

**Minutes of the Annual Meeting of the Milton Parish Council held on
Tuesday 7 May 2024 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 (LC)

In Attendance: S Corder (Clerk), J Barrett (Deputy Clerk)

1 Election of chairman and signing of declaration of acceptance of office of Chairman

It was Proposed by JEC to elect HMS as Chairman - LC Seconded **ALL AGREED**.
HMS signed the Declaration of Acceptance of Office, witnessed by the Clerk

2 Apologies for Absence:

D Owen (Personal))

3 Election of Vice-Chairman and signing of declaration of acceptance of office of Vice-Chairman

Nominations for Vice-Chairman were invited:

It was Proposed by HMS to elect JEC as Vice-Chairman – LC Seconded

No other nominations received

JEC was elected Vice-Chairman

JEC signed the Declaration of Acceptance of Office, witnessed by the Clerk

4 To APPROVE the minutes of the meeting held on Monday 8 April 2024

HMS Proposed to accept the minutes of the meeting held on Monday 8 April 2023 as a true record – LC Seconded **AGREED (DW and PE abstain)**

5 Declarations of interest and dispensations:

To receive declarations of interest from councillors on items on the agenda; **JEC – Item 17 The Milton Parochial Charities (Charity Trustee)**

To receive written requests for dispensations for disclosable pecuniary interests (if any); None

To grant any requests for dispensation as appropriate: None

6 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). **No public attended**

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

AB – A10 update: Mayor Nik Johnson had been invited to the Landbeach PC meeting to discuss their concerns about the Milton/Landbeach A10 junction. The PC asked for something to happen to improve this junction before the trigger of 300 house occupations at Waterbeach New Town.

Clerk/HMS to write to David Allatt and Nik Johnson asking to bring forward the upgrade works for this junction and to invite them to the next MPC meeting

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

Milton Brook Clearance (Ditch below Tomkins Mead): Update – AB and HMS met with B Hefferman who is making progress with quotes for having the culverts jettied. Ditch digging by some residents is scheduled for 8/9 June. Any help from volunteers is welcomed.

The Rowans Safety Improvements – Awaiting installation date for extension of double yellow lines: notice has been published – no objections received

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 and is expected to take 3 weeks.

Waterbeach to Cambridge Greenway – walk through with Camcycle – meeting arranged for 3pm on 10 May to discuss their report with suggestions from our walk through of the proposed cycle route on 7 March.

Works Schedule: Some A10 trees have been marked but no clearance of debris or felling has been done yet.
(AB left 8pm)

8 To Confirm the Following Committees and Memberships:

Community Care AB, JEC, HMS, DW, (Vicar A Jeewan – All Saints*)
Maintenance (incorporating Allotments, Cemetery, Play, Tomkins Mead)
JEC, PE, HMS, DW
Finance & Admin JEC, PE, RJF, HMS, DW
Planning JEC, PE, RJF, DO, HMS
Staffing AB, PE, LC, DO, HMS
Cemetery Advisory AB, JEC, PE, HMS, DW

HMS Proposed to accept the list of members DW Seconded – ALL AGREED

The following Working Groups and membership were agreed:

Milton Environment AB, JEC, LC, HMS (Suzanne Webster, Kay White)
Website & IT JEC, PE, DW (*Adam Horne)
MVAS AB (volunteers: John Halfpenny, Mike Price)
External Communications JEC, PE

* indicates representatives who are not parish councillors and are non-voting

HMS Proposed to accept the list of members DW Seconded – ALL AGREED

9 To Confirm the Following Representatives and Volunteers

The following special responsibility roles were agreed:

Specific Responsibility:

| | |
|---------------------|-----------|
| Footpath Officer | AB |
| Press Officer | JEC |
| Tree Warden | AB |
| Youth Liaison | AB |
| Defibrillator reps: | PE, Clerk |

The following representatives for outside bodies were agreed:

| | |
|-------------------------------|-----------------|
| CAPALC & SCDC | Chairman, Clerk |
| Milton Community Centre | RJF |
| Patient Participation Group | DW |
| Milton Primary School Liaison | JEC |
| North East Cambridge Forum | JEC, HMS |
| Waterbeach Community Forum | HMS, AB |

HMS Proposed to accept the list of members JEC Seconded – ALL AGREED

The Clerk agreed to write to the North East Cambridge Forum administrators to ensure that JEC and HMS were invited to any meetings

10 Planning

The minutes from the Planning Committee held on Monday 22 April 2024 were received

Decisions:

24/00613/HFUL – 26 Church Lane, Milton CB24 6AB – Single storey rear extension, conversion of existing garage and room above, installation of solar PV panels to rear roof and removal of 2 no sycamore trees **GRANTED PERMISSION**

