

**Minutes of the Meeting of Milton Parish Council held on  
Monday 7 September 2026 at 7pm in the Bowls Pavilion**

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

**In Attendance:** S Corder (Clerk), P Bearpark (District Councillor)

**1. Milton White Horse Community Project**

A representative from a community group of local residents put forward a case to ask Milton Parish Council to consider supporting their application for the White Horse Public House to become an Asset of Community Value. The aim is for the building to become a community-run public house.

To **CONSIDER** applying to SCDC for the building to become an Asset of Community Value (ACV). **Council AGREED to defer until the October MPC meeting after further information has been sourced.**

(AB left 7:32pm)

**2. Apologies for Absence**

D Owen (personal)

**3. To APPROVE the minutes of the meeting held on Monday 13 July 2026**

JEC – Item 6 Allotment: To amend the wording from “After some damage being done” to say, “Insignificant damage to the gate was noted. Further work being considered to refit the hinges and the possible addition of a wheel.” DW Proposed to accept the minutes as a true record with this change – 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**

**Double Yellow Lines Coles Road** – Plans have been received on the location of the double yellow lines on the corner of Coles Road adjacent to the MCC car park. The next stage will be for CCC to advertise the proposal as part of the formal TRO consultation.

**Allotment** – See Item 9

**Ditch Clearance** – HMS and Deputy Clerk met with ADC Drainage to suggest remediation to the previous silt clearance works undertaken. **HMS update: Machine failure during earlier works resulted in silt being deposited further along the ditch which had now dried and had cracked in the recent heat. ADC advised that hand digging work will need to take place which they would follow up.**

**Phone Box** – Has now been painted. New windows are currently being installed. The phone box will stay in place and become a village library. Contact would be made with the organiser of the existing mini libraries, so they are aware.

**7. Planning**

The minutes of the Planning Committee meeting held on Tuesday 18 August 2026 were received.

**Decisions:**

**26/02251/HFUL** – 17 Knights Way, Milton CB24 6DE – Replacement of existing conservatory roof, windows and glazing on retained brick plinth walls. **Application permitted.**

**New:**

**CCC/26/089/VAR** – Milton Household Waste Recycling Centre, Butt Lane, Milton – The redevelopment and expansion of Milton Household Recycling Centre (HRC) and its permanent retention beyond the life of the adjacent Milton Landfill site. Informative: S73 planning application to vary condition 9 (Piling) of planning permission CCC/21/259/FUL to allow piling. **Has no recommendations. MPC support the objections raised by the Environment Agency and SCDC regarding the possible impact from piling on nearby properties and the risks of groundwater contamination from piling through contaminated (former landfill) land.**

**26/03112/HFUL** – 3 Knights Way, Milton CB24 6DE – Single storey front extension. Two storey side extension and part single, part two storey rear extension. **Has no recommendation.**

**26/03173/FUL** – 3 Ely Road, Milton CB24 6DD – Erection of 2no totem poles. **Object: Milton Parish Council support in full the objections already submitted on file by Cllr Anna Bradnam. Specifically, we request that the totem signs proposed should be shorter, narrower and all signs have a more modest level of illumination due to (1) Effect on the Conservation Area (2) Inappropriate signs in terms of scale and dominance (3)**

**Impact on the character and appearance of the area (4) Impact on the Green Belt: MPC additionally request that the illuminated signs are not switched on after midnight.**

**8. Finance and Administration**

The minutes of the Finance and Administration Committee meeting held on Monday 27 July 2026 were received.

**9. Maintenance Works**

**Edmund Green** – To **consider** quote of £150 to scrape up all the excess pea shingle and remove shingle from the grass, dispose of/deliver to local residents or to an area of your choice or £250 for waste to go to the Thalia tip.  
**DW proposed to accept the quote of £150 – JW Seconded ALL AGREED. Excess pea shingle to be used at the allotments.**

**Allotment Gate** – Following an inspection of the gate the following items have been recommended:

1. Fitting a spring-loaded Jockey Wheel to aid opening and shutting of the gate so that the latch always lines up with the hole in the post. No longer will people have to lift the gate into position should it droop in the future. £57.42.
2. Fitting a Counterbalance hold back latch so the gate can be secured when open and not requiring a piece of string to hold it open. £62.40.
3. Installing a post for the Counterbalance hold back latch. £15.
4. Post mix to install the post in the ground £7.20.
5. Fitting a pair of Push Fit Security collars at the hinge end of the gate to prevent the gate easily being lifted off. £42.

Labour £220

Council discussed options.

