

**Minutes of the Meeting of Milton Parish Council held on  
Monday 3 June 2024 at 7.30pm in the Bowls Pavilion**

**Present:** HM Smith (HMS) (Chair), JE Coston (JEC), P Ellwood (PE), D Wildman (DW), L Champion (LC),  
A Bradnam (AB)(Arrived 8:21pm)

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

**Members of public:** 1

**1 Apologies for Absence:**

R Farrington (Personal), D Owen (Personal)

**2 To APPROVE the minutes of the meeting held on Tuesday 7 May 2024**

LC Proposed to accept the minutes of the meeting held on 7 May 2024 as a true record – JEC Seconded  
**AGREED (DW 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

**HMS reminded Council that all Councillors should review their statement of Declarations of Interest**

**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

**1 member of the public was in attendance to discuss their concerns over the proposed Greater Cambridge Partnership Greenway from Waterbeach to Cambridge and the shared use of the footpath outside the properties on Cambridge Road.**

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

**A10 Milton/Landbeach Junction** – contact with U&C - survey results have been circulated – request for speakers and response. **Clerk invited T Parry and J Finney from Cambridgeshire Highways to attend an MPC meeting. Response was: “I don't have anything that I can add at the moment, it's more that we know that the Parish Council have concerns with the existing junction and would like a scheme to address these brought forward if possible”.** Question to T Parry: MPC would like to know when you/they anticipate doing the work, and why it's not progressing straight away. We believe U&C have done the design work already and the PC would like to see the plan. **Awaiting a response – Clerk to reinvite T Parry to a future meeting**

**HGVs overnight parking** – Update AB: **Would the PC consider applying for an LHI for signs to be placed around the village for no overnight parking for HGVs? As we do not want this option, consider what to do in the future about HGVs parking – AB to follow up with other options. Report back at July's MPC meeting as an agenda item**

**Milton Parochial Charities** – Any further nominations for a Trustee

**Cemetery Water Monitoring Report** – 2 quotes received. To be reported at the Maintenance meeting

**Local Project 2024/25 20mph Funding** – Clerk has applied for 20mph through the village – awaiting outcome

**Zero Carbon Communities Grant** – 2 quotes received: Cambridge Solar £15,454.58 and Resolve Home Energy £15,780.00 **Clerk/Deputy Clerk to apply for the grant**

**Milton Brook Clearance (Ditch below Tomkins Mead)** - response to AB's follow on email for further information on works required: expect work to expose the culverts beneath the highway for a camera and jetter to assess state of repair. Ditch digging by some residents is scheduled for 8/9 June, with collection of arising greenery by SCDC on 10th. Any help from volunteers is welcomed. Contact HMS. **Clerk to chase up B Hefferman for the works to be done**

**The Rowans Safety Improvements** – Works started on 30 May and will be completed on 12 June (weather depending)

**Local Council Award Scheme** – PE and DW to put together a Village Action Plan.

**The Rowans Play Park Revamp** – Work started on 7 May 2024, but due to a piece of equipment being faulty works on hold until 10 June. An opening ceremony will be held, (date to be confirmed and residents to be informed)

**Camcycle** – report back and next steps – **A useful meeting was held. Some changes agreed to the Camcycle’s plan. Aim to agree a plan to offer to GCP. Awaiting amended suggestions from Camcycle**

**Village Litter Pick** – Sunday 2 June 2024 at 2pm Parish Council Office – **4 volunteers attended**

**HMS – All Saints Church:** Checking records to see if the Church yard was officially closed and handed over to the PC. No documents located to confirm this so currently still the Church’s responsibility

## 6 **Planning**

The minutes from the Planning Committee held on Monday 20 May 2024 were received

### **Decisions:**

**24/01087/HFUL** – 70 Coles Road, Milton – Conversion of garage into an annexe (ancillary use to dwelling) **GRANTED PERMISSION**

### **New:**

**24/01860/ADV** – Cambridge Regional College, Kings Hedges Drive, Milton - Addition of 7 no. flags/banners on the site adjacent to the Guided Busway **HAS NO RECOMMENDATIONS**

**24/01859/FUL** – Cambridge Regional College, Kings Hedges Drive, Milton - Addition of 7 no. flags/banners on the site adjacent to the Guided Busway **HAS NO RECOMMENDATIONS**

**24/01922/PRIOR** – 330 Cambridge Science Park, Milton – Installation of 156 No. roof mounted solar photovoltaic panels **SUPPORTS**

**24/01835/CL2PD** – 26a Cambridge Road, Milton – Certificate of lawfulness under S192 for the installation of a single storey shed style timber building to the side of the existing Vets and the erection of single storey timber enclosure **FOR INFORMATION ONLY**

## 7 **Grass Cutting Contract**

Termination of previous contractor and outcomes

**The contract held with the previous grass cutting contractors was terminated due to Breach of Contract. Invoices received for April and May works will not be paid as any work done was catch up work from Jan to March where work was not completed but the invoices paid**

