

# BOTTISHAM PARISH COUNCIL

## Minutes of meeting Monday 7 November at 7.45pm, in the Poppy Room, Bottisham Community Sports & Social Club

### PRESENT:

Cllr Ogborn - Chair; Cllrs Buchanan, Overton, van Someren, Winkcup;  
C/Cllr Sharp; D/Cllr Cane

### APOLOGIES:

Cllrs Cundell, O'Dell, di Lorenzo, Swaminathan, Wilson; D/Cllr Trapp

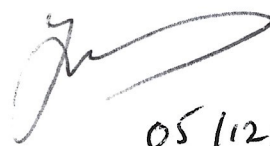
**PUBLIC SESSION:** Dr Stuart Field advised that the Parochial Church Council had been awarded a grant of £200 from Redrow to plant bulbs in the Churchyard. He also thanked the Council for the work to resurface the section of the path on the North side of the church.

75. **MEMBERS DECLARATION OF INTEREST:** None

76. **APPROVAL OF MINUTES OF 3 OCTOBER:** It was proposed by Cllr Overton and seconded by Cllr Buchanan that the minutes be approved. This was agreed unanimously.

77. **MATTERS ARISING FROM THE OCTOBER MEETING:**

- a) **Communicate concerns about Stagecoach's decision to cease bus services to Lucy Frazer, MP:** The matter was raised with her when Council members visited the house of commons on 6 October.
- b) **Review Councillors Areas of responsibility:** Cllr Ogborn has circulated the new allocation. He is responding to a request to swap the areas allocated to Cllrs Cundell and Swaminathan
- c) **Send correspondence to D/Cllr Cane regarding the path from Ancient Meadows to Beechwood Avenue:** This was done and Cllr Cane has responded that the responsible officer in ECDC is exploring whether there is an another funding option to resurface this path
- d) **Quotations for work identified in the recent tree survey:** The Clerk had circulated the three quotations received from local firms. All three responded to the specification for the work set out in the survey. As all are established local firms it was recommended that the cheapest quotation be accepted. The proposal to commission the work from Town & Country Tree Surgery was made by Cllr Winkcup and seconded by Cllr Buchanan. This was agreed unanimously.  
**ACTION:** The Clerk will notify the contractor
- e) **Follow up the offer to purchase trees under the Queen's Green Canopy for Anglesey Abbey:** Following contact established by Cllr Ogborn, Cllr Cundell has agreed with the Site Manager that the PC will pay for 1 Limetree Tilia and a Japanese Flowering Cherry which will be recorded as donated by the Parish Council for the Queen's Platinum Jubilee. It was further suggested to the Abbey that an Acer Crimson King be ordered for the King's Coronation as it would have to be bought in advance. This was supported by the Council
- f) **Send letter regarding the Ancient Meadows Play Area consultation to Maggie Camp:** This was done and a response was received from Ms Camp raising some further questions. A reply has been sent stating that, on the understanding ECDC would not agree to a Play Area being developed given the lack of local support, the Parish Council will seek to purchase another suitable site locally. The PC is seeking reassurance that the



05/12/22



£45,000 of s106 held by ECDC on behalf of Bottisham, will be available to purchase play equipment for such an alternative site.

**78. DISTRICT COUNCIL REPORT:** D/Cllr Cane referred to the report she had circulated (attached below). Whilst recognising that there have been difficulties with the replacement bus services, Stephenson's did take them on at very short notice and they are now settling in. The situation has not been helped by the roadworks on Newmarket Road. She encouraged Councillors to respond to the Greater Cambridge Partnership proposals, including a congestion charge to drive into Cambridge.

The Finance and Assets Committee received a report that the EC Trading Company had made a surplus. The Council itself is forecasting an overspend of £100,000 on its revenue budget, but a £2m underspend on capital. The latter largely arises from not being able to secure new lorries for waste collection until the government has published the required specification. The Council is proposing additional Council Tax on empty homes to encourage them being brought back into use.

The Planning Committee has already met once this month to determine its response to the Sunnica Solar farm development. As this is determined nationally rather than locally, the Committee recorded its objection to the proposal and identified conditions it would wish to apply if the objection is overruled. She noted that the Committee has now agreed to support the Compulsory Purchase Order for the purchase of the land for the new cemetery in Bottisham.

The next District Councillor Surgery is scheduled for 23 November in Swaffham Prior.

The Parish Council noted the responses from the Planning Enforcement Team to concerns raised in respect of events taking place at Spring Farm. The District Council has relatively little leverage over the granting of Temporary Event Licenses. It appears that the only effective route in the event of events causing disturbance, would be to call the Police.


The other questions raised concerned the number of empty homes owned by Sanctuary within the village. D/Cllr Cane said that Sanctuary are resuming visits to empty properties, which had been suspended during the pandemic, but is struggling to recruit maintenance staff.

**79. COUNTY COUNCIL REPORT:** C/Cllr Sharp reported that the Local Highways Improvement Fund had opened for new applications on 31 October. He noted that the Greater Cambridge Partnership consultation was open until 23 December. He is concerned that the consultation asks "leading" questions and is not totally open to hear the concerns of respondents. He is also concerned that the quoted sum of £60m to run the proposed transport services is not supported with detailed costings. He noted that the City Council is consulting on increasing parking charges by 9% - their budget assumptions may be undercut by the GCP proposals.

The County Council is projecting a budget gap of £28m for the next financial year.

He noted the continuing correspondence with Highways regarding flooding in the village. The Highways Officer has indicated that any further work within the vicinity of the Village College will need to take place in consultation with local householders as the pipes go under their properties.

**80. BUS SERVICES:** C/Cllr Sharp expressed gratitude for the work of the A to B1102 Group which had been a very effective voice for local concerns. Cllr Buchanan noted that the new services are only commissioned until March 2023, so a longer term solution will need to be





found in that time – ensuring transport to and from school must be the key priority. It was recognised that Stephenson's have not previously operated in this area, so drivers are unfamiliar with the routes. The remaining local issue is that the reconfigured service no longer provides a link between Bottisham and neighbouring villages. The Clerk had received representation from Stephenson's about parking in the vicinity of the Bell Road junction, which causes difficulty as the new route requires buses to turn that tight corner. Highways had said that the changes they suggested were only possible if requested by the Parish Council. C/Cllr Sharp suggested that they were required for road safety reasons and would pursue with Highways on that basis.

**ACTION:** C/Cllr Sharp

He reported that the Combined Authority will be considering a paper on Transport issues in November. He is hoping that it will be shared with the Highways and Transport Committee of the County Council to gather its view before presentation to the Combined Authority.

**81. CHAIR'S REPORT:** Cllr Ogborn said that the Council had been asked to avoid the 23 May 2023 for the Parish Meeting as the Gardening Club has already fixed its AGM for that date. It was agreed to seek information from BCSSC as to the availability of the hall in the week beginning 15 May.

The Council has received a generous offer to replace the seat by the bus stop opposite the Church with a new one in memory of the Donor's father. Given that the current seat already has a plaque, the donor is suggesting that this plaque also be transferred to the new seat, so that both will be able to be seen. Attempts have been made to find the original donor's family but as these have drawn a blank it was agreed that the offer should be gratefully accepted as proposed by the new donor.

**ACTION:** The Clerk to write to the Donor accepting the kind offer

Cllr Ogborn said that the group being convened by Mr Jolley to consider how the Parish will celebrate the King's Coronation will meet for the first time on 16 November. While this initiative is not led by the Council, Cllrs Cundell and Wilson have agreed to attend. The Coronation will take place on Saturday 6 May followed by a Bank Holiday on Monday 8 May.

Cllr Overton pointed out that the elections for the Parish Council will be taking place on 4 May. In that context it was proposed that Annual Meeting of the Parish Council take place on Tuesday 9 May.

Cllr Wilson has invited Council members to his home on either 3<sup>rd</sup> or 17<sup>th</sup> December. The latter date was preferred, which Cllr Ogborn will relay to Cllr Wilson.

Cllr Ogborn reported that Cllr Swaminathan had accepted his invitation to take the Lead role for Environment.

**82. ENVIRONMENT:** Cllr Ogborn noted that the bus shelters on the A1303 are now potentially redundant as the 12 service is coming through the village. Once the new routes have been permanently established the Council can consider whether these should be removed.

Cllr Winkcup reported that, following issues arising in the vicinity of Arber Close, a new Neighbourhood Watch scheme had been established in conjunction with the area organiser. He drew attention to the notes of the October Police Community Engagement Meeting circulated by Cllr Cundell. He explained that these quarterly meetings are open to local people to join and it was agreed that reference would be made to them in the Chair's Report for the December Cresset. He noted that the local forum where the Police, School, and Parish Council representatives meet has become a model for other locations with a Village College. It was noted that, while a



minority have caused problems locally, this is not unique to Bottisham and most other localities have experienced similar issues from time to time.

### 83. PLANNING

#### a) Notifications of application received –

**22/01157/VARM** – Site to south and east of Ox Meadow, Bottisham

To vary condition 11 (landscaping) of previously approved 21/00984/RMM for Approval of Reserved Matters application for access, landscaping, appearance, scale and layout of 16/01166/OUM for Outline planning application for residential development of up to 50 dwellings, new vehicular and pedestrian access from Ox Meadow, public open space including allotments and associated infrastructure.

- The Planning Group noted that the only change on this application was to enlarge the pond at the NW of the site to improve drainage. No concerns were noted.

**22/01260/FUL** – 136 High Street, CB25 9BA

Construction of single storey rear extension

- The Planning Group had no concerns with this application

#### b) Planning Applications Approved –

**22/00890/FUL** – 3 Lysander Close, CB25 9GH

Loft conversion including 2 front-facing dormers and rooflights to front and rear elevations

**22/00936/TPO** – 133 High Street, CB25 9BB

T1 Conifer – Prune away from property to give 2m clearance

**22/01133/TRE** – 133 High Street, CB25 9BB

G1 Beech – cut back to boundary to give 1.5m clearance from garage

#### c) Planning Application Refused – None

#### d) Neighbourhood Plan update: To follow in December

- e) **Ridge Clean Energy Update:** Cllr Wilson has circulated notes of the meeting with Richard Barker of Ridge Clean which took place on 26 October. The only significant change to the proposed application was to amend the location of solar array so that the lowest grade of land was used for this purpose. Cllr Ogborn said that the company plans to distribute funding of £25k per year to support the local achievement of zero carbon output; a considerable portion would be for Bottisham as the majority of the site falls within the parish boundary.

### 84. FINANCE:

Cllr Winkcup proposed and Cllr Overton seconded the proposal that the following payments be approved. This was agreed unanimously.





	£
Jonathan Giles – Salary, Pension, PAYE and NI (Oct)	762.26
I Swift – Litter picking (Oct - 5 weeks)	70.00
K Levitt – Litter picking (Oct - 5 weeks)	70.00
Grays Surfacing – Churchyard Path	4,000.00+VAT
E Cambs Trading Company – Grounds maintenance	437.26+VAT
Lexis Nexis - Book: Local Council Administration	131.99
EPS – Soakaway testing, new cemetery	1,750.00+VAT
K Hutchinson & Son – new cemetery grasscutting	140.00+VAT
Wave – Churchyard Water	15.42
Drax -Streetlighting	45.74+VAT
Human Capital Dept Ltd	57.50+VAT
Navigate Planning	443.80+VAT

**85. CAPALC TRAINING COURSES – Routines and Budgeting:** In response to questions from Cllr Overton it was acknowledged, that while there is a small budget to support Councillors taking courses run by CAPALC, there is no training plan as such to identify what might constitute core training for all Councillors with supplementary elements identified for those taking on particular roles for the Council.

**ACTION:** Cllr Overton will draft an outline of core and supplementary training for the Council to consider. The Finance Working Group will ensure that suitable budget provision is made within the planning for 2023-24

**86. NEW CEMETERY WORKING PARTY:** Cllr Ogborn confirmed that ECDC have now agreed that they will undertake the Compulsory Purchase Order on behalf of the Parish Council. In the meantime, we have now received the draft Indemnity Agreement. Given that this is a complex legal document, Cllr Ogborn proposed and Cllr Winkcup seconded a motion that Philip Kratz, a solicitor who has previously advised the Council on the new cemetery, be instructed to review it for the Parish Council for which a fee of £150 would be payable. This was agreed unanimously.

**ACTION:** Cllr Ogborn to confirm instruction to Mr Kratz  
Cllr Ogborn advised that the results of the infiltration tests were not as good as we had hoped. The consultant is proposing a modification to the design of the drainage to the Flood Prevention Authority. If this is accepted it is hoped that the planning application can be determined by the end of November.

**87. PLAY AREA WORKING PARTY:** The follow up letter to Maggie Camp (as described under Matters Arising 77.f) has been sent.

**88. ANTI-SOCIAL MINI FORUM:** Cllr Ogborn reported that he will be referring to this in the December Cresset article and that Cllr Cundell is preparing an advert for the same issue. It is then planned that a flyer be sent to each household in January.

**89. DATE OF NEXT MEETING:** Monday 5 December at 7.45 pm in the Poppy Room.  
The meeting closed at 9.25 pm



**ACTION LIST: NOVEMBER**

Minute	Action	By whom
77 d)	Notify Town & Country Tree Surgery Company that its quotation for specified tree work has been accepted	The Clerk
80	Pursue Highways with reference to making necessary renewal and /or changes to road markings to improve road safety at the junction of Bell Road with the High Street taking account of the changed bus route	C/Cllr Sharp
81	Write to accept the donor's offer to replace the seat at the bus stop opposite the church	The Clerk
85	Draft an outline of core and supplementary training for the Council to consider Ensure that suitable budget provision is made within the planning for 2023-24	Cllr Overton Finance Working Group
86	Confirm instruction to Mr Kratz to review the Indemnity Agreement between the Parish Council and ECDC	Cllr Ogborn





## **District Councillors 'Report for November**

### **Transport**

Thanks to a lot of local people and the AtoB1102 group the number 11 and 12 buses have been 'saved' at least until the end of March. However, we still need to persuade Stephenson's and the Combined Authority to reinstate Bottisham on the number 11 route. We also need to address ticket charging and some other matters. But at least we have the buses.

The Greater Cambridge Partnership's consultation is open and closes at midday on 23 December - [GCP Making Connections 2022 | Consult Cambridgeshire \(engagementhq.com\)](#). It is offering significantly improved services for most of us, paid for through a road charge for driving in Cambridge. It will have a major impact on these villages, especially on those who commute in Cambridge for work or study. We have some hard copies of the document which we will ask local shops etc to display for those without web access.

### **Finance and Assets Committee**

ECTC has reported a profit of £785,643, turning the net liabilities reported in previous years to net assets of £59,857. It had loans of £25 million, which were due to be repaid by 31 March 2023 and a further £3.6m to be repaid by 31 March 2024. £4.9m of this was owed to ECDC, this has now been replaced by a loan facility of £7.5m from ECDC, repayable by 31 March 2026.

The Committee considered increasing the Council Tax discount for benefit claimants to 100%, so that they would not need to pay any Council Tax. John supported this proposal, because current price rises and increases in the cost of living affected the poorest the worst and we should not expect them to pay any Council Tax on top of all their other bills. But the proposal was defeated, so even the poorest in our community must pay 8.5% of the Council Tax bill. There was a further attempt to increase the discount at Full Council, but this was defeated.

Agreed to increase the Council Tax on empty homes by the maximum permitted. This is a rising amount depending how long the property has been empty, increasing to 400% Council Tax on properties empty for 10 years or more. The Council estimates that there are 143 properties which have been empty for at least 2 years.

Noted that the Council is forecasting a £100k overspend on its revenue budget for the year and a £2m underspend on its capital budget.

### **Planning Committee**

The Planning Committee met twice in October. At its second meeting it approved the Council's plans to build a crematorium and pet cemetery on the site previously used by the Mepal Outdoor Centre.

### **Full Council**

Prior to the commencement of the meeting of Full Council, the Chairman delivered a tribute and a minute's silence was held as a mark of respect following the passing of Her Majesty Queen Elizabeth II.

Full Council passed a Cost of Living motion thanking Liz Truss 'government for the support they were giving residents and businesses and for increasing energy production through North Sea oil and gas. They noted work the Council was doing to support residents with the Cost of Living, approved £10,000 for a 'Cost of Living Support Fund 'and stated that they were minded to freeze the Council Tax for 2023/24, subject to the government budget on 31 October.

Charlotte seconded a Cost of Living Emergency motion which highlighted the impact of price rises on residents and called for the Council to press central government to provide immediate financial support to those using oil, bottled gas etc and increase investment in renewable energy. Called on the Council to expand the Council Tax Reduction Scheme; protect and expand grants to organisations giving advice to residents and to work with partners to improve access to affordable food. Called for £20,000 to be allocated to a 'Cost of Living Support Fund 'and for the Council to convene a Cost of Living Emergency summit with all tiers of government and voluntary organisations. This motion was defeated.

Council unanimously adopted the Haddenham & Aldreth Neighbourhood Plan, the Compulsory Purchase Order for the proposed Bottisham Cemetery and the tidying up of the Parish boundary between Westley Waterless and Borough Green (which in turn will affect the District ward boundary).

### **Coming Up**

November will again see 2 Planning Committee meetings – the one on 3 November to consider the Council's response to the Sunnica Solar Farm application – together with Licensing, Operational Services and Finance & Assets.

Our last Councillors 'Surgeries for this year will be on 23 November at 6.30pm in Swaffham Prior Village Hall.