

**Minutes of the Meeting of Milton Parish Council held on
Monday 5 October 2026 at 7:30pm in the Bowls Pavilion**

Present: P Ellwood (PE) (Chairman) HM Smith (HMS), J Windle (JW), RJ Farrington (RJF), D Owen (DO), JE Coston (JEC), JL Coston (JLC), A Bradnam (AB) (arrived 8:06pm)

In Attendance: S Corder (Clerk)

1. Apologies for Absence

D Wildman (personal)

2. To APPROVE the minutes of the meeting held on Monday 7 September 2026

JLC Proposed that the minutes be accepted as a true and accurate record – PE 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.

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

No members of the public were in attendance.

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

Ditch Clearance – ADC to conduct hand digging of the ditches on Fen Road and Old School Lane on 6 October 2026.

Edmund Green – The excess pea shingle has now been removed making the path easier to use for buggies and wheelchair users. The excess pea shingle will be used at the allotments to fill in potholes and the Cemetery to level out the water tank once in place.

Local Highways Improvements – LHI Application for double yellow lines in certain locations within the village was applied for. Decision outcome due October 2026. (Locations: The Rowans/The Sycamores junctions, High Street/Butt Lane and Fen Road/Coles Road junctions). **Update: MPC application has been put forward for approval by the Committee. MPC need to meet to review and prioritise the elements of the application and the funding available.**

Community Payback Team - PE and Clerk to meet with the team co-ordinator to discuss possible jobs they can assist with in the village (Any ideas welcome from Councillors). **Update: Clerk and PE met with the Team Co-Ordinator to discuss works that can be done at the Cemetery. A plan will be drawn up for the MPC to agree.**

From the last meeting minutes which were noted for action:

Item 9 Quotes being obtained for repositioning the Allotment Gate post.

Item 9 Quotes being sourced for Bus Stop repair.

Item 10 The Assets Register values to be inputted.

Item 15 Letter to send to GCP from MPC. **Update: Letter is ready for Clerk to send.**

Item 16 Quotes being obtained for building Bunds at Froment and Humphries Way play areas.

5. Planning

The minutes of the Planning Committee meeting held on Monday 28 September 2026 were received by email.

Decisions:

None to date.

New:

26/03493/FUL – Unit A Winship Road, Milton - Demolition of the existing building and construction of a new commercial building including access, servicing, hard and soft landscaping, car and cycle parking and associated works.

Object: 1. Increase on traffic flow through the village. 2. Increase of noise during working hours (possible evening working) which would cause a noise nuisance to local neighbours.

26/03545/FUL – 101 Cambridge Science Park, Milton Road, Cambridge – Installation of a purple LED strip to run along the roof line of the building. **Has no recommendations.**

26/03546/ADV – 101 Cambridge Science Park, Milton Road, Cambridge – Installation of 3no internally illuminated fascia signs and 1no non-illuminated fascia sign. **Has no recommendations.**

26/03341/S73 – 198 Cambridge Science Park, Milton Road, Cambridge – S73 to impose a new condition to ref: 23/04927/S73 (S73 to vary condition 2 (approved plans) of planning permission 22/02860/S73) to ensure the reinstatement of 5no car parking spaces, following the removal of the generator from the site, together with any associated plant, fencing, ducts, hardstanding and ancillary works insofar as they relate to the generator installation, in accordance with the former layout by the end of the current lease period, which expires on 24 March 2034.
Support.

Temporary Traffic Regulation Order – 'Intend Notice' for a proposed TTRO for The Rowans, Milton, for the County Council to safely conduct works. **Road works to be conducted around The Rowans.**

(AB arrived).

6. Maintenance

The minutes of the Maintenance Committee meeting held on Monday 28 September 2026 were received by email.

7. Model Publication Scheme

To **CONSIDER** adoption of the revised ICO V3 Model Publication Scheme – Freedom of Information Act 2000
JLC Proposed to adoption the revised ICO V3 Model Publication Scheme – JW Seconded **ALL AGREED.**

8. GDPR Data Map

To **CONSIDER** adopting the revised GDPR Data Map (advised having by the Internal Auditor).
Clerk to confirm statutory requirements for staff data retention.

9. Emergency Plan

To **REVIEW** updates made to the PC Emergency Plan – **JEC, AB and HMS suggested further amendments to be made. To come back to a future MPC meeting.**

10. Bills for Payment and Money Received

To **CONFIRM** and **AGREE** bills for payment – RF Proposed to pay Vouchers 213 to 226 and tabled 227 to 240 - DO Seconded **ALL AGREED.**

The net position report was received. **Clerk to make amendment to MCC Costs Contribution budget figure to £50k.**

11. Armistice Day Arrangements and Poppies

To **CONSIDER** to:

- a. arrange the Armistice gathering for 11am on Wednesday 11 November 2026.
- b. to ordering two poppy wreathes, one for the village representatives who would speak and the other for the Chairman to lay on behalf of the PC.
- c. to donate £75 to poppy appeal for the wreathes.

JEC Proposed acceptance of all the items above and that the Clerk to invite the Milton Primary School and the bugler player – PE Seconded ALL AGREED.

**12. To CONSIDER Request from All Saints Church
(DO declared an interest)**

A request from All Saints Church to put up a gazebo (with table and chairs inside) by the War Memorial for Advent and other occasions during the year, to be able to give out information on Church events. This would be for a few hours on either a Saturday or Sunday. Also a request to do the same at the of October for Halloween on Humphries Way play area. **In response to the request from All Saint's Church, we support the use of this for an established Church in the Parish on occasions asked by the Church in advance.**

13. To CONSIDER endorsing the Flag of the Fens

Support has been asked for from the PC for the Flag of the Fens to gain official recognition.
(Flag currently flying at Rectory Farm). **JW Proposed that PC does not become involved – PE Seconded ALL AGREED.**

14. To RECEIVE County Councillor's Report

The County Councillor's Report for October 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

15. To RECEIVE Verbal Update from District Councillors

The District Councillors Report for October 2026 was not received.

16. Correspondence

(Via email)

Waterbeach to Cambridge Busway Scheme – Draft TWAO application documents.

Red Balloon 30th Birthday Party – Friday 9 October 2026 5-8pm

17. Dates of next meetings

Wednesday 7 October 2026 – Community Care Monitoring Group

Monday 19 October 2026 – Planning 7 pm – Finance & Administration 7:30pm

Monday 2 November 2026 – Parish Council

Meeting closed at 9:35pm

Signed: Dated:

DRAFT