



MILTON PARISH COUNCIL

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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 4 September 2023 at 7.30pm
Members of the Public and the Press are cordially invited to attend

Clerk's signature: *Sarah Cooper*
Date of issue: 29 August 2023

AGENDA

- 1. Apologies for absence:** to receive and approve apologies for absence
- 2. To APPROVE the minutes of the meeting held on Monday 17 July 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)**
Year End Audited Accounts 2022/23 – Now completed and signed off by PKF Littlejohn – IT Working Group to follow up requirements for 2023/24: Councillor email addresses. HMS suggests - MiltonCamsPC.gov.uk
Ditch below Tomkins Mead: Meeting with ADC Drainage and Parish residents (County Officer expected) 11 September 2023 at 7pm in the lounge at MCC. Update HMS/AB.
The Rowans Safety Improvements – LHI application was unsuccessful. Clerk has asked for a costing from Cambridgeshire County Council Highways for extending the double yellow lines further round into The Rowans (as per LHI specification)
20mph Speed Limit – Application received by Cambridgeshire County Council Local Projects – awaiting outcome
Repton Gate – Open evening to see the gate in situ Tuesday 10 October 2023 6:30pm-8:30pm, North Lodge Pavilion
Local Council Award Scheme – PE and DW to put together a Village Action Plan.
Milton Cemetery – Cambridgeshire Churchyard Conservation Award: working towards the Silver level. The Explores have offered to build a compost bin for the Cemetery
New Village Entrance Signs – Due to be installed week of 11 September 2023
A14/A10 Roundabout Resurfacing work Oct-Dec 2023
- 6. Planning (Page 8)**
To **RECEIVE** the minutes of the meeting of 14 August 2023
Decisions:
23/01407/HFUL – 68 Fen Road, Milton – Single storey front extension, part single storey and two storey rear extension with internal alterations and construction of a garage – **GRANTED PERMISSION**
23/01519/HFUL – 26 The Rowans, Milton – Single storey front extension, single storey rear linked extension with internal modifications, convert garage into single storey annexe **REFUSED**

PERMISSION

22/02094/nma1 – 1 High Street, Milton – Non material amendment on application 22/02094/Ful for alterations to approved window arrangement and entrance canopy **GRANTED PERMISSION**

New:

23/03033/HFUL – 121 The Rowans, Milton – Single storey extension to side Link:

<https://applications.greatercambridgeplanning.org/online-applications/PLAN/23/03033/HFUL>

23/02647/HFUL – 1A Church Lane, Milton – Removal of an abundant flue and chimney.

Replacement front door Link: <https://applications.greatercambridgeplanning.org/online-applications/PLAN/23/02647/HFUL>

7. Finance & Administration (Pages 9-10)

To **RECEIVE** the minutes of the meeting of Monday 31 July 2023

8. Maintenance (Pages 11-13)

To **RECEIVE** the minutes of the extraordinary meeting on Wednesday 2 August 2023

To **VIEW** The Rowans play area revamp plans and quotes from Wicksteed, Eibe and Proludic (Tabled)

To **CONSIDER** quote from Warrilow & Sons for £2,355.00 for shrub/tree clearance work at The Rowans play area and removal of the wooden fence

To **CONSIDER** quote from Warrilow & Sons for installation of new wooden fence £844.60 + £720.00 labour

9. Bills for Payment and Money Received (Pages 14-20)

To **RATIFY** payment of vouchers 132-165 paid in August 2023

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

To **RECEIVE** net position report

10. Pond Green – Electrical Work and Christmas Lighting (Pages 21-22)

To **CONSIDER** quote from Abbott Electrical £165.41 + £50 contingency to fit a control box and wiring to the pole

To **CONSIDER** quote from Christmas Direct for Christmas lights on a controller £915.78 + VAT

To **CONSIDER** Abbot Electrical offer of putting the Christmas lights up for free and £170.00 for Jiffy cherry picker hire fee (2 visits)

11. Management of Records Policy and General Data Protection Regulations (Pages 23-36)

To **REVIEW** amendments made to the Management of Records Policy and General Data Protection Regulations

12. Parish Council Committee Members

To **CONSIDER** co-opting L Champion to the following Committees: Community Care, Maintenance, Staffing and the Milton Air Quality Working Group

To **CONSIDER** renaming the Milton Air Quality Working Group to Milton Environmental Action Group

13. Armistice Day Arrangements

To **CONSIDER** to

a. arrange the Armistice gathering for 11:00am on 11 November 2023 at the War Memorial with bugler

b. to ordering two poppy wreaths, one for a village representative who would speak and the other for the Vice Chairman to lay on behalf of the PC

c. to donate £75 to the Poppy Appeal for the wreaths

14. The Connections Bus Project (Page 37)

To **RECEIVE** the quarterly term report April to June 2023

15. To Receive County Councillor's Report (Pages 38-41)

16. To Receive District Councillors Report (Pages 42-44)

17. To Receive Milton Community Centre Report (Page 45)

18. Correspondence

Community Gritting Scheme Application – Request for volunteers

Emailed to Councillors

Greater Cambridge Partnership Milton Road Improvements Project – July 2023 update

(Should we ask for a meeting for them to attend to talk us through this – possibly 7pm October MPC meeting)

Waterbeach Greenway Update – Tuesday 5 September 2023 at 7:30pm via Teams

19. Dates of next meetings

Monday 18 September 2023 – Planning 7:30pm

Monday 25 September 2023 – Maintenance 7:30pm

Monday 2 October 2023 – Parish Council

Clerk's Office

<p>The full agenda papers are available on the website www.miltonvillage.org.uk and at the Parish Council office.</p>

**Minutes of the Meeting of Milton Parish Council held on
Monday 17 July 2023 at 7.30pm in the Bowls Pavilion**

Present: HM Smith (HMS) (Chair), JE Coston (JEC), RJ Farrington (RJF), A Bradnam (AB), P Ellwood (PE), D Wildman (DW). L Champion (appointed 7:40pm)

In Attendance: S Corder (Clerk)

1 Apologies for Absence:

D Owen (Personal)

2 Resignation of Councillor

The resignation of A Markham was received and accepted. The Clerk was asked to email him our thanks for his time on the Parish Council

3 To APPROVE the minutes of the meeting held on Monday 5 June 2023

DW Proposed to accept the minutes of the meeting held on Monday 5 June 2023 – RJF Seconded **ALL AGREED**

4 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

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

1 member of public in attendance – Item 6

6 Councillor Vacancy

An application to become a Parish Councillor was received from Lawrence Champion. A confidential vote was taken by the Councillors **VOTE CARRIED** - HMS welcomed Lawrence onto the Council

7 Clerk's/Chairman's Report and see Works Schedule

Ditch below Tomkins Mead: UPDATE HMS: Quote received from ADC Drainage for desilting and clearance works in areas accessible from the roads. Also a budget figure for the manual clearance from back gardens. AB to check with County Council what grant support we might get towards the work, and how to apply. AB, HMS and DO to visit the riparian owners of the ditch to inform them of the proposed works and their responsibility to keep the ditch clear, Clerk to arrange a date for a residents meeting including a County Council officer (Charles Krolik-Root, Community Flood Action Programme Manager) to discuss further plans (second week of September). To report back in September.

The Rowans Safety Improvements – The County Council Highways Committee met in July. Decision has been delegated to an officer based on scoring by the panel- awaiting outcome. Clerk to ask whether we could pay for the yellow lines only, without extra pavement and dropped kerb, and request a price.

Revamp of The Rowans Play Area – Plans to be discussed further at Maintenance Committee. See Item 14

20mph Speed Limit – Application received by Cambridgeshire County Council Local Projects – awaiting outcome

Installation of Art Benches – Benches have now been installed at Edmund Green, Pond Green and the Cemetery. Council thanked PE and the JB (Deputy Clerk) for their involvement in this project

Repton Gate – Has now been hung on the North Lodge Pavilion wall (inside). Open evening to be arranged for residents to have a look

Local Council Award Scheme – PE and DW putting together a Village Action Plan. HMS completed the Councillors profile wording

Milton Cemetery – Cambridgeshire Churchyard Conservation Award: Bird and insect boxes and hedgehog houses have been installed. PE and Clerk met with the judges – MPC has been awarded the Bronze level award and will be working towards the Silver level next

A14/A10 Roundabout Resurfacing work Oct-Dec 2023 – response to questions put forward to County Highways (June 2023 minutes):

1. Will you be contacting Stagecoach about the P&R bus and the Citi2? Our passenger transport team is aware of the closure and is contacting the affected services,

How will this affect the service for people from Milton coming home at night? The later buses from 20:00 onwards will likely be removed from service for the duration of the works. Our passenger transport team will work to reduce disruption as much as possible but due to the location of the works it is likely some services will not be running from 20:00 onwards.

How will Stagecoach inform residents about the arrangements? We will letter drop all residents 1 month in advance to make everyone aware of any disruption. Stagecoach may also do further social media outreach.

2. Please tell MPC when the different closure regimes are in place. Other road users may need different instructions if going into or out of Milton, e.g. use Butt Lane if going west during the road closures. Once the dates are confirmed we will provide Milton with a copy of the programme and when each closure phase will be in place.

3. Effective advance notice. If the A10 is backed up we do not want traffic coming through the village unless their destination is here. Advance notice boards will be put up along with signs for the official diversion route.

HMS update: Quotes have been received to replace the stolen art panel from Landbeach Road bus stop and mend the metalwork. The incident has been reported to the Police. Clerk to check if PC's insurance will cover the replacement and damage caused and if it is covered then the work can be progressed speedily so long as the excess cost is within delegation limit.

Works Schedule: Email received from Ashtons about the transfer of land at Old School Lane. To be considered by DW, JEC and HMS, to recommend any future action to the next Council meeting

8 Planning

The minutes of the meeting of 3 July 2023 were received

Decisions:

23/01705/HFUL – 16 High Street, Milton – Front and side extension to create new entrance and shower room **GRANTED PERMISSION**

23/0511TTCA – Milton Hall, Ely Road, Milton – T21 Willow at main entrance – a recent limb failure has resulted in the breakage of the limb, main stem to be reduced by 2.5 to 3.0 metres down to 1.5 metres above split and remaining laterals all reduced by 2.0 metres to rebalance crown - **HAVE NO OBJECTION TO**

New:

None received to date

9 Maintenance

The minutes of the meeting on Monday 19 June 2023 and Tuesday 27 June 2023 were received

To **CONSIDER** recommendations:

To **AGREE** Cemetery charges – **HMS Proposed to accept the new charges – DW Seconded ALL AGREED**

To **CONSIDER** purchasing plastic pigeon deterrent spikes for the swings – Cost from Amazon £6.29 per 2 metres plus cable ties **DW Proposed – RF Seconded, Clerk to order spikes to cover the top of Froment Way play area toddler swings, and cable ties. Clerk and PE to carry out risk assessment to be kept on file.**

10 Community Care

The minutes of the meeting on Wednesday 5 July 2023 were received

The PC intends to check the proportion of new lets to the Barnabas Court flats that have gone to people with a Milton connection every 5 years **Clerk to add a note to the Asset Register to say 'review compliance with Barnabas Court lease every 5 years, checking how many properties are let to Milton residents.'**

Item 13 discussed next

11 Bills for Payment and Money Received

To **CONFIRM** and **AGREE** bills for payment – DW Proposed to pay vouchers 85 to 114 and 115 to 131 (tabled) – HMS Seconded **ALL AGREED**

- 12 **Milton Parish Council Confidential Emergency Plan**
Clerk to make amendments as discussed and send to HMS to review before being sent to SCDC – **ALL AGREED.**
- 13 **Repton Gate**
To **RATIFY** expenditure of £730 (M Dyer - Installation) and £870.50 + VAT (Cambridge Restoration – for restoring the gate) **DW Proposed to ratify the expenditure – HMS Seconded ALL AGREED**
To **CONSIDER** quote for £137.60 + VAT (Cambridge Engraving) for information plaque for the Repton Gate (Both from S106 Arts budget) Agreed wording: *Designed by Humphry Repton (1752 - 1818) and installed around 1794 at the entrance to All Saints Church Rectory where it stood until the late 1980s when the site became the Childrens Hospice.*
The gate was given by the Church to the Parish Council who arranged for it to be renovated in 2023.
JEC Proposed to accept the quote of £137.60 + VAT – DW Seconded ALL AGREED
- 14 **Revamp of The Rowans Play Area**
To view plans so far and confirm budget for the project
PE reported that the budget figure had been set for £80k for the project with £50k being grant funded.
HMS pointed out that council do not need to spend up to a budget figure.
Current plans to go to Maintenance Committee for further discussion
- 15 **Parish Council General Waste Bin**
To **CONSIDER** having a general waste bin for use by the office and the Village Maintenance person. Cost from SCDC 1100L £17.20 or 660L £14.30 for collection (fortnightly)
DW Proposed a 1100L bin at £17.20 per collection – HMS Seconded AGREED (1 abstention)
- 16 **Cambridge Wastewater Treatment Plan Relocation Project**
To **CONSIDER** response
It was AGREED that MPC would make no comment and individuals could put their own comments forward
- 17 **Consultation of the review of the Statement of Licensing Policy**
To seek MPC views on the revisions to the Statement of Licensing Policy
AGREED no comment on the revisions made
- 18 **County Councillors Report (Received - Full report on MPC webpage - Agenda)**
Children's Services: New appointments are being made for Cambridgeshire. **Martin Purbrick** has been appointed as the new Executive Director for Children, Education and Families. **Jonathan Lewis**, Service Director for Education will be returning to work solely for Cambridgeshire. **Samantha Howlett**, has stepped up to the role of acting Director for Children's Social Care and Targeted Support. **Brian Relph** is the Interim Director for Quality Assurance for Children's Care.

Special Educational Needs and Disability: Support for parents and carers of children with special educational needs and disability (SEND) in Cambridgeshire is now available through a [new information hub](#). The website has been developed with local experts such as parents, health professionals and community organisations, and has been produced to help families and young people navigate the special needs journey and access information and advice.

Adults and Health – initiatives to reduce smoking: On 29 June the Adults and Health Committee agreed a strategy with shared targets to cut smoking and improve health. The strategy includes new research into the behavioural obstacles for local people in their efforts to stop smoking, new public campaigns, an emphasis on a 'whole school' approach to deterring young people from starting smoking, to increase the number of people using stop-smoking services and tightening up enforcement action against the sale of illegal tobacco.

Unpaid Carers' Experiences of Domestic Abuse: The Cambridgeshire and Peterborough Domestic Abuse & Sexual Violence Partnership are working with partner organisations to improve the support available to unpaid (family) carers who are experiencing domestic abuse from the person they are caring for. Unpaid carers in Cambridgeshire and Peterborough can complete an anonymous survey about their experiences of domestic abuse and how support and services can be improved for survivors. The survey is available at <https://www.smartsurvey.co.uk/s/WVCYQY/> and will be open from 13th June to 13th August 2023

Highways and Transport: County Councillors are set to consider ways to improve transport across Cambridgeshire at the Highways and Transport Committee (4 July).

Procurement of Civil Parking Enforcement Services: The Council will be deciding whether to authorise officers to seek a service for Cambridge City and South Cambridgeshire District. This would enable us to enforce against illegal parking, with the fines generating revenue to run the service.

Countywide Quality of Life Survey: The County Council is conducting an annual countywide survey, speaking to 5,500 residents to understand their views on the quality of their lives. The 15-minute telephone survey – run by an independent market research company [Thinks Insight](#) and their partner Team Search - aims to speak to people aged 18+ living in each of the five Cambridgeshire district area. The Council is also planning a specific piece of work with younger people via youth engagement teams. You can take part here [survey](#) on the County Council's website, if you'd like to.

Night-time disturbance Milton P&R: AB raised the issue of (lack of) police attendance at Milton P&R with the Police and Crime Commissioner at the Waterbeach Community Forum on 7 June. AB has been raising this as a concern with the Police since March and on Thursday 29th June submitted yet another report to 101 online and separately emailed the Police Inspector of the Neighbourhood Policing Team saying,
"Please be aware that especially during the long evenings and warmer weather, residents of Milton are being disturbed by noisy driving and donut'ing at Milton P&R and on the A10. The screeching of tyres and the noise of tuned up engines and exhaust systems is very disturbing. I also hear occasional racing up and down Milton High Street and along the A14 to the Fen Ditton junction and back. You can see the reports from this resident alone go back to October 2022. It is often worse on Thursday/Fri/Sat/Sun nights.

Please can you send patrols round the P&R site whenever you have offices in the area? CCTV imagery would be available via [the County Council]...."

AB received the following reply this morning,

"We are aware of the issues and are already patrolling the area at the relevant times when not supporting calls for service. I will ensure these patrols continue and where possible, increased."

AB will be raising the policing of Milton P&R at the **Police and Crime Panel on 19 July.**

AB to ask someone from the County Council to attend a future PC meeting on this matter

Cambridge and Peterborough Combined Authority – Electric Buses – an update

Cambridgeshire received 30 brand new electric, zero emission buses, which will replace some of our older buses and have been used on our P&R sites since 15 May. At a parish meeting in June AB was asked about the carbon footprint of the zero emission buses. Darren Roe of Stagecoach confirmed that to charge the buses, "...all power [is] drawn from the grid and all our electricity is from renewable resources."

GCP – Milton Road – bus priority and active travel improvements: From 26 June, works started to move the Cadent gas main. Originally due to be done during the school holidays, the work has been brought forward so that all the major works are done at the same time. Phase 1 is the Arbury Road, Union Lane junction – which will take 6 weeks. Phase 2 is the section past the Milton Arms, past Downham Lane. Single lane traffic will be maintained throughout the works.

More details here [Milton Road \(greatercambridge.org.uk\)](#)

GCP – Waterbeach to Cambridge Busway : [Waterbeach to Cambridge \(greatercambridge.org.uk\)](#) Data from the 2023 consultation is being analysed, alongside carrying out further technical work on the P&R proposals, before it will be considered by the **Executive Board in September 2023.**

GCP Waterbeach Greenway (Cycle): [Waterbeach Greenway \(greatercambridge.org.uk\)](#)

GCP Horningsea Greenway (Cycle) [Horningsea Greenway \(greatercambridge.org.uk\)](#)

Cambridgeshire Fire and Rescue Service: CFRS is currently preparing its next plan for 2024-2028 and is seeking residents' views on how to use resources (our taxes). You can take part here. [Consultations \(cambsfire.gov.uk\)](#). The survey is open until the end of July and you could win £50 shopping vouchers.

Cambridgeshire Priorities Capital Fund (CPCF): [New funding to improve community facilities - Cambridgeshire County Council](#)

Funding is being made available to improve community buildings across Cambridgeshire to bolster local services. Communities can apply for a grant of up to £40,000 for projects which will improve community cohesion, especially caring for the elderly in the community.

The fund will open in the summer with successful bids expected to be chosen early in 2024.

**19 District Councillors Report (Received - Full report on MPC webpage - Agenda)
(RF left 9:37pm)**

Support for residents during the cost-of-living crisis: The Communities Team at the District Council has created a new leaflet advising residents of support available during the cost-of-living crisis. There is a push this year to encourage more people to apply for Council Tax support as many who are eligible for this scheme are unaware it exists.

Civil Parking Enforcement: This long-awaited scheme is expected but not guaranteed to be approved by Parliament in November. It should be ready to go pending current work updating enforceable lines and signs.

Four Day Week Trial: This initiative by South Cambs District Council has generated intensive national press interest, positive and negative. Some inaccurate information has been perpetuated. More information is given in the Parish Council agenda papers. Please do also read the reports on the South Cambs District Council website

20 Correspondence

Lucy Frazer MP - Community Ownership Fund (To enable communities to take ownership of assets at risk of closures and manage them for the benefit of the community – can bid up to £1million for the project)
<https://www.gov.uk/government/publications/community-ownership-fund-prospectus>

Emailed to Councillors

The Connections Bus Project – User Survey 2023

SCDC May 2023 E-bulletin

Greater Cambridge Partnership Milton Road – May and June update

21 Dates of next meetings

Monday 31 July 2023 – Planning 7pm – Finance and Administration 7:45pm

Monday 14 August 2023 – Planning (if needed)

Monday 4 September 2023 – Parish Council

Meeting closed at 9:45pm

Signed: Dated:

Milton Parish Council

Work/Project Schedule List (as of 24 August 2023)

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. Tree fallen onto Allotment land and Paddock Wood with fence damage. Awaiting date for removal and repairs. Emailed response 2/8/3 – awaiting costings for removal
Improve crossing point at High Street/Fen Road	A14 Legacy Fund	Updated email received 27/7/23 – County Highways We do have a scheme identified for resurfacing on the C282, High Street/Ely Road, Milton, with a description of ‘from Butt Lane to outside 1 Ely Road. This scheme has an estimate of £125,000 but is not featured in the current published 2-year programme, or the priority list for the following 3 years. That is not to say it cannot be re prioritised in the future, but that would be in consideration with other scheme priorities countywide. The difficulty we are having at the moment is that a lot of major roads, especially in the East Cambs and Fenland areas, where we have climate related issues with drought damage, are needing to be prioritised. I have asked the LHO for the area to re-inspect and arrange to locally patch if the section meets intervention criteria. I appreciate this will be disappointing for the Parish, but unfortunately at this time we don’t have any other budget which we could draw from to deliver this.
IN PROGRESS		
Power to Edmund Green	Maintenance	On hold until plans agreed
New Village Signs	Capital Project Group	Expected delivery September 2023

Willow Crescent transfer of deeds	MPC	Current plans of areas to be adopted are currently on hold due to change in land being used for a access to a new driveway
Old School Lane adoption of land		Ashtons Solicitors putting together an application with information for adoption of land from the Crown HMS, DW and JEC looking into question raised by Ashton on previous land owner

**Minutes of the Planning Committee Meeting of Milton Parish Council held on
Monday 14 August 2023 at 7:30pm in the Bowls Pavilion**

