



MILTON PARISH COUNCIL

Parish Council Office, Coles Road,

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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 3 April 2023 at 7:30pm
Members of the Public and the Press are cordially invited to attend

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

AGENDA

1. **Apologies for absence:** to receive and approve apologies for absence
2. **To APPROVE the minutes of the meeting held on Monday 6 March 2023 (Pages 1-5)**
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 6-7)**
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 – Installation of artwork now completed
Woodland Trust Free Trees – Now planted in Paddock Wood. 8 volunteers along with Councillors and staff attended
Local Council Award Scheme – Reminder: Councillors to provide picture and short introduction about themselves
20mph Speed Limit – Application received by Local Projects – awaiting outcome
Installation of Art Benches – Awaiting revised quote for installation from Buchans
Repton Gate – The gate is being collected on the 29 March by the Restorer (Jamie Cakebread). PE and DW to meet Jamie to discuss suitability of the North Lodge Pavilion wall for hanging of the gate
Land on Fen Road – HMS update
Memorial – Councillors to put forward ideas for a memorial for Richard Summerfield (previous Councillor)
6. **Planning (Page 8)**
To **RECEIVE** the minutes of the meeting of Monday 20 March 2023
Decisions received:
22/02368/NMA1 – 49 Cambridge Road, Milton – Non material amendment on application 22/02368/S73 for change of description to remove reference to demolition of 49b Cambridge Road **WITHDRAWN**
23/00974/S73 – Land rear of 49 Cambridge Road, Milton – S73 to vary condition 2 (approved plans) of ref 22/02368/S73 (S73 variation of condition 2 (approved plans) of planning permission

21/04301/FUL (erection of 4 dwellings following demolition of No 49b Cambridge Road and removal of 5no static caravan pitches) additional loft accommodation with associated rooflights) to allow flat 49b Cambridge Road to remain **WITHDRAWN**

New:

23/00996/HFUL – Barley House, Cambridge Road, Milton – First floor extension over entrance
Link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/23/00996/HFUL>

7. Maintenance (Pages 9-10)

To **RECEIVE** the minutes of the meeting of Monday 20 March 2023

8. Cemetery Advisory Committee (Pages 11-12)

To **RECEIVE** the minutes of the meeting of Monday 13 March 2023

9. Policies & Regulations (Pages 13-14)

To **CONSIDER** new Privacy Notice

10. Local Council Award Scheme (Pages 15-19)

To **CONFIRM** required criteria are in place for Quality level

11. CAPALC Membership

To **CONSIDER** renewal of CAPALC membership with DPO scheme £892.27

12. Scouts Group CCTV (Page 20)

To **CONSIDER** request from the Scout Group for PC to either fund or part fund installation of CCTV at the rear of the PC building – Invoice from Crawford Associates for £180 + VAT

13. Bills for Payment and Money Received (Pages 21-23)

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

14. To Receive County Councillor's Report – April 2023 (To follow)

15. To Receive District Councillors Report – April 2023 (To follow)

16. To Receive Milton Community Centre Report – April 2023 (Page 24)

17. 15th Liaison Meeting between FCC Environment and Milton Air Quality Working Party

To **RECEIVE** the minutes of the meeting on Wednesday 19 October 2022 (**Pages 25-26**)

18. Correspondence

Complaint received from resident of Barnabas Court – Issue with 5 a side footballs coming over the fence into their properties and causing damage: Clerk has spoken with Andy, MCC Manager, and a possible extension of netting across the top of the current fencing is being looked into

Via email:

TMC Incident Report February 2023

CPALC March Bulletin

19. Dates of Next Meetings

Wednesday 12 April 2023 – Community Care 11:30am

Monday 17 April 2023 – Planning 7pm – Finance and Administration 7:45pm

Monday 24 April 2023 – MPC To approve accounts 7pm – Annual Parish Meeting 7:30pm

Tuesday 9 May 2023 – Annual Meeting of the Parish Council

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

**Minutes of the Meeting of Milton Parish Council held on
Monday 6 March 2023 from 7pm in the Bowls Pavilion
(Date stated on the Agenda was an error – Monday 9 March 2023)**

Presentation on the Cambridge Science Park – Vitrum Building

Kanda Consulting and representatives from their Planning consultants, Architects, Developers and Highways and Transport consultants attended the meeting to give an update on the Vitrum development. A presentation was given on the proposed redevelopment of the Vitrum Building at the St John's Innovation site. The proposed building has been reduced in height to 5 floors (27 feet) since the outcome of the consultation. There will be designated entrances/exits for pedestrians, cyclists and deliveries will go to the rear of the building. There will be dedicated cycling and parking spaces on the basement levels. Any trees that are removed will be on a 1 removed, 2 replaced basis. Parking restrictions could be implemented at The Rowans via Section S106 contributions to control the parking overspill.

DW raised concerns on the parking issues this development could cause Milton with the extra cars travelling to the premises.

HMS thanked the group for coming.

Present: H Smith (Chair) (HMS), P Ellwood (PE), D Wildman (DW), D Owen (DO)(arrived 7:30pm), R Farrington (RF)(arrived 7:30pm), J Coston (JEC)(arrived 8:08pm), A Bradnam (AB)(arrived 9:05pm)

In Attendance: S Corder (Clerk)

HMS raised the point that the Agenda had the incorrect date showing and asked if the PC were happy to continue with the agenda. The Clerk had contacted the Internal Auditor and other Clerks and was advised it was fine to carry on (typos happen) but to report in the minutes that an error had occurred – RF Proposed to carry on – DW Seconded ALL AGREED

The meeting started at 7:42

1 Apologies for absence

A Markham (personal)

2 To APPROVE the Minutes of the meeting held on Monday 6 February 2023

RF Proposed to accept the minutes as a true record – DO Seconded – 3 In Favour - 2 Abstained **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 on attendance

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

Ditch below Tomkins Mead: Silt sampling results received from ADC Drainage, waiting for FCC approval and disposal cost. Clearance work of shrubs in the ditch required

The Rowans Safety Improvements – PE and Clerk have applied for an LHI – awaiting outcome. Noted that there is £5,000 given to the County Council by the developers of the previous site on the St Johns Innovation site for parking controls in Milton.

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, starting 11am date TBA

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

20mph Speed Limit – HMS and Clerk have started the application to Cambridgeshire County Council Local Projects for 20mph throughout the village. A consultation advertised on Facebook has elicited a good response.

Memorial – Councillors to put forward ideas for a memorial for Richard Summerfield (previous Councillor)

Update:

Emergency Plan Call for Volunteers (in the Village View) – 2 responses so far

Village Litter Pick 19 February 2023 - 20 Volunteers turned out to help litter pick the village

Allotment holders met with PCSO Manni, PE, HMS and Clerk to discuss vandalism and damage. Signs to be erected. With a further discussion at the next Maintenance meeting to consider and additional actions.

Noted that a large barn has been put up at 76 Fen Road. SCDC planners are aware.

The **Village Pump** has been renovated and replaced with the picture behind it. The sculpture is expected to be installed soon.

6 Planning

The minutes of the meeting of Monday 20 February 2023 were received

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 **HAS NO RECOMMENDATIONS**

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
NO FURTHER COMMENTS TO ADD

Does the Parish Council wish to take an active part in the inquiry (Rule 6 status) - NO

7 Capital Projects Working Group

The notes of the meeting of Tuesday 21 February 2023 were received.

8 Village Art Benches

To **CONSIDER** size of concrete base required for each bench

Sizes proposed by DW/PE: 1700mm x 800mm base for the 2 at the Cemetery and 1 at Edmund Green and 2100mm x 1700mm for 1 at Pond Green HMS thanked DW and PE for their work on this.

To **CONSIDER** revised quote from Buchans for installation of 4 benches £2,500 + VAT

RF Proposed a budget figure of £4,000 to cover all works now required – PE Seconded 4 In Favour – 2 Against AGREED – Clerk to ask Buchans and CJ Murfitt to requote with new base dimensions, removal of Pond Green bench, concrete base and path and with the inclusion of installation of bench leg extensions

To **CONSIDER** purchasing 4 sets of bench extension legs at £36 per pair x 4, £144 + VAT + delivery – **To be included in the £4,000 budget**

To **AGREE** amended bench location at Cemetery and Edmund Green - **DW Proposed to accept the new locations – PE Seconded ALL AGREED**

9 Cemetery

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 9x A4)

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

RF Proposed to accept The Parish Council Noticeboard Company quote £1095.00 + VAT + £75 delivery – HMS Seconded ALL AGREED Quotes for installation will be sought.

10 Bills for Payment and Money Received

To **CONFIRM** and **AGREE** bills for payment – **RF Proposed to pay vouchers 376 to 406 – DO Seconded ALL AGREED**

11 Repton Gate

To **SEEK** All Saint's Church permission to restore the Repton Gate – **DO informed the PC that the PCC have**

given permission to the PC to restore the gate and take ownership

To **CONSIDER** location of restored Repton Gate – DW Proposed the back wall of the NLP meeting room subject to the Restorer's survey. The gate will be securely mounted with a clear perspex-type covering and a small information plaque and picture – ALL AGREED

- 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
RF Proposed No Comment – DW Seconded 5 In Favour – 2 Abstain AGREED

- 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 – HMS Proposed – DW Seconded ALL AGREED
(The PC will have a stand at the event promoting the PC and how to become a Councillor)

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

The next litter pick will be on Sunday 30 April. AB intends to create a Parish Tree Trail to highlight some of our most notable trees.

- 14 **The County Councillor's Report for March 2023 was received (Emailed to Councillors – full report on MPC webpage with the Minutes)**

Budget and Council Tax: Along with three quarters of the other councils in the country, Cambridgeshire County Council has needed to increase its portion of the council tax by 4.99 per cent, the maximum permitted and increased Council Tax by £73 a year for a Band D property, which is an additional a £1.41 per week.

Highways and Transport- 20 mph schemes

Parishes can apply now for 20 mph schemes. The application window opened on 27 February 2023. Milton PC is currently conducting a resident consultation to seek support to convert the 30 mph zone to 20 mph.

LHI bids being presented to councillors for recommendation to the Highways & Transport Committee will be considered at a panel meeting on Friday 12 May.

Waterbeach: Denny End Road junction - the temporary traffic lights from Car Dyke Road have now moved up to Denny End Road to control traffic at the junction with the A10, which I believe is now open.

East West Rail: East West Rail are preparing an application for a Development Consent Order (DCO) for a rail line between Oxford and Cambridge. In order to conduct appropriate non-statutory (i.e. 'pre') consultation, EWR set up a number of geographic groups representing councils and parishes along the proposed route. Some have merged so now there are 15 geographic groups in total. Ours is "Cambridge and surrounding villages." They expect the report to be "in the first half of 2023".

Greater Cambridge Partnership – Waterbeach to Cambridge - Quality Transport route: Public exhibitions were held on 27 and 28 February in Landbeach and Waterbeach. The GCP are undertaking the public consultations required in order to prepare the Transport and Works Act Order. Deadline for comment is 24 March 2023. The purpose of the consultation is to understand local circumstances and how it might benefit or negatively impact local residents.

Water: Cambridge Water has published its Water Resources Management Plan
[Our Water Resources Plan | Cambridge Water \(cambridge-water.co.uk\)](https://www.cambridge-water.co.uk)

Anglian Water has withdrawn its recently-submitted application to move the wastewater treatment plant from Northeast Cambridge to Horningsea. It is expected that they will revise and re-submit.

Waste: The County Council's long-term waste disposal PFI contract with Thalia at Waterbeach continues to be a major preoccupation of the Council. Work is continuing on options for the odour emission abatement required by the Environment Agency, and Government changes to food waste collection arrangements are proving challenging.

London Luton Airport approach corridor – and aircraft noise: In February 2022 the aircraft stacking routes and approach corridors for London Stansted and London Luton Airports were separated and re-routed. The change, known as Air Deployment 6 (AD6) has caused aircraft to be re-routed on a westward route between Milton and Waterbeach as well as stacking, noise and disturbance for a number of other South Cambridgeshire villages to the west towards Luton. Stage 7 (since February 2022) has been the post-implementation **consultation**, which was due

to end in June 2023 but has been extended to September 2023. AB attended a resident meeting held in Little Gransden on 23 February with residents from Milton who object to the noise.
TraVis - London Luton Airport (topsonic.aero) Click on 'Search address' and you can type in your address to track what aircraft are flying nearby or over your house. Luton will only record complaints if you quote specific aircraft and flights, which this website allows you to identify.
If you want to complain, identify the aircraft and email, saying when and how it affected you
To: noise.enquiries@ltn.aero
Cc: public.enquiries@nats.co.uk (National Air Traffic Service),
complaints@caa.co.uk (Civil Aviation Authority),
info@relas.uk ((the RELAS Facebook group - the group who organised the meeting) lucy.frazer.mp@parliament.uk (our MP) and anna.bradnam@cambridgeshire.gov.uk (me – your County Councillor)
Include your name, postal address and email address – or they will not register your complaint.

Trees - A14 improvement route - tree replanting: Following a complaint and motion at County Council, National Highways have conducted tree and soil survey to establish why so many trees failed in 2021 and 2022. They have now published the "A14 C2H (Cambridge to Huntingdon) Replanting Strategy February 2023" and will commence managed re-planting in due course.

- 15 **The District Councillors Report for March 2023 Cllrs Paul Bearpark, Anna Bradnam and Judith Rippeth (Emailed to Councillors - Full report on MPC webpage with the Minute)**
Waterbeach Station planning application: Three years ago the planning application was approved for the new railway station in the new town at Waterbeach. The planning permission recently expired and planning officers are currently examining whether the minor works that have been carried out constitute the start of development. If not, a new planning application will need to be submitted.

Council Budget: At the recent full council meeting the following budget items were approved:
Updated Medium Term Financial Strategy 2023-2028
Updated New Build Council Housing Strategy 2020-25 including setting the target annual completions for 2023-24 and 2024-25 at 75 homes per year
Business Plan Action Plan - 2023-24.
Capital Strategy which sets the policy framework for the development, management and monitoring of capital investment.
Treasury Management Strategy which sets the policy framework for the Council's treasury management activity
Capital Programme 2023/24 - 2027/28
Localised Council Tax Support 2023/24 which approves the scheme currently in operation and increased working age scheme to a maximum 100% reduction for all working age claimants
General Fund Budget 2023/24. This included approval to an increase in the District element of the Council Tax of £5 per annum, giving an average Band D Council Tax of £165.31 (3.2% increase).

Support for Debate not Hate campaign motion at full council: At the recent council meeting, 21 Feb, a motion was proposed by the leader of the council (Cllr Smith) and seconded by the leader of the opposition (Heather Williams) was unanimously approved:

Waterbeach Community Forum: The Waterbeach Community Forum will be held at the Baptist Chapel on 15 March.

Waterbeach to Cambridge busway consultation: The GCP's consultation on the Waterbeach Cambridge transport scheme and the location of a new Park & Ride is open until midday on Friday 24th March 2023.

- 16 **The Milton Community Centre Report for March 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 June 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.

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 – Monday 13 March 2023 7:30pm

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

Meeting closed at 9:41pm Signed: Date:

Milton Parish Council

Work/Project Schedule List (as of 28 March 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 – A traffic order will be required. Email sent to N Burdon on 14/11/22 asking for update and 6/12/22 Update: tree fallen onto Allotment land. Reported 14.3.23 to CCC
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.
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 Edmund Green	Maintenance	On hold until plans agreed
New Village Signs	Capital Project Group	Order placed Expected delivery June 2023
Bench/s on Pond Green, Cemetery and Edmund Green	Capital Project Group	Awaiting installation
Village Pump Renovation	Capital Project Group	Completed
Willow Crescent transfer of deeds	MPC	Action with Ashtons Solicitors to apply for transfer of the land to MPC from current owners. (could take

<p>Old School Lane adoption of land</p>		<p>up to a year for transfer to complete (from March 2022) Emailed 27.3.23 for update Awaiting reply</p> <p>Ashtons Solicitors putting together an application with information for adoption of land from the Crown Emailed 27.3.23 for update Awaiting reply</p>
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**Minutes of the Planning Committee Meeting of Milton Parish Council held on
Monday 20 March 2023 at 7:00pm in the Bowls Pavilion**

Present: R Farrington (RF)(Chair), D Owen (DO), P Ellwood (PE), H Smith (HMS), J Coston (JEC)
(arrived 7:06pm)

In Attendance: S Corder (Clerk)

1. Apologies for absence

None – Full Committee present

2. Minutes of the meeting held on Monday 20 February 2023:

RF proposed the Minutes of the meeting served as a true record and were accepted - **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 in attendance

(JEC arrived)

5. Decisions Received:

23/00156/HFUL – 26 The Rowans, Milton – Single storey front extension, single storey rear linked extension, convert garage into single storey annexe - **WITHDRAWN**

6. New:

23/00931/CL2PD – 19 The Oaks, Milton – Certificate of lawfulness under S192 for single storey rear extension **FOR INFORMATION ONLY**

23/00835/FUL – Taylor Vinters, Merlin Place, Milton Road, Cambridge – Demolition of 2,739 sqm (GIA) office building (use class E (g)(i) and erection of 13,096 sqm (GIA) of research and development accommodations (use class E (g)(i) including ancillary accommodation broken down as follows: i. Office accommodation (4,648 sqm) ii. Laboratory space (4,388 sqm) iii. Café (161 sqm) iv. Ground floor car park incorporating 45 no. car parking spaces (1,047 sqm) v. Plant space (924 sqm) vi. Cycle parking spaces (276 for staff and 37 for visitors total 313) vii. Access and circulation areas, engineering works and footpaths/cycleways viii. Drainage and servicing infrastructure and ix. Hard and soft landscaping
OBJECT: 1. Overdevelopment of a teardrop site in relation to height being 7 floors and impact of the size of the proposed building to cover 13,096 sqm. 2. Insufficient allocated parking for proposed staff members and concerns of displacement parking in Milton. 3. The proposal does not comply with the North East Action Plan in relation to housing lead development. 4. Prefer to maintain more trees and supply more green space

23/00926/FUL – 69 Cambridge Road, Milton – Erection of single storey dwelling **HAS NO RECOMMENDATIONS**

7. Dates of next meeting

Monday 17 April 2023 7pm

Meeting closed at 7:38pm Signed: Date:

8

**Minutes of the Maintenance Meeting of Milton Parish Council held on
Monday 20 March 2023 at 7:45pm held in the Bowls Pavilion**

Present: P Ellwood (PE)(Chair), HM Smith (HMS), D Wildman (DW), J Coston (JEC),

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

1 Apologies for absence:

A Markham (personal)

2 To APPROVE the Minutes of the meeting held on Monday 19 December 2022:

PE Proposed to approve the Minutes of the meeting of Monday 19 December 2022 as a true record –
DW Seconded **AGREED (JEC abstained)**

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:

No public in attendance

5 Allotments

The notes from the Allotments meeting on Tuesday 28 February 2023 were received.

Possible security measures were discussed:

Signage - Clerk to put up temporary signage – PE to source costing for permanent signage

Wildlife CCTV cameras – Possibility that they would get taken if seen. Need a secure place to install them. Down to allotment holder to provide and maintain

Solar lights – Would be taken due to lack of secure fixings

Fencing – Too expensive to fence section along the A10. To investigate planting a hedge row

Clerk's Update: 1 vacant plot and 1 one person on the waiting list

6 Paddock Wood

To plant new tree saplings on Saturday 25 March 10:30am – volunteers needed. PE to put wording together for Facebook post request

7 Cemetery

To **RECEIVE and DISCUSS** Cemetery Action Plan – To look into ways to clear and re-seed the lawn graves on the top left-hand side. PE and Clerk to meet with Buchans to discuss phases and costings of the project. To rotovate and reseed the Wildflower area

To **AGREE** to apply for Bronze level of the Cambridgeshire Churchyard Conservation Awards – **PE Proposed – ALL AGREED**

To **CONSIDER** purchasing from The Phoenix Trust: 6 x bird boxes £10 each (painted), 4 x bug boxes £15 each, 2 x hedgehog house £25 each, 3 x wildflower area signs around £25 (totally around £245) **PE Proposed to the costings – DW Seconded ALL AGREED**

8 Play Areas (Deferred from December meeting)

Faulker Close Play Area – To consider revamp ideas (previous idea to change area to wildflower grassed area with new fence surround) Clerk to ask Buchans to quote for removal or tarmac floor and replace with grass and bulbs with a new surrounding fence

9 Parish Council Office

To CONSIDER providing an extra dog waste bin on The Oaks/The Elms grass area (Appendix 4)
Quote from SCDC: £414 + VAT for Topsy bin that can take general and dog waste or £479.52 + VAT for dog bin + £4 per empty **REFUSED** – There are dog bins located at The Rowans play area, Hawthorn Hedge and the bottom of Coles Road by the A10 bridge). The proposed location is not one SCDC can collect from road side.

10 The Village Sign – Pond Green

To DISCUSS possible renovation works to the post and sign – Defer to next Maintenance meeting awaiting refurbishment quote

11 Dates of Next Meeting

Monday 19 June 2023 – 7:45pm

Meeting closed at 9pm Signed: Date:

DRAFT

**Minutes of the Meeting of Milton Parish Council Cemetery Advisory Committee
held on Monday 13 March 2023 at 7:30pm in the Bowls Pavilion**

Present: H Smith (HMS)(Chair), A Bradnam (AB), P Ellwood (PE), D Wildman (DW), J Coston (JEC)

In Attendance: S Corder (Clerk)

1. **Apologies for absence:** to receive and approve apologies for absence.
No apologies received – Full committee in attendance
2. **To APPROVE the Minutes and the Confidential Minutes of the Meeting of Wednesday 18 January 2023 and Tuesday 31 January 2023** – JEC suggested to add the following wording to the 31 January Minutes, Item 6 – “There are no Confidential Minutes needed as personal details were not discussed. – **AB Proposed to accept the minutes with the amendment – DW Seconded ALL AGREED**
3. **Declarations of interest and dispensations:**
To receive declarations of interest from councillors on items on the 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 members of the public attended
5. **Plan for Procedures relating to Management of the Cemetery**
AB Proposed to go into confidential session- DW Seconded - ALL AGREED (meeting closed at 7:55pm)

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 5.

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

No confidential minutes were required as no personal details discussed

AB had sought advice from another Council in relation to breaches of policy and disputes. The feedback given was discussed and points raised.

Clerk to:

Add to Memorial Application Form and the Cemetery Policy and Regulations at point 10-1(i) Stone Mason to provide a copy of insurance. Add to lawn area – After 6 months of burial soil and seed will be put on the grave

Inform the PC Internal Auditor that we have not found ICCM helpful in this matter

To look into burial and interment costs of local villages for a price review – For Maintenance Committee to discuss

Talk to the City Council about infringements of policy and enforcement and their legal rights
Talk to Hillingdon Council

To ask PC Bailiffs what enforcement support they would provide in removal and collection of infringement items and costings

To consider:

When to we send out infringement letters

What is to be removed
What if they are not removed – next steps
Enforcement action

6. Dates of next meetings
To be arranged when required

Meeting closed 9:35pm Signed: Date:

Milton Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
407 Capital Schemes	15/03/2023		Unity Trust Bank		New noticeboard	The Parish Noticeboard Comj	S	597.45	119.49	716.94
408 Bank charges	16/03/2023		Lloyds Corporate Card	DD	Bank	Lloyds Bank	E	3.00		3.00
409 Website	08/03/2023		Unity Trust Bank	DD	Microsoft 365 Business Licenc	IONOS Cloud Ltd	S	6.99	1.40	8.39
410 Electricity	07/03/2023		Unity Trust Bank	DD	Electricity	British Gas	L	124.11	6.20	130.31
411 Subscriptions	07/03/2023		Unity Trust Bank	DD	Pension Admin Charge	Smart Pension	E	18.00		18.00
412 S137: Warden's Phone	15/03/2023		Unity Trust Bank	DD	Mobile phone (Warden)	Tesco Mobile	E	19.44		19.44
413 Stationery	13/03/2023		Unity Trust Bank		The Clerks Manual 2023	SLCC (Society of Local Counc	S	51.50	0.80	52.30
414 S106 Arts	23/03/2023		Unity Trust Bank		Installation of new art window	GW Shelter Solutions	S	1,095.54	219.11	1,314.65
415 S106 Arts	23/03/2023		Unity Trust Bank		Installation of Sculpture	C J Murrift	S	1,580.00	316.00	1,896.00
416 S106 Arts	23/03/2023		Unity Trust Bank		Extension bench legs	David Orgilvie Engineering	S	104.00	20.80	124.80
417 S106 - Comm Fac	11/03/2023		Unity Trust Bank		Replace lights in MCC hall	Abbott Electrical	E	984.84		984.84
418 Payroll Clerk	24/03/2023		Unity Trust Bank		Salary	S C	E	1,254.99		1,254.99
419 S137: Warden Salary	24/03/2023		Unity Trust Bank		Salary	T E	E	977.13		977.13
420 Payroll Asst Clerk	24/03/2023		Unity Trust Bank		Salary	J B	E	295.88		295.88
421 Payroll Highways	24/03/2023		Unity Trust Bank		Salary	P A	E	296.50		296.50
422 Training	20/03/2023		Unity Trust Bank		Councillor Training	CAPALC	E	30.00		30.00
423 Stationery	28/02/2023		Unity Trust Bank		Stationery	ESPO	S	51.84	10.37	62.21
424 Training	20/03/2023		Unity Trust Bank		Councillor Training	CAPALC	E	75.00		75.00
425 S137: Agency Holiday Cover	09/03/2023		Unity Trust Bank		Agency	Elms Health Solutions	E	620.98		620.98
426 S106 Arts	08/03/2023		Unity Trust Bank		Pump site photo	Bigprinting	S	1,138.00	227.60	1,365.60
427 Allotment Maintenance	28/02/2023		Unity Trust Bank		Allotment	Buchans Landscaping & Gro.	S	287.93	57.59	345.52
428 Cemetery Maintenance	28/02/2023		Unity Trust Bank		Cemetery	Buchans Landscaping & Gro.	S	167.42	33.48	200.90
429 Grass Cutting	28/02/2023		Unity Trust Bank		Grass Cutting	Buchans Landscaping & Gro.	S	753.83	150.77	904.60
430 MCC grounds maintenance	28/02/2023		Unity Trust Bank		MCC Costs Contribution	Buchans Landscaping & Gro.	S	1,031.72	206.34	1,238.06
431 MCC-NLP grass cutting	28/02/2023		Unity Trust Bank		MCC Costs Contribution	Buchans Landscaping & Gro.	S	200.65	40.13	240.78
432 Cemetery Maintenance	28/02/2023		Unity Trust Bank		Leaf clearing	Buchans Landscaping & Gro.	S	250.00	50.00	300.00
433 Christmas	07/03/2023		Unity Trust Bank		Christmas Lights	Town & Country Tree Surger	S	330.00	66.00	396.00
434 Capital Schemes	10/03/2023		Unity Trust Bank		Installation of CCTV	Crawford Associates	S	180.00	36.00	216.00
435 Tomkins Mead	09/03/2023		Unity Trust Bank		Silt analysis Tomkins Mead	ADC Ltd	S	750.00	150.00	900.00
436 S106 Arts	14/03/2023		Unity Trust Bank		Renovation of pump	Mike Overall	S	555.00	111.00	666.00
437 S106 Arts	14/03/2023		Unity Trust Bank		Printing Costs for bus stop art	Bigprinting	S	399.00	79.80	478.80
438 Website	23/03/2023		Unity Trust Bank	DD	1&1 Mail Pro Licence	IONOS Cloud Ltd	S	3.99	0.80	4.79

