



MILTON PARISH COUNCIL

Parish Council Office, Coles Road,
Milton, Cambridge, CB24 6BL.

Telephone: 01223 861447.

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 in the
Bowls Pavilion on Monday 9 March 2023 at 7pm
Members of the Public and the Press are cordially invited to attend

Clerk's signature: *Sarah Coker*
Date of issue: 28 February 2023

AGENDA

Presentation at 7pm on the Cambridge Science Park – Vitrum Building

Kanda Consulting to provide an update on the proposals and to answer any questions

Parish Council Meeting to start at 7:30pm

1. **Apologies for absence:** to receive and approve apologies for absence
2. **To APPROVE the minutes of the meeting held on Monday 6 February 2023 (Pages 1-4)**
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 (Pages 5-6)**
Ditch below Tomkins Mead: Silt sampling results received from ADC Drainage awaiting for FCC approval and disposal cost. Clearance work of shrubbery in the ditch required
The Rowans Safety Improvements – PE and Clerk applied for an LHI – awaiting outcome
Revamp of The Rowans Play Area – Awaiting revised quotes and plans from Proludic, Eibe and Wicksteed.
Landbeach Road Bus Stop Art Competition – Awaiting date for installation of winners artwork
SCDC 6 Free Trees – Have been planted along the Bund by HMS, PE and the Clerk
Woodland Trust Free Trees – Delivery due March 2023 to be planted in Paddock Wood
Local Council Award Scheme – Reminder: Councillors to provide picture and short introduction about themselves
20mph Speed Limit – HMS and Clerk to apply to Cambridgeshire County Council Local Projects for 20mph throughout the village
Memorial – Councillors to put forward ideas for a memorial for Richard Summerfield (previous Councillor)
6. **Planning (Pages 7-8)**
To **RECEIVE** the minutes of the meeting of Monday 20 February 2023
Decisions received:
22/01391/LBC – All Saints Church, Milton – Demolition and rebuilding of part of Church wall
WITHDRAWN
23/00003/CL2PD – 242 The Rowans, Milton – Certificate of Lawfulness Under S192 – Convert existing garage into habitable living space **CERTIFICATE GRANTED**
New:
23/00633/FUL – 101 Cambridge Science Park, Milton – Installation of rooftop plant equipment,

alterations to external elevations, gas cage and waste storage area Link:

<https://applications.greatercambridgeplanning.org/online-applications/PLAN/23/00633/FUL>

Appeals:

22/02771/OUT – Land North of Cambridge North Station, Milton Avenue, Cambridge -

A hybrid planning application for: a) An outline application (all matters reserved apart from access and landscaping) for the construction of: three new residential blocks providing for up to 425 residential units and providing flexible Class E and Class F uses on the ground floor (excluding Class E (g) (iii)); and two commercial buildings for Use Classes E(g) i(offices), ii (research and development) providing flexible Class E and Class F uses on the ground floor (excluding Class E (g) (iii)), together with the construction of basements for parking and building services, car and cycle parking and infrastructure works. b) A full application for the construction of three commercial buildings for Use Classes E(g) i (offices) ii (research and development), providing flexible Class E and Class F uses on the ground floor (excluding Class E (g) (iii)) with associated car and cycle parking, the construction of a multi storey car and cycle park building, together with the construction of basements for parking and building services, car and cycle parking and associated landscaping, infrastructure works and demolition of existing structures.

Does the Parish Council wish to make comments or modify/withdraw previous representation. Previous response: HAS NO RECOMMENDATIONS. Comments:

Overdevelopment of site. Concerns over density/height of the development and lack of amenities: e.g. recreational and informal open spaces

Does the Parish Council wish to take an active part in the inquiry (Rule 6 status)

7. Capital Projects Working Group (Pages 9-11)

To **RECEIVE** the notes of the meeting held on Tuesday 21 February 2023

8. Village Art Benches (Pages 12-18)

To **CONSIDER** sizes of concrete bases required for each bench

To **CONSIDER** revised quote from Buchans for installation of 4 benches (Pond Green, Edmund Green and 2 at the Cemetery – previous quote accepted in July 2022 was for 3 benches) £2,100.50 + VAT for concrete base and installation (£1,575.39 for 3 art benches – S106 Arts budget and £525.11 for Cemetery budget) to include budget figure for increase of costs for revised concrete bases required £2,500 + VAT

To **CONSIDER** purchasing 4 sets of bench extension legs at £36 per pair x 4 £144 + VAT + delivery

To **AGREE** amended bench location at Cemetery and Edmund Green

9. Cemetery (Pages 19-23)

To **CONSIDER** purchase of a noticeboard for current Cemetery Regulations and Plan:

The Parish Noticeboard Company - £1,095.00 + VAT – Classic range 1630mm x 1210mm (2 x 9xA4)

Greenbarnes - £1,267.53 + VAT 1330mm x 1080mm (18 x A4)

10. Bills for Payment and Money Received (Pages 24-25)

To **CONFIRM** and **AGREE** bills for payment

11. Repton Gate

To **SEEK** All Saint's Church permission to restore the Repton Gate

To **CONSIDER** location of restored Repton Gate and ownership

12. Cambridgeshire County Council Consultation on the proposed 2023 revision of the Local Validations List for planning applications for the County Council's own development and for waste development (Document emailed to Councillors)