Present: R Farrington (RF)(Chair), P Ellwood (PE), H Smith (HMS), D Owen (DO)

In Attendance: S Corder (Clerk)

1. **Apologies for absence**
J Coston (personal)
2. **To APPROVE the minutes of the meeting held on Monday 31 July 2023**
RF Proposed to accept the minutes of Monday 31 July 2023 as a true record – HMS Seconded **AGREED**
(DO Abstained)
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 in attendance
5. **Decisions Received:**
23/02188/HFUL – 28 Benet Close, Milton – Single storey rear extension, garage conversion and insulation/render to existing walls GRANTED PERMISSION
6. **New:**
23/02865/HFUL – 18 Cambridge Road, Milton – Ground floor rear extension
HAS NO RECOMMENDATIONS – Comment: Concerns over valley drainage between proposed new building and the neighbour’s existing extension. Needs to be carefully engineered to avoid introducing damp to neighbouring wall
7. **Dates of next meetings**
Monday 18 September 2023 – 7:30pm

Meeting closed at 8:03pm Signed: Date:

**Minutes of the Meeting of Milton Parish Council Finance and Administration Committee
held on Monday 31 July 2023 at 7:45pm in the Bowls Pavilion**

Present: D Wildman (Chair), H Smith (HMS), R Farrington (RF), J Coston (JEC)

In Attendance: S Corder (Clerk/RFO)

1 To Elect a Finance and Administration Chairman

DW stated that he was willing to continue as Chairman – HMS Proposed – RF Seconded **ALL AGREED**

2 Apologies for absence

None – all Committee members present

3 To APPROVE the minutes of the Finance and Administration meeting held on Monday 17 April 2023

JEC: Amend Item 9 – IT Committee to investigate cloud storage/backup to say remote storage/backup

HMS: Item 7 £230K to £230k (to lower case k)

DW Proposed to accept the minutes with the above changes - HMS 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; All Councillors resident in Milton Parish have been granted a dispensation to discuss and vote on finance and the precept.

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

No public in attendance

6 Bank Reconciliation and Balances

To review balance sheet

DW checked the figures in the Scribe report against the bank statements in the Parish Office – all figures correct and verified.

7 Review of Debtors and Creditors

Received and reviewed – RFO reported that the VAT repayment for the quarter April-June 2023 has now been received

8 Review of Budget and Year to Date Actuals

Received and reviewed

Milton Charities paid £1k towards Community Care – move income to S137 Community Care Grant

Capital projects breakdown: include £8k for gas pipe works and £45k for sale of MPC land **DW to add note to Capital Reserve record.**

9 To Review Bank Balances and Consider Reinvesting the United Trust 1yr Bond – Interest Rate 5.01%

Received and reviewed

United Trust 1yr Bond – **ALL AGREED to reinvest the £85k in a 1yr bond at 5.01%**

10 Review S106 Spreadsheet and balances

Reviewed – Clerk to write to Santander (S106 Accounts) to transfer £20,353.81 for the art projects recently undertaken to the main Unity bank account

11 Review amended Asset List and Insurance Cover

Reviewed asset list– Clerk to check lease date for Barnabas Court and correct on asset list

Reviewed insurance cover – Clerk to increase cover for: Seats (to include – plain black, art and the Repton Gate benches as separate items as they have different values), to add cover for bus stop art works x 4, 3 new village entrance signs, pump and pump sculpture and picture and the Cemetery noticeboard

12 Review Bank Signatory List

Reviewed – Clerk to add DW as signatory to the CBS accounts
Add a note to the list that the bank accounts require 2 signatories for authorisation apart from Cambridge & Counties which is required one signatory for authorisation

13 Responsible Finance Officer Review

Nothing to report

14 Dates of next meetings

Monday 16 October 2023 at 7:45pm

Meeting closed at 8:30pm Signed: Date:

DRAFT

**Minutes of the Extraordinary Maintenance Meeting of Milton Parish Council held on
Wednesday 2 August 2023 at 7pm held in the Bowls Pavilion**

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

In Attendance: S Corder (Clerk)

1 Apologies for absence:

None – Full Committee in attendance

2 Public Participation:

No public in attendance

3 Cemetery

To **CONSIDER** location at the Cemetery for the plaque for the Cambridgeshire Churchyard Conservation Award: PE Proposed to site the plaque on the gate pillar – DW Seconded **2 In Favour 2 Against**
HMS Proposed to site the plaque on the Cemetery noticeboard – JEC Seconded **2 In Favour 2 Against**
– **Chairman had casting vote to site the plaque on the gate pillar**

To **CONSIDER** quote from PW Maintenance for £325.00 for repainting 3 black benches (undercoat and black satin finish) PE Proposed to accept the quote – DW Seconded **ALL AGREED**

4 The Rowans Play Park Revamp

To **CONFIRM** budget figure for the project **DW reported that a budget figure of £80k was allocated in the 2023/24 overall budget figures and £50k of that to be applied for in grants – DW suggested the PC could consider funding this project entirely from reserves if the grant applications are unsuccessful**

(JEC left 7:16pm)

To **REVIEW** the current plans received – The plans received from Eibe, Proludic and Wicksteed were reviewed and a specification of what the PC would like to see was put together. Clerk to send updated specifications to Eibe, Proludic and Wicksteed to reduce their current plans and requote

Specification to be sent:

An inclusive multi playhouse with play board, climbing section and slide suitable for an age group of 3 - 12 years. Removal of the existing playhouse from the site.

Refurbish the existing swing and replace one seat with a 'bucket' type seat more suited for inclusive use.

A small *inclusive* seesaw. Remove current seesaw from the site.

A small fort to be constructed on the top of the hill which runs along one side of the play area.

Install a rope net /climber up the side of the hill over Wet Pour rubber mulch.

The whole bark area to be dug out and a root barrier installed on the southern boundary. The area up to the edge of the hill and the other surrounding boundaries to be replaced with wet pour rubber.

Install new metal fencing and a gate to the front of the park and continuing up to the neighbour's boundary wall. The gate to be wide enough for wheelchair access and with closure function.

A new bin – with drop down fire lid

5 Dates of Next Meeting

Monday 18 September 2023 – 7:45pm (Possible date change to Monday 25 September 2023)

Meeting closed at 8:40pm Signed: Date:

