

**Minutes of the Meeting of Milton Parish Council held on  
Monday 5 September 2022 at 7:30pm in the Bowls Pavilion**

**Present:** H Smith (Chair) (HMS), J E Coston (JEC), D Owen (DO), P Ellwood (PE), R Farrington (RF), A Markham (AM), A Bradnam (AB)(arrived 8:44pm)

**In Attendance:** S Corder (Clerk), J Rippeth (District Councillor – arrived 8:52pm)

**1 Apologies for absence**

D Wildman (personal)

**2 Resignation of Councillor**

A Latchem has resigned as a Councillor for Milton Parish Council. The Council thanked AL for his services

**3 To APPROVE the Minutes of the meeting held on Monday 18 July 2022 and Confidential Minutes of the meeting 18 July 2022**

HMS Proposed to accept the minutes of 18 July 2022 as a true record – 6 In Favour - AM Abstained **AGREED**

HMS Proposed to accept the confidential minutes of 18 July 2022 as a true record – 6 In Favour - AM Abstained **AGREED**

**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**

5 members of the public attended for Item 9

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

**Willow Crescent** – Action with Ashtons Solicitors to apply for transfer of the land to MPC from current owners (could take up to a year for transfer to complete)

**Old School Lane** – Ashtons Solicitors putting together an application with information for adoption of land from the Crown

**Tomkins Mead:** Quotes being sourced for clearance of the ditch/culvert up to North Lodge Park lake. **Only one contractor had given a rough price - £100,000. Others do not do general ditching work (only jetting of culverts). AB and HMS to meet with ADC Drainage to discuss the project further. AB, HMS and Geoff Gilfillan (from Milton Country Park) had discussed the project with C Nunn.**

**The Rowans Safety Improvements** - Application has been put to the Local Highways Project Group for a Privately Funded Highways Improvement Scheme (PFHI), awaiting costings. Assistant Clerk has submitted an item to the Village View.

**Complaint received:** A complaint was received about an assault that took place on Coles Road recreation ground and lack of CCTV coverage – passed to Milton Community Centre to investigate

**Revamp of The Rowans Play Area** – Quotes and plans are being sourced from Proludic, Elbe, Wicksteed and Sovereign

**Land in Milton: HMS – No further update**

**Milton Support Group (update): About half of the Covid-19 volunteers have agreed to stay on a list, to be contacted in case of an emergency that may require manpower in the future. There are currently 61 people. The group administrators are Chris Thomas and Hazel Smith**

**HMS sent a thankyou card to Reverend David Chamberlin on behalf of the Parish Council thanking him for all his work in the village**

**(Item 9 was discussed next)**

**7 Planning**

The minutes of the meeting of Monday 8 August 2022 were received

**Decisions:**

**22/00114/HFUL** – 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 **GRANTED PERMISSION**

**21/05399/FUL** – Land on the south west of Butt Lane, Milton – Erection of 1 no. dwellinghouse **GRANTED**

## **PERMISSION**

**22/02382/HFUL** – 18 Sutton Close, Milton – Two storey front extension, two storey and single storey rear **GRANTED PERMISSION**

**22/02184/HFUL-22/02185/LBC** - 2 Fen Road, Milton – Single storey side extension and internal alterations **WITHDRAWN**

## **Decisions received after agenda published:**

**22/02235/FUL** – 135 Cambridge Road, Milton CB24 6AT – Single storey side extension, door and window placement changes and façade cladding, internal alterations for a partial change to use to a coffee shop – **GRANTED PERMISSION**

## **New:**

**22/03437/HFUL** – 14 The Sycamores, Milton – Two storey side extension, single storey rear extension and front porch. **HAS NO RECOMMENDATION**

**22/02798/HFUL** - 35 Willow Crescent, Milton – First floor and two storey side extension: Amendment description only. **HAS NO RECOMMENDATION**

**22/02860/S73** – 198 Cambridge Science Park, Milton – S73 variation of condition 2(approved plans) and 3 (materials) of planning permission 21/02627/FUL (installation of a plant compound, external alteration to façade of the building to accommodate services and alteration to the existing elevation to provide goods in access and other minor amendments to the building) internal routing of the venting equipment and remove an external riser which was proposed to be metal clad (colour to match existing grey cladding) **HAS NO RECOMMENDATION**

