

BOTTISHAM PARISH COUNCIL

Minutes of meeting Monday 4 October at 7.45pm, in the Poppy Room, Bottisham Social Club

PRESENT:

Cllr Ogborn- Chair. Cllrs Buchanan, Cundell, van Someren, Wilson and Winkcup
C/Cllr Sharp; D/Cllr Trapp

APOLOGIES:

Cllrs di Lorenzo, Martin, Marsh & O'Dell; D/Cllr Cane

ITEMS FROM THE PUBLIC: None

75 DECLARATIONS OF INTEREST: None

76 MINUTES OF MEETINGS 6 September 2021: Acceptance of the minutes was proposed by Cllr Wilson, seconded by Cllr Winkcup and approved unanimously.

77 MATTERS ARISING FROM JULY MEETING:

a) Establish ownership of land at east end of Beechwood Avenue where overgrown tree is located: Cllr di Lorenzo confirmed that the parcel of land in question is owned by the Park Estate (Bottisham) Residents Association Ltd. The Clerk has advised the company of the potential problems arising from the tree branches growing into the telecommunications wires

b) Play Area: Draft letter and plan consultation with local residents: Cllr di Lorenzo has drafted the letter. The consultation will be planned in a Zoom meeting of the Working Group to take place at 8 pm on Monday 11 October

ACTION: Cllrs Ogborn and di Lorenzo to set up meeting and invite Cllrs Cundell, Marsh and Buchanan

c) Local Highways Improvement Fund Application: Cllr Wilson confirmed that the application had been submitted, together with the information garnered from a traffic monitoring exercise in Lode Road, the location of the proposed speed limit reduction to 30 mph. The Council recorded its thanks to Tony and Rosemary Jolley who had undertaken the exercise with Cllr Wilson.

78 ELECTION OF VICE CHAIR: Cllr Ogborn announced that he had had one expression of interest in the office of Vice Chair from Cllr Wilson. He proposed and Cllr Cundell seconded his nomination, which was passed unanimously. Cllr Ogborn advised that he had asked Cllr Wilson to be Chair of the Finance Committee following the resignation of Cllr Clarke.

79 COUNTY COUNCIL REPORT: C/Cllr Sharp advised that the Highways & Transport Committee had approved the plan to create a staggered junction where Swaffham Heath Road meets the A1303. This follows a recent serious accident at this location and 15 other collisions over the last five years. C/Cllr Sharp is now the representative for East Cambs on the Highways Improvement Board, which meets 6 weekly to oversee the work of Highways. He said that his postbag is heavily laden with concerns about gully cleaning and potholes.

In relation to the Children & Young Persons Committee, on which he also serves, he noted that the Special Educational Needs budget remains under severe pressure.

Cllr Winkcup advised that he had just received two reports on camera surveys of drains in Lode Road. He will study them and summarise the findings. Cllr Buchanan highlighted that the flooding problems in Lode Road were not due to the new buildings on the Bottisham Village College site.

ACTION: Cllr Winkcup will provide a summary report for the November meeting

C/Cllr Sharp said that a paper on Transport within the County had been pulled from the Overview and Scrutiny Committee due to the illness of the Director. He has booked a briefing call and will update the Council on this next month. The Audit Committee has called for the report on the Farmgate Enquiry to be published in full. In his role as Co-Chair of Governors at BVC, he advised that the Sports Centre is temporarily closed as a result of staff shortages. It is hoped to re-open in November. He is in touch with the Clubs who regularly have sessions at the Centre. The College has invested in a new air conditioning unit for the Centre, which was installed over the summer.

80 DISTRICT COUNCIL REPORT: The District Council report is appended to these minutes, but D/Cllr Trapp drew attention to a procedural change requiring members to give advance notice of questions to be answered at Committee. This is a problem because papers are only published a week before the meetings and questions have to be submitted days in advance. It also prevents follow up questions being asked.

He also shared his concern at the review of ECDC's funding of the Newmarket CAB. It is clear that the majority of people seeking advice in this part of the District find Newmarket more accessible than Cambridge. In addition there is a question about whether people with issues relating to the Council's own services would feel confident using an in-house service to resolve their problems.

ACTION: The Clerk will write to D/Cllr Ambrose-Smith, Chair of the Operational Services Committee, with copies to C/Cllr Sharp, and D/Cllrs Cane & Trapp setting out the Council's view that the funding of the CAB needs to be maintained.

D/Cllr Trapp said that the Finance & Assets Committee is considering its medium term financial strategy. While the District element of Council Tax has been maintained without increase for several years, there will be a budget shortfall of £4m within two years.