**(AB arrived 8:13pm)**

**JEC proposed sourcing quotes to remove and refix the gate – JLC seconded: 4 in favour – 2 against – 2 abstain AGREED. Clerk to source quotes.**

**(P Bearpark left 8.30pm)**

**Brick Bus Stop, Cambridge Road** – To **consider** quote to repair the wooden seat which has been damaged of £314.40 inc VAT for materials and £300 labour and waste. MPC agreed that for safety reasons the seating should be repaired. **Clerk to obtain two additional quotes.**

**Froment Way Replacement Swings** – To **consider** quotes: A – Double metal swing with 1 cradle seat and 1 SEN seat plus installation £7,297.37 + VAT. B – Viking swing 1 flat seat and 1 inclusive seat plus installation and disposal of old swing, top up of bark £6,100 + VAT **JEC proposed to accept quote B £6,100 + VAT – HMS Seconded ALL AGREED but reusing existing bark where possible.**

**10. Asset Register**

To **CONSIDER** accepting the updated Asset Register – **Clerk to make further amendments and return updated register to the October MPC meeting. Clerk to value office/meeting room items and add replacement costs for metal benches. CCTV at the Youth Building to be reassessed for next insurance renewal.**

**11. Model Publication Scheme**

To **CONSIDER** adoption of the ICO V3 Model Publication Scheme – Freedom of Information Act 2000 (Advised by the Internal Auditor and CAPALC that PCs adopt this model). **Clerk to confirm the Statutory Fee section and bring back to the October MPC meeting.**

**12. GDPR Data Map**

To **CONSIDER** adopting the GDPR Data Map (advised having by the Internal Auditor).  
**Clerk to add a reference to sharing of confidential minutes.**

**13. Management of Records Policy**

To **CONSIDER** the update made to the Management of Records Policy.  
**AB proposed to accepting updated policy – JEC seconded ALL AGREED.**

**14. Bills for Payment and Money Received**

To **RATIFY** payment of vouchers 150 – 176 made in the August payment run (under Delegated Powers to the Clerk)  
To **CONFIRM** and **AGREE** bills for payment – DW Proposed to pay Vouchers 150 to 176 and 177 to 201 and tabled 202 to 212 - HMS Seconded **ALL AGREED.**  
The net position report was received.

**15. Waterbeach Greenway Proposal**

To **CONSIDER** MPC's views on the latest proposals for the Greenway. (Agree, neutral or against).

To **CONSIDER** a fund of up to £1,000 for a "fighting fund" should further actions need to be taken

**Council AGREED to write to the Greater Cambridge Partnership expressing concerns about the lack of paper surveys, disadvantaging residents without online access. JEC and HMS to draft a letter.**

**(PE Proposed to suspend Standing Order 3 x: to extend meeting beyond 9.30pm – Suspended at 9:33pm to continue with the agenda items – DW Seconded ALL AGREED).**

**16. Unlawful Encampments of Parish Council Land**

To **CONSIDER** installing safety barriers on Humphries Way and Froment Way play areas.

After the recent unlawful encampments residents have asked that MPC investigate ways to protect these park areas and make them safe for the children. It was AGREED the Clerk would source quotes to install a bund at each park.

**17. Signage for the Phone Box**

To **consider** purchasing 4 x Library signs at £30 each from X2 Connect Ltd + VAT and delivery.

**RF proposed to the purchase of the signage – PE Seconded ALL AGREED.**

**18. Mobile Vehicle Activated Sign (MVAS) Extended Warranty (Appendix 4)**

To **consider** extending the warranty of the MVAS signs at £199 + VAT per sign per year for 3 years.

**It was agreed by Council not to extend the warranty.**

**19. The Connections Bus Project**

The quarterly termly report April to July 2026 was received. (see [www.miltonparishcouncil.gov.uk](http://www.miltonparishcouncil.gov.uk))

**20. To RECEIVE County Councillor's Report**

The County Councillor's Report for September 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)

**21. To RECEIVE Report from District Councillors**

The District Councillors Report for July 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).

**22. To RECEIVE Report from Milton Community Centre**

The Community Centre report was received. (see [www.miltonparishcouncil.gov.uk](http://www.miltonparishcouncil.gov.uk))

**23. Correspondence**

Cambridge Road Industrial Estate – formalisation of a storage site. We have received concerns raised over works occurring on Cambridge Road Industrial Estate (scrap yard). Planning Compliance have responded to the concerns: "The land has an authorised use as a scrap yard (waste operator) as well as storage, if not through explicit permission, then lawfulness in any event as this use has continued from a least 1999 through to the new storage use commencing. Enforcement action is not proposed as this time, and a planning application will be requested as it is considered the current use."

**(via email)**

The Connections Bus Project – Young People Survey.

Cambridgeshire County Council – Update on Local Government Reorganisation.

Kanda Consulting – Cambridge Business Park (The Crown Estate) – Planning application validation update.

CAPALC – New member area access for Councillors.

SCDC – July e-Bulletin.

Cambridgeshire County Council – Cambridgeshire & Peterborough Minerals and Waste Local Plan review – scoping consultation and call for sites.

All Saint's Church – Local screening of the "People's Emergency Briefing" film on the threats to British life from on-going damage to nature and to our climate - Sunday 20 September 2026 at 7pm

**24. Dates of next meetings**

Monday 21 September 2026 – Planning – **Moved to 28 September at 7pm**

Monday 28 September 2026 – Maintenance

Monday 5 October 2026 – Parish Council

Wednesday 7 October 2026 – Community Care Monitoring Group – 11:30am

Meeting closed at 9:48pm

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