## **New – after agenda published (7 days to reply)**

**22/03628/TWA** – Network Rail – Application to the Secretary of State under section 6 of the Transport and Works Act Order 1992 related to the Cambridge re-signalling, relock & recontrol project. Shepreth, Little Shelford, Six Mile Bottom, Milton, Waterbeach - **HAS NO RECOMMENDATION**

## **8 Finance**

The minutes of the meeting of Monday 22 August 2022 were received  
To co-opt members onto the Finance Committee – RF put himself forward – HMS Proposed – PE Seconded **ALL AGREED**

## **9 Cemetery Advisory Committee**

The minutes and confidential minutes of the meeting of 23 August 2022 were noted. The adjourned meeting minute is to be added to these minutes.

To **Co-opt** DW on to the Cemetery Advisory Committee – **HMS Proposed – PE Seconded ALL AGREED**

To **CONSIDER** the recommendations from the committee:

Request for double headstones and kerb sets on 2 graves

- To alter the policy to allow double headstones and kerb sets, within the dimensions set out in the policy, providing the policy is signed by both the Funeral Director/Stone Mason and applicant.

- To make sure the Funeral Director/Stone Mason and applicant sign the documents and send back to the Clerk

- Clerk will send out a second copy of the signed documents to the family with the burial certificates. Delivered by hand where possible if not signed for delivery. Date will be logged on signed office copy when delivered

- Allow double plots which were reserved prior to this change of policy to have headstones and kerb sets within the dimensions set out in the new policy provided all other conditions are compiled with

## **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 9. Namely: request for double headstone and kerb sets**

**The public and press will be temporarily excluded from the meeting at this point and any present are herewith to withdraw (JEC Proposed to go into Confidential Session – DO Seconded All Agreed – meeting closed at 7:52pm)**

JEC Proposed to accept the recommendation – HMS Seconded **ALL AGREED**

**(Meeting opened 8:29pm)**

To allocate £2,500 from our Contingency to fund legal support if required - **WITHDRAWN**

To **CONSIDER** adding a charge of £110 for a single kerb set and £250 for a double kerb set – **PE Proposed these charges be added to the Cemetery policy – JEC Seconded ALL AGREED**

## **10 Capital Projects Working Group**

PE gave an update on Landbeach Road Bus Stop Art Competition – the competition has now been launched via

Facebook, email, chat and posters.

To **AGREE** revised wording suggested for the Repton Bench: "This bench copies the design of the entrance gate to Milton Rectory by Humphry Repton (1752-1818) **HMS Proposed the wording – ALL AGREED**

Village Gateway Signs: To **AGREE** locations – **ALL 3 LOCATIONS AGREED**

To **AGREE** proposed sign design – **HMS Proposed the design but change the knobs to black – PE Seconded – 5 In Favour – 2 Abstain AGREED**

Village Pump: To **CONSIDER** additions to the pump enclosure with photo £3,700

with sculpture and photo £7,300

**HMS Proposed sculpture and photo – PE Seconded ALL AGREED**

**Pump Cap:**

A cap made using 3D printed plastic/resin (£60-£70)

A cast iron cap (to be considered later)

**RF Proposed the 3D printed cap – DO Seconded ALL AGREED**

**JEC will look into the original design of the pump cap so that a cast iron version could be made**

To **CONSIDER** Christmas lights recommendation for Pond Green:

The Christmas Decorators £2,356 pa for a 5 year contract (to install and take down the lights)

**RF Proposed to accept the quote – PE Seconded – 2 In Favour – 5 Against NOT AGREED**

**Assistant Clerk to look into other lighting options**

**(RF left 9:28pm)**

#### **11 Bills for Payment and Money Received**

To **RATIFY** bills paid – vouchers 128-151

To **CONFIRM** and **AGREE** bills for payment - **JEC Proposed to Ratify and agree payments for invoices 128-180**

