

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

**Present:** P Ellwood (PE) (Chairman) HM Smith (HMS), J Windle (JW), R Farrington (RF), D Wildman (DW), D Owen (DO), J Coston (JEC - arrived 7:35pm), A Bradnam (AB - arrived 8:29pm)

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

**1. Apologies for Absence**

Full Council in attendance.

**2. To APPROVE the minutes of the meeting held on Monday 2 February 2026**

DW Proposed to accept the Minutes as a true record – RF Seconded **AGREED (DO 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.

**(JEC arrived)**

**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 – SCDC to conduct an inspection of the path in the next few weeks. MPC have asked to be present at the inspection to show what difficulties wheelchairs, mobility scooters and pushchairs users are having to access the benches and planted area. **Clerk to chase up a date for an inspection.**

**Phone Box Coles Road** – Phone box due to be repainted April/May 2026 and with new window panels.

**Update of the 6 replacement streetlights:** 4 of the 6 replacements streetlights are now completed. The lamps outside 61 Coles Road and 5/7 Willow Crescent still need a UKPN electrical connection. **Update on streetlamps – Lamp outside 61 Coles Road and 5/7 Willow Crescent are now working.**

**20mph Scheme through Milton** – The preferred locations for the start of the 20mph zones are being considered by the Highways Engineers and the outcome to be fed back to MPC in the coming weeks.

**Allotment Grant** – The works to install an extra water pump on the allotment site should begin end of February early March 2026. This will be funded by the £3,000 grant awarded and MPC donation of £420.00 towards the overall cost.

**6. Planning**

The Planning meeting of Monday 16 February 2026 was not required as no planning applications were received.

**Decisions:**

**25/0470/FUL** – Unit 3-4 Cambridge Road Industrial Estate, Milton CB24 6AZ – Erection of single storey ancillary building and widening of existing dropped kerb. **APPLICATION PERMITTED.**

**New:**

**26/00440/FUL** – 22 Cambridge Science Park, Milton Road – Installation of a new plant and erection of fencing.

**Has no recommendations.**

**26/00249/HFUL** – 43 Willow Crescent, Milton CB24 6BY – Single storey front and side extension including sedum roof and conversion of existing garage to habitable space, following demolition of existing conservatory. Two storey rear extension. Erection of detached garden workshop and detached studio in garden, following demolition of existing outbuildings. Installation of PV solar panels to roof. Relocation of front driveway. Alterations to fenestration.

**Object: The studio is in a prominent position on the site and in the Conservation Area and appears to be 3 meters high. The current hedge screen is deteriorating/dying and suitable screening replacement (hedge or fence) for this area would be difficult to implement.**

**7. Staffing**

To **CONSIDER** accepting the updated Policies: Internet and Email Acceptable Use Policy, Health and Safety Policy, Lone Working Policy (no amendments required). Recruitment Policy – changes to Item 6.

**Clerk to check text alignment in the Policies. To add to Recruitment Policy – Item 4 All vacancies will be advertised - add “or other locations as appropriate”.**

**PE Proposed to accept the Policies with the agreed amendment – DW Seconded ALL AGREED.**

8. **Parish Council Dispensations (updated request form)**  
To **CONSIDER** asking for dispensations for all MPC Councillors to vote on MCC finances.  
**PE Proposed the Clerk agrees Councillors dispensations for the next 4 years – ALL AGREED.**
9. **Bills for Payment and Money Received**  
To **CONFIRM** and **AGREE** bills for payment - **DW Proposed to pay vouchers 381 to 408 and tabled 409 – 416 and voucher 176 to SCDC for the revamp of Edmund Green – HMS Seconded ALL AGREED.**

The net position report was received.

10. **Local Highways Improvement Initiative (LHI) 2026/27**  
To **RATIFY** the decision to spend up to £10,000 (matched contribution) for the LHI fund applied for double yellow lines at The Rowans and The Rowans junctions, High Street/Butt Lane, Fen Road/Coles Road, High Street/Willow Crescent. **PE Proposed to accept the above decision – DW Seconded All AGREED.**
11. To **CONSIDER** obtaining a rebuild costs revaluation of the MPC owned buildings for insurance purposes.  
**HMS Proposed to obtain quotes for a full rebuild valuation – DW Seconded ALL AGREED.**  
**Clerk to carry out a survey on MPC play equipment costs.**

(AB arrived)

12. **Phone Box Coles Road**  
To **DISCUSS** and **CONSIDER** results from the questionnaire on the future usage of the phone box.  
**PE suggested that the phone box should be moved to a more suitable location in the MCC car park just outside the PC office. Clerk to investigate and source quotes. PE Proposed this suggestion – JEC Seconded ALL AGREED.**  
**A library was the best supported option from the results of the questionnaire.**
13. **Privacy Notice**  
To **CONSIDER** the amended version of the Privacy Notice. **Defer to a future MPC meeting when the Privacy Notice, Privacy Policy and updated CCTV policy are available.**
14. **Milton Cemetery**  
To **CONSIDER** quote of £500 + VAT to lightly rotavate and sow wildflower seeds in the Summer Meadow.  
**DW Proposed to accept the quote – JW Seconded ALL AGREED.**
15. **Proposals for Local Government Reorganisation in Cambridgeshire and Peterborough**  
To **CONSIDER** whether MPC wish to complete the statutory consultation on behalf of the village, regarding the proposals that the Ministry of Housing Communities and Local Government (MHCLG) has received, following the Secretary of State's invitation to Councils in Cambridgeshire and Peterborough to submit proposals for unitary local government for Cambridge and Peterborough.  
Consultation link:  
<https://consult.communities.gov.uk/local-government-reorganisation/cambridgeshire-and-peterborough/>  
Running from 5 February to 26 March 2026. **Councillors to respond individually.**

