

**Minutes of the Meeting of Milton Parish Council held on
Monday 2 February 2026 at 7:30pm in the Bowls Pavilion**

Present: P Ellwood (PE) (Chairman) HM Smith (HMS), J Windle (JW), R Farrington (RF), J Coston (JEC), D Wildman (DW) A Bradnam (arrived 8:06pm)

In Attendance: S Corder (Clerk)

1. Apologies for Absence

D Owen (personal)

2. To APPROVE the minutes of the meeting held on:

Monday 1 December 2025: PE Proposed to accept the Minutes as a true record with the amendments now made – JW Seconded **AGREED (DW abstained).**

Monday 5 January 2026: PE Proposed to accept the Minutes as a true record – HMS Seconded **ALL AGREED.**

Monday 19 January 2026: DW Proposed to accept the Minutes as a true record – JW Seconded **ALL AGREED.**

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 public in attendance.

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

South Cambs District Council Green Space – Shared Prosperity Fund – Improving the area on Edmund Green – Planting and benches have been installed. Waiting for further works on the pathway to make it accessible for all.

Follow up emails have been sent but no date given. **Update: SCDC to carry out an inspection of the path in the next few weeks. MPC have asked to be present at the inspection to show the issues that wheelchairs, mobility scooters and pushchairs users are having trying to access the benches and planted area.**

Phone Box Coles Road – Phone box due to be repainted April/May 2026 and with new window panels. Usage of the phone box to be decided. See agenda item 15.

Update on the 6 replacement streetlights: All street poles are now in place with replacement streetlamps installed. The lamps outside 61 Coles Road and 5/7 Willow Crescent still need a UKPN electrical connection.

20mph Scheme through Milton – Meeting held with County Highways on implementation of the scheme. The preferred locations for the start of the 20mph zones were discussed. These will now be considered by the Highways engineers and outcome fed back to MPC in the coming weeks. The proposed locations for the 20mph speed signs are Cambridge Road Northbound between Tesco roundabout and The Rowans Southern junction, Ely Road Southbound close to the Milton Chiropractor, with an additional sign turning towards the CoWA. Noted that we also asked for 20mph for North Lodge Park.

Works Schedule:

A10 Trees – Email received on 2/2/26 from County Highways to say that due to current budget restraints in green infrastructure works, any tree removal work needed will be put on hold while competitive quotes are found for better value. **Clerk to send a letter of disappointment in this matter as this was raised back in December 2020. MPC will not take any responsibility should a tree fall either onto the A10 or the allotments.**

Milton Brook Clearance – MPC were successful in their application for a £10,000 Watercourse grant towards assistance in the clearance of the ditch around Fen Road and Old School Lane once the County Council has jettied their culverts. MPC Chairman to sign the agreement of acceptance of the grant.

Replacement of The Sycamores Recreation road sign – Clerk to chase up Highways for an installation date.

Parking Issues within Milton – PE, DW and JW met with Michael Martin from Cambridgeshire County Council Highways to show the parking issues that are happening around Milton. The Rowans, Coles Road/Fen Road, Willow Crescent, Butt Lane, and The Sycamores Recreation Ground junction being some of the worst areas for parking issues. Suggestions on what parking restrictions could be put in place were discussed and the possibility of double yellow lines in these areas. MPC is waiting for an update from CCC following this meeting

6. Planning

The minutes of the Planning meeting held on Monday 19 January 2026 were received.

Decisions:

25/04435/FUL – 42-44 High Street, Milton CB24 6DF – Loft conversion including 2no rooflights to front elevation and 3no rooflights to rear elevation. **Application permitted.**

New:

26/00223/FUL – Unit 1 Crane Industrial Estate, Milton - Change of use of the existing premises from Class B8 (storage and distribution) to a non-public facing food preparation use (sui generis), comprising commercial kitchen facilities for the preparation of food for external/office catering. Installation of extraction equipment to the rear of the building, including associated electrical upgrades. **HAS NO RECOMMENDATIONS.**

7. Finance and Administration

The minutes of the Finance and Administration Committee meeting held on Monday 12 January 2026 were received.

To Consider Referral – Staff Salaries:

To increase the Clerk's pay by one scale point, in recognition of her 10 years' service to this Council. This is to be backdated to the anniversary in January.

JEC Proposed to go into Confidential Session – HMS Seconded ALL AGREED.