DRAFT

Milton Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
132	25/07/2023		Unity Trust Bank		Salary	S C	X	1,226.19		1,226.19
133	25/07/2023		Unity Trust Bank		Salary	T E	X	977.13		977.13
134	25/07/2023		Unity Trust Bank		Salary	J B	X	253.64		253.64
135	25/07/2023		Unity Trust Bank		Salary	P A	X	379.31		379.31
136	25/07/2023		Unity Trust Bank	DD	1&1 Mail Pro Licence	IONOS Cloud Ltd	S	3.99	0.80	4.79
137	26/07/2023		Unity Trust Bank	DD	1&1 WP Plus	IONOS Cloud Ltd	S	6.99	1.40	8.39
138	31/07/2023		Unity Trust Bank	DD	Office Phone & Broadband	B T	S	52.95	10.59	63.54
139	27/07/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	69.60		69.60
140	27/07/2023		Unity Trust Bank	DD	Pension Payment (employer)	Smart Pension	E	69.60		69.60
141	27/07/2023		Unity Trust Bank	DD	Pension payment	Smart Pension	E	66.52		66.52
142	27/07/2023		Unity Trust Bank	DD	Pension Payment (employer)	Smart Pension	E	66.52		66.52
143	03/08/2023		Unity Trust Bank	DD	Microsoft 365 Business Licence	IONOS Cloud Ltd	S	6.99	1.40	8.39
144	03/08/2023		Unity Trust Bank	DD	Brightpay Connect	BrightPay	S	2.04	0.41	2.45
145	04/08/2023		Unity Trust Bank	DD	Electricity	British Gas	L	69.81	3.49	73.30
146	07/08/2023		Unity Trust Bank	DD	Pension Admin Charge	Smart Pension	S	15.00	3.00	18.00
147	07/08/2023		Unity Trust Bank	DD	Mobile phone Clerk	EE Limited	S	5.70	1.14	6.84
148	08/08/2023		Unity Trust Bank		Youth Club Sessions	The Connections Bus Project	E	776.00		776.00
149	07/08/2023		Unity Trust Bank		Digital mapping	Parish Online	S	240.00	48.00	288.00
150	19/07/2023		Unity Trust Bank		Fire alarm service contract	Econogard Services Ltd	S	205.00	41.00	246.00
151	31/07/2023		Unity Trust Bank		Photocopying	CBS Office Solutions Ltd	S	31.35	6.27	37.62
152	01/08/2023		Unity Trust Bank		Dial-a-Ride	Cambridge Dial-a-Ride	E	114.00		114.00
153	31/07/2023		Unity Trust Bank		Dial-a-Ride	Cambridge Dial-a-Ride	E	285.00		285.00
154	02/08/2023		Unity Trust Bank		Agency	Elms Health Solutions	E	465.74		465.74
155	01/08/2023		Unity Trust Bank		MCC Costs Contribution	Atkins Gregory (The Cleaninç	S	1,308.69	261.74	1,570.43
156	31/07/2023		Unity Trust Bank		Allotment	Buchans Landscaping & Gro	S	17.50	3.50	21.00
157	31/07/2023		Unity Trust Bank		Cemetery	Buchans Landscaping & Gro	S	226.63	45.33	271.96
158	31/07/2023		Unity Trust Bank		Grass Cutting	Buchans Landscaping & Gro	S	1,567.90	313.58	1,881.48
159	31/07/2023		Unity Trust Bank		MCC Costs Contribution	Buchans Landscaping & Gro	S	1,171.12	234.22	1,405.34
160	31/07/2023		Unity Trust Bank		Paddock Wood Maintenance	Buchans Landscaping & Gro	S	65.46	13.09	78.55
161	11/08/2023		Unity Trust Bank		Year end audit	PKF Littlejohn	S	420.00	84.00	504.00
162	27/07/2023		Unity Trust Bank		Solicitor Fees - Willow Crecent	Ashtons Legal	S	762.00	152.40	914.40
163	27/07/2023		Unity Trust Bank		solicitor Fees - Old School Lan	Ashtons Legal	E	14.39		14.39

14

Handwritten notes and arrows pointing to specific rows in the table, including "272-24", "3658-33", and "1405-34".

Milton Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
164 Legal/Land/Survey Solicitors	27/07/2023		Unity Trust Bank		solicitor Fees - Old School Lane	Ashtons Legal	S	814.00	162.80	976.80
165 Cemetery Maintenance	09/08/2023		Unity Trust Bank		Painting of benches - Cemetery	P W Maintenance	E	325.00		325.00
Total								12,081.76	1,388.16	13,469.92

991-19
 ✓ 976.80
 ✓ 325.00
 ASHTONS
 P W MAINTENANCE

15

Milton Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
166 S137: Warden's Phone	15/08/2023		Unity Trust Bank	DD	Mobile phone (Warden)	Tesco Mobile	E	18.89		18.89
167 Telephone / Broadband	16/08/2023		Lloyds Corporate Card	DD	Office Phone & Broadband	B T	S	62.90	12.58	75.48
168 Bank charges	16/08/2023		Lloyds Corporate Card	DD	Bank Charge	Lloyds Bank	E	3.00		3.00
169 Website	23/08/2023		Unity Trust Bank	DD	1&1 Mail Pro Licence	IONOS Cloud Ltd	S	3.99	0.80	4.79
170 Payroll Dept Clerk	25/08/2023		Unity Trust Bank		Salary	J B	X	243.23		243.23
171 Payroll Highways	25/08/2023		Unity Trust Bank		Salary	P A	X	341.62		341.62
172 Clerk employment costs	25/08/2023		Unity Trust Bank		Salary	S C	X	1,235.86		1,235.86
173 S137: Warden Employment	25/08/2023		Unity Trust Bank		Salary	T E	X	977.13		977.13
174 S137: Warden's Mileage	22/08/2023		Unity Trust Bank		Mileage	T E	E	184.05		184.05
175 Cemetery Maintenance	15/08/2023		Unity Trust Bank		Removal of wasp nest	Command Pest Control	S	65.00	13.00	78.00
176 Stationery	11/08/2023		Unity Trust Bank		Stationery	ESPO	S	39.20	7.84	47.04
177 S106 Arts	23/08/2023		Unity Trust Bank		New village signs	Morris Cast Signs Ltd	S	4,567.50	913.50	5,481.00
Total								7,742.37	947.72	8,690.09

16

Milton Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
28	04/07/2023		Unity Trust Bank		Community Care Fee	A K	E	78.00		78.00
29	10/07/2023		Unity Trust Bank		Community Care Fee	E Hu	E	78.00		78.00
30	17/07/2023		Unity Trust Bank		Community Care Fee	EH/RH	E	156.00		156.00
31	17/07/2023		Unity Trust Bank		Community Care Fee	T S	E	130.00		130.00
32	18/07/2023		Unity Trust Bank		Community Care Fee	M P	E	130.00		130.00
33	11/07/2023		CBS General Purpose		Community Care Fee	A M	E	78.00		78.00
34	16/07/2023		CBS General Purpose		Community Care Fee	T R	E	78.00		78.00
35	10/07/2023		CBS General Purpose		Community Care Fee	M S	E	78.00		78.00
36	31/07/2023		CBS General Purpose		Community Care Fee	C D	E	80.00		80.00
37	31/07/2023		CBS General Purpose		Community Care Fee	L K	E	66.00		66.00
38	26/07/2023		Unity Trust Bank		Insurance claim - bus stop par	Zurich	E	758.16		758.16
39	27/07/2023		Unity Trust Bank		VAT refund	HMRC	R		5,850.62	5,850.62
40	31/07/2023		Unity Trust Bank		Community Care Fee	B C	E	130.00		130.00
41	02/07/2023		Santander S106 Arts		Interest	Santander	E	124.24		124.24
42	02/08/2023		Santander S106 Arts		Interest	Santander	E	113.78		113.78
43	02/08/2023		CBS General Purpose		Community Care Fee	JK	E	78.00		78.00
44	19/07/2023		CBS General Purpose		Community Care Fee	J W	E	117.00		117.00
45	06/08/2023		CBS General Purpose		Community Care Fee	R B	E	78.00		78.00
46	13/07/2023		CBS General Purpose		Community Care Fee	J C	E	78.00		78.00
47	03/08/2023		CBS General Purpose		Community Care Fee	D F	E	78.00		78.00
48	03/08/2023		Bond - United Trust B		Interest	United Trust Bank	E	1,793.50		1,793.50
49	30/06/2023		CBS General Purpose		Interest	Cambridge Building Society (E	51.04		51.04
50	21/08/2023		Unity Trust Bank		Purchase of a grave space	M D	E	800.00		800.00
Total										11,002.34

17

Youth Club

There have been 11 youth club sessions run this term and we have seen 36 young people.