Discussion and Approval of the new Grounds Maintenance Contract

DW, PE and the Clerk have gone through the Maintenance contract and amended it where necessary. DW has updated the location maps of the areas to maintain within the village (AB arrived 8:21pm)

**DW Proposed to approve the updated contract to run from asap to 31 March 2027 and will finalise the maps once HMS has confirmed SDCD areas of cutting on Walkling Way – HMS Seconded ALL AGREED**

**HMS thanked DW for his work on the contract for MPC and MCC**

## 8 **Bills for Payment and Money Received**

To **CONFIRM** and **AGREE** bills for payment – HMS Proposed to pay vouchers 33-53 and tabled 53-60 but exclude payment of voucher 35 until the pool table is recovered – DW Seconded **ALL AGREED**  
**Clerk to ask the table tennis supplier if they can send the PC a VAT invoice**

## 9 **Play Park Signage**

To **CONSIDER** quote and suggested layouts from Create Signs - £145 + VAT per sign for Froment Way, Humphries Way and The Rowans play parks – **PE suggested adding some friendly words to the sign and designing the sign with better contrast for the words. Signs to be portrait aspect. It was AGREED to send the suggested wording to Sally Champion to design a layout**

## 10 **Request for Donation Towards CFR Equipment**

To **CONSIDER** request from Milton’s volunteer Community First Responder (G O’Shea) for a donation towards a First Responder Kit for Milton (currently shares with Histon/Impington) – cost £3,500 (raised £1,800 so far) **DW confirmed that currently there is £500 in the budget to award for grants. If the PC wanted to grant more than £500 then the PC would need to agree to increase the grant budget. It was suggested to grant £1,700 towards the equipment and increase budget to £2,200. Clerk to send grant forms to G O’Shea – Discuss at July MPC meeting**

## 11 To Receive Country Councillor's Report

Verbal report given: The potholes along Cambridge Road had been reported to Cambridgeshire Highways Village weed spaying to start up this month

**DW Proposed to suspend Standing Orders to extend the time of the meeting by 15 minutes – HMS Seconded ALL AGREED**

## 12 To Receive District Councillors Report

**Waterbeach Cambridge Transport Scheme Consultation:** The Greater Cambridge Partnership is seeking views on how it can best manage and reduce impacts on the landscape and environment of the Waterbeach to Cambridge transport scheme. The consultation is running until midday on Monday 15 July. Details of the proposed scheme, the consultation brochure and the questionnaire can be found here:

<https://consultcambs.uk.engagementhq.com/waterbeach-cambridge-eia>

It also includes the proposed Park and Ride site which is located east of Denny End Road.

The next Waterbeach Community Forum will be on Wednesday 10 July. The venue and agenda are still to be confirmed. If you would like to ask a question or would like a specific topic or theme discussed, please email this request to [waterbeach.community@scambs.gov.uk](mailto:waterbeach.community@scambs.gov.uk).

**Community Cooking Programme:** Souths Cambs District Council in conjunction with the Let's Cook Project is offering a free community cooking programme which will start on Thursday 13<sup>th</sup> June in Waterbeach. This programme will offer:

- skills in improving cooking skills
- a variety of information on healthy eating advice including; Portion sizes, balancing meals, and savvy shopping.
- a range of different meals and snacks to cook at each session
- tips for shopping on a budget
- help with tracking progress within the sessions.

It is an adult programme.

**New grant scheme launched to support Community Food Growing:** Grants of up to £500 have been launched by South Cambridgeshire District Council to support communities to grow their own food sustainably as part of the wider cost of living response project. The Community Growing small grants will enable local groups to buy equipment and tools to help start a Community Growing Project. It is envisaged that funding will be spent on items such as raised beds, seeds, soil, and gardening equipment. The new grant scheme was approved by the Council's Grants Advisory Committee on Thursday 25 April. In light of [Good to Grow week 2024](#), the Committee supported the national week of action to promote community growing along with the grant scheme. Community gardens could encourage others to get involved in community growing by inviting volunteers to help out, inspiring newcomers and preparing for the upcoming growing season. To find out more and encourage local groups to apply, please see [www.scambs.gov.uk/community-growing-grant](http://www.scambs.gov.uk/community-growing-grant).