Does the Parish Council wish to comment - Consultation period 2 February 2023 to 16 March 2023

13. King's Coronation 6-8 May 2023

To **RATIFY** agreement of budget spend of £500 (Contingency budget) to support the Volunteers

organising an event under The Big Lunch Banner
To **CONSIDER** ideas for Volunteer Day on 8 May 2023

14. **To Receive County Councillor's Report – February 2023 (To follow)**
15. **To Receive District Councillors Report – February 2023 (To follow)**
16. **To Receive Milton Community Centre Report – February 2023 (Page 26)**
17. **Correspondence**
Great British Spring Clean 2023 Will You Join Us – 17 March to 2 April 2023
Via email:
Greater Cambridge Partnership – Milton Road – Bus, cycling and walking improvements project
January 2023 update
TMC Incident Report – January 2023
Public Meeting: Aircraft noise from Luton approach – Thursday 23 February at 7:30pm Little
Gransden Village Hall
18. **Dates of Next Meetings**
Monday 20 March 2023 – Planning 7pm – Maintenance 7:45pm
Monday 3 April 2023 – Parish Council

Cemetery Advisory Committee meeting to be arranged

**Urban & Civic – Meeting date to be arranged to discuss further works on the cycle paths
(dates to follow)**

Clerk's Office

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
Monday 6 February 2023 at 7pm in the Bowls Pavilion**

Present: H Smith (Chair) (HMS), J E Coston (JEC), P Ellwood (PE), R Farrington (RF), A Markham (AM), A Bradnam (AB)(arrived 7:23pm), D Owen (DO)(arrived 7:50pm)

In Attendance: S Corder (Clerk), J Rippeth (District Councillor – arrived 7:53pm)

1 Cambridge Science Park North

Kanda Consulting were due to attend the meeting to give an update on the Vitrum development – cancelled and rescheduled for the MPC meeting on 6 March 2023

2 Apologies for absence

D Wildman (Personal)

3 To APPROVE the Minutes of the meeting held on Monday 9 January 2023 and Monday 23 January 2023

RF Proposed to accept both sets of minutes as a true record – JEC Seconded – **ALL 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

No public on attendance

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

Ditch below Tomkins Mead: Update: Silt samples taken and have been sent off for analysis

The Rowans Safety Improvements – PE and Clerk applied for an LHI grant – awaiting outcome

Revamp of The Rowans Play Area – Quotes and plans received from Proludic, Sovereign, Eibe and Wickstead.

Clerk, JEC, AM and HMS suggested changes to the plans. Clerk to contact each supplier with changes required and updated quotes to be received.

Landbeach Road Bus Stop Art Competition – Winners were presented with their prize by HMS. Awaiting date for installation of artwork

Gunnell Close/Woodman Way Cycle Barrier – Work to increase gap between barriers has been completed

Coles Road Defibrillator Cabinet – A new cabinet is now up and running on the Bowls Pavilion wall

SCDC 6 Free Trees – Delivered. 3 locations along the A10 bund were chosen by PE and HMS

Woodland Trust Free Trees – Delivery due March 2023

Local Council Award Scheme – Reminder: Councillors to provide picture and short introduction about themselves

JEC reported that the son of Richard Summerfield (previous Chairman and Councillor) has offered to fund a memorial to go in the village in memory of all that Richard achieved for the village . Councillors to think of a suitable memorial

7 Planning

The minutes of the meeting of Monday 23 January 2023 were received

Decisions received:

22/04536/FUL – 1 Cambridge Square, Milton Avenue, Cambridge – Change of use from Class B1 (a) and Class A1/A3 to Class E at One Cambridge Square **GRANTED PERMISSION**

22/04666/FUL – Cambridge Regional College, Kings Hedges Drive, Cambridge – Creation of 2Nr. Padel courts with perimeter fencing and floodlighting **GRANTED PERMISSION**

22/04041/HFUL – 30 Butcher Close, Milton – Detached double garage to front **GRANTED PERMISSION**

22/1453/TTCA – Ground floor 44 High Street, Milton – (Tree work) – Judas tree: reduce height and spread by approximately 2m and shape round **HAS NO OBJECTION TO**

New:

23/00156/HFUL – 26 The Rowans, Milton – Single storey front extension, single storey rear linked extension; convert garage into single storey annexe **OBJECT: 1. Overdevelopment of site in a relatively constrained site. 2.**

Support neighbour's objections: Shadowing of neighbour's garden and loss of light.

Comment: Should permission be granted, future use of the converted garage and adjoining extension to be ancillary to the house

1

8 Finance and Administration

The minutes of the meeting of Monday 23 January 2023 were received. Noted that MCC will need to spend community facilities money received from S106.

9 Community Care

The minutes of the meeting of Wednesday 11 January 2023 were received

10 Cemetery Advisory Committee

To **CONSIDER** recommendation:

To **AGREE** to the added objective to the Terms of Reference – Support the Clerk in implementation of the Policy and Procedure **JEC Proposed to add the objective – AB Seconded ALL AGREED**

(Item 16 next – JR left 8:04pm)

11 Bills for Payment and Money Received

To **CONFIRM** and **AGREE** bills for payment - HMS Proposed payments for invoices 335-375 (excluding 345) – JEC Seconded **ALL AGREED** 345 to be paid if a satisfactory explanation is given why the contractor didn't follow our latest plan.

12 Internal Auditor Report

The Internal Auditor report was received – Point raised: Councillor email addresses – Clerk to source costings and ask other Clerks what domain they use. Risk Assessment to be thoroughly reviewed at Finance Committee.

13 Repton Gate

To **SEEK** All Saint's Church permission to restore the Repton Gate – **DO will ask the Parochial Church Council for permission for MPC to restore the gate, and propose that the gate comes into the ownership of the owner of the location found to display it**

To **CONSIDER** quote from Cambridge Restoration for £870.50 + VAT for restoration works on the Repton Gate – **ALL AGREED Council is minded to go ahead with the quote**

To **CONSIDER** location of restored Repton Gate – **All Saint's Church and MPC to consider location (possible location MCC hall) Noted that the restorer had volunteered to store it for us for a period.**

14 King's Coronation 6-8 May 2023

To **CONSIDER** celebrations for the King's Coronation (if any) the following:

Which day to organise celebrations

What sort of activities to organise

What budget is to be put aside

Roles and responsibilities

HMS had received an email from a volunteer group preparing an event under The Big Lunch Banner for the King's Coronation and asked if MPC would help support the event. AB Proposed a budget of £500 – JEC Seconded 6 In Favour – 1 Abstain (family member on the group) AGREED (Contingency budget). To be ratified at the March meeting

AM suggested a stall at the event promoting MPC and becoming a Councillor

Councillors to come up with ideas for the Volunteer Day on 8 May 2023

(AM and RF left 8:59pm)

15 The County Councillor's Report for February 2023 was received (Full report on MPC Agenda webpage)

Highways and Transport 20 mph schemes: It is hoped the webpage for 20 mph scheme applications will be open by the end of February 2023 and then applications will be accepted during March. No applicant contribution will be needed. The schemes will be evaluated and for approved schemes, any lines and signs needed will be delivered towards the end of 2023/24 and some in 2024/25.

Potholes – The County Council and its contractors are well aware of the terrible state of our roads and are working hard to try and repair them. The long period of sub-zero temperatures mid-December froze water held in crazed surfaces or in poorly sealed pothole or utility company repairs, causing them to burst open. County is aiming to

- fill the most dangerous potholes first with temporary work
- use the 2 Dragon Patchers on permanent assignment
- re-visit emergency repairs to do a long term patch when available

Please continue to report potholes and pothole repairs which have 'blown' in the frost using the 'Report it' page on the County website [Cambridgeshire County Council - ReportIt](#)

Gritting: The County Council core officers are on a voluntary rotas to drive the gritting lorries and quad bikes.

Subsiding roads: A large number of roads across Cambridgeshire, mostly but not solely in the Fens, have been particularly badly affected by extremely hot weather in 2022. Officers are engaging with colleagues in Lincolnshire, Norfolk and Suffolk and with our MPs to meet with officials at the Department of Transport to bring these maintenance issues to their attention.

Network Rail Anglia – Update: Network Rail will be delivering renewal of track across the region. This makes the service safer and more reliable but will inevitably cause some disruption

Waste (Amey/Thalia at Waterbeach) : Work is continuing to plan and construct improvements to the Mechanical Biological Treatment facility, including additional biofilters, pipework, ducting and stack, to reduce emissions, to improve the site surface water system and to ensure waste is loaded inside the building to reduce fugitive odour. This work is necessary to improve the quality of and lessen emissions in line with EU regulations.

Visit from the Police and Crime Commissioner: The PCC visited Waterbeach Community Primary School and the Innovation Park then met the Vice Chair of the Parish Council and AB.

New mental wellbeing service for victims of crime announced: The Commissioner has launched a new £200k service supporting the mental health needs of victims and witnesses of crime. Mental health charity Cambridgeshire, Peterborough and South Lincolnshire Mind (CPSL Mind) has secured a three-year contract worth over £218k from the PCC to provide mental health and wellbeing support to help victims cope in the aftermath of crime.

16 **The District Councillors Report for February 2023 Cllrs Paul Bearpark, Anna Bradnam and Judith Rippeth (Full report on MPC webpage)**

Homes for Ukraine: Hosts still needed for guests already in South Cambridgeshire: Hosts are still desperately needed across South Cambridgeshire to support families who have already arrived from Ukraine, with hosts eligible to receive up to £500 a month as a thank you payment. Under the Homes for Ukraine scheme, hosts sign up to provide a home to guests for a minimum of six months. Hosts receive comprehensive support from the District Council, along with a £350 monthly Government 'Thank you' payment. The District Council also offers an additional opt-in monthly payment to hosts of £150. This takes the total host payment to £500 per month. Anyone who can offer a spare room and warm welcome is being asked to text ROOM to 88802 so the Council can support them through the process and match hosts to guests who have already started to settle in the local area.

Waterbeach to Cambridge busway consultation: The consultation has just gone live and is open until midday on Friday 24th March 2023. The GCP are consulting on two elements. Firstly on two route alignments, one of which would go to the west of Landbeach and the other more eastern one would be a more central route through the village of Landbeach. Secondly, the GCP are consulting on three possible site locations for an additional new Park & Ride site on the A10 to the west of Waterbeach New Town.

Six new pods at Emmaus, Landbeach: The Hill Group approached the charity with the offer of pods as part of their 'Foundation 200' initiative to combat homelessness. The homes are purpose-built, fully furnished and highly energy efficient, being heated via an air source heat pump which will keep running costs low. This will enable the six companions living in them to be more independent.

Youth Engagement at Shirley Community Primary School: Last Tuesday 24th January, Cllr Judith Rippeth was very privileged to attend an awards ceremony for Year 5 pupils for their bench designs for the St John's Innovation Centre. Jane Coston (Milton Parish Council and former County Councillor) was also there giving a talk about her campaign to have a bridge built over the A14. This provides a safe connection for pedestrians and cyclists between Milton and on into the city of Cambridge.

Introducing the Oxford – Cambridge Partnership: Government has confirmed support for the establishment of an Oxford to Cambridge Pan Regional Partnership. Backing for the pan-regional partnership unlocks access to up to £2.5million of Government funding for the Partnership to support its priorities in delivering sustainable growth and environmental enhancements for the region. The Partnership's role will be to champion the region as a world leader of innovation and business.

17 **The Milton Community Centre Report for February 2023 was received**

Maintenance/Improvements: The annual boiler services and gas checks have been completed at all relevant locations. A Carbon Monoxide alarm has been installed in the Annexe as there was not one in situ.

The Solar Panels at North Lodge are now working and we are waiting for the work to be signed off once a MiFi has been installed to allow access to data on the productivity of the panels.

The Waste Pump has had its floats replaced and been serviced but further work is required to repair the non-return valve.

Bookings: Bookings for Children's parties in both the Annexe and the Main Hall are remaining popular with events booked for most weekends.

We have had several enquiries for regular weekday classes but have lost one adult exercise class due to low attendance.

The charity HSS are now using the Annexe on a Sunday evening for members of the local community to attend and will move to the Main Hall when it is available.

Hard Courts: With the recent cold weather, we have had a few days where the courts were not playable and continue to work closely with users to ensure that the safety of users is considered.

Youth Building and Sycamores Pavilion: Eddies Artworks continue to use the building Monday to Friday and Youth Group have moved to a Thursday evening.

There has been little progress with repairs at the Sycamores Pavilion with some contractors declining the work or delays in getting quotations, in total we had 5 burst pipes that have all now been repaired and we continue to work with the loss adjuster and drying contractor to make progress with repairs.

North Lodge: The Cambridge based Charity Rowan have used the Pavilion again for an art day and it has been used to run 2 First Aid workshops.

Vandalism and Crime: Generally, we have seen little vandalism although we have recently had some damage to ceiling tiles in the Landing area on the first floor.

18 **Correspondence**

Via email:

Police & Crime Commissioner's Precept Survey

Public meeting: Aircraft noise from Luton approach – 23 February 2023 7:30pm Little Gransden Village Hall

19 **Dates of Next Meetings**

Monday 20 February 2023 – Planning

Monday 6 March 2023 – Parish Council

Urban & Civic – Meeting date to be arranged to discuss further works on the cycle paths (dates to follow)

Meeting closed at 9:04pm Signed: Date:

Milton Parish Council

Work/Project Schedule List (as of 28 February 2022)

Works Required	Committee	Progress
Removal of Trees by Allotments/A10 and planting of replacement trees	Carried out by County Highways	The 15 trees due to be removed Allotment/A10 side – works to be rescheduled for 2022 as a traffic order will be required. Email sent to N Burdon on 14/11/22 asking for update and 6/12/22
Improve crossing point at High Street/Fen Road	A14 Legacy Fund	28.11.22 Response from CCC Highways: This has been added to our forward maintenance programme for resurfacing. At this stage however we aren't certain given budgets whether this will be next year (23/24) or the following (24/25). Once confirmed someone from the county will be in contact in due course to make you aware. The proposal will be to surface a wider extent than just the vicinity of the crossing itself.
Gunnell Close Cycle barrier	Maintenance	Completed
Extension of double yellow lines – The Rowans. Proposed new crossing point and extension of current footpath to meet new crossing point further into The Rowans	Parish Council	LHI applied for.
IN PROGRESS		
Power to Pond Green	Maintenance	Completed
Edmund Green		On hold until plans agreed
New Village Signs	Capital Project Group	Order placed
Bench/s on Pond Green, Cemetery and Edmund Green	Capital Project Group	Received
Village Pump Renovation	Capital Project Group	Pump due to be installed with the next 7 days. Sculpture delivered and to be installed and within the next 7 days. Pump photo to be installed on 1 March 2023