Age	11	12	13	14	15	16	17	18+
Number Female	12	2			1			
Number Male	13	6		1			1	

Week Commencing	Number	Notes
17 Apr	24	Heavy rain so had to stay inside. Enjoyed all the usual facilities plus bead craft and biscuit decorating. Boys brought football cards and were trading. Conversations about Easter, favourite chocolate and general getting to know the yp better.
24 Apr		cancelled, staff absence
01 May	19	Great weather so spent most of time outside: football, basketball and manhunt (had to warn about staying within sight of leaders. Conversations about resolving issues and being responsible.
08 May	19	Enjoyed lots of time outside playing chase, football, archery and frisbee. Others made yummy cookies. Conversations about SATS, football teams and friendships.
15 May	24	Lots of early arrivals. Enjoyed outside time (including badminton), making pancakes and own outdoor games. One-to-one about overeating sugary things.
22 May	25	Enjoyed a full game of rounders and then split up to play their own games outside. Conversations about careers fayre, school picnic, friendships and controlling behaviour.
29 May		Half Term
5 Jun	22	warm evening, mainly spent playing outside. Conversations about holiday destinations, parts in school production, friendships and swearing.
12 Jun	30	Very hot evening spent mainly outside. Conversations about siblings, school play, holidays, starting a jewellery business.
19 Jun	24	Warm evening enjoying jewellery, rice crispy cake making and usual equipment. Conversations about 2ndary school visits, winning engineering competition, school disco, school play. Also one-to-one about parents separating.
26 Jun	23	Enjoyed doughnut making, fan decorating and outside games. Conversations about transitions days, school productions, being nervous. Parent came to say how much her child had enjoyed youth club.
3 Jul		no session, all YP at school disco
10 Jul		no session, all YP at school performance

County Councillor Report for Parishes – September 2023 – Cllr Anna Bradnam

Highways

Fen Ditton – queries from Parish Council August:

High Ditch Road white lines. The County Surface Treatment Manager has advised me (02/08/2023) *“I inspected the road following the March email and as per the CCC Code of Practice for the Replacement of Roadmarkings, I marked up the hazard areas alongside the deep ditches and edgelines have now been installed, albeit later than intended, the delay for which I apologise. I’m afraid that as per the CCC Code of Practice, there is no necessity for any further road-markings on this classification of road. We have many C class narrow country roads across Cambridgeshire without any lines that are dark at nights, however, we have proactively marked the perceived hazard areas on High Ditch Road, and the other sections of this road do not meet the hazard requirements and there is no injury accident data on this road which would back any need for further road marking. However, the changing appearance of the edge line could be argued to be a highlight to the attention and judgement of users of the public highway.”*

Wooden knee rail outside the school – broken end – having first reported this in May 2023, I have followed this up again with the LHO.

Pavement outside 25 High Ditch Road – I had a site visit 7 August with the Local Highway Officer. He will get a quote for works but is on leave until 29 August.

Church Street / Green End pavement – on the same site visit we examined the areas of footway that need to be surfaced. He was talking about patching. I am hoping to get resurfacing.

New cycle/footpath access to/from Ditton Lane – on the same site visit we considered if the grassed area on the corner of Fison Road that may need to be protected from vehicular incursion by a knee rail.

Waterbeach

Dead tree on East side of A10 between Milton and Waterbeach – reported to the LHO on 1 August 2023

Pothole – A10 junction of A10 and Butt Lane – has been repaired.

Station Car Park (exit onto Clayhithe Road) – I have asked for the verge to be cut back to improve visibility. This is unlikely to be done before September.

Field access opposite ‘The Bridge’ used as parking – surface potholes and trees overhanging I had previously (2022) asked for details of ownership and am following up for a response. Users are currently advised that this is not a formal car park and they use it at their own risk.

Milton – I have reported a number of deep potholes (again) on Landbeach Road. I note that some of the deep potholes on Cambridge Road and High Street have been repaired, particularly the crazed area outside The White Horse pub, where the children cross to Butt Lane

Butt Lane - footways have been resurfaced 23/24 August - big improvement in surface and safety.

White lining – has been replaced at junctions on Landbeach Road, Humphries Way.

Landbeach PC - I have asked when Green End carriageway from the crossroads to the 30 mph sign will be re-surfaced.

White lining – has been replaced at junction A10/High Street.

Cycle paths – Milton to Landbeach and Milton to Impington – I have asked for ‘hedges’ and vegetation to be cut back before the start of the new school term, so by Monday 4 September.

Road re-surfacing - Around £5m is being invested into a programme of surface dressing, which will prevent damage and prolong the life of the county's roads, as well as ensuring they continue to be safe for all road users.

Cambridgeshire County Council's highways team have already treated 39 locations across the county, and more than 50 roads are in the process of being completed.

In addition to this surface dressing programme, a countywide programme of road markings, carriageway and footway resurfacing is also being delivered. As well as ongoing work addressing the roads on peat soils across the county.

Find out more about the [locations and types of road surface treatment](#) on our website.

The A14/A10 roundabout is scheduled to be resurfaced in Oct-Dec 2023.

Cambridge Wastewater Treatment Plant Relocation (CWWTPR)

The Planning Inspectorate (PINs) have recently appointed a lead examiner for the DCO who, having reviewed the submitted documentation, has requested clarification and amendments from the applicant for several areas including Transport, Biodiversity, Landscape and Heritage. The deadline that has been set for Anglian Water to submit this information to PINs is 29th September.

Accordingly, Greater Cambridge Shared Planning will need to review this revised information before reporting to SCDC Cabinet and City Planning and Transport Committee for consideration. It is estimated PINs may require the Local Impact Report by mid to late November. Work on the reports is well underway but will not be finalised until the revised information from AW has been seen; it is hoped the Local Impact Reports will go to City and District Councils in early November, but the timetable will respond to deadlines from PINs.

At the County Council

Anti-racism Charter - Chief Executive, Stephen Moir was a guest speaker at the UNISON Eastern webinar on Monday 14 August, where he discussed the implementation of the Anti-Racism charter. The council signed the Charter in May 2022, becoming the first upper tier local authority to do so.

Could you volunteer with home to school transport?

The Education and Social Care Transport Service has a small team of fantastic volunteer drivers as part of their home to school transport provision. They're hoping to increase the team of volunteer drivers to provide this service to more local families.

What does it involve? - *Volunteer drivers collect allocated children/young people from their home, school or other pre-arranged location and deliver them safely to their destination. You will meet a range of children and young people and their families, provide a warm welcome and make each person feel comfortable on their journey.*

If you are someone who likes driving and getting out and about and can make our children and young people feel at ease on their journey, then this role is for you. Although you will be working independently, a member of the Passenger Transport Service is at the other end of the phone and there is a network of other volunteers for you to link in with too. You will be fully trained and supported so you feel comfortable and confident in your volunteering.

What do volunteer drivers say? -

"I really enjoy helping youngsters. I can choose the jobs I do, and it fits around my daily life" - **Derrick (Volunteer driver)**

"After retiring, I wanted something to do to fill my time. I have always enjoyed driving and like socialising. I like working with children and helping them and I can do as many jobs as I can to help" - **Eric (Volunteer driver)**

If you would like to find out more or have any questions, please email ed.engagement@cambridgeshire.gov.uk or call 07880473917. You can [download a role description, application form and see FAQs](#) on the Cambridgeshire County Council website.

Festival of Stories February 2024

In 2019, Cambridgeshire County Council declared a Climate and Environment Emergency and they set out their ambitions in the [Climate Change and Environment Strategy](#). The strategy describes how we all need to act to support nature to thrive and reduce our carbon emissions to deliver 'a greener, fairer and more caring Cambridgeshire'.

With this in mind, our next Festival of Stories will run from **21-28 February 2024** with a focus on Caring for Our Planet. The aim is to think about the impact we have on the natural environment and enjoy how stories can be used in fun and interactive ways to help us better understand the world we live in and what we can do to make a positive difference. In doing so we'll also be boosting young children's communication, language, and literacy skills.

If you'd like to get involved with our festival in some way, please do contact Helen at helen.wootton@cambridgeshire.gov.uk .

Funded storytellers

We have been able to offer Talking Together in Cambridgeshire funded face-to-face storytelling sessions to families of children aged from birth to five, via our partners, over the last two Festival of Stories. We are going to do this again for our next Festival of Stories.

Here's some information about what our three storytellers will be offering during the festival:

- **Marion Leeper will be running sessions for little ones aged 0-2 and other sessions for little ones aged 3-5:** *Join in with Aiken Drum's Treasure Hunt and explore some creative ideas for turning trash to treasure. Older children will hear the story of the kid who lives in the moon comes down to earth and finds it littered with rubbish. Younger children and their adults will take part in songs and rhymes, and use spoons, ladles and other sound-makers to make recycled music.*
- **Rose Feather will be running sessions for little ones aged 0-2:** *Let's explore the awe and wonder of moths in a night-time themed story session for children 0-2 and their adult. We'll imagine the sun going down and find a garden by smelling jasmine and primrose, turning on fairy lights under a silk scarf cocoon, and enjoy sensory play with white objects and coloured light torches. Expect story sharing, book games and simple craft activities which encourage a curiosity about how we can care for night-time insects.*
- **Ellie Sandall will be running sessions for little ones aged 3-5:** *I will be sharing the story 'Fish' by Brendan Kearney with the children, using dressing up and props to bring the story of Finn and his dog skip to life as they try to catch fish for their dinner, only to catch pieces of rubbish instead! The children will play a fishing game together inspired by the story, hooking various recyclable objects from the 'sea' and learning how to sort them for recycling. The children will then go on to work on a craft activity relating to the theme of recycling.*

In the first instance, our **20 funded storytelling sessions** will be offered on a **first-come, first-served basis**. However, if we receive multiple requests from one area, **we will ask organisations to work together** as we need to ensure the storytelling sessions reach as far as possible around the county.

If you would like to apply to host a funded storyteller at a venue in Cambridgeshire over the Festival of Stories, then please complete our e-form: <https://forms.office.com/e/pGVih5hJuP> . Please note, applications are welcome from community groups or other organisations who operate on a not-for-profit basis.

More information about our work can be found on our [Talking Together in Cambridgeshire Facebook page](#). If you'd like to speak with us about our work, then please contact Helen at helen.wootton@cambridgeshire.gov.uk.

Waterbeach Independent Library and the Mobile libraries

We are very fortunate to have the Waterbeach Community Independent Library available to us in the centre of Waterbeach. Details here: [Waterbeach Library \(cambridgeshire.gov.uk\)](http://Waterbeach Library (cambridgeshire.gov.uk)). Many young people have been able to take part in the Summer Reading Challenge, supported by the Library and the many volunteers who run it. The **Waterbeach Library** is open Mondays: 2:45pm-5:00pm, Wednesdays: 2:45pm-5:00pm and 6:00pm-8:00pm, Fridays: 2:00pm-5:30pm, Saturdays: 10:00am-noon.

For those residents unable to travel to Waterbeach, the **Cambridgeshire Mobile Library** visits **Milton Post Office** on the 2nd Friday 9:15 am - 10:15 am and 4th Friday, 2:25 pm - 3:25 pm

The Rowans on the 2nd Friday 10:20 am - 11:10 am

Milton Community Centre on the 4th Friday 3.30-4.30 pm.

Landbeach crossroads on the 2nd Friday, 11:25 – 12:00.

On the 3rd Tuesday of the month the **Fenland Mobile Library** visits **Fen Ditton Wrights Close** from 10:55 am - 11:15 am and then goes on to **Horningsea Village Hall layby** 11:25 – 12:10 pm.

You can find details on the [mobile library stop near you](#) link below.

They enable potentially isolated people and those in rural areas to stay connected and independent by borrowing books, CDs, magazines and jigsaws, buying stamps and reading glasses and collecting free walking stick ferrules.

The full report, Libraries for Living, and for Living Better is [available to download as a PDF](#) online.

Find a [mobile library stop near you](#) or [visit a library branch](#).

Cambridgeshire Priorities Capital Fund If you haven't already done so, parishes and community groups may wish to apply to this fund. This enables groups and organisations from across Cambridgeshire to apply for funding for projects that will make positive changes in local communities. The CPCF is designed to support local communities - by helping to upgrade and improve community buildings and assets to better meet the needs of the families, households and communities who use them.

All applications must support the Council to achieve its vision, and proposals should support the delivery of at least three ambitions in our [Strategic Framework 2023-2028](#).

[Find out which groups and organisations are eligible to apply](#) on the County Council website.

Details on how to apply are also available on the webpage. It's a two stage process, the first being and expression of interest. All Expressions of Interest must be completed by 24 September 2023.

Have you thought about becoming a foster carer?

I recently attended the Children in Care Awards Ceremony at Burgess Hall, St Ives and met so many of our bright, fun-loving children and young people in care, some who attend the Corporate Parenting Sub-Committee that I Chair. I also met and had the opportunity to thank some of the wonderful foster carers who support and love these children and offer them a stable home, for a while or long-term, so they can grow in confidence and follow their dreams.

You can find details about the different type of fostering here.

[Fostering in Cambridgeshire - Cambridgeshire County Council](#)

Anna.bradnam@cambridgeshire.gov.uk 01223 862364

24 August 2023

District Councillors' Report to Parish Councils – September 2023

Zero Carbon Community Grant Success

Congratulations to Landbeach Village Hall and Milton Community Centre that have both been successful in their applications for Zero Carbon Community grants. Landbeach Village Hall has been awarded £15,000 towards the installation of solar panels. Milton Community Centre has been awarded £8,321.67 to upgrade to energy efficient lighting throughout the community centre and recreation ground.

Bin collection changes

Bin collections for many residents of South Cambridgeshire and Cambridge City will change from the week beginning Monday 18 September 2023. The Council will write to everyone that has a change to their collection in advance.

The changes follow a review of bin rounds which are typically completed by all councils every few years. This takes into account new homes that have been built across the area and ensures bin collection rounds continue to be spread as evenly and efficiently as possible.

The councils are also moving to collect bins over four weekdays, instead of five. This means that, from the week beginning Monday 18 September, household bins will not be collected on a Monday. One benefit of this is that it avoids the disruption to collections that has previously happened after bank holiday Mondays throughout the year as crews catch-up.

Greater Cambridge Shared Waste welcomed its third electric bin lorry in June this year – and more electric vehicles are due to replace older diesel lorries as part of the councils' efforts to decarbonise the fleet. While carbon emissions are cut with electric lorries, the range of batteries means routes must be carefully planned.

