



MILTON PARISH COUNCIL

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TO ALL MEMBERS OF THE PARISH COUNCIL MAINTENANCE COMMITTEE

You are summoned to attend a meeting of Milton Parish Council Maintenance Committee to be held in the Bowls Pavilion on Monday 20 March 2023 at 7.45pm.
Members of the Public and the Press are cordially invited to attend but numbers may be restricted to meet health and safety requirements.

Clerk's signature: *Sarah Coker*
Date of issue: 14 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 19 December 2022 (Appendix 1)**
- 3. Declarations of interest and dispensations:**
To receive declarations of interest from councillors on items on the agenda;
To receive written requests for dispensations for disclosable pecuniary interests (if any);
To grant any requests for dispensation as appropriate.
- 4. Public Participation – members of the public are invited to speak**
Public Participation of a maximum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to 3 minutes to make representations, answer questions and give evidence at a meeting in respect of the business on the agenda (Standing orders 3e, 3f, and 3g).
- 5. Allotments (Appendix 2)**
To **RECEIVE** the notes from the Allotment meeting on Tuesday 28 February 2023
To **DISCUSS** possible security measures: signage, wildlife CCTV cameras, fencing and solar security lights
Update: Clerk
- 6. Paddock Wood**
Update: Clerk
- 7. Cemetery (Appendix 3)**
To **RECEIVE and DISCUSS** Cemetery Action Plan
To **AGREE** to apply for Bronze level of the Cambridgeshire Churchyard Conservation Awards
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)
- 8. Play Areas (Deferred from December meeting)**
Faulkner Close Play Area – To consider revamp ideas (previous idea to change area to wildflower grassed area with new fence surround)
- 9. 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
- 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 meetings

Monday 19 June 2023 – 7:45pm

Clerk Office

**Minutes of the Maintenance Meeting of Milton Parish Council held on
Monday 19 December 2022 at 7:45pm held in the Bowls Pavilion**

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

In Attendance: S Corder (Clerk)

1 Apologies for absence:

A Markham (personal), J Coston (personal), A Horne (non-voting member)

2 To APPROVE the Minutes of the meeting held on Monday 26 September 2022:

PE Proposed to approve the Minutes of the meeting of Monday 26 September 2022 as a true record –
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:

No public in attendance

5 Allotments

Clerk's Update: All allotment plots are now occupied. No one on the waiting list. Plots are being cleared down for the winter season

6 Paddock Wood

Clerk/PE Update: On recent inspection of the tree saplings, we are hopeful that not as many saplings as previous thought suffered in the extreme summer heat. Clerk applied for 105 free tree saplings from Woodland Trust – due to delivered in March, to replace the ones that have died and other areas needing replacement trees.

7 Cemetery

Update: Clerk/PE – From previous meeting location plan of new benches received. **Art bench to be located by central hedge on the right hand side and black bench to be located by rows P and Q on far left hand side**

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 - £585.29 + VAT 1330mm x 1080mm (18 x A4)

KBS Depot - £582.00 + VAT – 1000mm x 1350mm (18 x A4)

Clerk to source full quote from Greenbarnes to include cost of legs and delivery charge with a heading added to the noticeboard.

8 Play Areas:

To **RECEIVE** and **CONSIDER** Wicksteed Play Inspection Reports for Froment Way, Humphreys Way, The Rowans and The Sycamores fitness equipment **Received** – **To look at removal of unsafe parts of the fence at The Rowans play area**

Faulker Close Play Area – To consider revamp ideas (previous idea to change area to wildflower grassed area with new fence surround) **Deferred to next Maintenance meeting**

9 Parish Council Office

To **CONSIDER** quote received from MFT Prestige Construction Ltd for £1,050.00 + VAT for remodelling and repairing of Parish Council office roof to eliminate water damage and potential damp ingress to the Scout Garage **PE Proposed to accept the quote – HMS Seconded ALL AGREED**

10 Village Maintenance Walkabout

The report compiled by Clerk on maintenance tasks required within the village was received

Tour 1: Cemetery and The Bund

Clerk to arrange for Town and Country to cut back overhanging branches of graves (left hand side)
DW: suggested an extra bench to be placed on the left hand side by rows O and P
The Bund: Clerk to arrange for Town and County to remove small dead trees on first part of the Bund.

Tour 2: The Village

Clerk to contact SCDC to clear ditch alongside Cambridge Road/Edmund Green and MCC Car Park/Coles Road
Fen Road: Clerk to write to resident to cut hedge back as obstructing the footpath
Dog Poo Bin/Fen Road – Clerk to ask SCDC to relocate the bin **Update: response from SCDC is bin location has been passed as acceptable (not the only bin in that location/height)**
Clerk to ask SCDC about installation of a direction sign to the Community Centre, Parish Council (located on Cambridge Road/top of Coles Road)

11 The Village Sign – Pond Green

To **DISCUSS** possible renovation works to the post and sign
Clerk to look up who made/installed the signpost, who painted the village sign picture and source a company to quote to restore the post and investigate having the picture repainted

12 Dates of Next Meeting

Monday 20 March 2023 – 7:45pm

Meeting closed at 8.40pm Signed: Date:

**Notes of the Allotment Holders meeting with Milton Parish Council
Held on Tuesday 28 February 2023 at 7:30pm in the Bowls Pavilion**

Introductions

Paul Ellwood (Maintenance Chairman), introduced Hazel Smith (MPC Chairman), Sarah Corder (Clerk) and PC Mani to the meeting and welcomed all who attended.(18 allotment tenants)

The meeting was called to discuss possible security measures that we could put in place due to the recent (and previous) break ins and vandalism and arson

PC Mani: Due to the location of the allotments it is hard to patrol the area. There is no lighting nearby, no CCTV or overlooking properties which make the allotments a target.

PC Mani has been checking the area with a high beam search light. The area will be patrolled when Police are in the area.

PC Mani asks that all incidents at the allotments are reported with by 101 or on-line where logs can be kept and patrols carried out

PC Mani suggested looking into purchasing wildlife CCTV camera. Fran (tenant) suggested looking into grants towards purchasing these. The cameras will need to be hidden from sight on the plots

The Parish Council will look into putting up signs "We are watching you – police patrolling the area"

Also a report will be put in the Village View informing residents of the incidents and to keep an eye out

The suggestion of fencing off by the layby area on the A10 and possibly along the fence line will be looked into as will possible ways of having security lighting on the allotment area