

BOTTISHAM PARISH COUNCIL

Chairman: Mr Jon Ogborn

Clerk: Jonathan Giles, 86 High Street, Bottisham, Cambridge, CB25 9BA

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A meeting will be held in the Poppy Room, Bottisham Sports and Social Club on Tuesday 3 May 2022 at 7.45pm for the purpose of transacting the following business. There will be an open forum prior to the start of the meeting for any resident to address the Parish Council or raise questions. A maximum of 15 minutes is allocated to this session with each speaker allowed a maximum of 3 minutes. It would be helpful if you could email the Clerk in advance of the meeting if you wish to speak.

ANNUAL MEETING OF BOTTISHAM PARISH COUNCIL – AGENDA

1. APOLOGIES FOR ABSENCE
2. ELECTION OF CHAIR FOLLOWED BY SIGNING OF ACCEPTANCE OF OFFICE
3. ELECTION OF VICE CHAIR
4. ELECTION TO FINANCE SUB-COMMITTEE
5. ELECTION OF REPRESENTATIVES ON OUTSIDE BODIES
 - a) Local Charities
 - b) Bottisham Bowling Club
6. READOPTED OF
 - a) Standing Orders
 - b) Financial Regulations
7. MEMBERS' DECLARATION OF INTEREST for items on the agenda
8. APPROVAL OF MINUTES OF 11 April 2022 – Attachment 1
9. MATTERS ARISING FROM APRIL MEETING

Minute	Action	By whom
153a)	Update the Council in May regarding Highways maintenance programme for drains and gullies in the village	C/Cllr Sharp
153e)	Set up trial Parish Council Facebook page	Cllr Cundell

156	Give feedback to Cllr Wilson regarding flyer to encourage new Councillors to come forward	All - asap
157a)	Draft PC comments to Ridge Energy re Six Oaks Solar Park	Cllr Wilson
157b)	Contact Anne James for information on timescale for outcome of Planning Inquiry	Cllr Wilson
158b)-d)	Implement actions	Clerk

10. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

11. CHAIR'S REPORT

- a. Flyer to residents encouraging them to consider standing for the Council
- b. Proposal for Anti-Social Behaviour Community Forum by ECDC
- c. Play Area: Consultation date

12. PLANNING –

- a) Notifications of application received –
22/00153/FUL – Dunkeld, 70 Tunbridge Lane, CB25 9DU
Conversion of existing garage into Granny flat – amended application
- b) Planning Applications Approved –
22/00276/FUL – 2 Spring Lane, CB25 9BL
Construction of 1st floor side extension and garage conversion into granny annex
- c) Planning Appeal - see Attachment 2
20/00296/OUM – Land to rear of 163 to 187 High Street, Bottisham
Development of retirement care village
Outcome of Inquiry

13. ENVIRONMENT:

- a) Update from Cllrs on areas of responsibility
- b) CCC Transport Strategy – Key Stakeholder Engagement 9 May to 19 June
(see attachment 2)

14. RISK REGISTER: Annual review of the register (see separate document)

15. FINANCE

- a) To approve payment of outstanding accounts

Items for approval	<u>£</u>
Jonathan Giles – Salary, Pension, PAYE and NI	762.26
I Swift – Litter picking (4 weeks)	65.63
K Levitt – Litter picking (4 weeks)	65.63
Haven Power – Streetlights Jan-Feb (paid by DD)	49.59
Wave- Churchyard Water	13.30

	£
Eastern Tree Surgery – Removal of basal growth from Cemetery Lime trees	2075.00+VAT
SWARCO – Speed indicator maintenance contract	1645.28+VAT

- b) Matters referred from the Finance Working Group:
- Revisions to Asset Register (see separate document)
 - Increase sessional rate for litter pickers from £13.12 to £14 per week

16. NEW CEMETERY WORKING PARTY - update

17. UPDATE ON PARISH COUNCIL FACEBOOK
Cllr Cundell

18. THE QUEEN’S PLATINUM JUBILEE
Cllr Cundell

19. COPSE IN A BOX
Cllr van Someren

20. CORRESPONDENCE RECEIVED

CCC- invitation to comment on Temporary Traffic Regulation Order on A1303
Cambridgeshire Crimestoppers – recruitment of E Cambs rep onto Committee
Invitation to Henry Morris Conference at BVC – 30 June 2022
ECDC Community Safety Partnership newsletter
Highways England – Confirmation that A1303 resurfacing between junctions 35 & 36 is scheduled for 2023-24

21. DATE OF NEXT MEETING
The next meeting will be Monday 6 June 2022, 7.45pm.

Jonathan Giles

Jonathan Giles
Parish Clerk

FURTHER MEETING DATES

Monday 4 July, Monday 5 September, Monday 3 October, Monday 7 November, Monday 5 December

BOTTISHAM PARISH COUNCIL

Minutes of meeting Monday 4 April at 7.45pm, in the Poppy Room, Bottisham Community Sports & Social Club

PRESENT:

Cllr Wilson - Chair; Cllrs Cundell, Marsh, van Someren

C/Cllr Sharp; D/Cllr Cane

APOLOGIES:

Cllrs Ogborn, Buchanan, O'Dell, di Lorenzo, Winkcup

PUBLIC SESSION: Dr Stuart Field said that, in the absence of other village wide events being organised for the Queen's Platinum Jubilee, the Parochial Church Council has decided to offer two events on 4 June: there will be an exhibition of photographs from the last 70 years in Church from 10.30am to 4.30pm and there will be a garden party in the Vicarage from 2-4.30pm open to anyone from the village. Dr Field announced that he had been elected Churchwarden for which he was congratulated by members of the Council.

151 DECLARATIONS OF INTEREST: None

152 MINUTES OF MEETING 7 MARCH 2022: Approval of the minutes was proposed by Cllr Cundell, seconded by Cllr van Someren and agreed unanimously.

153 MATTERS ARISING:

a) **Information from Highways on drain and gully maintenance programme:** C/Cllr Sharp said that he will be receiving an update from Highways as soon as their budget for 2022-23 is available and would provide an update to the May meeting

ACTION: C/Cllr Sharp to provide update on the Highways drain and gully maintenance programme to the May meeting

b) **Annual Parish Meeting 24 May 2022:** The Clerk confirmed that the Social Club Hall is booked and notice of the date sent to the Village College, Primary School, Police and County and District Councillors

c) **Extension of time limit to comment on application 21/00984/RMM:** This was refused on the basis that the applicant did not agree to the extension of the time limit from 31 March to 5 April to allow the Parish Council to comment. Notwithstanding this, Cllr Wilson noted that, by reference to the ECDC Planning Portal, the application had still not been determined. Concern

was expressed that this problem had arisen twice in relation to this application at different stages. Essentially, the Parish Council asks that the Planning Team recognise the importance of correctly alerting the Council when significant numbers of documents are posted so that there is adequate time to review them within the time limits the District Council has to meet.

d) Update on progress with resurfacing the Beechwood Avenue to Ancient Meadows

Path: The Clerk had repeated the earlier request for information from the District Council about the timing for the work to be done and the cost of the work to the section that does not belong to ECDC. This will enable the Parish Council to consult with the landowner and make appropriate financial provision for a contribution to the cost of the work. Although an update was promised, this had not been received by the date of the meeting.

e) Briefing on benefits, issues and resourcing of a Council Facebook page: Council members discussed the briefing from Cllr Cundell noting her proposal that any initial trial could be for outward posting by the Council only without a facility for commenting by subscribers. It was noted that, while some members were not themselves Facebook users, the widespread use of this medium by a significant proportion of the population means that there will be an increase in communication between the Council and residents which counts as an important benefit. At the same time it was commented that there are hazards as well as benefits. A key issue is capacity because maintaining the facility is an additional administrative requirement. There was concern that it should not be an additional demand on Cllr Cundell and the Clerk confirmed that there was no capacity within the current hours for this additional task.

It was proposed by Cllr Marsh, seconded by Cllr van Someren and agreed unanimously that a Parish Council Facebook page should be trialled with a review, at a date to be fixed, to assess whether it should be made permanent and how that would be resourced.

ACTION: Cllr Cundell to set up trial Parish Council Facebook page

154 COUNTY COUNCIL REPORT: C/Cllr Sharp attended the recent full Council meeting and raised concern at a change to the constitution that could limit the opportunity for backbenchers to raise questions about proposals being put forward by officers. He also sought to raise an amendment to require the Greater Cambridge Partnership to involve East Cambs in consultation about key issues which will have an impact on the District, in this case, Congestion Charging. The amendment was not accepted.

Referring to correspondence from the Parish Council about the dangers of the A1303, C/Cllr Sharp has requested a briefing from Highways Officers about how the road could be made safer. He would welcome any inputs from local people with ideas about how this might be achieved. He confirmed that the work on the Swaffham Heath junction, which was reportedly delayed over the purchase of land, will be done during the current financial year. He will have an update on these issues for the May meeting. He reported that, following a pilot, the Strategy and Resources Committee is not proceeding with the scheme to limit parking near schools.

The Audit and Accounts Committee is still seeking to maximise the amount of the Farmgate Inquiry made available to the public

155 DISTRICT COUNCIL REPORT: D/Cllr Cane referred to the report which is being circulated by D/Cllr Trapp (see Attachment 1). She reported that the Operational Services Committee has approved East Cambs Street Scene's Business Plan allowing it to bid for additional work. She hopes that the trading arm will not over commit itself bearing in mind difficulties in recruiting staff. The other main issue was ECDC's allocation of new money to facilitate the development of Community Land Trusts. She regretted that a Lib Dem amendment, which would have required a CLT to have at least 4% of a community as members, was rejected. She advised that ECDC's Internal Audit team will be reviewing Planning Enforcement during the year. At her request they will include engagement with Parish Councils to gain their view of the service offered – she has asked the auditor to approach Bottisham and Lode PCs.

She apologised that she and Cllr Trapp will not be able to attend the May Parish Council meeting as this coincides with Reach and Swaffham Bulbeck PCs of which, respectively, they are members.

156 VICE-CHAIR'S REPORT: Cllr Wilson reported that on 23 March the National Trust Board agreed not to oppose the Compulsory Purchase of the site for the new cemetery. The Planning Statement has now been drafted and the outstanding items (Flood Risk Assessment, Transport Statement and Ecology) are nearly complete so that it is realistic to conclude that the planning application can be submitted by the end of May.

Cllr Wilson circulated a draft flyer to be delivered to homes across the Parish to encourage people to consider joining the Parish Council. There was discussion about whether it would be delivered to selected areas not currently represented on the Council. The Clerk advised that any selective delivery would need to be supplemented by dissemination through all our usual channels of communication, the website, the Cresset and the Noticeboard.

Dr Field offered to distribute flyers in Thomas Christian Way and Peacock Drive

ACTION: All members to give comments to Cllr Wilson as soon as possible with a final version produced in time to go into the Cresset (14 April)

157 PLANNING

a) Notifications of application received

22/00229/FUL – 9 Arber Close CB25 9DR

Demolish existing garage and rear canopy, construction of single and two storey side extension – No concerns identified

22/00276/FUL - 2 Spring Lane, CB25 9BL

Construction of 1st floor side extension and garage conversion to granny annexe – No concerns identified

22/00366/FUL – 10 Maple Close, CB25 9BQ

Proposed 1st floor side extension – No concerns identified

22/00270/CLE – Storage Yard at Parsonage Farm, Newmarket Rd, Bottisham

Open storage of timber and wood products

Cllr Wilson explained that following involvement of the Enforcement Team, the applicant is seeking a Lawful Development Certificate for Existing Use and has supplied evidence that this use has continued over more than 10 years.

The recommendation that ECDC be asked to refuse the application on the grounds that i) it lies within the Green belt and ii) it is unsafe because vehicles are required to cross over the A1303 where a speed limit of 60mph applies

22/00072/SCREEN – Six Oaks Renewable Energy Park, Newmarket Rd, Bottisham

Cllr Wilson introduced this item noting that the plan involves changing the use of 200 acres of arable land from food to energy production. While concern was expressed about the possibility of the site being further expended in the future, Cllr Marsh commented that, in the current situation of severe climate risk, she was wholly in support of a scheme that will contribute to reducing our carbon footprint. It was pointed out that in some similar projects, fires have broken out in the battery storage units.

In their presentation before the Council's March meeting, the developer had indicated its wish to work with the communities where it operates over the 40 year life of the project and it was agreed that the Council should indicate where it feels this support could be used to benefit the community – suggestions were made that this could include the development of a play area and measures to reduce noise pollution from the A14 and A1303 possibly by strategic tree planting.

ACTION: Cllr Wilson will draft comments for the Council's response to the developer's consultation following the exhibition at the end of March

Sunnica Solar Energy Farm: It was noted that this development is on a significantly greater scale than that proposed by Ridge Energy. As it would be a national infrastructure development it would be subject to approval by the Planning Inspectorate. The Parish Council noted the comments made to the Inspectorate by ECDC.

b) Planning Appeal

20/00296/OUM – Land to rear of 163 to 187 High Street, Bottisham

Development of retirement care village

There has been no indication of when the outcome of the Inquiry will be published

ACTION: Cllr Wilson will contact Anne James at ECDC to enquire whether she has any indication of the timescale for the decision being made and published

158 ENVIRONMENT:

a) **Update from Cllrs on areas of responsibility** – no issues were raised

b) **Quotation for replacement streetlight in Jenyns Close:** Balfour Beatty have given a quotation for £1642.46+VAT. The Clerk has sought, but not yet received, confirmation that this will include the removal of the shrubs that have grown up around the column and recommended approval for the quotation which is similar to that received for the replacement of similar lights last year.

c) **Removal of lateral growth to Lime Trees in the Cemetery and agreement to proceed with tree survey:** The Clerk advised that Eastern Tree Surgery had advised that it was not possible fully to assess the health of the lime trees in the cemetery without removing the lateral growth. Cllr Ogborn's Cresset article for March had drawn attention to the need for

this work and pointed out the gaps that would subsequently emerge in what currently appears to be a continuous hedge – he invited comments to be sent to the Clerk on this issue. The Clerk confirmed that no comments had been received. He asked the Council to approve seeking a quotation for this work prior to the previously agreed tree survey being undertaken. He further proposed that, following the removal of lateral growth, quotations be sought for suitable fencing to restore the boundaries across the gaps.

d) **Application to limit parking to 30 minutes from 8 am to 6.30 pm in the laybys outside & opposite shops at 2-6 High Street** – The Clerk has been advised by Highways that it is possible to apply through the Private Highways Scheme for this proposal. The application fee to CCC would be £250 and covers the cost of assessing the proposal so is non-refundable if the scheme is refused. He has sought support from the Police, as the proposal originated from them as a way of reducing dangerous and illegal parking in the Triangle area. The initial response has been to question how the restriction would be enforced rather than giving support.

It was proposed by Cllr Cundell, seconded by Cllr van Someren and unanimously agreed that the actions and expenditure in paragraphs b)-d) above be agreed.

ACTION: The Clerk to implement the actions agreed in paragraphs b)-d) above.

ACTION: Cllr Cundell to liaise with the Community Policing Team over support for the parking restrictions in the laybys.

159 FINANCE:

Outstanding accounts:

	£
Jonathan Giles – Salary, Pension, PAYE and NI	762.26
I Swift – Litter picking (4 weeks)	52.50
K Levitt – Litter picking (4 weeks)	52.50
Haven Power – Streetlights Jan-Feb (paid by DD)	94.41
Anthony Martin Carpentry (Noticeboard repair)	65.00
Wave – Cemetery Water	10.29
Eastern Tree Surgery – report for New Cemetery	360.00
Eastern Tree Surgery – removal of dead wood	1626.00
CCC – Application for limited parking zone	250.00

It was proposed by Cllr Marsh, seconded by Cllr Cundell and unanimously agreed that the above payments be approved.

160 CORRESPONDENCE: The correspondence listed on the agenda was noted by the Council. It was agreed that useful information about flood risk management from Go Compare should be posted on the website notice board.

161 DATE OF NEXT MEETING: Tues 3 May at 7.45pm in the Poppy Room
The meeting closed at 9.30 pm

Planning - Bottisham Retirement Village: review of Appeal Dismissal

The Appeal was dismissed primarily on the grounds of protection of the Green Belt. The Inspector felt that this would create harm that would be permanent. He also stressed that only 3% of the ECDC land was in the Green Belt, all concentrated within 3 villages; this compares with 25% of land in the SCDC area within the Green Belt. There would be a significant effect on the visual openness of the site, coupled with encroachment into the countryside.

The evidence of the Bottisham Medical Practice carried less weight although the Inspector accepted that patient numbers would increase as a result of the RV proposal, creating pressure on the BMP. He did not dismiss their arguments but afforded limited weight to them.

ECDC's Local Plan of 2015 was accepted as being still current. The RV plan conflicts with policies GROWTH2 (which identifies Ely, Littleport & Soham as the principal areas for development) as well as policies ENV1, ENV2, ENV10 and HOU6. However, the Inspector strongly emphasised ECDC's failure to allocate land for elderly retirement housing with care, as well as their under-performance in delivering sufficient affordable housing.

He seemed to accept that the Alternative Site Assessment had been produced retrospectively. However, he felt that was acceptable but the filters used were too restrictive (i.e. only 4 out of 285 potential sites fulfilled the criteria) resulting in a less-than-robust ASA. The Inspector stressed the need to consider urban and brownfield sites as opposed to Green Belt, as the need to build on the GB had not been demonstrated.

Other factors were considered but carried less weight than the Green Belt argument. These included the harm to the Conservation Area, the landscape effect, the effect on Heritage assets, the increase in vehicle movements, parking and pollution, highway safety, the proximity of the Primary School and the outstanding approved plan for 50 affordable houses in the Bell Rd/Ox Meadow development. These were taken into account but not given substantial weight.

Comment and action plan: Clearly, the dismissal was a relief to the PC, but there are concerns that a new or different application on this land could be made: PC needs to have a sound argument to counter this and any other adverse planning applications.

Clearly ECDC needs to prepare plans for the provision of extra care facilities for the elderly within the District, as a matter of some urgency, by identifying suitable prospective sites outside the Green Belt.

It would help also to have ECDC's confirmation that the 50 affordable homes in the Bell Rd development will cover Bottisham's total requirement for the foreseeable future.

Finally, PC needs to revisit the desirability of a proper Neighbourhood Plan.

jjw 22.04.2022

Extract from email from Anne James ECDC in response to my queries:-

“Thank you for your email, the contents of which have been noted.

Currently the Council would still be assessing all planning applications for C2 development, outside of the development envelopes, in accordance with Policies GROWTH2 and HOU6 of the adopted Local Plan 2015. Therefore, if an applicant can demonstrate a scheme's acceptability against the criteria of Policy HOU6, (and other relevant policies of the Local Plan) the Council would be looking favourably on any such scheme. However, this has always been the case. To the best of my knowledge this 'extra-care housing scheme' is the first such scheme determined by the Council.

With regard to the Bell Road scheme, this site is a housing allocation in the adopted Local Plan. The likelihood of another major housing scheme, in Bottisham coming forward, and one which would trigger the need for affordable housing, is unlikely. Currently the Council benefits from a robust housing land supply and is successfully defending applications at appeal.”

Extract from email from Richard Kay ECDC is response to my queries:-

“Thanks for the update and, whilst not a 100% guarantee, a NP can certainly help swing a decision in your favour...but I don't underestimate the time and effort involved to prepare such a plan so it will be important you get at least a few colleagues that are willing to put the time in.

As a start, you already have your parish designated as a NP area (way back in 2016!), so you won't need to do that step again unless your parish boundary has changed in the last 6 years? Can you confirm that, please. The NP area map we have is via this page (scroll down to the bottom of it), so if any part of the boundary has changed, we would need to redo that map: <https://www.eastcambs.gov.uk/local-development-framework/neighbourhood-planning>

If you are to do a NP, grant funding is available via this page. It tends to be available for a few months, but can close if oversubscribed by the end of the year (it opens each April, so will be fine for a few months yet, I think) <https://neighbourhoodplanning.org/about/grant-funding/>

From: Transport Plan <Transport.Plan@cambridgeshire.gov.uk>
Sent: 07 April 2022 10:44
To: Transport Plan <Transport.Plan@cambridgeshire.gov.uk>
Subject: CCC Transport Strategy - key stakeholder engagement

Dear All,

The Transport Strategy team at Cambridgeshire County Council has been developing three transport strategies that will set the County Council's transport policy approach for the districts of Fenland and Huntingdonshire, and for active travel across the whole county. We would welcome key stakeholder input in to the following draft strategies:

- Draft Fenland Transport Strategy
- Draft Huntingdonshire Transport Strategy
- Draft Cambridgeshire's Active Travel Strategy

We plan to send out a stakeholder engagement survey to all parish councils across the county, along with other identified key stakeholders, which will be live between **9th May to 19th June**. We are sending this email out to all parish councils now as we understand you require notice to include items on future agendas. We hope with this notice you will be able to plan accordingly, if you wish to take your response to a future meeting.

If a convenient meeting does not fall within the 6 weeks the survey is live, we will welcome late submissions but ask that you notify us when these will likely be sent to us.

Please note, this is a discreet stakeholder exercise to allow input from key stakeholders at this stage of the drafting process so comments and ideas can be considered in a final review of the draft strategies. Formal public consultation will take place later in the year when the opportunity for a formal consultation response will be possible for parish councils and the wider public.

If you have any questions please do get in touch. Otherwise we will circulate the survey along with links to the draft strategies for consideration on the 9th May.

Kind regards,

Transport Strategy Team

Transport Strategy & Funding

Cambridgeshire County Council

Email: transport.plan@cambridgeshire.gov.uk