(Item 21 discussed next)

16. **Milton Community Centre**  
To **CONSIDER** request from MCC, on behalf of the Milton Football and Cricket Clubs, asking if an extra storage container could be placed, next to the current one, in The Sycamores Recreation ground carpark. This will be at the cost of the clubs. **DO Proposed – PE Seconded AGREED (AB abstained). MPC asks that the storage container be an unobtrusive colour and to check that planning permission is not required.**
17. **Internal Reports**  
To **CONSIDER** the proposal that all internal reports to the Council should have the author's name and if AI was used. **PE Proposed that a Usage of AI Policy be put together that would include the above proposal. ALL AGREED. Clerk to source a suggested Policy.**
18. **To RECEIVE County Councillor's Report**  
The County Councillor's Report for March 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)  
**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. AB has confirmed – a diversion is being constructed to the west of the towpath,

which will allow continued use of the route down the river for pedestrians and cyclists. When: Initial works in February. Main works in June 2026. **It is anticipated that these works will be carried out between 4 February and 5 June 2026.**

#### **Milton Interchange A14/A10**

Proposed dates for work to repair the failed waterproofing on the lane 1 carriageway on the southbound overbridge: Proposed work dates: **18/03/2026 – 20/03/2025** (2 shifts) (subject to confirmation). Times: **20:00 – 06:00** (overnight)

#### **Milton Detached - Fen Road Chesterton**

AB visited Fen Road, Chesterton with the Highways Maintenance Officer and we noted and photographed the location of over 37 serious potholes as well as vegetation to be cut back against the City Council-owned field north of Darrens Farm. The Officer will be taking steps to get this carriageway repair work progressed. AB will be contacting Cambridge City Council to get the vegetation cut back.

#### **Entrance to The Sycamore Recreation Ground - Job 448835**

AB is aware that 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.

#### **Milton – Fen Road level crossing**

AB received advice that the level crossing will be closed overnight but not the date. For now, AB is guessing this will be the same date as Order 2026-20004 (overnight between 23:30 19 April and 05:30 20 April 2026) but will check.

#### **19. To RECEIVE District Councillors Report – Verbal report to be given**

Cllr Paul Bearpark has been investigating the ongoing parking issues in The Rowans and is in contact with the Planning Department looking into the parking conditions given with this application.

#### **20. To RECEIVE Community Centre Report**

**Maintenance/Improvements:** General ongoing repairs and maintenance have been completed across the 3 sites including: The ceiling tiles have been repaired/replaced in the entrance lobby, small hall and upstairs rooms at the Community Centre. Gully covers have been put in at the Community Centre. The adult toilets in the Annexe have been painted. The lower-level guttering at the Community Centre and the Annexe has been cleared. The rear door at the Youth Building has been repaired. 3 additional CCTV cameras have been installed at Coles Road.

**Coles Road:** 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 and was used both on Christmas Eve and New Years Eve. The Hard Courts are in use 7 days a week and Milton Tennis Club continue to use the 3 tennis courts.

We have on average 55 regular weekly groups using the Centre.

**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:** Milton Colts and Milton Cricket still use the pavilion at weekends. We have also had bookings for craft workshops and Inland Waterways meetings at the pavilion.

The National Teachers Association have stopped using the facility as the children they were teaching are now in mainstream schooling.

**Vandalism and Crime:** We continue to see fly tipping at Coles Road and the Sycamores from both residential and commercial sources.

Dog owners not clearing up dog mess and not having the dog on a lead continues to be a regular issue at all 3 sites.

We continue to see high levels of parking at the Coles Road site for non-site users of the site and this has also started at the Sycamores.

**Staffing:** We are currently advertising for a new Centre Manager to replace Andy West.

**21. Correspondence**

**(Emailed to Councillors)**

**Ministry of Housing, Communities and Local Government**

To CONSIDER response to an 8-week consultation on the Government's proposals to establish a Development Corporation for Greater Cambridge has already started, and end on 1 April 2026. Consultation link:

<https://www.gov.uk/government/consultations/establishing-a-development-corporation-in-greater-cambridge/establishing-a-development-corporation-in-greater-cambridge>

**Clerk, PE and HMS to respond on behalf of MPC.**

SCDC January 2026 Parish e-bulletin.

Cambridge to Rede proposed pipeline – public consultation

**22. Dates of next meetings**

Monday 16 March 2026 – Planning 7pm – Maintenance 7:30pm

Tuesday 7 April 2026 – Parish Council

Monday 20 April 2026 – Planning 7pm – Finance & Administration 7:30pm

Monday 27 April 2026 – Approve Year End Accounts – Annual Parish Meeting 7:30pm

Meeting closed at 9:30pm

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