The quarterly net position reports were received

**(DO left 9:33pm)**

#### **12 Maintenance**

To **CONSIDER** quote from Wicksteed for replacing the grass mats under the fitness equipment at The Sycamores recreation ground - £4,197.90 + VAT **HMS Proposed to accept the quote – JEC Seconded ALL AGREED**

To **CONSIDER** quote from Town & Country for tree works on Edmund Green - £520 + VAT **AB Proposed to accept the quote – PE Seconded ALL AGREED**

To **CONSIDER** suggested name change from The Orchard to: "North Wood", North Copse" or "Paddock Wood"

**HMS suggested Paddock Wood – AB Proposed – PE Seconded ALL AGREED**

#### **13 Woodman Way/Gunnell Close Cycle Barrier**

To **CONSIDER** quote from Pro-Serv to either: Re-set cycle barrier gap to be 2.50m wide and replace missing bar £620.17 + VAT or install 2 concrete posts (one at each end) in the centre of the footpath £654.10 + VAT

**Defer to October meeting – Clerk to clarify distance between barriers required**

**(PE left 9:41pm)**

**HMS Proposed to suspend Standing Orders – for extension of time – ALL AGREED (9:41pm)**

#### **14 Grant Application**

To **CONSIDER** grant application received from Relate Cambridgeshire for £700 – **HMS Proposed to donate £500 the motion was not seconded. Application not supported: It is against our practice to donate money to charities that are not specific to Milton**

#### **15 The Connections Bus Project**

The Milton Village termly report – April to July 2022 was received

AB and HMS to meet with the Connections Bus Project to discuss attendance and outcome of sessions provided

#### **16 The County Councillor's Report for September 2022 was received (Full report on MPC webpage)**

**Milton Rd – bus, cycling and walking improvements (Milestone letter)**

Many Milton residents will have received a letter delivered from the Greater Cambridge Partnership and Milestone about the forthcoming works and overnight closures on Milton Road. Once these works have been completed there will be daytime works on Milton Road, to upgrade each of the side-road junctions. If you have any queries you can email Milestone [miltonroad@milestoneinfra.co.uk](mailto:miltonroad@milestoneinfra.co.uk) or call their 24-hour contact centre: 0800 023 4762.

## **Cambridge Bus Service 9 and PR5 (Milton Park & Ride) Major Roadworks on Milton Road from 27th June 2022**

Major road improvements to the Milton Road from Mitcham's Corner to the Guided Busway crossing are being carried out...to improve the flow of traffic. The Science Park stop will be suspended until all the work is complete and the P&R (Milton) bus will use the stop inside the Science Park on the outbound journey instead of the Science Park stop on Milton Road. Temporary bus stops signs will be installed as close as possible to the normal locations and there will be some overnight disruption.

**Aircraft Noise:** Recently residents have raised concerns with AB about aircraft noise over Milton. AB is advised by colleagues that we are in a post-implementation phase during which for 12 months ending May 2023, all complaints will be considered, with a view to changing moderating or cancelling the new system. So it is vital that residents log their complaints during this period. However the website does not indicate how to log complaints post-consultation. There is this contact on their website and AB suggests residents email the LLA-NATS Airspace Change Team at [AD6@LTN.Aero](mailto:AD6@LTN.Aero) If you submit a complaint or diary of aircraft noise, please copy to me at [anna.bradnam@cambridgeshire.gov.uk](mailto:anna.bradnam@cambridgeshire.gov.uk)

**Anglian Water – wastewater treatment plant relocation:** The third phase of the public consultation on the proposal to relocate the Cambridge Wastewater Treatment Plant ran from 24 February to 27 April 2022. This included the Preliminary Environmental Impact Report which covers the pipeline routes. All of the comments submitted can be seen here [www.cwwtpr.com](http://www.cwwtpr.com).

Once Anglian Water have considered all the comments, they will draw up a Development Consent Order application (DCO) including the Environmental Statement. This will be submitted to the Planning Inspectorate (PINS) in Autumn 2022.

