 The Rowans Safety Improvements

To **CONSIDER** applying for a Local Highways Initiative Improvement Scheme or a Privately Funded Highways Improvements Scheme (PFHI) for the extension of the double yellow lines (on both sides) at the entrance to The Rowans (next to Tesco) and the extension of the footpath (Tesco side) to meet with the new crossing point further into The Rowans. Also to add a dropped kerb at the James Carlton passage

AH suggested that MPC fund the project (PFHI) under the Capital Projects budget – JEC Proposed – PE Seconded ALL AGREED

12 Village Pump

To **CONSIDER** location of proposed silhouette and information board – It was AGREED to locate the sculpture behind the pump just in front of the rear fence. It was suggested to use old photos of Milton as a backdrop with information sections – JEC/PE to source a photo. To be followed up by the Capital Projects Working Group

13 Dates of Next Meeting

Monday 19 September – 7:45pm

Meeting closed at 9.55pm Signed: Date: