**BOTTISHAM PARISH COUNCIL**

**Minutes of meeting Monday 4 January at 7.45pm, held online due to coronavirus restrictions**

**PRESENT:**

Cllr Jon Ogborn- Chair. Cllrs Buchanan, Chetwynd, di Lorenzo, Marsh, Sunner, van Someren,

D/Cllr Cane and C/Cllr Shuter also attended for part of the meeting.

**157 APOLOGIES**:

Cllrs Clarke, O’Dell, Martin and Winkcup

**158 RESERVED BUSINESS – Co-option of Parish Councillor:**

Cllr Ogborn introduced Mr John Wilson and invited Councillors to ask any questions about his application for co-option to the Council.

The motion that he be co-opted was proposed by Cllr Buchanan and seconded by Cllr Ogborn. It was passed unanimously. Cllr Ogborn invited him to take part in the discussions during this meeting. He will be able to vote at future meetings following completion of the required forms

Cllr Ogborn declared the reserved business complete and suspended the formal business of the meeting to allow for any comments from the public.

**159 PUBLIC SESSION:**

Cllr Ogborn welcomed Mr White who explained that he was present in both a personal capacity and as chair of the Park Estate Residents’ Group. Mr White explained that a meeting of the Group was planned for the 12 January. Given that the formal consultation was closed in December it was agreed that Cllr Buchanan would write to the Planning Officer (with a copy to Mr White and D/Cllr Cane) to support the request that the group’s submission be accepted after the closing date, given the difficulties in convening meetings during the current Covid restrictions.

Cllr Ogborn asked whether the group has established clarity over the ownership of the strip of land giving access to Rowan Close. Mr White responded that this would entail an expensive legal process for residents.

ACTION: Cllr Buchanan to write letter of support regarding the late submission from the group to the Planning Officer

Mr White left the meeting and Cllr Ogborn recommenced the formal business of the meeting.

**160 MEMBERS DECLARATIONS OF INTEREST:**

It was agreed that these would be declared where appropriate to items on the agenda.

**161 PLANNING:**

a) Applications received

20/00296/OUM

Land rear of 163 to 187 High Street

Development of retirement care village: Amendment and additional information to address ECDC’s recommended reasons for refusal of permission.

The draft comments to the amended application had been circulated with the agenda. Since they were prepared there was a serious incident of flooding over Christmas with one property inundated with sewage contaminated water for the third time in 5 years in a location relatively close to the proposed development. Cllr Ogborn pointed out that this indicated a problem with the infrastructure conveying raw sewage to the treatment works. Such a problem arising numerous times highlights the further pressure that would arise from significantly more properties discharging waste water and sewage into the system. Cllr Ogborn drew attention to additional wording in the submission to cover this issue. He then pointed out a further amendment to highlight the proportion of affordable housing required (under the Local Plan 2015) being 40% rather than 30% in the southern part of the District Council area.

It was proposed by Cllr Sunner and seconded by Cllr Marsh that the document as amended be submitted to the District Council as Bottisham Parish Council’s comments on the amended application. This was agreed unanimously.

**20/01309/FUL & 20/01209/FUL**

**1 Bottisham Place**

Proposed change of use (only) of existing redundant Grade 2 listed agricultural barn to B1 (light industrial) for manufacture of timber pods (no alteration to barn)

Amended plans for Highways in respect new access previously approved under ref 17/01876/FUL

As no comments were required the additional documents were noted.

**20/01638/LBC**

**Bottisham Milestone S of telephone exchange, adjacent to Chalk Farm Cottages, Newmarket Rd, Bottisham**

Consolidation and reinstatement of milestone

Cllr Buchanan declared an interest in this item as she and her husband are members of Milestone Society. She acknowledged the support from C/Cllr Shuter in having the old milestone restored rather than replaced with a new one.

**20/01667/FUL**

**Replace existing 3 ft fence on boundary with 6 ft boarded fence**

**Little Tunbridge, 28 Lode Road, Bottisham**

Cllr Buchanan noted that the question of the location of the boundary had been resolved and that the proposed fence would represent an improvement to the area as well as the applicant. No issues were identified

**162 MINUTES OF MEETING ON & DECEMBER 2020:**

It was proposed by Cllr van Someren and seconded by Cllr Chetwynd that these be approved. Carried unanimously.

**163 MATTERS ARISING:**

a) Greater Cambridge Partnership: Cambridge Eastern Access Consultation: The comments from the Parish Council were submitted and acknowledged by the Partnership.

b) Preventing Vehicular Incursion on Ancient Meadows green: A meeting took place on 9 December between D/Cllrs Cane and Trapp, Cllr Winkcup and the Clerk together with the responsible officer from ECDC. A low fence with openings wide enough for pedestrians and mowers was identified as the best option. Cllr Winkcup agreed to consult local residents who were supportive. It was noted that a few residents said that they had not been aware of the consultation and it was suggested that it may be helpful to ensure all residents are informed.

