

**Minutes of the Meeting of Milton Parish Council held on  
Monday 12 April 2021 at 7pm via Zoom on-line**

**Present:** D Wildman (DW) (Chair), J E Coston (JEC), P Ellwood (PE), A Horne (AH), R Farrington (RF), A Markham (AM), A Latchem (AL), A Bradnam (AB), H Smith (HMS)

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

**Members of the Public:** 2

**DW: On behalf of Milton Parish Council, I should like to express our sadness at the death of HRH Prince Philip Duke of Edinburgh. He was an extraordinary man. Our condolences to HM The Queen and to the Royal Family.**

**A minutes silence was held in remembrance of HRH Prince Philip.**

**1 Apologies for absence**

D Owen (work), J Rippeth – District Councillor

**2 To APPROVE the minutes of the meeting held on Monday 1 March 2021**

HMS – Minor spelling amendments required

RF Proposed to accept the Minutes of Monday 1 March 2021 as amended as a true record - AH Seconded

**AGREED** (HMS Abstain)

**3 Declarations of interest and dispensation**

To receive declarations of interest from councillors for items on agenda: None

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

To grant any requests for dispensation as appropriate: None

**4 Public Participation – members of the public are invited to speak**

2 members of the public attended to discuss Item 8 and 9 on behalf of the Milton Cycling Group

**5 Clerk's/Chairman's report:**

**Online Meetings** – Clerk is seeking clarification from CAPALC/SLCC in relation to face to face meetings taking place from 7 May 2021

**Gypsy, Roma & Traveller Inclusion Workshop** – The Clerk and DW attended the workshop and carried out the Cultural awareness Training via Teams on Thursday 22 March 2021. AB and HMS also attended the session as South Cambs District Councillors. This is a Police initiative adopted by South Cambridgeshire Community Safety Partnership

**From previous meetings:**

**A10 Trees** – Email update 24/03/21 regarding a date for tree work to be carried out: J Clarke (CCC) – “I have just spoken with Dennis and ask he updates me following a conversation with Nicola. I will be in contact once this has taken place”.

**Deeds missing** – Ashtons Solicitors awaiting for a copy of the Coles Road sports pitch deed to be sent from the Land Registry

**A14 Parish Legacy Fund** to improve the crossing by EACH office – Update: further email received 09/02/21 J Rutherford (CCC) – “Milton's A14 project will be delivered in isolation as no LHI bid from the PC was received for the coming 21/22 fin year” (It is expected that this project will be delivered separately from any other LHI work in surrounding areas).

**Double Yellow Lines – The Rowans and Fen Road/Coles Road** – See Item 14

**The Sycamores Rec Play Equipment – Update:** Installation start date 17 May 2021

**Fen Road Dirt Track – HMS Update:** T Williams, Chief Planning Officer, had discussions with Tony Wallis, Enforcement Officer, in relation to moving forward with the removal of the humps – Officers intending to act

**Pop-up cycle Lane, Cambridge Road** – See Item 9

**Request for 20mph speed limit on Cambridge Road/High Street** – Being discussed via the Working Group

**Flooding** – As District and County Councillor AB is drawing together information on the award drains and flooding issues, which she will share with the Clerk. This information will be used to put a file together on the award drains and flooding issues

**Butt Lane/A10 fence** – Has now been replaced by CCC

**Coles Road Phone Box** – Has now been cleaned inside and outside and refitted the glazing  
**Land under the A10/Butt Lane Footbridge** – Email sent 09/03/21 to SCDC Environmental and CCC Minerals and Waste reporting issues of fly tipping in both fields. Email received 25/03/21 from SCDC Enforcement Officer/Environment – Complaint will be investigated

## 6 Planning

The minutes of the Planning meeting held on Monday 15 and 29 March 2021 were received.

### Decisions:

**20/04010/FUL** – “Police Hub” – One and two storey building containing offices, custody suite and associated facilities, new access, internal access road, hardstanding, car parking areas, landscaping, drainage attenuation features, lighting and means of enclosure **GRANTED PERMISSION. CCTV has been agreed to be installed on the A10 footbridge**

### New:

**S/2436/17/NMA2** – Development Site, Plots 1-21 Cambridge Science Park, Milton – Non material amendment of planning permission S/2436/17/NMA (demolition of existing buildings and erection of two four storey buildings for B1 use and a multi-storey car park including access and landscaping) for an amendment to rear entrance doors to substitute double swing doors with cylinder double sliding doors to match front entrance **FOR INFORMATION ONLY**

**21/00800/HFUL** – 17 High Street, Milton CB24 6DF – Erection of home office and gym building **HAS NO RECOMMENDATIONS**

**21/00794/HFUL** – 4 Coulson Close, Milton – Single storey front extension to provide secure bike store **HAS NO RECOMMENDATIONS**

## 7 Maintenance

The minutes of the Maintenance meeting held on Monday 15 March 2021 were received

To **CONSIDER** recommendations:

To **APPROVE** the new version of the Cemetery Policy – **Defer to a future meeting. Further changes required to be reviewed by the Maintenance Committee**

## 8 Gunnell Close Dual Use Path Barriers

(To make the barriers wider for use by cargo bikes, child trailers etc or to replace barriers with bollards)

To **CONSIDER** taking the question to consultation within the village asking: to remove the barriers and replace with bollards, widen the current barriers or take no further action

**JEC Proposed that the barriers stay and to consult with County Highways regarding the spacing required between the barriers - RF Seconded 8 In Favour – 1 Abstain AGREED**

## 9 Pop-up Cycle Lanes – Milton (from AB County Councillor March Report)

Does MPC wish to confirm their request for removal of the pop-up cycle lanes as in June 2020 Minutes.

**JEC Proposed to stay with previous request for removal of the pop-up cycle lanes – PE Seconded 6 In Favour – 2 Against – 1 Abstain AGREED**

**(DW proposed to suspend the Standing Order limiting meeting time and continue to 9pm – ALL AGREED)  
(Public left 8:30pm)**

### Item 22 discussed next: AB - County Councillor April Report

HMS queried proposed spending figures on the B1050, mentioned in March's report, (just under £7 million in para 2 then £170,000 referred to in para 4). To clarify, the first figure is the proposed spending over five years, the second was the proposed spending in the forthcoming year.

### AB provided the following updates:

For paragraph 2:

"The Council plan to spend £29.7 million on highways over the budget period **2021-2026 (£6 million/yr)**, £20 million on footpath maintenance (**£4 mill/year in each of 5 years**), £2.73 mill on flood attenuation (**£1.090 million in 2021 then £0.410 million/year for the each of the following four years**) and **just under £7 million £6.97 million** on improvements to the B1050 between Willingham, Earith and Chatteris – which is falling apart (**£170,000 in 2021/22 and £6.8 million in 2022/23**)."

For paragraph 4 I have emphasised that it referred to the year 2021/22

"The new investments for 2021/22 are an extra £4 million on Footpaths and Pavements, £170k on saving the B1050 (between Willingham, Earith and Chatteris, which is in danger of collapsing) and £1 million on flood attenuation and biodiversity. **Funding will be transferred from reserves to balance the budget.**"

**Face to Face meetings: Awaiting outcome of High Court Judgement on 21 April 2021 if face to face meetings are to go ahead**

**Item 17 discussed next:**

**Item 24 discussed next:** DW reported that this is HMS final District Councillor report and thanked HMS for all the information provided in the reports and her work on behalf of the village over many years. HMS will be staying on as Parish Councillor for Milton.

**Item 13 discussed next:**

**10 Renewal of Milton Parish Council Building Insurance Policy**

To **CONSIDER** renewal quote of £1,086.15 from Community Action Suffolk

**DW Proposed to pay the renewal quote (renewal quote has increased due to the rebuild cost of the Parish Office increasing) – RF Seconded ALL AGREED**

**11 CAPALC Membership 2021-22**

To **CONSIDER** CAPALC membership renewal quote of £794.07 – HMS Proposed to pay the extra £50 for the Data Protection Officer scheme, total of £844.07 – DW Seconded **ALL AGREED**

**12 Standing Orders**

To **CONSIDER** NALC's revised 2020 Standing Orders – **Defer to future meeting. HMS, JEC and DW to review changes**

**Item 22 discussed next: MCC report received**

**13 Bills for Payment and Money Received**

To **CONFIRM** and **AGREE** bills for payment – **AH Proposed to pay vouchers 398-456 and 1-3 – HMS Seconded ALL AGREED**

**14 Double Yellow Lines – The Rowans and Fen Road/Coles Road**

To **CONSIDER** predicted cost of work £1,707.18 from CCC Highways - **RF Proposed to the estimate given – JEC Seconded ALL AGREED**

**15 Youth Building Sycamores Rec – Eddies**

To **CONSIDER** email received from Edmund Trust (02/03/21) on the possibility of a lease agreement for the Youth Building - **Defer to future meeting**

**16 The Communications Working Group**

The notes taken from the meeting held on Monday 22 March 2021 were received

To **CONSIDER** the setup of a Milton Parish Council Facebook page – **Defer to future meeting. Social Media Policy needs to be put together.**

**17 Local Authority Remote Meeting – Call for evidence GOV.UK**

To consider response to the call for evidence Link: <https://www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence/local-authority-remote-meetings-call-for-evidence>

**DW asked that all Councillors fill in the questionnaire as individuals and email a copy of the comments to the Clerk for an amalgamated response from the Parish Council**

**18 Waterbeach Barracks Development First Primary School – Consultation**

To **CONSIDER** comments on the proposed arrangements – **MPC has No Comment**

**19 Zero Carbon Communities Grant – SCDC**

To **CONSIDER** applying for a grant of between £1,000 and £15,000 for replanting of the bund area – **To go to Maintenance Committee for consideration**

**20 The Connections Bus Project**

Update on restart of Youth building/bus-based services – **Defer to future meeting**

## 21 NALC Star Council Awards 2021 (Pages 98-99)

To **CONSIDER** entries for the 5 categories: Clerk of the year, County Association project of the year, Young Councillor of the year, Councillor of the year and Council of the year – **Clerk to email link to Councillors for individual submissions**

## 22 Milton Community Centre April 2021 Report

COVID vaccinations are still taking place in the Community Centre and Over Community Centre both servicing the villages to the North of Cambridge. We have had sessions on the 3<sup>rd</sup>, 18<sup>th</sup> and 24<sup>th</sup> of March. We have been informed that there will be vaccination clinics for second doses on the 9<sup>th</sup>, 10<sup>th</sup>, 13<sup>th</sup> and 14<sup>th</sup> of April.

All of our regular groups have been cancelled for the majority of the month due to Lockdown. Kids-R-U's have been running After School Club sessions each day in the Annex and North Lodge Park following the return to school for all children on the 8<sup>th</sup> of March.

From the 29<sup>th</sup> of March we have seen a return of children's tennis and football clubs and adult outdoor 5 aside and walking netball returning to the tennis courts and 5 aside pitch in line with the easing of lockdown and the government's roadmap. We have also seen the return of Eddies Art Works to the Youth Building at the Sycamores.

Andy West has been appointed as Community Center Manager following the recruitment process and started on the 15<sup>th</sup> of March with Andy Gray taking retirement from the 31<sup>st</sup> of March. Andy Gray will still be supporting the Community Center and Andy West when needs arise.

## 23 County Councillor April 2021 Report (Full report on webpage)

**Shire Hall sold:** Following a decision in 2017, the seat of Cambridgeshire County Council since 1933, Shire Hall, has been leased to a developer for 40 years and will be handed over in April but the new Civic Hub at Alconbury will not be ready to use until September at the earliest.

### Local Authority Remote Meetings – call for evidence - published 25 March 2021

The launch of a consultation with all levels of local government regarding remote meetings. This includes parish councils. [Local authority remote meetings: call for evidence - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/local-authority-remote-meetings-call-for-evidence)

**Topic of this consultation:** This call for evidence seeks views on the use of the current arrangements which have provided express provision for local authorities to hold meetings remotely or in a hybrid format during the coronavirus pandemic.

**Scope of this consultation:** This call for evidence seeks to understand the experience of local authorities in the whole of the UK regarding remote meetings.

**Duration:** 12 weeks from 25 March 2021 to 11:45 on Thursday 17 June 2021.

**Enquiries:** For any enquiries about this call for evidence please contact: [Megan.McKibbin@communities.gov.uk](mailto:Megan.McKibbin@communities.gov.uk).

**How to respond:** You can only respond to this call for evidence through our online consultation platform, [Citizen Space](#).

### Audit report completed on the tenancy of Manor Farm Girton

**Highways and Transport Waterbeach:** Following the tragic accident at the Car Dyke Road junction on the A10, AB submitted a written question, compiled in conjunction with the Thorold family, at County Council on 16 March. AB asked for a meeting with officers, early action to address the safety issues at the junction, speed cameras, a reduction in the speed limit, recognition of the danger of the junction and consideration of a signalised crossing over the A10. At a meeting a few days later with Lucy Frazer MP, Mayor Palmer, the Chief Executive of the County Council and Senior Officers we were relieved that the Council agreed to

- complete the A10 Route Safety Study from A14 to Denny End Road by the end of March
- install speed monitoring equipment to gather evidence to support a reduction in the speed limit, which through the Traffic Regulation Order process would be completed by June 2021
- bring forward works agreed through the U&C phase one application to provide a segregated cycle and footpath from Milton to Waterbeach

### Milton - Voi eScooters

AB spoke to a resident recently who finds the two Voi eScooters often parked on the southern corner of The Rowans/Cambridge Road junction something of an obstruction for those using a wheelchair; on one occasion one of the eScooters had rolled into the road. An operative was seen fishing one out of a ditch recently. AB also had an email from a resident whose children had spent an evening exploring Milton by Voi eScooters and felt they were a good idea, easy to use - and they would use them if they couldn't use their bikes for any reason.

**A14 / A10** – I await an explanation for the continued presence of traffic cones. There are concerns about the safety of traffic merging so close to the beginning of the A10.

**Health:** It is a year since the first national Covid-19 lockdown on 23 March 2020. **Dr Liz Robin, Director of Public Health** at Cambridgeshire and Peterborough, who leaves us soon, said: "Our work with communities in Cambridgeshire and Peterborough has been integral to our fight against Covid-19 throughout the pandemic. We were among the first local authorities to produce vlogs in multiple languages for all residents and our community and faith leaders have been invaluable in helping us to promote vital safety messages. "The pandemic has been hugely difficult for everyone. There's been so many personal tragedies and effects on our residents, both from the virus and its impacts on mental health. "A year ago, I never would have predicted that we would so quickly have developed not one, but multiple vaccines and already be well on the way to distributing them to everyone. The vaccine is a real milestone, but it's important for us to remember it takes time to have its effect. Up to three weeks after the first dose, and for maximum protection it is essential to have the second dose too. "Because of this, and the fact that many working age and young adults have not yet been vaccinated, it's so important that we continue to follow social distancing guidance and the changes in the lockdown rules closely, as well as getting tested when necessary. We are at a transition point. It will get better, but it will take time. "However, I have great faith in our residents and communities who have gone above and beyond this last year to keep each other safe. Communities working together have real power in helping the residents that live in them live long and healthier lives."

If you, or someone you know is vulnerable and does not have support of friends, family or neighbours, then don't hesitate to get in touch with your local support hub. Contact details are as follows: [South Cambridgeshire Hub](#) – visit the [website](#) or call 03450 450 063.

**Community, faith and volunteer groups** have gone above and beyond the call of duty to keep residents safe. Our **care homes and domiciliary care providers** have done an amazing job looking after our most vulnerable residents.

**Free school meals** - Over 16,877 free school meal vouchers have been distributed to families since the start of the pandemic. They've gone to families of 2- to 16-year-olds through local schools, voluntary and community organisations, and childcare providers as part of the Holiday Activities and Food Programme. £30 vouchers for each child eligible, to cover the cost of a meal each school day for both weeks of the forthcoming **Easter Holidays**, will be going out shortly.

**Vaccinations** – 350,000 residents across Cambridgeshire and Peterborough have now received their first Covid-19 vaccination through our network of 36 vaccination sites.

**Fostering** - Lockdown has been a challenging but rewarding time for foster carers. To find out more about fostering in Cambridgeshire call 0800 052 0078, email [fostering@cambridgeshire.gov.uk](mailto:fostering@cambridgeshire.gov.uk)

**Education** - Headteachers, staff, governors and education officers have done an extraordinary job in keeping our children educated in what has been an intensely challenging time. Children have suffered a lot less because of the care, commitment and support of all our staff.

## **24 District Councillor's April 2021 Report (Anna Bradnam, Hazel Smith – retired and Judith Rippeth)**

**Virtual Meetings – request to continue:** A group of local government organizations has launched a legal challenge to the government's decision to terminate the arrangements which allow councils to hold virtual public meetings. Local Government Lawyers (LLG) and the Association of Democratic Services Officers (ADSO), along with Hertfordshire County Council, have raised a challenge on the issue, which will be heard at the High Court on 21 April 2021. This follows last week's announcement by the Ministry of Housing, Communities and Local Government (MHCLG) that from 7 May it will again require councils to give the public physical access to full council and committee meetings. The rule was changed as an interim measure in April 2020 to enable remote meetings during the Covid-19 lockdown. In order to comply with Health and Safety requirements of social distancing, the District Council and Parish Council's alike find themselves having to find larger premises in which to hold meetings, or reduce the number of attendees, which reduces democratic and public involvement.

**Planning – Permitted Development Rights (PDR):** From 31 March 2021 Housing Secretary Robert Jenrick announced a package of measures to 'revitalise England's high streets and town centres'. This will include, from 1 August 2021:

- New planning laws which enable unused commercial buildings to be changed into homes
  - o New homes will be delivered through a prior approval process rather than full planning – but will look at flooding, noise impact, natural light and minimum space for habitable rooms, loss of commercial premises in conservation areas and loss of health centres.

- New planning rules to allow swift extension of public buildings including schools, colleges, universities and hospitals
- Amendment of existing PDRs for ports to have the same freedoms as airports for development.

This is of concern for parish planning committees, many of whom deal with commercial developments on High Streets, although it is most likely to impact more urban areas.

**Shielding ends in England:** From 1 April clinically extremely vulnerable people in England will no longer be advised to shield. People should continue to follow the national rules and take the additional precautions set out in the guidance to keep themselves as protected as possible.

**Business rates relief:** On 25 March, the Government has announced £1.5 billion further funding for councils to provide additional targeted support to those businesses that have not already received business rates relief. The funding will be allocated to councils based on the stock of properties in the area whose sectors have been affected by the coronavirus outbreak and they will use their knowledge to make awards to local businesses. The Government will work with and support local government to enable ratepayers to apply as soon as possible this year. You can see the detail here: <https://www.gov.uk/government/news/business-rates-relief-boosted-with-new-15-billion-pot>

**Business support insolvency measures extended:** On 25 March the Government extended a number of insolvency measures introduced in March 2020, to support businesses during the coronavirus outbreak until June 2021. The measures were introduced in the Corporate Insolvency and Governance Act in March 2020, and include protection for businesses from aggressive creditor enforcement and removal of personal liability on company directors. These measures have been previously extended on a number of occasions. The measures being extended until the end of June 2021 are:

- Statutory demands and winding-up petitions will continue to be restricted to protect companies from creditor enforcement action due to debts related to coronavirus.
- Small suppliers will not have to continue to supply a business in insolvency. However, larger suppliers will not be able to cease their supply or ask for additional payments while a company is going through a rescue process.
  - Entry into a moratorium will remain relaxed and a company will be able to enter a moratorium if they have been subject to an insolvency procedure in the previous 12 months. These measures will be extended until 30 September 2021.

HMS decided in 2018 to serve as District Councillor for just another 2 years, then to retire triggering a by-election, so HMS's resignation is actually a year later than she had planned, due to Covid-19.

HMS thanked all the parish councillors for their help in serving Milton. I will still remain on the parish council while I'm useful, and look forward to having more time to do things in the village.

**East West Rail:** The second non-statutory consultation on the rail project linking Oxford to Cambridge has just opened and runs until 9<sup>th</sup> June. To make your views known please visit <https://eastwestrail.co.uk/consultation>

**Five Year Housing Land Supply:** As of 1<sup>st</sup> April 2021 South Cambs and the City jointly have a 5YHLS of 6.1 years for the period 2021-2026.

**Help for families in need of housing:** 466 families in need were helped into Council or social housing between 1<sup>st</sup> April 2020 and 1<sup>st</sup> March this year. This includes 185 families who were either homeless or at risk of being homeless. This represents a slight increase on the previous year in spite of the pandemic and challenges that has thrown up. Housing advice from SCDC is available at [www.scambs.gov.uk/housing](http://www.scambs.gov.uk/housing) or by emailing [housingadvice@scambs.gov.uk](mailto:housingadvice@scambs.gov.uk) or calling 03450 450 051.

**Covid Recovery Community Chest Grant funding:** To help groups and projects begin to resume their activities as we come out of lockdown, we have earmarked a £30 000 Covid recovery grant fund as part of our Community Chest funding. This is specifically designed to help local community groups and Parish Councils resume community activities which have been difficult or impossible during the pandemic. The eligibility criteria has been temporarily amended to allow applications for grants of up to £2000 for Covid recovery related projects and initiatives. Until 10<sup>th</sup> May all parish councils and community groups can apply to the scheme with applications being heard at the Grants Advisory Committee on 28<sup>th</sup> May

## 25 Correspondence – Milton

Letter from Lucy Frazer MP – East West Rail Project – **Council to reply to Lucy Frazer strongly opposing the**

**Northern route should it come back into consideration because of the damage it would cause to Milton and surrounding areas. DW Proposed – ALL AGREED**

**General: Copies on request**

Cambridgeshire County Council – IHMC Incident Report February 2021

**26 Dates of next meetings**

Monday 19 April 2021 – Planning 7pm - **Cancelled**

Wednesday 21 April 2021 – Finance and Administration 7pm **Move to 26 April 2021**

Monday 26 April 2021 – Annual Parish Meeting 7pm **Move to Tuesday 4 May 2021**

**Meeting closed at 9:11pm    Signed: ..... Date: .....**

DRAFT