The Preliminary Environmental Impact Reports are here

- Horningsea [PEI-Fen-Ditton.pdf \(cwwtpr.com\)](#)
- Fen Ditton [PEI-Fen-Ditton.pdf \(cwwtpr.com\)](#)
- Waterbeach and clayhithe [PEI-Waterbeach-and-Clayhithe.pdf \(cwwtpr.com\)](#)
- Chesterton, Milton and Fen Road [PEI-Chesterton-Milton-and-Fen-Road.pdf \(cwwtpr.com\)](#)

**Water Resources – two new reservoirs:** Anglian Water is working with Cambridge Water to develop proposals for two new reservoirs, one of which will be in the Fens, the other will be in Lincolnshire. Each will be the approximate size of Graffham Water.

**Greater Cambridge Partnership – Public Transport and City Access Strategy:** At the [Greater Cambridge Partnership Joint Assembly - 08 September 2022](#), following consultations in 2019 and 2021, agenda paper 6 considers a proposal to undertake a consultation on Public Transport and City Access Strategy. The GCP acknowledges the projections for increased vehicle movements in Cambridge, and the implications for congestion, pollution and unsustainability. The paper proposes a review of public transport provision, to be funded by a congestion charge. The details of the congestion zone, proposed bus routes, frequency, cost and phasing will all be subject to the consultation. The GCP will be decide on 8 September whether to go ahead with the consultation at this stage or not.

**Waterbeach waste facility:** Preparations are being made at the Amey waste park at Waterbeach in advance of major works to reduce odour emissions, to comply with new legal recommendations. The works will allow district councils to continue to deliver waste for transfer to alternative processing sites and to landfill from August, while the works to reduce odour emissions are done.

### **Police, Crime, Sentencing and Courts Act, 2022– new legislation on unauthorised encampments**

This new (PCSC) Act, 2022 creates a new criminal offence of residing with a vehicle on land without permission. It includes a power for the Police to arrest and to seize the vehicles of those who are committing the offence. The new offence will be committed when someone causes significant damage, disruption or distress in the conditions described, but has been framed in such a way as to ensure that the rights of those wishing to enjoy the countryside are not impacted. Previously action could only be taken if there were six caravans or more in an unauthorised location; now action can be taken against one caravan. The new power also increases the period in which persons directed away from land must not return, from three to 12 months.

There is a factsheet here: [Unauthorised encampments: Police, Crime, Sentencing and Courts Act 2022 factsheet - GOV.UK \(www.gov.uk\)](#)

**A10 – and an update on U&C works:** Shortly U&C will be undertaking improvements at the junction of the A10 and Denny End Road. An additional exit lane is being created, to enable a smoother flow of traffic at the junction and this requires diversion of the ditch on the north side. Initially there will be some overnight closures to do preparatory works and then there will be a number of weeks of full closure. During the closures, temporary traffic lights will be installed at Car Dyke to manage the extra traffic. We will have an update with U&C, when plans have been agreed with County, at the Waterbeach Community Liaison Forum on 16 November.

**Communication and Digital - Broadband Tariffs:** Most Broadband companies for the internet now offer what's called a Social Tariff at around £ 15 to £20 a month. BT offer a Broadband and Landline package for £15/month (or £20/month with unlimited minutes) to those on Universal Credit or on a Pension or Pension Credit, you could ask your own provider if they offer a similar package.

**Greater Cambridge Planning Service - Planning Compliance:** As part of the review of the Greater Cambridge Shared Planning Service (GCSPS) officers have been reviewing the part of the service relating to ensuring compliance with planning controls. The rise in the number of complaints received reflects a national trend and it is important to respond efficiently and effectively whilst keeping people informed. In relation to information available to the public, from 2 August 2022 all the information on compliance with planning regulations has been updated and consolidated onto the Greater Cambridge Shared Planning Service website (<https://www.greatercambridgeplanning.org/http://greatercambridgeplanning.orghttps://www.greatercambridgeplanning.org/> with links available from the Cambridge City and South Cambridgeshire District Councils websites.

**Waste:** The person responsible for fly-tipping in Fen Road, Milton in May 2021 has been successfully prosecuted. All households have a duty of care to ensure that any contractor or business removing waste from a property is checked against the [Environment Agency registers for authorised waste carriers](#), and that a Waste Transfer Note is completed before it is taken away. If waste is allowed to be taken away by unlicensed carriers, it can lead to fines and a criminal record.