Milton Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
439 Website	27/03/2023		Unity Trust Bank	DD	1&1 WP Plus and domain	IONOS Cloud Ltd	S	26.97	5.39	32.36
440 Telephone / Broadband	28/03/2023		Unity Trust Bank	DD	Mobile phone Clerk	B T	S	22.79	4.56	27.35
441 Payroll Clerk	28/03/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	71.85		71.85
442 Payroll Pension (Employer)	28/03/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	71.85		71.85
443 S137: Warden Salary	28/03/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	66.52		66.52
444 S137: Warden's Pension (Em	28/03/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	66.52		66.52
Total								14,561.23	1,913.63	16,474.86

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28 March 2023 (2022-2023)

Milton Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total	
189	25/01/2023		CBS General Purpose		Community Care Fee	P C	E	78.00		78.00	
190	27/02/2023		CBS General Purpose		Community Care Fee	T G	E	130.00		130.00	
191	02/03/2023		Unity Trust Bank		Community Care Fee	A K	E	78.00		78.00	
192	02/03/2023		Santander S106 Arts		Interest	Santander	E	91.30		91.30	
Total									377.30		377.30

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

Maintenance/Improvements:

The 5-year fixed electrical test at the Bowls Pavilion has been completed.

The Solar Panels and batteries at North Lodge are now working and we are able to access the information to see how much electricity is being consumed, stored and feed to the grid.

The Spiders Web climber at Coles Road should be replaced by the end of May. We are still waiting for an installation date for the wooden platform at the top of the slide at the Sycamores.

The lights in the Main Hall have been replaced with LED lights that will reduce electrical consumption by 1.5 KW per hour.

Planned tree works have now been completed at Coles Road Recreation Ground.

Bookings:

Both the Annexe and the Main Hall remain popular for children's parties and the Main Building is now in use 7 days a-week for regular bookings.

Hard Courts

Repairs have been made to the shelter in the Tennis Courts roof following the high winds.

Adult Walking Football has started on a Friday lunch time for a 10-week period.

Youth Building and Sycamores Pavilion:

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

The repairs to the Sycamores Pavilion are almost complete with the electrical fittings that were damaged being currently replaced.

North Lodge

We have had damage to the smaller car park barrier with a car driving in to it. This is due to be repaired in the coming days.

Vandalism and Crime:

Thankfully we have seen a decrease in vandalism and anti-social behavior in recent weeks.

Andy West, Community Centre Manager 23/03/2023

15th Liaison Meeting between FCC Environment and Milton Air Quality Working Party