Willow Crescent transfer of deeds	MPC	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 (from March 2022))
Old School Lane adoption of land		Ashtons Solicitors putting together an application with information for adoption of land from the Crown

**Minutes of the Planning Committee Meeting of Milton Parish Council held on
Monday 20 February 2023 at 7:00pm in the Bowls Pavilion**

Present: D Owen (DO)(Chair), P Ellwood (PE), J. Coston (JC)

In Attendance: J Barrett (Deputy Clerk)

1. Greater Cambridge Partnership – Waterbeach to Cambridge Better Public Transport and Active Travel Project – Consultation

DO introduced Paul van de Bulk to make a presentation regarding the Waterbeach to Cambridge Busway. The major extensions to Waterbeach would place considerable pressure on the existing road network, and a Transport study focused on ways to mitigate congestion.

PB handed out copies of a brochure that explained the route options for the new busway, and potential sites for a new Park and Ride site at Waterbeach. Two options for the Busway had been identified, a Western and Central option that each achieved the primary objectives. The Western route did not connect so easily with existing village settlements, the Central route connected better with Landbeach. Both options connected with the existing Guided Bus at a new junction. The brochure summarised a comparison of the route options.

PB explained the three current options for a new Park and Ride site at Waterbeach, referencing the brochure. All three sites were located on the western side of the new development adjacent to the A10.

The comments and queries raised related to:

Risk of likely disruption to vehicular traffic on the A10. Could a connection to Cottenham be considered.

The effectiveness of the barrier between the busway and the cycle paths. Concerns that the school bus could be in jeopardy if the cycle path from Milton to Impington were vastly improved.

PB drew attention that the period for consultation end on 24th March.

DO thanked PB for the presentation, and PB left the room.

2. Apologies for absence

H Smith, Rob Farrington and Alex Markham (all personal)

3. Minutes of the meeting held on Monday 23 January 2023:

PE proposed the Minutes of the meeting served as a true record and were accepted - **ALL AGREED.**

The minutes were signed by DO.

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

No public in attendance

6. Decisions Received:

22/05463/FUL – 29 Cambridge Science Park, Milton – Installation of a Plant Condenser unit on the roof of the Auton Building **GRANTED PERMISSION**

22/05315/HFUL – 14 Faulkner Close, Milton – Single storey to rear **GRANTED PERMISSION**

22/05276/HFUL – 7 Lander Close, Milton – Second storey rear extension **GRANTED PERMISSION**

22/1485/TTCA – Milton Hall, Ely Road, Milton – (Tree work) T131 Elm 60% dead pollard at 4 metres **HAVE NO OBJECTION TO**

22/1487/TTCA – Milton Hall, Ely Road, Milton – (Tree work) T47 previously pollarded London Plane: reduce growth by 3.5 metres and thin remaining crown by 15% **HAVE NO OBJECTION TO**

22/0976/TTPO – 2 Willow Crescent, Milton (Tree work) Sycamore - 1) Lifting - removal of some of the tertiary growth at the lower outer edges of the canopy (NOT removal of lower branches). Taking the weight off tertiary growth has the effect of allowing these thin branches to lift. 2) Removal of some of the thinner, spindly internal crossing branches to make the canopy more airy - but NOT removal of the major branches. The tree should be able to heal these smaller wounds. 3) Trimming extended laterals - by that I mean taking off outer sections of the canopy which extend beyond the average circumference of the main canopy. 4) All of this work I would therefore propose for a 4.5 metre reduction across the circumference of the tree. **REFUSED PERMISSION**

7. Planning Applications:

No new applications had been received.

8. Dates of next meeting

Monday 20 March 2023 7pm

Meeting closed at 8:00pm Signed: Date:

DRAFT

QUOTATION



70 Frog End: Shepreth: Nr Royston: Herts: SG8 6RF
 Tel: 01763 260887
 E-Mail: s.buchan304@btinternet.com
 VAT No: 856 3360 14

<u>Client Details</u> Milton Parish Council	Contact Name: John/Sarah
	Date: February 2023
	Reference Number: SQ- 052212 - Revised

DESCRIPTION OF WORKS

Village Benches

A: 4 Individual bench bases as per the specification laid out by Milton Parish Council

N:B: It is recomomded to include reinforcement with the concrete which is included in our price.

B: Intall benches to the cured slabs.

A = +3 £1,295.39 (s106 Arts)
 +1 £465.11 (Cemetery)

B = +3 £180 (s106 Arts)
 +1 £60 (Cemetery)

Schedule Of Costs:

	A	B	C	D	E
Schedule of Costs	1860.50	240.00	0.00	0.00	0.00
V.A.T @20%	372.10	48.00	0.00	0.00	0.00
Total Cost	2232.60	288.00	0.00	0.00	0.00



All prices are valid for acceptance for sixty days from date of written . quotation. Any additional works other than quoted will be priced separately and invoiced on completion.
 By accepting this quotation you are deemed to have accepted the terms and conditions of Buchans Landscapes a copy of which can be supplied on request.



The Workshop
Winnington Avenue
Northwich
Cheshire
CW8 4EE
tel: 01606 871188
email: info@parishnoticeboards.co.uk
www.parishnoticeboards.co.uk

Sarah Corder
Email quote: clerk@miltonvillage.org.uk
tel: 07853 170646

30th November 2022

Ref: milton pc

Dear Sarah,

Many thanks for your recent enquiry please find detailed below your quotation for the noticeboard you require

NOTICE BOARD "classic" range

Supply 3mm thick flat solid plate aluminium sign to approx. size 1630mm x 1210mm with shaped top. The aluminium sign would be vinyl coated to a background colour of your choice (powder coated grey to rear) and vinyl lettering then applied to agreed wording. Attached to each notice board are 2 x 9xA4 sized poster display cases. The poster cases are weatherproof, manufactured from aluminium with a magnetic insert panel. They have a full-length hinge and lockable doors with a polycarbonate front protection panel and secured with an allen key bolt.
Sign to be mounted onto 2 x 76mm diameter 3.0m long powder coated grey aluminium posts.

The price for the above comes to

£1095.00 + vat

Delivery Options

Standard (specified day between 8.30am & 5.00pm) comes to £75.00 + vat

Lead times are currently 35-42 working days

All above prices are exclusive of VAT. This quote is valid for a period of 30 days

Payment terms are a 50% deposit, by cheque (made payable to "The Parish Notice Board Company"), BACS or debit card with confirmation of order, and the balance due within 7 working days of receipt of goods.

I trust the above is acceptable but should you have any queries relating to the above quote and/or designs please do not hesitate to contact me.

I look forward to receiving your enquiry/order in due course

Many thanks

S D Johnson

Simon Johnson
Managing Director



DATE : 30-11-22 SCALE : 1:10
 REF : milton pc

**TITLE : PROPOSED 'CLASSIC' RANGE 1630mm x 1210mm ALUMINUM
 NOTICE BOARD DESIGN INCORPORATING 2 x CUSTOM SIZED
 POSTER DISPLAY CASES (d/a 664mm x 925mm) FREESTANDING**



Greenbarnes Ltd.

Sarah Corder
Milton Parish Council.
Parish Council Office
Coles Rd
Milton
Cambridge
CB24 6BC

QUOTATION

Ref No. 27071/1
Dated 21/12/2022
Contact Sarah Corder
Tel 01223861447
Fax
Mobile

Dear Sarah,

Further to your enquiry, please find below details of our quotation for supply of the items required. Please refer to the foot of the main quotation for details including costs of available options and variations.

Re : Single bay 18A4 AF58 Aluminium Noticeboard with posts

Item	Qty	Ref Code	Description	Unit Price	Total
A	1	AF58/18A4/PG/BLA CK	AF58 Aluminium Noticeboard 18A4 Landscape Top Hinge O/A size 1330 wide x 1080 high x 58mm, 4mm Plexichoc Glazing (Back Panel White Internal & Light Grey External) Powder-coated RAL9005 Black Supplied with 18 x 20mm Magnetic Discs in White (as MD2/AF)	£645.84	£645.84
B	1	HEAF58/18A4B/BL ACK	External Header Panel for AF58/18A4 Noticeboard, Bow pattern (295mm high), Powder-coated RAL9005 Black	£107.64	£107.64
C	1	LOGOAF/C	Full Colour Logo for AF Board printed on White vinyl (from ready to use artwork provided by client)	£61.50	£61.50
D	19	SLAF	Signwriting for AF headers, Cost per character in vinyl lettering. MILTON PARISH COUNCIL Times or Arial font ? White, Black or Gold vinyl ?	£3.28	£62.32
E	1	APF6040R/BLACK	AF 60mm x 40mm x 2600mm Steel-reinforced aluminium posts, for end fixing to AF58/12/16/18/21 & AF30/DA1 noticeboard, (per pair), Powder-coated RAL9005 Black	£292.65	£292.65
F	1	DELAF58/18A4	Carriage AF58/18A4 Noticeboard	£97.58	£97.58
				Sub Total	£1,267.53
				VAT	£253.51
				TOTAL	£1,521.04

Terms:

Payment: Net 30 days

Payment Methods Accepted By:

Cheques: Made payable to Greenbarnes Ltd

BACS: Metro Bank, Sort Code 23-05-80. Account No 26585244

Credit/Debit Cards accepted

VAT is charged at 20%.

Delivery: Typically expected approx 4 to 6 weeks from receipt of order.

This quotation is valid for 30 days from the date of this document.

Details and sizes as per catalogue.

Installation not included.

Line item prices exclude VAT

E & OE

OPTIONS(ex VAT):

Alternative powder-coated finishes (AF30, AF58 & A-Multi ranges)

RAL3004 Burgundy

RAL5010 Gentian Blue

RAL6005 Moss Green

RAL8017 Chocolate Brown

RAL9005 Black

RAL9010 White

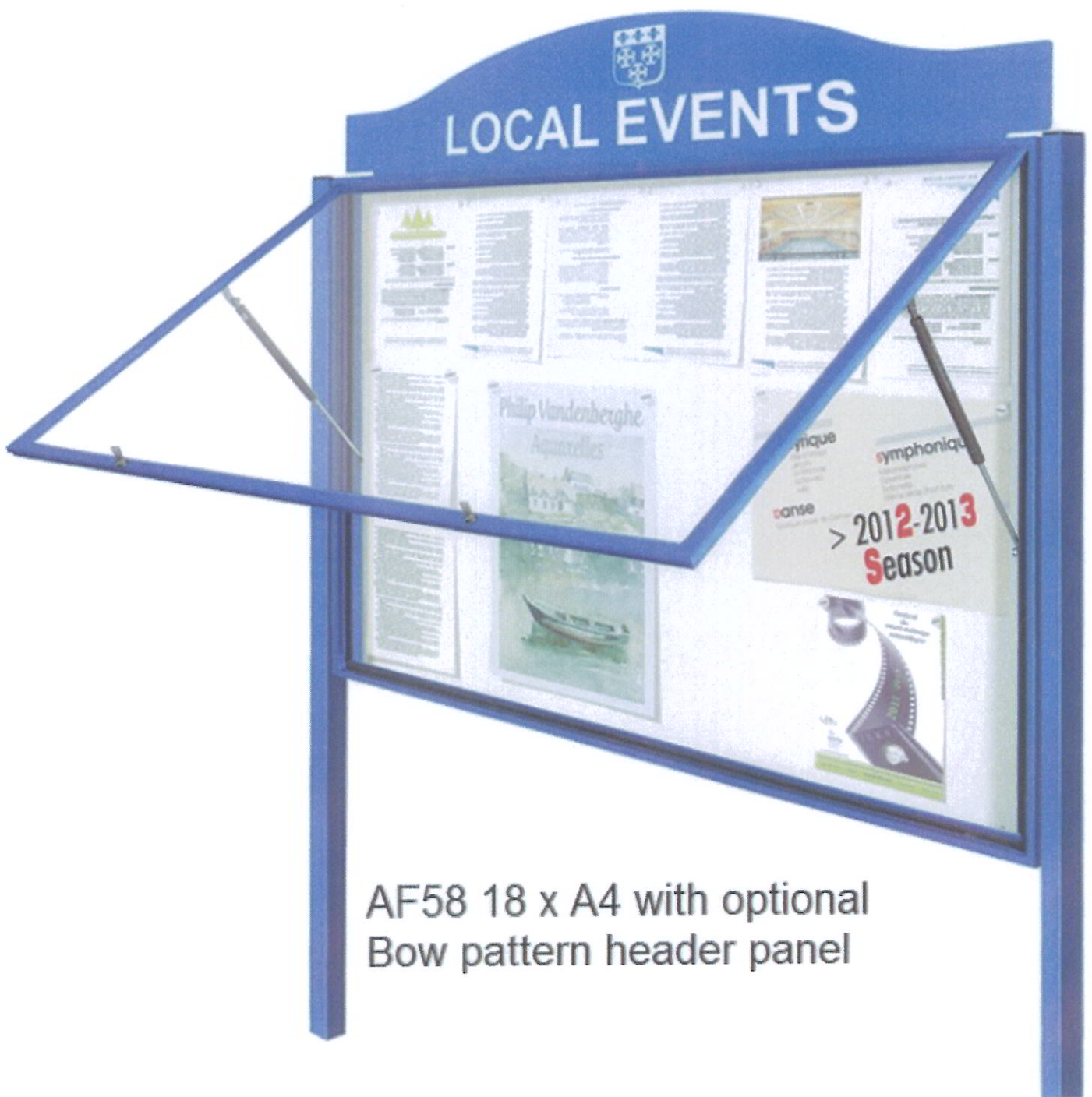
Straight patterned header at 107.64

To order, simply ring, fax or email quoting the reference number at top of this document. Alternatively, if you need clarification, or would like to discuss or amend your requirements, please do not hesitate to contact our sales team on 01280 701093 or sales@greenbarnes.co.uk.

Yours sincerely ,



Jay Greenaway



AF58 18 x A4 with optional
Bow pattern header panel

Milton Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
376	07/02/2023		Unity Trust Bank		Pension Admin Charge	Smart Pension	E	18.00		18.00
377	07/02/2023		Unity Trust Bank		Insurance Premium	Zurich	E	1,060.09		1,060.09
378	24/02/2023		Unity Trust Bank	DD	1&1 WP Plus and domain	IONOS Cloud Ltd	S	16.98	3.40	20.38
379	23/02/2023		Unity Trust Bank	DD	1&1 Mail Pro Licence	IONOS Cloud Ltd	S	3.99	0.80	4.79
380	01/02/2023		Unity Trust Bank		MCC Costs Contribution	Atkins Gregory (The Cleaning)	S	1,193.85	238.77	1,432.62
381	01/02/2023		Unity Trust Bank		Bus Shelters (cleaning)	Compass 24 Cleaning Service	E	98.00		98.00
382	28/02/2023		Unity Trust Bank	DD	Mobile phone Clerk	B T	S	22.79	4.56	27.35
383	17/02/2023		Unity Trust Bank		Office roof repair	MFT Prestige Construction Lt	S	850.00	170.00	1,020.00
384	16/02/2023		Lloyds Corporate Card	DD	Microsoft 365 Business Licencc	Microsoft	E	79.99		79.99
385	16/02/2023		Lloyds Corporate Card	DD	Bank Charge	Lloyds Bank	E	3.00		3.00
386	24/02/2023		Unity Trust Bank		Salary	S C	E	1,235.86		1,235.86
387	24/02/2023		Unity Trust Bank		Salary	T E	E	977.13		977.13
388	24/02/2023		Unity Trust Bank		Salary	JB	E	285.27		285.27
389	24/02/2023		Unity Trust Bank		Salary	P A	E	296.30		296.30
390	10/02/2023		Unity Trust Bank		Art benches	David Orgilvie Engineering	S	5,967.00	1,193.40	7,160.40
391	10/02/2023		Unity Trust Bank		Cemetery Bench	David Orgilvie Engineering	S	756.00	151.20	907.20
392	15/02/2023		Unity Trust Bank	DD	Mobile phone (Warden)	Tesco Mobile	E	18.89		18.89
393	23/02/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	70.35		70.35
394	23/02/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	70.35		70.35
395	23/02/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	66.52		66.52
396	23/02/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	66.52		66.52
397	31/01/2023		Unity Trust Bank		Allotment	Buchans Landscaping & GroL	S	287.93	57.59	345.52
398	31/01/2023		Unity Trust Bank		Cemetery	Buchans Landscaping & GroL	S	167.42	33.48	200.90
399	31/01/2023		Unity Trust Bank		Grass Cutting	Buchans Landscaping & GroL	S	753.83	150.77	904.60
400	31/01/2023		Unity Trust Bank		MCC Costs Contribution	Buchans Landscaping & GroL	S	1,031.72	206.34	1,238.06
401	31/01/2023		Unity Trust Bank		MCC Costs Contribution	Buchans Landscaping & GroL	S	200.65	40.13	240.78
Total								15,598.43	2,250.44	17,848.87

24

Milton Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total	
174	14/01/2023		CBS General Purpose		Community Care Fee	T R	X	78.00		78.00	
175	19/01/2023		CBS General Purpose		Community Care Fee	A M	X	78.00		78.00	
176	19/01/2023		CBS General Purpose		Community Care Fee	J C	X	72.00		72.00	
177	20/01/2023		CBS General Purpose		Community Care Fee	D F	X	78.00		78.00	
178	20/01/2023		CBS General Purpose		Community Care Fee	M S	X	78.00		78.00	
179	19/01/2023		CBS General Purpose		Community Care Fee	B W	X	63.00		63.00	
180	27/01/2023		CBS General Purpose		Community Care Fee	JK	X	78.00		78.00	
181	21/01/2023		CBS General Purpose		Community Care Fee	D M	X	78.00		78.00	
182	29/01/2023		CBS General Purpose		Community Care Fee	R B	X	78.00		78.00	
183	02/02/2023		CBS General Purpose		Community Care Fee	C D	X	80.00		80.00	
184	02/02/2023		CBS General Purpose		Community Care Fee	L K	X	48.00		48.00	
185	02/02/2023		CBS General Purpose		Allotment Rent	F15a	X	23.00		23.00	
186	07/02/2023		Unity Trust Bank		VAT refund	HMRC	R		5,409.60	5,409.60	
187	01/01/2023		Santander S106 Arts		Interest	Santander	E	94.89		94.89	
188	02/02/2023		Santander S106 Arts		Interest	Santander	E	100.81		100.81	
Total									1,027.70	5,409.60	6,437.30

225

Managers' Report, Milton Community Centre, 23rd February 2023

Maintenance/Improvements:

The Solar Panels at North Lodge are now working. We are still waiting for the work to be signed off as one of the batteries installed has a fault and we are waiting for a replacement.

The Waste Pump non-return valve has been replaced so all work required is now completed.

We have received quotes for replacing the Spiders Web climber at Coles Road and the wooden platform at the top of the slide at the Sycamores and will be proceeding with both.

Bookings:

Bookings for Children's parties in both the Annexe and the Main Hall are remaining popular with events booked for most weekends in the coming months.

Milton Colts have confirmed they will have their Club presentation evening on the 3rd of July and an event is booked to mark the Coronation weekend.

Hard Courts

We continue to see high levels of weekday evening hire and have just secured a 10-week 2 hour booking for Walking Football on a Friday lunchtime when the court is not normally in use.

Youth Building and Sycamores Pavilion:

Eddies Artworks continue to use the building Monday to Friday and Youth Group on a Thursday evening.

The flooring has been removed in the Sycamores Pavilion and dehumidifiers are being used to dry the building out. We are hoping that some of the repair work can be started in the next couple of weeks.

North Lodge

We have had a further couple of First Aid workshops run at the Pavilion and Inland Water Ways have restarted their monthly meeting there.

Vandalism and Crime:

We have had some minor damage to the football pitches at the Sycamores by what appear to be motorcycle tracks.

We have also had to report an incident to the police where a person who was using the 5 aside court without permission was asked to leave the court and became verbally abusive and aggressive.

Andy West, Community Centre Manager 23/02/2023