**Adjustments to next edition of the South Cambs Magazine:** Following the general election announcement the approach to the next edition of the South Cambs magazine has been adjusted to comply with our pre-election period guidelines. There will be a shorter version containing useful information around registering to vote / photo voter ID ahead of the general election as well as the usual middle page inserts from the magazine – i.e. the bin calendar and what goes in which bin. It will be delivered to residents during the week commencing Monday 10 June. The full magazine will be sent out immediately following the general election. The magazine should be delivered to all residences within South Cambs. If for some reason you have not been receiving the magazine please get in touch with Anna, Judith or Paul

**Greater Cambridge Shared Planning shortlisted for the RTPI 'Planning Authority of the Year – East of England':** On the back of being shortlisted for the Planning Awards 'Local authority planning team of the year', The Greater Cambridge Shared Planning team has been shortlisted for the RTPI 'Planning Authority of the Year – East of England'. The RTPI East of England Awards for Planning Excellence 2024 showcase and celebrate the best plans, people, and projects. The winners will be announced at a ceremony on 20 June 2024 at Cripps Court Conference Centre in Cambridge. More details here: [RTPI | East of England Awards for Planning Excellence](#)

**Homes for Ukraine Moving On project:** South Cambs residents have hosted 892 Ukrainian guests since March 2022, 690 have moved on, leaving 202 Ukrainians currently hosted across the district. We are seeing fewer arrivals, with 14 new arrivals to hosts this year but visa applications are still being made, 20 in the past month.

The Homes for Ukraine team have recently had some content created to assist families with understanding their options for when they start to consider moving into their own independent accommodation. The aim of the video and pdf document is to provide families with as much information as possible before they start a conversation with our Moving On team. This in turn means when they approach our team, they have a rough idea of what the best option for them may be. We wanted to give members a chance to view the video before it was circulated publicly. The video is in Ukrainian with English subtitles. [Please follow this link to watch the video.](#)

Also, attached is the document that will be uploaded on to the SCDC Moving On webpage. We have both English & Ukrainian versions of this document. If you would like to get in contact with our Moving On team, please do not hesitate to contact them on [HFULiaison@Scams.gov.uk](mailto:HFULiaison@Scams.gov.uk) or 01954 713411.

**National recycling reforms – update:** The Government has recently [published its response](#) to the consultation on statutory guidance for waste collections. The idea is that new, simpler recycling collections will see the same materials collected from homes, workplaces, and schools, ending the confusing patchwork of different approaches across England. Councils will be allowed to collect plastic, metal, glass, paper and card in one bin (as our Greater Cambridge Shared Waste service already does) in all circumstances. Food and garden waste will also be allowed to be collected in one bin – again, as we already do. The plan is to reduce confusion over what items can be recycled, as people will no longer have to check what their specific council will accept for recycling.

Additionally, the Government has confirmed support for more frequent bin collections. A minimum backstop means councils will be expected to collect black bin waste at least fortnightly (as already done in SCDC), with **weekly food waste collections**. These weekly food waste collections must be operating by the end of March 2026. If councils decide to collect food and garden waste together in one bin, these collections must be free and weekly by the end of March 2026. Work continues at our Greater Cambridge Shared Waste Service to prepare for these changes.

### 13 To Receive Community Centre Report

**Maintenance/Improvements:** General ongoing repairs have been completed across the 3 sites.

The perimeter brick wall at North Lodge has been repaired. I have continued to clear sections of the drains in the car park at Coles Road and I have rodded the sewage drains at the Youth Building twice following paper hand towels being flushed causing blockages.

**Bookings:** 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. We have seen a decrease in the number of attendees for some of our regular classes. This is thought to be due to people watching their money more and also an increase in providers of general activities available.

**Hard Courts:** The Hard Courts are in use 7 days a week and Milton Tennis Club continue to use the 3 courts. We have seen an increase in cancellations of our regular groups due to falling numbers and continued poor weather.

**Youth Building and Sycamores Pavilion:** Eddies Artworks continue to use the building Monday to Friday and Youth Group on a Thursday evening. Milton Football Club and Milton Cricket Club continue to use the Pavilion.

**North Lodge:** The National Teaching Advisory Service are currently using the pavilion 3 mornings a week for 2:1 educational lessons. Milton Colts and Milton Cricket are still the main users of the facility.

**Vandalism and Crime:** Damage to football pitches at the 3 sites has continued by quad bikes and motorcycles and we continue to report it to the police. We continue to regularly receive complaints about dog owners not clearing up dog mess, not having dogs on leads, ignoring the signs regarding this particularly at Coles Road and the Sycamores.

The storage containers at the Annexe belonging to Kids Club have been broken into and play equipment was taken. We have advised the police that CCTV is available.

**Staffing:** We have advertised the role of Centre Manager on the 11<sup>th</sup> of May but have only had one enquiry regarding it so far.

### 14 Correspondence

**Safety of Lithium ion Batteries used in E-bikes and Scooters - To CONSIDER supporting the campaign for a new Bill to improve the safety of lithium batteries and their disposal **Not for PCs to respond****

15 **Dates of next meetings**

Monday 17 June 2024 – 7pm Planning – 7:45pm Maintenance

Monday 1 July 2024 – Planning

Wednesday 3 July 2024 – 11:30am Community Care

Monday 15 July 2024 – Parish Council

Monday 29 July 2024 – 7pm Planning – 7:45pm Finance & Administration

Meeting closed at 9:45pm

Signed: ..... Dated: .....