Cllr Ogborn asked about parking enforcement. C/Cllr Alan Sharp explained that, unlike other District Councils, ECDC has not wanted to take on the role of civil parking enforcement. The main reasons for this are that when the commitment is made it cannot be revoked, and, as it would have to be self-financing, would entail the introduction of parking charges. He said that illegal parking was rife in Ely, because people know restrictions will not be enforced. Cllr Ogborn expressed the view that many parish councils would be prepared to buy into a scheme whereby enforcement was carried out for a few hours per week to deal with dangerous parking. D/Cllr Trapp advised that an attempt had been made to re-occupy the Denny in Swaffham Bulbeck, but the offending vehicle had become stuck on the bund. He confirmed that he will be attending the Parish Meeting on 14 October.

81 CHAIR'S REPORT: Cllr Ogborn reported that the Council now has permission to co-opt to the two vacancies.

ACTION: The Clerk will advertise the vacancies and Cllr Cundell will draw attention to this on the Bottisham Community Facebook page

Cllr Ogborn reminded the Council of the Parish Meeting on 14 October. For the second session, tables will be set up for individuals to discuss issues with County and District Councillors and the two schools in the village. To date, there has been no response from the Police despite several contacts. It was agreed that the Parish Council would have three tables as follows:

- New Cemetery Plans – Cllr Ogborn, with Mike Young and Tony Jolley
- Planning – Cllrs Wilson and Buchanan
- Environment & Communications – Cllrs Cundell, Winkcup and the Clerk

It was concluded that Cllr Ogborn's report should be made available on the website as the default option, while information would be given to individuals about how to contact the Clerk if they

wish to have a paper copy. An A5 handout will give details of the new website to minimise the wastage of printing numerous paper copies

82 PLANNING:

a) 17/00297/DISA – 52 High Street CB25 9DA: Completion of driveway approved in 2017.

The Enforcement Officer had advised the applicant to submit written plans for the drive gateway and positioning, as required by Condition 3 of the original consent. Cllr Wilson proposed that, provided the gate is 5 metres from the highway edge and of a standard compatible with the property, this should be supported by the Parish Council. This has now been approved by ECDC.

b) Cambridgeshire Affordable Housing Project: Cllr Wilson advised that Cambridgeshire ACRE, of which the Council is a member, is offering to undertake a survey of the local need for affordable housing. This would be at no cost to the Council. It was agreed that this would be valuable information – either it would confirm that the imminent development of the site off Bell Road is sufficient to meet this need or quantify the extent of any further requirement.

ACTION: Cllr Wilson will advise Cambridgeshire ACRE that the Council wishes the survey to be carried out

c) Swaffham Bulbeck Neighbourhood Plan: The draft plan has been shared with the Council for consultation.

ACTION: Cllr Wilson will review and advise if there are any implications for Bottisham in the plan

d) Meeting with Rebecca Saunt: Cllr Wilson reminded members that this is taking place on Monday 15 November. He said that it is unlikely that Richard Kay, who has the lead for Neighbourhood Planning will be there. His advice is that such a Plan is only necessary if there is new development that the Council wishes to encourage. Otherwise there is protection from unwanted development as the development off Bell Road is imminent, the village lies within the Green Belt, and, on a district level, there is a 5 year land supply.

e) New sign, Newmans Farm: It was noted that a new sign has been erected but there appears to have been no planning application.

ACTION: Cllr Wilson will investigate

83 ENVIRONMENT: Cllr Ogborn asked that faults identified by Councillors in their designated patches should be reported by them to the appropriate body.

84 FINANCE: It was proposed by Cllr Winkcup, seconded by Cllr Wilson and unanimously approved that the following payments be approved:

Jonathan Giles – Salary, Pension, PAYE and NI	749.60
Jonathan Giles – Stationery, ink etc	57.87
I Swift – Litter picking (4 weeks)	52.50
K Levitt – Litter picking (4 weeks)	52.50
Haven Power – Streetlights (paid by DD)	47.82
E Cambs Trading Co – Grasscutting August	573.30
Wave – Cemetery Water	10.54
Zoom subscription – 12 months	143.88
CAPALC – Conference delegate fee	75.00
Balfour Beatty – Streetlight replacements	4055.98
Professional Sportsturf Design – New cemetery	1200.00
E Cambs Trading Co – Grasscutting September	573.30
BCSASC- room hire – July to September	60.00

85 UPDATE ON NEW PARISH COUNCIL WEBSITE AND EMAIL: Cllr Cundell reported that the new website is ready to go live in the week beginning 11 October. She and the Clerk will be receiving basic training on website maintenance this week. She has also carried out a trial run with the email system. The provider will make a document available guiding members on how to upload the new email. Cllr Cundell asked members to let her know what devices and software they use. She will then ensure that the guidance provided is appropriate.

86 REPORT ON LUCY FRAZER MEETING: Referring to his written report, Cllr Wilson said that Ms Frazer had indicated that all the possible sites for the replacement Waste Water Treatment Plant lie in her constituency and all fall within the Green Belt. She said that she favours a new access route running directly to the new plant from the A14. She has also said that she will represent the Parish Council's views on the proposed Retirement Village at the forthcoming appeal to the Planning Inspectorate.

87 NEW CEMETERY UPDATE: Cllr Ogborn said that he will be meeting with Cllr Wilson and the Clerk to develop a fuller project budget for the new Cemetery to be presented at the next Council meeting.

88 CORRESPONDENCE: The correspondence listed was noted

89 DATE OF NEXT MEETING: Monday 1 November at 7.45 pm in the Poppy Room

The meeting closed at 9.35 pm

Minute	Action	By whom
77b	Play Area Working Group to plan consultation with local residents on a Zoom meeting at 8 pm on Monday 11 October	Cllrs Ogborn & di Lorenzo with Cllrs Buchanan, Cundell, Marsh & Martin
79	Report summarizing findings of camera surveys on Lode Rd drains to be presented to November meeting	Cllr Winkcup
80	Write to D/Cllr Ambrose-Smith, Chair of the Operational Services Committee, with copies to C/Cllr Sharp, and D/Cllrs Cane & Trapp setting out the Council's view that the funding of the New market CAB needs to be maintained	The Clerk
81	Advertise the two current Council vacancies	The Clerk
81	Tables for 2 nd session of the Parish Meeting <ul style="list-style-type: none"> • New Cemetery Plans • Planning • Environment & Communications 	Cllr Ogborn, with Mike Young and Tony Jolley Cllrs Wilson and Buchanan Cllrs Cundell, Winkcup and the Clerk

82e	Investigate new sign at Newman's Farm	Cllr Wilson
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District Councillors 'Report to Parish Councils October 2021

The Administration at East Cambs have instructed that Committees will change the way they operate. Previously items brought to committee would be discussed at length and members could ask questions in Committee. Now questions must be submitted in writing before the meeting and should be answered before the meeting. This gives members just a few days to read all the papers and submit questions, as the papers are issued just a week before the meeting. It also risks questions and answers no longer being heard in public.

These new arrangements were put in place for September's meeting of Operational Services Committee. One of the items on that Agenda was a proposal for enforcement of car parking violations, given that the Administration's original proposal was unworkable. A Committee member sent several questions to the paper's author but was told that they were away and would not be attending the Committee meeting. At the meeting it was announced that that item would be deferred for consideration by Full Council in October. The Committee meeting was on the 13 September and as at 4 October the questions have still not been answered. It is clearly frustrating when we are asked to consider new initiatives, which we might want to discuss locally, and we are not given full information. It is particularly concerning in this case as the member was following the new requirements but has still not received answers despite one of the claimed aims of the new procedure being that it "enables officers to provide all Committee members with a fully informed answer to benefit member discussion."

Operational Services Committee also approved the outdoor sports facilities and playing fields strategy which includes the aims of "securing provision, improvement and maintenance of outdoor sport and playing pitches across the district". This was in the same month that consultation closed on the Council's plans to demolish the Outdoor Activities centre at Mepal and replace it with a crematorium and burial site. Interestingly, the Council's own consultation showed that an overwhelming majority of respondents do not support the proposals.

The Committee heard a presentation from Newmarket Citizens 'Advice Bureau (CAB) in which it was noted that requests for advice had increased, notably for advice around benefits and tax credits, debts, employment and relationships. That audits of the services and governance of Newmarket CAB had rated it as good. East Cambs funds the Newmarket CAB for around £23k per year. This funding was under review, so future funding is uncertain. Finance & Assets Committee will meet on 5 October. One of the items on the Agenda is the East Cambs Trading Company Accounts for the Year ended 31 March 2021. The Committee will consider the Medium Term Financial Strategy Update. This assumes that Council tax will rise by £5 each year from 2022 and that inflation will be 2% (although the Bank of England is predicting 4%) and still notes that in order to set a legal budget for 2022/23 East Cambs will need to deliver:

- Efficiencies in the cost of service delivery
- Reductions in service levels
- Increased income from fees and charges
- Increased commercialisation via its trading companies

One of the cost reductions which we fear the Administration may impose is the grant to Newmarket CAB, putting its services to local residents at risk, and thereby removing an independent advice service . With the significant losses made by East Cambs Trading Ltd, it is difficult to see how the trading companies are going to contribute other than through the interest which ECTC pays to the Council and that is fixed at just 3.5%.

Observations on the budget: The planned increase in Council Tax is about 3.5%, and the ECDC income from Council Tax is about £4.5 million; interestingly, the parish precept is just over half of the income that ECDC receives in Council Tax; the savings required in three year's time is almost £4 million.

Charlotte Cane & John Trapp

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