At the same time there was discussion about the condition of the path from Beechwood Avenue to Ancient Meadows. Fresh chippings had now been applied to some of the path - and the works will be completed in due course. The Officer carrying out the works agreed to explore the option for a more permanent surface, as this path is heavily used by people accessing the surgery - but this may not be achievable because of the cost involved.

c) Preventing parking on the Triangle: Cllr Sunner said that he and Cllr Martin feel that the plastic pillars would offer a good solution. Cllr Martin already has 12 supplied from CCC Highways. C/Cllr Shuter indicated Highways can supply more if required. It was felt that these should be professionally installed by Meads who have the equipment to ensure that no damage is done to utilities

ACTION: Cllrs Ogborn and Martin to assess how many pillars would be required to prevent vehicles driving onto the grass and report back to the next meeting

d) Repairs to Bus Shelter: The Clerk had forwarded the three quotations received. These vary enormously according to the extent of work judged to be necessary. Cllr Wilson suggested that in view of the cost of repair, consideration should be given to replacing the shelter with a new one.

ACTION: Cllrs van Someren, Wilson & Ogborn with the Clerk to meet to look at the bus shelter to propose a recommendation to the next meeting.

ACTION: The Clerk to review records to establish the supplier and cost of the bus shelter at the eastern end of the High Street

e) Streetlights: Advice has been received from Balfour Beatty (who hold the contract from CCC for maintaining their streetlights) which states that five of the six streetlights owned by the Parish Council are obsolete, while the sixth would need a new lantern. The cost of replacing the lights would be considerable. Cllrs Marsh and Chetwynd agreed to survey the street lights and bring a recommendation to the next meeting of Council on which lights should be replaced. Cllr Ogborn pointed out that Council continues to be charged by the electricity supplier even when lights are inoperable - so we may need to consider removing lights no longer required.

ACTION: Cllrs Marsh & Chetwynd and the Clerk

**164 DISTRICT COUNCIL REPORT:**

D/Cllr Cane anticipates that the application for the Retirement village will be considered by the Planning Committee on 3 February. There is a substantial agenda for the Operational Services Committee at the end of this month which will include a review of the West Suffolk CAB – their service in Newmarket is more accessible to people in this area than the branch in Cambridge. She will circulate the report she has prepared, but the announcement of a further lockdown this evening may mean that some elements are superseded.

Local residents seeking information about support available through the pandemic can contact the District or County Councils who hold information about the community groups operating in their area.

**165 COUNTY COUNCIL REPORT:**

C/Cllr Shuter reported that the Environment Committee is to receive a briefing on the flood risk across the County at the end of this month and will update the Parish Council at its February meeting. In relation to the investigation of the problems arising in Lode Road, he advised that the responsible officer had been seconded to other duties; he will raise the question again to ensure that the matter remains on the agenda of the County Council.

**166 CHAIRMAN’S REPORT:**

Cllr Ogborn said that the call for volunteers to support the vaccination programme had been very successful and no further help was required at this time. On the question of what needs there are within the village, he will liaise with Cllr Sunner and Sue Giles.

ACTION: Cllrs Ogborn & Sunner

**167 ENVIRONMENT:**

Cllr Sunner reported that a number of potholes had been reported and subsequently repaired. Regarding the fallen tree on the path between the High Street and Ox Meadow, the Clerk reported that ECDC had advised that this was not their responsibility. It would appear that this lies with the management company who maintain the area on behalf of residents.

Cllr Sunner noted that the promised resurfacing of the path from Beechwood Avenue to Ancient Meadows was underway. There had been discussion with the Officer carrying out the works about the corner beside the kissing gate (which is private farm land). Although not ECDC land the Officer will look into the possibility of making this good as well.

**168 FINANCE:**

**a) Precept:** Cllr Ogborn referred to the briefing he had sent to Council members on the impact of the proposal to maintain the precept for 2021-22 at the same level as the current year (£48,250), bearing in mind that the estimated tax base will reduce by 2.8%. The impact of this would be to increase the cost to a Band “D” property by 3p per week.

Cllr Marsh proposed and Cllr van Someren seconded the motion that the precept for 2021-22 should be £48,250. This was agreed unanimously.

ACTION: The Clerk to submit the request to ECDC

**b) The following items were approved for payment: £**

Jonathan Giles – Salary, PAYE and NI 728.52

I Swift – Litter picking (4 weeks) 52.50

K Levitt – Litter picking (4 weeks) 52.50

Bordaline Web Design 671.00

Wave (Anglian Water) 11.85

East Cambs Trading Company – Grasscutting etc 332.80

**169 NEW CEMETERY WORKING PARTY:**

No report

**170 PLAY AREA WORKING PARTY:**

The Council noted the response from the owners of the land at 34 Tunbridge Lane. Cllr di Lorenzo advised that the current planning status of the land limits any use to B1 or D1 class.

ACTION: Cllrs di Lorenzo & Buchanan to write to the owners to examine whether a mutually beneficial proposal for the use of the land could be developed

**171 CORRESPONDENCE:**

The listed items were noted

**172 DATE OF NEXT MEETING:**

Monday 1 February at 7.45 pm (online meeting)