

**Minutes of the Meeting of Milton Parish Council held on  
Monday 4 September 2023 at 7.30pm in the Bowls Pavilion**

**Present:** HM Smith (HMS) (Chair), JE Coston (JEC), RJ Farrington (RJF), P Ellwood (PE), D Wildman (DW), L Champion (LC), A Bradnam (AB arrived 8:36pm)

**In Attendance: S Corder (Clerk)**

**1 Apologies for Absence:**

D Owen (Personal)

**2 To APPROVE the minutes of the meeting held on Monday 17 July 2023**

RJF Proposed to accept the minutes of the meeting held on Monday 17 July 2023 as a true record – JEC Seconded **ALL AGREED**

**3 Declarations of interest and dispensations:**

To receive declarations of interest from councillors on items on the agenda; RJF Item 10 (Relation has quoted for the work)

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

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

**Year End Audited Accounts 2022/23** – Now completed and signed off by PKF Littlejohn – IT Working Group agreed to meet at the end of September to follow up requirements for 2023/24: Councillor email addresses.

HMS suggests the web address 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. HMS and AB have visited all the residents who adjoin the culvert to inform them of the proposed works

**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). Clerk to ask again.

**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-8pm, 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 Explorer Scouts have offered to build a compost bin for the Cemetery. Some councillors are preparing the ground tomorrow.

**New Village Entrance Signs** – Due to be installed week of 11 September 2023

**A14/A10 Roundabout Resurfacing work Oct-Dec 2023**

Email was received from a Councillor for March North – asking the PC to consider signing a petition to the County Council in relation to change in policy for the weedkilling on pathways and cycleways and why weed spraying is no longer taking place. HS explained there is a review into that policy.

**6 Planning**

The minutes of the meeting of 14 August 2023 were received

**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 **HAS NO RECOMMENDATIONS**

**23/02647/HFUL** – 1A Church Lane, Milton – Removal of an abundant (“a redundant” was understood) flue and chimney. Replacement front door **SUPPORT**

**7 Finance & Administration**

The minutes of the meeting of Monday 31 July 2023 were received

**8 Maintenance**

The minutes of the extraordinary meeting on Wednesday 2 August 2023 were received

To **VIEW** The Rowans play area revamp plans and quotes from Wicksteed, Eibe and Proludic  
**Defer to Maintenance on 25 September 2023 – only one updated quote received so far**

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 **RF Proposed to accept the quote – DW Seconded ALL AGREED**

To **CONSIDER** quote from Warrilow & Sons for installation of new wooden fence £844.60 + £720.00 labour –  
**Clerk to ask him to requote for wooden fencing on the right hand side only and leave the front fence and gate in situ and also to plant some bay laurel in front of the neighbours wall**

**9 Bills for Payment and Money Received**

To **RATIFY** payment of vouchers 132-165 paid in August 2023 **DW Proposed – HMS Seconded ALL AGREED**

To **CONFIRM** and **AGREE** bills for payment **DW Proposed to pay vouchers 166-177 and tabled 178 to 182 – HMS Seconded ALL AGREED**

The net position report was received – HMS queried a payment of £900 grant received for the Trolley Bus which was put in as a negative payment and not a receipt – **DW to check the cost code**

**10 Pond Green – Electrical Work and Christmas Lighting**

To **CONSIDER** quote from Abbott Electrical £165.41 + £50 contingency to fit a control box and wiring to the pole **JEC Proposed to accept the quote – HMS Seconded AGREED (RJF Abstain)**

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)

**HMS Proposed to accept the lighting quote and the quote from Abbot Electrical – JEC Seconded AGREED (RJF Abstain) (PE and Deputy Clerk to confirm and order what lighting is required up to £915.78)**

**(AB arrived)**

**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 **DW Proposed to accept the amendments, suggested by the Internal Auditor – PE Seconded ALL AGREED**

**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 **HMS Proposed – ALL AGREED**

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

**AB suggested changing the name to Milton Environmental Working Group**

**AB Proposed the change of name – HMS Seconded ALL AGREED**

**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

**DW Proposed to the above – AB Seconded ALL AGREED  
(Clerk and HMS to meet with new Rector and arrange the village representative and bugle player)**

**14 The Connections Bus Project**

The quarterly term report April to June 2023 was received. AB commented on how pleasing it is to see the increased attendance at the Youth Club

**15 County Councillors Report – Received (Full report on MPC webpage - Agenda)**

**Highways: Milton** – I have reported a number of deep potholes (again) on Landbeach Road. AB notes 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.

**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.

**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 29<sup>th</sup> September.

**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 would like to find out more or have any questions, please email [ed.engagement@cambridgeshire.gov.uk](mailto: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:** The next Festival of Stories will run from **21-28 February 2024** with a focus on Caring for Our Planet.

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

**Cambridgeshire Priorities Capital 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?** 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](#)

**Update:**

Some years ago the County used to spray weeds pro-actively but following the government budget last November we had to make saving and in February Highways and Transport Committee agreed to reduce the spraying of weed-killer to areas where weeds would impair visibility - as well as prior to any re-surfacing. Following the wet weather in July there has been a substantial growth of weeds and I have received a lot of complaints. We have requested a review of the weed control programme to come to H&T Committee in October.

If weeds have been sprayed (and died) then the District street sweeping programme will sweep them away. However, the brushes cannot dislodge large, healthy weeds. Some villages are planning to cut the base of weeds with hoes and spades immediately before the next District sweep, to enable the sweepers to remove the weeds.

Here is the link to the SCDC page about street cleaning - with the schedule  
[Street care and cleaning - South Cambs District Council \(scambs.gov.uk\)](#)  
Milton, Landbeach, Waterbeach and Horningsea area in Zone 1, Fen Ditton is in Zone 2.

**16 District Councillors Report – Received (Full report on MPC webpage - Agenda)**

**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. 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 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

**Grants for EV charger at community buildings:** 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. 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. 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. 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](mailto:jane.rodens@greatercambridgeplanning.org)

The Development Manager is Toby Williams [toby.williams@greatercambridgeplanning.org](mailto:toby.williams@greatercambridgeplanning.org)

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

**17 Milton Community Centre Report – Received**

**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.

**Discussion about dog mess on the recreation grounds** PC agreed that a joint approach with MCC was appropriate, highlighting the issue in Facebook posts and on Milton Chat and News. Are more prominent notices required?

**18 Correspondence**

Community Gritting Scheme Application – Request for volunteers – Clerk to promote via social media  
**Emailed to Councillors**

Greater Cambridge Partnership Milton Road Improvements Project – July 2023 update  
Waterbeach Greenway Update – Tuesday 5 September 2023 at 7:30pm via Teams

**(Clerk arrange a meeting with GCP for 2 October 2023 at 7pm – MPC are disturbed by what we have heard so far about the proposed Waterbeach Greenway)**

**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

Meeting closed at 9:35pm      Signed: ..... Dated: .....