Motion to exclude public and press

It is hereby resolved in accordance with Section 1(2) of the Public Bodies (Admission to meeting) Act 1960 that publicity would be prejudicial to the public interest by reason of the sensitive nature of the business to be transacted at Agenda Item 7. namely: To consider referral: Staff salaries.

The public and press will be temporarily excluded from the meeting at this point and any present are herewith to withdraw.

(Meeting closed at 8pm – Clerk left the meeting – meeting opened 8:15pm, Clerk returned)

(AB arrived 8:06pm)

The Council AGREED to increase the Clerk's pay by one scale point and backdate to January.

8. Community Care Monitoring Group

The notes from the Community Care Monitoring Group were received.

9. Community Care Policies

To **CONSIDER** suggested wording for Disclosure and Barring (Item 2.2 now amended).

The amended wording for 2.2 suggested by the Community Care Monitoring Group was Proposed by HMS – Seconded by RF and **ALL AGREED.**

10. Bills for Payment and Money Received

To **CONFIRM** and **AGREE** bills for payment - **DW Proposed to pay vouchers 345 to 377 and tabled 378 to 380 – RF Seconded ALL AGREED.**

The net position report was not received.

11. Grant Application Request

To **CONSIDER** a grant payment of up to £2,000 for All Saint's Church towards the rebuilding of the Churchyard wall which is damaged and structurally unsafe.

DW Proposed to pay £2,000 – AB Seconded ALL AGREED (Clerk to vire £2,000 from the Capital Projects budget to the Grants and Donations cost centre).

12. Deed of Covenant – Milton Doctors Surgery

To **REVIEW** and **SIGN** the Deed of Covenant in relation to changes in the lease between MPC and the Doctors Surgery. **ALL AGREED to sign the document. The Deed of Covenant was in relation to removal of a retiring doctor from the lease and to be signed by 2 Councillors (Chairman and Vice-Chairman).**

13. Internal Auditor

To **CONFIRM** and sign the agreement for CAPALC as our Internal Auditor for the 2025/26 Year End at £40 + VAT per hour.

DW Proposed to sign the agreement with CAPALC – PE Seconded ALL AGREED. Agreement signed by the MPC Chairman.

14. Faulkner Close Play Area Revamp

To **CONSIDER** quotes received for revamp of the Faulkner Close play area – remove tarmac surface, install new topsoil and seed or turf area, replace wooden fence edging: A. £13,410 + VAT. B. £9,198.37 + VAT. C. £7,800 without VAT. **This item to be withdrawn and returned to the Maintenance Committee for the specification and planting to be agreed.**

15. Phone Box Coles Road

To **CONSIDER** future usage of the phone box once it has been repainted. **Suggested ideas put forward are a library, greenhouse, jigsaw exchange or a light display. A questionnaire will be put out to the Village for residents to pick their favourite suggestion.**

16. Milton Elan City MVAS Report

The data reports produced were received and reviewed. Observations: There has been reduction in speed over the time the MVAS has been in place. MPC would like to thank Mike Price (Volunteer) for producing these reports

17. To RECEIVE County Councillor’s Reports

The County Councillor’s Report for February 2026 was received.

A hard copy of the full report can be read in the Parish Council office or on-line at the MPC website.

www.miltonparishcouncil.gov.uk

Milton: River Cam towpath – (Temporary prohibition of use) - Order 2026-10252 – (4 months!)

Closure of Milton Footpath 1, Milton and Fen Ditton Footpath 6, Fen Ditton (the towpath) as lies between 200m on either side of the A14 flyover.

Purpose: to facilitate bridge maintenance and associated works on A14.

Alternative: The alternative route for pedestrians will be as signed.

When: From 4 February 2026 and continue until these works have finished or on the 3 August 2026. **It is anticipated that these works will be carried out between 4 February and 5 June 2026.**

18. To RECEIVE District Councillors Report

The District Councillors Report for February 2026 was received.

A hard copy of the full report can be read in the Parish Council office or on-line at the MPC website.

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19. Correspondence

None received.

20. Dates of next meetings

Monday 16 February 2026 – Planning 7pm (moved from 7:30pm)

Monday 2 March 2026 – Parish Council 7:30pm

Monday 16 March 2026 – Planning 7pm – Maintenance 7:30pm (not 7:45pm as on agenda)

Meeting closed at 9:02pm

Signed: Dated: