

**Minutes of the Meeting of Milton Parish Council held on  
Monday 1 June at 7pm in the Bowls Pavilion**

**Present:** P Ellwood (PE) (Chairman) HM Smith (HMS), J Windle (JW), RJ Farrington (RJF), D Wildman (DW), D Owen (DO), JE Coston (JEC), JL Coston (JLC), A Bradnam (AB)(arrived 8:02pm)

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

**1. Presentation for the Proposal for Plot 163 Cambridge Science Park**

Representation from Daniel Barry of Marengo Communications and Alex Flint, Shedkm Architects, gave a presentation on the proposed development of the plot 163 Cambridge Science Park by Stanhope as developer. The building is proposed to provide office and dry-lab spaces. It comprises ground floor plus seven floors with a roof terrace. The scheme forms part of the wider masterplan for Cambridge Science Park, which is currently out for consultation.

**2. Apologies for Absence**

None. Full Council in attendance.

**3. To APPROVE the minutes of the meeting held on Monday 11 May 2026**

DW – To remove duplicate RF in attendance and correction of RF to RJF at Item 6.

DW Proposed to accept the Minutes with the amendments as a true record – JW Seconded **ALL AGREED.**

**4. 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.

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

No members of the public were present.

**6. Clerk's/Chairman's Report and see Works Schedule**

**Building Reinstatement Cost Assessment** – Rebuilding cost assessments have been completed for all council owned buildings.

**Allotment** – New gate is now in place.

**Ditch Clearance** – Ditch clearance at Old School Lane and Fen Road should be taking place soon.

**Updates:**

Clerk has obtained a clear DBS check.

A new replacement sign has been ordered for The Sycamores Recreation ground.

**7. Planning**

**(AB arrived) AB declared an interest in this item.**

The minutes of the Planning meeting held on Monday 18 May 2026 were received.

**Decisions:**

None to date.

**New:**

**26/01758/HFUL** – 2 Shirley Close, Milton CB24 6BG – Single story rear extension and front porch.

**Has no recommendations.**

**26/01760/HFUL** – 239 The Sycamores, Milton CB24 6ZD – Single storey rear extension, following demolition of existing conservatory.

**Has no recommendations.**

**26/01691/REM** – Land North of Cambridge North Station, Milton Avenue, Cambridge – Reserved matters application for 425no. residential units – appearance, layout and scale. (Reserved matters application is made pursuant to hybrid planning permission ref: 22/02771/OUT).

**Object:**

**1. Lack of parking provided. This would cause parking displacement issues for the local area including Milton. If this application was to be permitted, then provision of funds to Milton for parking restrictions or solutions to be implemented in the village would be requested (both for during after construction).**

**2. Overbearing scales and massing.**

**3. Lack of secured play areas.**

#### 4. Lack of laundry facilities provided for residents.

Item 15 and 16 discussed next.

(AB left the meeting 8:20pm)

#### 8. Staffing

To **RECEIVE** the minutes of the Staffing Committee meeting held on Monday 18 May 2026 – Minutes **deferred to July MPC meeting**.

To **APPROVE** the confidential minutes of the meeting held on Monday 24 November 2025 (HMS, PE and DO to approve). DO Proposed to accept the Minutes – HMS Seconded **AGREED**.

To **APPROVE** the updated Job Descriptions for the Clerk, Responsible Finance Officer and Deputy Clerk **Deferred - Clerk to source template job description for reviewing against the current job descriptions held of the Clerk, RFO and Deputy Clerk**.

#### 9. Assets Register

To **CONSIDER** accepting the updated Assets Register. **Deferred; Clerk to verify insurance values and expand valuation details**.

#### 10. Bills for Payment and Money Received

(DW – noted error: voucher 75 should reference Unity Bank).

To **CONFIRM** and **AGREE** bills for payment – DW Proposed to pay Vouchers 63 to 78 and tabled 79 to 87 – HMS Seconded **ALL AGREED**

The net position report was received.

#### 11. General Power of Competence (GPOC).

To **AGREE** that Milton Parish Council meet the 2 points of criteria for eligibility for GPOC (LA 2011 s8).

1. Elected Councillors – The number of Councillors elected at the last ordinary election, or at a subsequent by-election, must equal or exceed two thirds of its total number of Councillors.

2. A Qualified Clerk – To have passed the Certificate in Local Council Administration (CiLCA) after April 2012.

**HMS Proposed to accept the following resolution:**

**“Milton Parish Council resolves from Monday 1 June 2026, until the next relevant Annual Meeting of the Council, that heaving met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils 9General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power Of Competence”. JEC Seconded ALL AGREED.**

#### 12. Froment Way Play Park Swings

To **CONSIDER** quote from Wicksteed to supply and install timber cradle seat swing £6,057.00 + VAT (Advice given was to replace the whole swing due to possible rot in the top pole instead of the replacing just the 4 legs).

**It was suggested the Clerk sources 3 quotes for a metal replacement swing and switch one cradle seat for a bucket seat.**

#### 13. Phone Box

To discuss other alternatives for use and possible alternate location.

Council **AGREED** to retain the phone box and convert it into a community library. Clerk to arrange repainting and replacing of the windows. Shelves to be added later.

#### 14. The Connections Bus Project (Deferred from May PC meeting)

To **CONSIDER** funding the 10-week babysitting course at £1,637.40 (based on 15 students contributing £20).

PE Proposed to fund the babysitting course – DO Seconded: 6 in favour – 2 abstain **AGREED**.

To **CONSIDER** funding the 10-week Generation Game Project at £2,119.20 (based on 15 students contributing £20).

PE Proposed to fund the Generation Game Project – DO Seconded: 6 in favour – 2 abstain **AGREED**.

**AGREED** to increase the budget for Youth Services to cover the additional courses. Costs to be met from General Reserve. The Clerk was asked to approach the Jean Gallagher Trust to request a contribution towards this payment.

#### 15. To RECEIVE County Councillor's Report

The County Councillor's Report for June 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](http://www.miltonparishcouncil.gov.uk)

A10 Cambridge to Ely - the white lining is due to be replaced, and all the vegetation is due to be cut back (not just around signs). This will include the north side of the A14/A10 interchange and the slip road into Milton. I await a timeframe.

Milton – Cambridge Road/High Street - the worst holes have been marked up to be patched (expcted w/c 26/05). This is a temporary measure, in preparation for design work (October 2026) prior to resurfacing, which be done before the end of March 2027.

AB has asked for the pedestrian crossing near Tesco to be re-painted as a matter of urgency.

Horse Chestnut tree – Ely Rd/High Street, near the College of West Anglia – is on highway land and has shed branches in summer 2025 and winter 25/26, hence being taped off. AB has requested a report on the health of the tree, which she awaits.

Entrance to The Sycamores Recreation Ground - Job 448835 (repeat – still chasing)

The Community Centre Manager has been requesting updates for this for some time. Works for a new gully have been ordered under Reactive Highways Maintenance: 28522. Apparently, everything is primed to go, but the contractor is struggling to provide a date at the moment with the number of urgent works that are occurring on the network. The Highway Maintenance Officer is following up for a date.

**16. Verbal Report from District Councillors**

**Tree preservation: Milton Kia Dealership and work on trees.**

Permission was given to convert the old Nokia office into a Kia dealership last August. They recently applied to trim and fell some of the trees in front of the building, which are in the Conservation Area and some of which also are protected by a Tree Preservation Order. The Parish Council recommended acceptance of some of the proposed work but objected to the proposed removal of five of the twelve Beech trees which provide an informal avenue to the front door of the building. A new TPO was issued on the Beech trees and notifications were issued by the LPA on 1 May. Work started on Monday 18 May and Anna attended with members of the parish council that evening, to find one of the 12 had been felled. AB contacted the SCDC Tree Officer Tue 19th and he attended that morning but the five trees had already been felled. AB believes there was confusion over which work was permitted and which was refused. The arborist understood he had permission for the works.

**17. Dates of next meetings**

Monday 15 June 2026 – Planning 7pm – Maintenance 7:30pm

Monday 29 June 2026 – Planning

Monday 13 July 2026 – Parish Council

A meeting will be arranged to approve the AGR once the Internal Audit has been completed.

Meeting closed at 9:38pm      Signed: ..... Dated: .....