Wednesday 19th October 2022, 4.30pm on MS Teams

1	<p>Attendees:</p> <p>Anna Bradnam District and County Councillor, Milton Parish Council, MAQWP (Chair)</p> <p>Roisin Bennet FCC Environment, site manager</p> <p>Nigel Wilson Infinis, Regional gas manager</p> <p>Su Ruthven Infinis, Head of Health & Safety</p> <p>Deborah Jeakins Cambs County Council, County planning</p> <p>Naomi Henson Environment agency, Regulatory officer for Milton FCC site</p> <p>Hazel Smith Chair of the Milton Parish Council and Milton resident</p> <p>Jane Coston Vice Chair of the Milton Parish Council and Milton resident</p> <p>Suzanne Webster Milton resident</p>
2	<p>Apologies:</p> <p>Adam Smith Cambs County Council, Group manager: waste management</p> <p>Kay White Milton resident</p>
3	<p>Minutes of the 14th meeting, held on 24th March 2022:</p> <p>Minutes were recirculated earlier this week. RB asked for an additional day or two to review and feed back.</p> <p>Agenda point 4: NW noted that the dates were correct at the time of the last meeting but have since slipped. RB will cover this in the FCC operational update in today's meeting.</p> <p>All other parties agreed that the minutes were an accurate reflection of the last meeting.</p> <p>Action: RB to communicate any amendments to AB by the end of the week.</p>
	<p>Review of action points from the last meeting:</p> <ol style="list-style-type: none"> 1) RB to review minutes from the 13th meeting & confirm to AB if ok to publish <ul style="list-style-type: none"> - C/fwd; will confirm with the 14th meeting minutes later this week 2) AB/SW to finalise the Minutes from the 12th & 13th liaison meetings and then AB to send them to the Parish Clerk to be published on the Parish web page <ul style="list-style-type: none"> - AB/HS think this was done, but will check & confirm 3) DJ to speak to the case officer about the ambiguity around the sites in the revised restoration plan & any flood prevention measures that could be added in <ul style="list-style-type: none"> - Done. A diagram was presented which shows resurfacing at the entrance; this should help to prevent flooding in future 4) RB to review the latest version of the restoration plan for screening, road resurfacing & other flood prevention measures <ul style="list-style-type: none"> - C/fwd. DJ confirmed that the flooding was raised with the case officer but follow-up is required to ensure there is a plan to prevent it happening in future 5) RB to consider adding the 3rd leachate tank into the forthcoming application <ul style="list-style-type: none"> - C/fwd. 6) RB to follow up again with the National Highways Agency about the fencing <ul style="list-style-type: none"> - C/fwd. Issue has been raised several times, but nothing has been done. 7) AB to ask National Highways Agency about trees along the A14 boundary <ul style="list-style-type: none"> - C/fwd. RB to raise with fencing issues in point 6 above 8) AB to follow up with County Highways regarding recutting of the Butt Lane grips <ul style="list-style-type: none"> - C/fwd.

	<p>09-09-2022: Site inspection; no compliance breaches, 1 action to address 31-07-2022: Quarterly data submission May '22 to July '22; leachate levels still above compliance limits, deadline remains the end of September '22. No other compliance breaches, 4 new actions to address.</p> <p>There were a lot of actions contained in the reports, but most were requests for further information which has since been provided and not compliance issues.</p> <p>AB raised a specific point from the CAR dated 29-06-22: "13. Confirm with laboratory that the collection and transport of unrefrigerated samples is suitable for the determinands being tested". RB confirmed that the Environment Manager has since responded that the collection and transport is suitable.</p>
8	<p>Household Recycling Centre (HRC)</p> <p>AS declined the invitation to attend this meeting on the basis that he has no update to provide whilst the Waste Disposal Authority awaits a response to the Milton HRC planning application for the Minerals and Waste Planning team.</p> <p>DJ confirmed that the HRC has applied for planning permission which will decouple it from the FCC site but it has not yet been approved due to it being located in green belt land. A consultation has taken place and the Milton Parish Council and general public were given the opportunity to respond, which the Milton Parish Council did on 24th March 2022 objecting to:</p> <ul style="list-style-type: none"> a) any increase in the size of the landfill area b) the use of green belt land <p>Milton Parish Council will also have the opportunity to speak at the forthcoming Planning meeting if they wish to.</p> <p>JC asked for regular updates on plans and progress. DJ said that County Planning would not automatically provide updates but that they would respond to email requests from the Parish Council and provide 6-monthly updates at this meeting and JC agreed.</p>
9	<p>AOB None</p>
	<p>Round-up - Summary of actions. Actions c/fwd from the prior meeting are noted under point 3 above.</p> <p>Actions from today's meeting:</p> <ul style="list-style-type: none"> 1) RB to review the minutes from the last (14th) meeting and communicate any amendments to AB by the end of the week. 2) DJ to share National Highways Agency contact details with RB <p>JC asked for the action points to be included on the Agenda and that the Agenda be circulated a week in advance of the next meeting.</p>
10	<p>Date of next meeting: Wednesday 22nd March 2023 at 4.30pm on MS Teams.</p>