With all this considered, bin rounds have been thoroughly reviewed to ensure that all existing collections – and those from newer homes – can be completed efficiently within a new timetable. As a result, there are changes to bin collection arrangements for many South Cambridgeshire and Cambridge residents – whether that is a new bin day, or an adjustment to the order in which their black or blue and green bins are emptied.

The frequency of bin collections will remain fortnightly with bins emptied on alternative weeks.

As is the case now, bins should always be put out ready to be emptied by 6am on the day of collection.

Grants for EV charger at community buildings

A quarter of new cars sold in the UK are now either fully electric or plug-in electric vehicles. They all need charging. South Cambridgeshire District Council's Electric Vehicle Charge Point Grant is helping to support the transition to electric vehicles. Up to £5,000 per project is available, towards the capital costs of purchasing and installing public EV chargers at community buildings and village halls. Applications will be appraised for their deliverability and positive impact with funding allocated on a 'first come, first served' basis. To be eligible

for funding, EV chargers must be publicly accessible, and projects should demonstrate that there is likely demand for an EV charger at the chosen location.

Funding for new council homes

The Council has been awarded significant funding to provide 13 additional homes from phase 2 of the Local Authority Housing Fund for refugees. This is in addition to the funding for 40 homes received for in phase 1. In total the council has been granted just over £2.4m. The latest award, together with Council borrowing, will be used to provide 10 homes for refugee families from Afghanistan, plus 3 additional properties which can be used for temporary accommodation to reduce the use of bed and breakfast type accommodation. Under the terms of the funding when the properties are no longer needed for either refugee or temporary housing they will be treated as normal HRA housing (ie added to council stock). The longer-term legacy for this project will be an increase in social housing within the District. The Council must complete the purchases by the end of the financial year and is looking to acquire a mix of new-build properties from developers, and open market properties through estate agents. The Council is working with the Strategic Migration Partnership to understand the housing needs of refugees.

Greater Cambridge Planning Area Teams

When parish councilors have queries about planning the first port of call is the Area Teams. The Area Team Manager for our villages is Jane Rodens, jane.rodens@greatercambridgeplanning.org

The Development Manager is Toby Williams toby.williams@greatercambridgeplanning.org

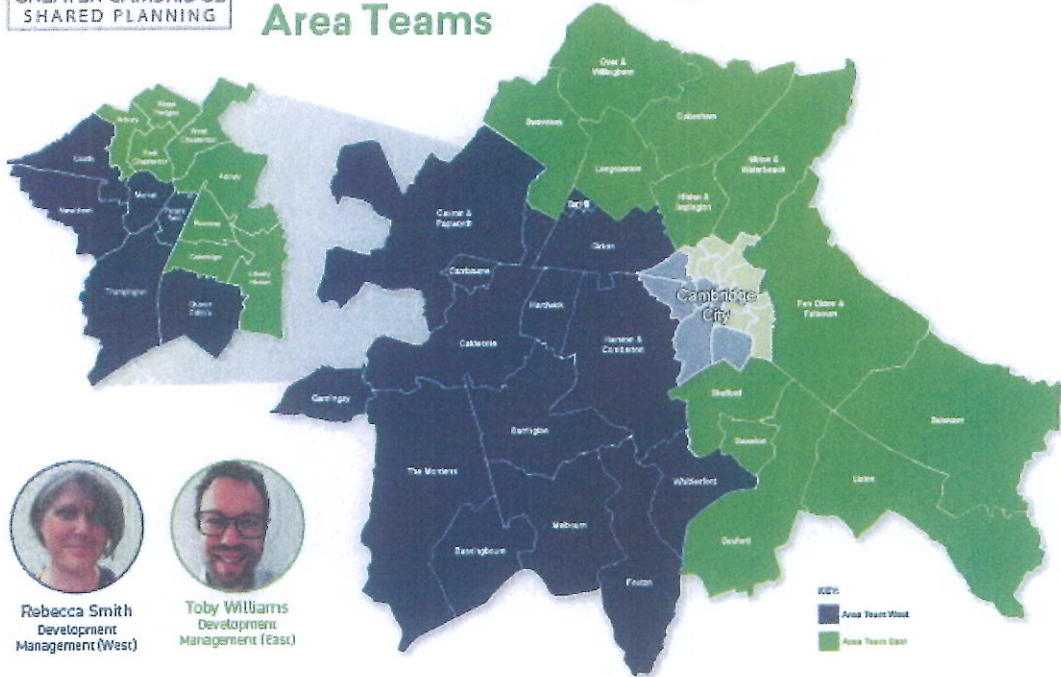
When contacting either of them with a query please copy us in.

The Planner Service holds 3 or 4 monthly parish planning meetings. This is another opportunity to meet with the area team leaders and discuss issues or ask questions.

Cllrs Judith Rippeth, Paul Bearpark and Anna Bradnam



Greater Cambridge Shared Planning Area Teams



Rebecca Smith
Development Management (West)



Toby Williams
Development Management (East)

Our Development Management team is responsible for assessing and determining planning applications, pre-application requests and discharges of conditions in Greater Cambridge. Each application is assigned a case officer, and officers work in area teams so they have an in-depth knowledge of their area.

Area Team West

Rebecca Smith
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AREAS (WEST)

Cambridge City
Castle, Market, Newnham, Petersfield, Queen Ediths and Trumpington.

South Cambridgeshire
Bar Hill, Barrington, Bassingbourn, Caldecote, Cambourne, Caxton & Papworth, Foxton, Gamlingay, Girton, Hardwick, Harston & Comberton, Melbourn, The Mordens and Whittlesford.

Area Team East

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AREAS (EAST)

Cambridge City
Abbey, Arbury, Cherry Hinton, Coleridge, East Chesterton, Kings Hedge's, Romsey and West Chesterton.

South Cambridgeshire
Balsham, Cottenham, Duxford, Fen Ditton & Fulbourn, Histon & Impington, Linton, Longstanton, Milton & Waterbeach, Over & Willingham, Sawston, Shelford and Swavesey.

Managers' Report, Milton Community Centre, 24th May 2023

Maintenance/Improvements:

General ongoing repairs have been completed across the 3 sites.

Routine fire extinguisher, fire alarm and building alarm servicing has been completed at the 3 sites.

The pot holes at the entrance to the main car park at Coles Road have been filled and the drains have been cleared.

Pot holes at the Sycamores are being filled in on a regular basis.

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

The Hard Courts are in use 7 days a week with 10 bookings for the 5 aside court and Milton Tennis Club using the 3 Courts.

Youth Building and Sycamores Pavilion:

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

North Lodge

We still see very low interest in hiring the facility due to the size of the main room being too small for exercise classes and the flooring not suitable for dance classes.

Milton Colts and Milton Cricket are still the main users of the facility.

Vandalism and Crime:

We have generally seen a decrease in vandalism and anti-social behavior however we have had a few occasions of damage being caused to football pitches at all 3 sites by motorcycles or eScooters being ridden over them and doing 360-degree spins and skids.

We continue to receive numerous complaints about dog owners not clearing up dog mess and not having dogs on leads and ignoring the signs regarding this particularly at Coles Road. An additional sign was put up on the entrance to Coles Road leading from the Country Park but this was damaged and removed with 2 days.

We have had reports that drug dealing has been observed in the car parks at Coles Road and the Sycamores mainly in the evenings.

Andy West, Community Centre Manager 24/08/2023