If you see someone fly-tipping, call the police on 999 and report it as an environmental crime in progress. If you find a fly-tip, report it at [www.scambs.gov.uk/report](http://www.scambs.gov.uk/report)

You can find out if an operator is registered here <https://environment.data.gov.uk/public-register/view/search-waste-carriers-brokers>

**Support for Ukrainian Refugees:** As part of the homes for Ukraine Scheme we now have almost 600 Ukrainian guests in South Cambridgeshire across 70 of our parishes. The small grants scheme is supporting volunteers to set up and run programmes such as language teaching and conversation classes.

**Zero Carbon Community Grants:** The latest round of the ZCC grant scheme has been assessed and decisions taken at the Grants Advisory Committee in late July. Out of the applications submitted within the ward, Milton Community Centre and Recreation Grounds were successful in their bid for funds totalling £13,296 to add solar battery storage to the existing solar PV array to allow the building to become self-sufficient.

**Waterbeach Community Forum:** The next Waterbeach Forum will be on **Wednesday 16 November**. There will be drop-in from 6-7 where you can visit information stalls, followed by presentations from the main stakeholders, with an opportunity to ask question from 7pm. Details will be available here when the agenda is confirmed [Waterbeach Community Forum - South Cambs District Council \(scambs.gov.uk\)](#)

**A10 path 'lighting':** AB has contacted County Highways Development Management Team and Engineers, requesting that either solar studs or a white line need to be added to the edge of the cycle path (and perhaps also on the carriageway) to provide a greater visual distinction between the path and the road – for cyclists and for drivers.

**Cambridge Research Park – bridlepath upgrade for cycles:** JR has emailed the estate managers (on behalf of local Councillors and Cycle Campaign) acknowledging that the proposed plans have been accepted by the County Council but asking that they take additional steps, as a matter of discretion, to make this route safer for cyclists.

**(AM left 10pm)**

## 18 The Milton Community Centre Report for September 2022 was received

**Maintenance/Improvements:** Repairs have been made a North Lodge Park following a rat infestation in the external storeroom.

The walls in the Main Hall have been painted and the leak in the boiler has been fixed.  
The Velux windows in the Annexe have been repaired so they can now be opened.

**Bookings:** We have recently had a few cancellations due to the heat, Covid and vacations, however generally bookings continue to be above the period prior to lockdown and we have a new diabetes prevention/support group starting this month.

**Hard Courts:** The tennis courts are in use 7 days a week and most evenings with people playing Tennis. The 5 aside court continues to be popular for both football and netball.

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

**North Lodge:** The Red Cross are still using the Pavilion Monday to Friday however their new premises should be ready by the end of September.

**Sycamores Rec:** The repairs to the basketball court at the Sycamores have now been completed and tree roots that had encroached the football pitches have been removed.

**Vandalism and Crime:** We continue to see high levels of recreational drug use at The Sycamores with alcohol cans and bottles and NOS canisters being left behind on a daily basis. We are having to clear the rubbish that is left most days to keep the area looking nice. We have seen an increase in graffiti and “tagging” at Coles Road and the Sycamores.

We continue to see fly tipping of both household and commercial waste in the car parks at The Sycamores and Coles Road and unauthorised use of the trade waste bins meaning that our own waste can't always be disposed of properly.

**19 Correspondence**

Letter from Lucy Frazer MP – Offer of assistance in local matters

**Emailed to Councillors**

Cambridge Wastewater treatment plant relocation – Section 42 targeted consultation

CAPALC – July bulletin

SDCD July e-bulletin

Greater Cambridge Local Plan – Call for site survey

Waterbeach Barracks August update

TMC Incident report – July 2022

Policing South Cambs 2022 - local policing profile 15 September 7-8pm via Teams

**20 Dates of next meeting**

Monday 19 September 2022 – Planning 7pm – Maintenance 7:45pm (**Rescheduled to 26 September 2022**)

Monday 3 October 2022 – Parish Council

Meeting closed at 10:04pm Signed: ..... Date: .....