23/1509/COND16 – Vitrum Building, St Johns Innovation Park, Cowley Road, Cambridge – Submission of details required by condition 16 (arboricultural method statement and tree protection plan) of planning permission 23/01509/FUL **DISCHARGE GIVEN IN FULL**

24/0269/TTPO – 2 Kens Way, Milton - T1 Horse Chestnut - reduce crown by approx. 2m. Reason: the tree has been poorly reduced in the past and has poor form. It dominates the garden and blocks light throughout the day. Proposed work is intended to maintain the tree at no more than its current size, and increase light levels in the house and garden **GRANTED PERMISSION**

24/0302/TTPO – 25 Willow Crescent, Milton - Grey Poplar, Reduce height and sides by 2.5m. To prevent

unwanted wind damage and any branches falling into the property's garden and neighbouring gardens
GRANTED PERMISSION

New:

24/01335/HFUL – 12 High Street, Milton CB24 6AJ – Single storey side and rear extension and a new annexe in the rear garden – Previous objections still stand

OBJECT: 1. To the rendering of the original brick walls – loss of character within street scene. 2. The size of the annexe; it could be classed as a separate dwelling and would need to ancillary to the main dwelling if approved

11 Finance and Administration

The minutes of the Finance and Administration meeting held on Monday 22 April 2024 were received

12 Community Care

The minutes of the Community Care meeting held on Wednesday 24 April 2024 were received

13 Bills for Payment and Money Received

To **CONFIRM** and **AGREE** bills for payment – DW Proposed to pay vouchers 8 to 27 and tabled 28-32 – RF Seconded **ALL AGREED**

14 Village Grounds Maintenance Contract

To **REVIEW** current contract requirements: A letter was sent to the MPC Contractor giving them 7 days to respond to the question of whether they still could fulfil the required contract due to their staff shortages and how they would rectify the missed works – no reply received. **PE, DW, Andy West and Paul Yaxley (MCC) and Clerk to meet to review the contract and look to go out to tender for a replacement contractor – Clerk to put out advertisement**

In the meantime temporary contractors would be found to cover urgent works. A budget of no more than two times the current amount was proposed by HMS, seconded by DW and agreed.

15 To CONSIDER options to deter HGVs from parking overnight in Milton

Cambridgeshire Highways have suggested MPC can apply for an area wide ban where signs placed within the village banning lorries over 7.5 tons from parking overnight. This would incur significant costs and signage.

HMS asked AB if we could look into having blue advisory signs (as seen in Bar Hill) located in the village which would be a cheaper option – **AB to follow up with Highways**

16 To CONSIDER purchase of a Telraam device for counting flow of traffic

Quote from Telraam.net for S2 device with 12 month data subscription for around £340

JEC Proposed to purchase the Telraam device – LC Seconded ALL AGREED (Capital Projects budget)

17 The Milton Parochial Charities

To **NOMINATE** Howard Scarborough as a Charity Trustees and to **CONFIRM** Jane Coston for another 4 years as a Charity Trustee – **HMS Proposed to approve Howard Scarborough as a new Charity Trustee and confirm Jane Coston and Kathy English for another 4 years as Charity Trustees – RF Seconded ALL AGREED**. K English asked that Councillors consider if they know a suitable candidate for the 4th place and pass names to the Clerk. Clerk to make a diary note for 4 years time to agenda confirming candidates for the Milton Parochial Charity Trustees.

RF left 9:15

18 The Rowans Play Park Signage

To **CONSIDER** quote from EIBE for £930 for a new sign for The Rowans Play Area – **Due to the cost NOT AGREED – Clerk to source quotes from Create Signs for all the play areas**

19 South Cambridgeshire District Council Street Trading Policy

To **CONSIDER** any views of the Council's Street Trading Policy before it is considered for adoption

HMS Proposed no response – PE Seconded **ALL AGREED**

20 Milton Country Park

To **DISCUSS** and provide advice on grants available to assist with the prevention of algae on the lake – **To suggest to MCP to apply for the Amey Landfill grant (from Cambridgeshire Community Foundation) or a SCDC Community Chest grant. Can also apply to the Parish Council for a grant**

21 The Connections Bus Project

The termly report for Jan-March 2024 was received

22 Correspondence

Email Received from village resident: Can MPC discuss way to improve the traffic problems at the Tesco slip road during weekdays 4-6pm (traffic backed up to Coles Road) – **Clerk to email GCP to see if the traffic lights on Milton Road and the A10/A14 are out of sync and causing backlogs of traffic**

Emailed to Councillors

The Connections Bus Project Newsletter Spring 2024
Greater Cambridge Partnership – Milton Road Update April 20024

23 Dates of next meetings

Monday 20 May 2024 – Planning
Monday 3 June 2024 – Parish Council
Monday 17 June 2024 – Planning 7pm – Maintenance 7:45pm

Meeting closed at 9:30pm Signed: Dated: