

BOTTISHAM PARISH COUNCIL

Minutes of meeting Monday 5 December at 7.45pm, in the Poppy Room, Bottisham Community Sports & Social Club

PRESENT:

Cllr Ogborn - Chair; Cllrs Wilson, Swaminathan, van Someren, Overton, Cundell, O'Dell, di Lorenzo; C/Cllr Sharp, D/Cllr Cane;

APOLOGIES:

Cllrs Winkcup, Buchanan

NOT PRESENT:

D/Cllr Trapp

90. PUBLIC SESSION: Bottisham Football Club

A briefing note had been circulated. Adrian Hames, Club Welfare Officer introduced Bottisham Football Club, which has been operating since 1985. The club has grown recently in the last 5 years, with over 250 registered players of different ages. They share the playing field at BVC, and make great use of 3G pitch. With the increase in size, the club is looking for wider funding opportunities to maintain and update facilities, particularly the pavilion and changing rooms which were built in the 1980s. Bottisham Football Club is seeking support and help from the parish council and the wider community as they explore funding initiatives and promote the club activities in the local and wider area.

91. CLOSED SESSION: For Councillors to meet prospective Councillor

92. MEMBERS DECLARATION OF INTEREST: None

93. **CO-OPTION OF COUNCILLOR:** A ballot was held in which Council members voted unanimously to co-opt John Austin onto the Council. He signed the Acceptance of Office Declaration and took his seat on the Council.

94. **APPROVAL OF MINUTES OF 7 NOVEMBER:** It was proposed by Cllr Cundell and seconded by Cllr Overton that the minutes be approved. This was agreed unanimously by those present at the last meeting.

95. MATTERS ARISING FROM THE NOVEMBER MEETING:

1. **Notify Town and Country Tree Surgery that its quotation for specified tree work has been accepted:** Town and Country Tree Surgery were notified, and the work was scheduled for w/c 28th November 2022.
ACTION: Cllr Ogborn to check on the work that has been carried out.
2. **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:** Cllr Sharp reported that not much progress made on this as budgets becoming tighter. Most work being done for Highways is emergency work. C/Cllr Sharp will continue to pursue.



03/01/23

3. **Write to accept the donor's offer to replace the seat at the bus stop opposite the church:** Discussed later in the meeting during Environment.
 4. **Draft an outline of core and supplementary training for the council to consider:** Cllr Overton has researched CAPALC training opportunities. Budget provision for Councillor training has been made within the planning for 2023-24.
ACTION: Cllrs Overton and Ogborn to meet and bring a formal proposal to the February meeting.
 5. **Confirm instruction to Mr Kratz to review the Indemnity Agreement between the Parish Council and ECDC:** Still awaiting Indemnity Agreement from Maggie Camp. Cllr Ogborn has followed up and requested it as soon as possible.
96. **COUNTY COUNCIL REPORT:** C/Cllr Sharp reported the 'Making Connections' Congestion charge consultation closes at 23rd Dec 5pm. The final decision will be taken at a full council meeting next year. A Council meeting is occurring next Thursday to discuss the matter, with two motions proposed.

County council had a budget gap of £20 million, this has been reduced to £13m. Highways and Transport have a Strategy and Resources committee meeting happening shortly. Will get more information about where these budget savings have been made.

Overview and scrutiny committee took place last week, which will go out to residents to comment on for consultation shortly. To be finalised at end of January. Feedback would be welcome. A separate fund available will be available to fund 20mph zones.

Local highways improvement scheme – funding for 40 mph zones, speed humps, chicanes etc. This scheme closes on 6th January if bids are wanted to be submitted.

Discussion on if 20mph zones would be suitable for the village. Cllr Cundell discussed speeding in the village, particularly along the High Street, from the Bottisham Turn to the triangle. Occurs very early, and later in the evenings. Although the zones are not enforceable, it may be enough of a deterrent for some to reduce their speed, so worth considering.

ACTION: C/Cllr Sharp to send information about funding 20mph zones, for discussion at a future meeting.

Cllr O'Dell raised incidences of dangerous overtaking when people are turning left into Bell Road from the A1303.

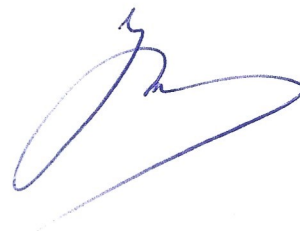
Give way sign post has been knocked over at the junction of A1303/Bell Road – this has been reported.

Cllr Sharp informed the council that County Councillor Derek Giles died two weeks ago. St Neots will hold a by-election soon.

97. **DISTRICT COUNCIL REPORT:** D/Cllr Cane reported that there had been a presentation by the police to East Cambs, regarding enforcement and speeding. New technology will be soon available for community use, similar to the Speedwatch technology, but they will collect evidence that can be used to issue penalty notices.

GCP consultation – briefing session for Parish Councils via zoom 6 – 7:30pm this Thursday.

Cllr Cane stressed that it is really important that people across the county, and in this area, respond to the consultation.



There will be an Extraordinary meeting of the District Council on 15th December to discuss the Council's response to the consultation.

The advice bus has been incorrectly advertised in local magazines. It will now not visit between 16th Dec and will restart in New Year. There is a phone number if people wish to contact the service in this way.

Operational services met and agreed the Children and Adults at Risk Safeguarding Policy.

Finance and assets committee – biodiversity net gain, formal part of the planning system. Agreed outline and will be reviewed over coming year.

The Growth and Infrastructure Fund - Grants received locally include:

National Trust - Wicken Fen Burwell Lode crossing £250,000

Bottisham Parish Council – Bottisham new cemetery £105,000

Stretham Parish Council – Awarded for a project which a recent Parish Poll showed the village wanted paused until after the Parish Council Elections in May. £1.5m total

Annual delivery of black sacks has started, with all households to have received theirs by 16th January 2023. Collection dates are adjusted over the Christmas period.

Spring Farm – The planning department have been in correspondence with Spring Farm. A planning application should be due shortly.

98. CHAIR'S REPORT:

Trees at Anglesey Abbey

Cllr Cundell has secured two trees to be planted in Anglesey Abbey for the Queens Platinum Jubilee - Japanese Flowering Cherry / Prunus Royal Burgundy. Additionally, for the Kings Coronation in 2023 there is an Acer 'Crimson King' / Purple Norway Maple Tree for autumn colour.

Donation plaques will be required once the trees are purchased with tree name, and donated by Bottisham Parish Council.

Cllr Cundell proposed purchasing these three trees, costing around £75 in total.

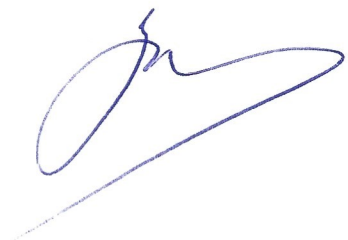
Proposed Cllr Ogborn, Seconded Cllr di Lorenzo, All were in favour.

Permission was sought from Highways in September to plant a tree outside 'Stocks', on the High Street, Bottisham. We are yet to receive a response for this approval.

ACTION: The Clerk to chase up follow-up request from September with Highways for planting outside 'Stocks'.

99. BUS SERVICES:

Cllr O'Dell noted that he asked the village in the November issue of The Cresset for comment about buses. General feedback was that there had been issues initially with buses being cancelled or just not turning up, additionally problems with ticketing and payments. These issues appear to be settling down as Stephenson's get to grip with the routes and stops. It was noted that residents are supporting each other as they get familiar with the new service.



Stephenson's publish a daily service update of buses that will not run the next day. A worthwhile resource for residents to check before they travel.

Cllr O'Dell is to attend a meeting with Stephenson's, in A to B1102 Group capacity, discussing the future of the routes beyond March, the initial six month contract period.

Great Wilbraham Parish Council do not believe the GCP proposals meet the needs of its residents. They are consulting with residents and Parish Councils in neighbouring villages about a proposal for a new bus route that connects villages on the Bottisham- Burwell access through the Wilbrahams and Fulbourn to the Babraham Road Park and Ride. They will then put their proposals forward to the GCP.

Cllr Overton agreed that Wilbraham need a new bus route, and that routes around the city circumference might be encouraged by the GCP. Cllr Cundell added that she would not support a proposal whereby the congestion charge is the mechanism of funding.

In principle we support the new bus route proposed by Great Wilbraham, but are concerned that the wording in the proposal is not seen to be supporting a congestion charge to fund this.

Cllr Cundell Proposed, Cllr van Someren seconded, all agreed.

100. ENVIRONMENT:

a) - Update on areas of responsibility

Cllrs gave an update on their environment patches around the village.

Cllr Di Lorenzo described already reported pot holes around Bell Road. It was noted that some of the pot holes around the village had been patched recently in the last few weeks.

Cllr Overton discovered a pothole on Saturday by the scout hut.

ACTION: Cllr Overton to report pothole.

Flooding on Lode Road— Cllr Sharp reported that crews have been out working on the rainwater drains. Highways are trying to get permission to access surface water pipework that runs underneath residents' properties. Cllrs Winkcup and Sharp have been working hard to attempt to get the flooding issues on Lode Road improved.

Tree in cemetery – a resident has concerns over one of the horse chestnut trees in the cemetery. The Parish Council have recently had a tree survey done.

ACTION: Cllr Ogborn to discuss the issue with the resident.

b) Bench outside the bus stop opposite the church. Two options have been suggested by the donor of the bench - recycled plastic or teak. Donor recommended hard plastic for ease of maintenance and longevity. This option was supported, as there are others around the village that have replaced previous wooden benches for this reason.

Cllr Wilson queried if the bench needed a firm concrete supportive base, like the bench on the triangle.

ACTION: The Clerk to respond to donor that recycled plastic would be the preferred choice, and investigate base.



101. PLANNING

a) Notifications of application received –

22/01345/FUL – Swynford Manor, London Rd, Six Mile Bottom
Construction of pergola for outdoor wedding ceremony use, and hard and soft landscaping

The planning group had no concerns.

22/01307/FUL – Site to south & east of Ox Meadow, Bottisham
Construction of temporary construction access located off Bell Rd. Works will include localized removal of trees, construction of temporary site entrance (excavation, sub-base and surfacing)

Cllr Wilson in favour of this construction access point. Construction access would be via Bell Road. The proposal will limit construction traffic going into St Peter's Field/Ox Meadow.

Parish Council Comment - We would request that during the construction phase, no construction vehicles would be permitted to park on Bell Road or within the adjacent St Peters Field/Ox Meadow area.

22/01291/ESF – Six Oaks Renewable Energy Pk, Newmarket Rd, Bottisham
Installation of a renewable energy park comprising: ground mounted solar panels, access tracks, inverters, transformers; sub-station and battery energy storage system, customer cabin; underground cables and conduits; perimeter fence; CCTV equipment; temporary construction compound; and associated infrastructure and planting scheme

Unlike the Sunica application in Burwell, given the size of this site, Lucy Frazer MP will leave it to local input.

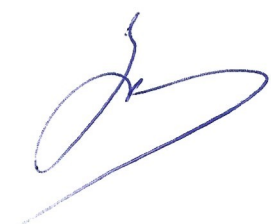
There was concern about the solar farm sprawl in the future. This was felt unlikely due to electrical capacity of the local infrastructure.

The developer will contribute to a Community fund – £25,000 per year over 40 years, split between Bottisham, Great and Little Wilbraham. Bottisham equates to 69% of the population, based on last census.

The developer seems keen to engage with local community. They have offered to contribute money for a Warm Space initiative. At present Bottisham does not have a Warm Space initiative.

Cllr Ogborn and Cllr Wilson expressed support for the generation of renewable energy in the vicinity. This site will generate enough electricity for 10,000 homes.

Cllr Overton queried whether, within the application, if it is suggested that the area is returned to agriculture after 40 years. Is this enforceable as a condition? Cllr di Lorenzo mentioned that this was not relevant as the land is leased, so there would be an obligation to return the land to the owner at the end of the term.



A concern was the loss of agricultural land, but there have been some changes to the application to only use the poorest grade land to mitigate this.

Parish Council Comment: The Parish council would request that construction vehicles should access the site via the A1303/Little Wilbraham junction (the junction opposite the Missing Sock public house), not via A1303/Wilbraham Road junction.

ACTION: Cllr Wilson to send a note to all about this planning application. Vote to occur at the next meeting.

- b) **Planning Applications Approved** –
22/01233/TRE – Bottisham Community Primary School
T20 Acer Campestre (Field Maple) – dead – fell to ground level
T22 Prunus avium (Wild Cherry) – dead – fell to ground level

- c) **Planning Application Refused** – None

- d) **Notification of Tree Preservation Order** –
TPO/E/11/22 – Howgar House, 41 Bell Road.

- e) **Neighbourhood Plan update:**
Cllr Wilson circulated an update. To create the plan will be a lengthy process. Looking for input on potential pockets of land that could be developed in the future.

The population of Bottisham has increased by 1% ^{in 2011} since the last census. A population increase of 125 can be expected from the Bell Road development of 50 houses. This will increase the population by 5%.

There is a meeting with Alison Brown, Cambridgeshire ACRE, January 11th to run through guidance on how to produce it.

Swaffham Bulbeck Parish council have recently produced a plan, and the Chair has offered guidance and support on the process.

Swaffham Bulbeck produced a four page questionnaire to ask their village for their input. Something similar will be needed so the village can be consulted on what they would like. Method of delivery would probably be a questionnaire as part of The Cresset. The Parish Council did carry out a village survey previously which would be a useful starting point.

ACTION: Cllr di Lorenzo to find questionnaire from village survey 10 years ago.

102. FINANCE:

- a) Cllr Wilson proposed and Cllr O'Dell seconded the proposal that the following payments be approved. This was agreed unanimously.

Items for approval

£

Jonathan Giles – Salary, Pension, PAYE (Nov)	815.40
Jonathan Giles – Back pay following nat. pay agreement	321.36
Jonathan Giles – Salary to 14 Dec	364.56
Microsoft Subscription (reimburse J Giles)	66.66+VAT
I Swift – Litter picking (Nov - 4 weeks)	56.00
K Levitt – Litter picking (Nov - 4 weeks)	56.00
Drax -Streetlighting pd by direct debit	47.24+VAT
Bottisham Community Sports and Social Club	100.00
Professional Sportsturf Design – New cemetery	950.00+VAT
EC Trading Co – Grounds maintenance	756.53+VAT
Church floodlighting 2020	1,285.00
Church floodlighting 2021	1,579.90

b) Consider draft budget and precept for 2023-24.

The draft budget and report had been circulated to Councillors.

Cllr Wilson went through highlights of the budget.

£100,000 has been budgeted for an attempt to acquire land for a play area locally.

The precept will increase from £50,000 to £60,000.

However, we are optimistic a £105,000 grant from Finance and Assets committee from the growth and infrastructure fund will be confirmed by the end of December. This will allow the precept to be reduced and we will be looking at an increase of only 38p/month for Band D properties. Our precept will still be well below average precepts in East Cambs.

Deadline for the application for the precept is 12th January.

Cllr Overton queried the cost and potential increase of the floodlighting, given the rising energy prices. There is a cap of £1750, and the Parochial Church Council will inform us when we reach that amount.

Resolutions:

The following resolutions are proposed by Cllr Wilson and seconded by Cllr Overton:

- a) That the Council approves the budget strategy of making provision to maintain the Council's current commitments in its revenue budget from 2022-23 with the addition of sufficient income to repay capital and interest on loans to cover the development of the new cemetery and play area
- b) That the Council approves the planned expenditure as set out in the draft budget for 2023-24
- c) That the Council approves the proposed redesignation of the reserves remaining at the end of the financial year 2022-23 as set out in this report and that any variation be managed by adjustment of the Operational Reserve
- d) That the Council approves the draft risk assessment appended to this report as a basis for deciding how to act should any of the contingencies arise
- e) That the Council provisionally approves a precept of £60,000 for the year 2023-24 which will be revised down to £54,600 if confirmation of the grant has been received before the PC meeting of 3 January 2023.

All in favour, apart from two abstentions – Cllr di Lorenzo and Cllr Austin.

103. NEW CEMETERY WORKING PARTY:

Waiting to see if the Parish Council has been successful in grant application of £105,000.

Indemnity agreement between ECDC and the Parish Council – currently still waiting to receive the full version from Maggie Camp for it then to be reviewed by Mr Kratz.

104. PLAY AREA WORKING PARTY:

Awaiting a response from Maggie Camp.

105. ANTI-SOCIAL BEHAVIOUR MINI FORUM:

A “save the date” advert has been placed in the December issue of The Cresset. This will be repeated in January, with a questionnaire added in the February and March editions.

106. CORRESPONDENCE

Resurfacing the path from Beechwood Avenue to Ancient Meadows.

There is potentially a Facilities Improvement Grant available from ECDC that could fund some of the cost of resurfacing the path.

ACTION: The Clerk to investigate grant application form and determine eligibility.

Installation of a dog bin near Ancient Meadows

It was discussed that if the Parish Council purchase the dog bin, ECDC will install and add it to their existing maintenance route.


Cllr Swaminathan proposed, and Cllr Wilson seconded that a green bin and post should be purchased at a cost of £252.19 exc VAT. This was agreed unanimously.

107. DATE OF NEXT MEETING: Tuesday 3 January at 7.45 pm in the Poppy Room.
The meeting closed at 9.35pm.

ACTION LIST: DECEMBER

Minute	Action	By whom
95 a)	To check on the work that has been carried out on the cemetery trees.	Cllr Ogborn
95 d)	Core and supplementary training for the council to consider - Cllrs Overton and Ogborn to meet and bring a formal proposal to the February meeting.	Cllr Overton Cllr Ogborn
96	C/Cllr Sharp to send information about funding 20mph zones, for discussion at a future meeting.	C/Cllr Sharp
98	The Clerk to chase up follow-up request from September with Highways for planting outside ‘Stocks’.	The Clerk
100 a)	Cllr Overton to report pothole.	Cllr Overton

100 a)	Cllr Ogborn to discuss the issue of the tree in the cemetery with the resident.	Cllr Ogborn
100 b)	The Clerk to respond to donor that recycled plastic would be the preferred choice, and investigate base	The Clerk
101 a)	22/01291/ESF – Six Oaks Renewable Energy Pk - Cllr Wilson to send a note to all about this planning application. Vote to occur at the next meeting.	Cllr Wilson
101 e)	Cllr di Lorenzo to find questionnaire from village survey 10 years ago.	Cllr di Lorenzo
106	The Clerk to investigate grant application form and determine eligibility.	The Clerk



District Councillors 'Report for December GCP Consultation

There is a briefing session by zoom for Parish Councils on 8 December 6.00-7.30. To find and more and register, please visit:

https://us06web.zoom.us/webinar/register/WN_2MqrbHtRN2UsQIWoymn0A

There will be an Extraordinary Meeting of the District Council on 15 December to discuss the Council's response. Unfortunately, this was arranged at short notice and earlier than usual so we are not sure if we can rearrange our existing commitments and may not be able to attend.

Advice Bus

The East Cambs Housing and Community Advice Team's Advice Bus will visit:

Burwell, Mandeville Hall every Thursday from 10.00am-12 noon.

Bottisham, Sports & Social Club every Thursday from 1.00pm-3.00pm

Unfortunately, after we sent this to the Parish magazines, we were told that the bus will not visit between 16 December and when visits restart in the New Year. Despite several attempts, I have not been given a date for when the visits will re start in the New Year.

Operational Services

Reviewed the EC Street Scene Accounts and the Performance Reports for Waste & Street Cleansing Services for the period April to June 2022.

Agreed to delegate to the Planning Manager, in consultation with the Chairman of Operational Services Committee, to adopt additional entries to the East Cambridgeshire Register of Buildings of Local Interest.

Agreed revised Building Control Fees and Charges from January 2023.

Agreed a Private Sector Housing Enforcement Policy and the Private Sector Housing Renewal Policy.

Agreed the Children and Adults at Risk Safeguarding Policy.

Agreed several community grants.

Finance and Assets Committee

Agreed:

(A) Acknowledges the global biodiversity emergency and the local impact this could have on the communities and businesses we serve.

(B) Adopts the Interim Nature Recovery Network for East Cambridgeshire (August 2022) attached at Appendix A to the submitted report, and asks the Corporate Management Team to ensure all future plans and strategies of this Council play their part, where appropriate, in helping to deliver the aims and recommendations within it.

(C) Endorses the Biodiversity Net Gain: East Cambridgeshire (November 2022), document attached at Appendix B to the submitted report, for the purpose of an interim working document Strategic Planning Manager EAST CAMBRIDGESHIRE DISTRICT COUNCIL Finance & Assets Committee – 241122 Decision List PUBLIC prior to the implementation of mandatory Biodiversity Net Gain expected in late 2023.

Increased the Growth and Infrastructure Fund to £2,307,216 and gave several grants, including:

£250,000 to National Trust- Wicken Fen Burwell Lode Crossing

£105,000 to Bottisham Parish Council - Bottisham New Cemetery

And £700,000 to Stretham Parish Council - Stretham Community Hub plus CIL Funding allocation of up to £766,666. A total of nearly £1.5m for a project which a recent Parish Poll showed the village wanted paused until after the Parish Council Elections in May (by 2:1).

Waste Collections

Having been delayed since Autumn, the annual delivery of black sacks has now started. Households will receive a roll of 52 sacks by 16th January 2023.

To allow the crews to enjoy a Christmas break, the collection dates will be changed across Christmas.

Collections due on Monday 26 December will be collected on Wednesday 28 December

Collections due on Tuesday 27 December will be collected on Thursday 29 December

Collections due on Monday 2 January will be collected on Wednesday 4 January

Collections due on Tuesday 3 January will be collected on Thursday 5 January

Collections due on Monday 9 January will be collected on Tuesday 10 January

Collections normally due on Tuesday 10 January will be collected on Wednesday 11 January

And finally... **Happy Christmas!**