

# BOTTISHAM PARISH COUNCIL

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

### PRESENT:

Cllr Ogborn- Chair; Cllrs Cundell, Marsh, van Someren, Wilson, Winkcup  
C/Cllr Sharp; D/Cllr Cane

### APOLOGIES:

Cllrs Buchanan, di Lorenzo, O'Dell,

**ITEMS FROM THE PUBLIC:** Dr Stuart Field followed up on the announcement he made in December about the appeal by Holy Trinity, Bottisham to raise funds for a replacement public address system and hearing loop. He was delighted to report that £7,000 has been raised since that time, which is more than half of the amount required. On the strength of this, the Parochial Church Council (PCC) has decided to place the order while the current one works to raise the remaining amount. He wanted to record thanks from the PCC for the generous donations made so far and is doing this in the context of the Parish Council, because gifts have come from members of the wider community as well as from members of the Church.

**122 DECLARATIONS OF INTEREST:** None

**123 MATTERS ARISING:** None

**124 MINUTES OF MEETINGS 6 DECEMBER 2021 & 4 JANUARY 2022:** Acceptance of the minutes was proposed by Cllr Winkcup, seconded by Cllr Cundell and approved unanimously.

**125 COUNTY COUNCIL REPORT:** C/Cllr Sharp reported that the budget meeting to set the County Council precept takes place on 8 February, when he anticipates an increase of 4.99% will be approved (the maximum possible without a referendum being called). The Conservative group are opposing this on the basis that part of the increase is earmarked for increasing reserves from 3 to 4%. The group is also proposing greater investment in flood protection. He indicated that the Local Transport & Connectivity Plan for the Cambridgeshire area is being delayed under purdah rules, as S Cambridgeshire has elections in May. This means that consultation will begin once the elections are over. This is likely to affect the Greater Cambridge Partnership's Cambridge Eastern Access project as well. He confirmed that Bob Rossiter, Highways officer, will be pursuing the issue of overgrown hedges within the village with the appropriate householders. Cllr Winkcup advised that flooding was still happening in the High Street and Tunbridge Lane, despite the promise by Highways to take action. He asked for information about plans to remedy this problem.

**126 DISTRICT COUNCIL REPORT:** D/Cllr Cane reminded members that the last opportunity for businesses to apply for Covid financial assistance closes on 11 February. She advised that the District Council Budget has been deferred to full Council and has not been published yet. The District Council has resolved that meetings will be live streamed from April. This facility is available for observers only – those wishing to address a meeting will need to attend in person.

She advised that she had reported the potholes on the access road to Hilton Park and Highways have assured her that the necessary repairs will be carried out within the next few weeks.

Cllr Wilson asked about the shortfall of £4m in the District Council accounts. D/Cllr Cane responded that this was only apparent as both income and expenditure had been overstated by £4m. Once the accounts of the District Council are amalgamated with those of the two trading companies, the shortfall disappears.

Cllr Wilson, echoed by Cllr Ogborn, thanked D/Cllr Cane for her strong presentation to the Retirement Village Inquiry.

**127 CHAIR'S REPORT:** Continuing with the same subject, Cllr Ogborn thanked all those on the Parish Council who had been involved in the Inquiry, making particular mention of Cllrs Wilson, Buchanan, Cundell and the Clerk. He recognised the importance of all the representations that had been made by local residents and thanked Messrs Harris, Stocking and Jolley for their in person contributions to the Inquiry. By far the largest local contributor was Dr Keith. Bottisham Medical Practice had been granted Rule 6 status on the Inquiry but, unlike the other two main parties, Dr. Keith represented the Medical Practice herself rather than engaging a barrister. He felt that a strong case had been presented and now we have to wait for the Inspector's decision. In the event that the appeal is allowed, the Council will be as committed to scrutinising the reserved matters when they are presented in future planning applications.

He asked the Council to reflect on the challenge of recruiting new Councillors. It was suggested that an advert could be placed in the Co-op and a leaflet drop to all homes in the village. Other suggestions included using social media to reach those who might not follow the Cresset. An issue was raised that some Cresset readers believe that it is a Parish Council publication and that the views of the opinion pieces within it are those of the Council. It was confirmed that the editorial policy of the Cresset is independent of the Council. The views of the Council are only represented in the Chair's monthly article.

#### **128 PLANNING:**

##### **New applications:**

##### **21/01657/FUL – 4 Bradfords Close, CB25 9DW**

Proposed demolition of existing garage, single storey front, rear and side extensions, window replacement and external rendering/cladding

The following response was agreed: "The Council was concerned that the application did not appear to have sufficient space for two off-road parking spaces. This may be able to be rectified by amendment to the scheme. If not, the Council requests the Planning Committee to consider refusal"

##### **21/01816/FUL – 11 Bradfords Close, CB25 9DW**

Ground and 1<sup>st</sup> floor extension, garage relocation

The Council had no concerns with this application

##### **22/00015/DEM – between 59 and 61 Jenyns Close**

Proposed demolition of 7 pre-fabricated garages

The Council had no concerns with this application

##### **Pre-application consultation:**

##### **Ridge Clean Energy: Six Oaks Renewable Energy Park, Newmarket Road, Bottisham**

The Council agreed to receive a presentation on the proposed scheme prior to the formal business of the March Parish Council meeting

## **Planning Inquiry**

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

It was noted that we await the Inspector's decision on the appeal. Cllr Wilson advised that the only basis for appeal against this decision would be if the Inspector is alleged to have erred in the application of the law.

### **129 ENVIRONMENT:**

**a) Update on Councillors' areas of responsibility:** Cllr Ogborn advised that no significant issues had been raised beyond those considered in the in the context of C/Cllr Sharp's report

**b) Local Highways Improvement Fund application:** The Clerk had received an email apologising for the delay in responding to the application (submitted last August) and advising that the proposal for the speed limit reduction from 40 to 30 mph on the stretch of Lode Road leading up to the chicane was not allowable because "a 30 mph limit should be installed in a built up area with development on both sides of the carriageway". It was noted that the recently approved reduction to 30 mph at the section of Bell Road beyond the turning for Ox Meadow does not meet this criterion. The Highways Officer proposed an alternative option of installing speed cushions, which would be a considerably more expensive of achieving speed reduction without formally setting a 30 mph limit.

ACTION: Cllr Wilson to contact the Highways Officer

**c) Maintaining trees in the existing cemetery and churchyard:** The Clerk noted that the urgent work specified by Eastern Tree Surgery had been agreed by the Council in January. The work on the Churchyard trees has also been approved by the Archdeacon of Cambridge. The work has been scheduled to take place during March. In order to meet its public liability obligations, Eastern Tree Surgery has advised that the Council should develop a 3 year maintenance programme following the completion of a survey of all the trees for which the Council is responsible. The quotation for the survey (which would include the preparation of a map showing the type and position of all trees) is £799.31+VAT. The further issue is that, in order to be able to assess the health of the large lime trees in the cemetery, he recommends the removal of the basal outgrowth which currently blocks access to large parts of the tree trunks. This is not specialist work and could potentially be carried out by East Cambs Trading Co as part of their maintenance programme rather than requiring specialist tree surgeons. The issue which arises is that the basal growth has significantly replaced much of the hedgerow along the public footpath next to the Cemetery: once removed, significant gaps would emerge in what currently appears to be dense hedge. Replanting hedge is unlikely to be a solution, because its growth would be impeded by the large trees surrounding it. Maintaining a clear boundary for the Cemetery would therefore only be easily achieved by the installation of suitable fencing.

Cllr Winkcup proposed and Cllr van Someren seconded the following resolution:

The Council approves the commissioning of the tree survey from Eastern Tree Surgery, but requires the proposal to remove the basal growth and replace with suitable fencing to be explained in the Chair's Cresset report for March with an invitation for interested parties to submit comments

The resolution was agreed unanimously

ACTION: The Clerk to draft words for the Cresset article

**130 FINANCE:** Cllr Ogborn explained that MKA Ecology, who are updating the Ecology Survey on the New Cemetery site, have advised that, in order to define a 10% increase in biodiversity (which should be submitted with the initial planning application), they would need to know details of the trees to be planted and grass species. He has contacted Eastern Tree Surgery to advise on this matter and they have indicated that a plan could be produced for a cost not exceeding £350 which is included in the list below.

Cllr Winkcup proposed and Cllr Wilson seconded the resolution that the payments listed below should be approved. This was passed unanimously.

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Items approved:

Jonathan Giles – Salary, Pension, PAYE and NI	749.60
I Swift – Litter picking (4 weeks)	65.63
Levitt – Litter picking (4 weeks)	65.63
Haven Power – Streetlights (paid by DD)	49.59
Churchyard water	6.06
Eastern Tree Surgery – Planting plan for new cemetery	350.00

**131 NEW CEMETERY:** Cllrs Ogborn and Wilson had met earlier in the day with Michael Hendry, who has been engaged as the Planning Consultant to advise on the submission of the Planning Application to ECDC. He has suggested that a specialist Highways Consultant should design the splays at the entrance to the Cemetery and ensure that they don't interfere with drains etc. The National Trust is expecting to receive the valuation from Carter Jonas by the end of the week. They advise that this should allow for the sale by compulsory purchase to be considered by the Investment Board in February and recommended to the Trustee Board on 23 March.

**132 MEETINGS WITH POLICE:** Two Councillors had met with the Community Police Sergeant, together with members of his team and some local businesses affected by recent incidents of anti-social behaviour. They identified further damage to the recently restored brick bus shelter, concerns about a loud motorbike being ridden around the area at night and more graffiti in public sites around the village. The police were able to observe some anti-social behaviour during their visit. At the same time, they confronted two instances of dangerous parking on the triangle. They also visited the Village College.

They offered to undertake regular visits to assist in getting across the message that both types of offending will be dealt with. They also offered to meet with Councillors on a quarterly basis or attend Parish Council meetings. They made specific recommendations as follows:

- Ask Highways to limit parking in the laybys by the shops to 30 minutes (after discussion, the Council suggested that this should be between the hours of 8.30am and 6.30 pm)
- Add double lines at the triangle end of Tunbridge Lane as it joins the High Street and repaint those outside the Bell

It was reported that the number of incidents has reduced since their visit, but it is believed that they have not visited the village since the meeting on 24 January

**ACTION:** The Community Sergeant will be asked for an update on how the issues identified at the meeting are being followed up

Cllr Cundell reported on her attendance at a meeting for Parish Council representatives organised by the Police and Crime Commissioner for Cambridgeshire who indicated that, following a recent consultation, Police numbers will be increased by 20% by 2025. Some positive ideas emerged for creating a safer environment for the future, including:

- Police to engage with young people at the beginning of their secondary school career ( an idea that will be discussed with the Village College)
- Recognising the lack of a Youth Club in the village, consider an application to the Youth Fund to develop opportunities for young people, particularly in the 16-18 age group.

Cllr Cundell also raised with the Commissioner the question of speed limits on the A1303 and whether CCTV might be a deterrent to anti-social behaviour in the centre of the village

In the ensuing discussion, the Connections Bus Project was identified as a scheme that was sponsored by the County Council and was doing effective work in a number of villages in Cambridgeshire.

**ACTION:** Cllr Wilson will seek information from Cottenham which has had involvement with the scheme

ACTION: Bring forward to March Agenda (Clerk)

**133 PLAY AREA WORKING GROUP:** Cllr Ogborn explained that he had postponed the planned consultation on a new Play Area pending the outcome of the Retirement Village Inquiry - as, if the appeal is allowed, the applicant had made provision for a play area within the development

**134 QUEEN'S PLATINUM JUBILEE:** Cllr Ogborn thanked Cllr Cundell for raising the matter of how the village would celebrate the Jubilee. It was agreed that this is something that is best left to people organising events either based on their street or in groups such as the Church. If there is a group with ideas about an event they wish to organise for the village, the Parish Council could consider an application for a small grant.

There was discussion about planting a tree with a plaque to mark the occasion and it was proposed that the green space outside 76 High Street could be a suitable location.

ACTION: Cllr Cundell to communicate with relevant community groups about the planting of a tree and other potential activities. Bring forward to March agenda (Clerk)

**135 CORRESPONDENCE:** Members confirmed that they do want to register as an interested party in respect of the Sunnica Solar Farm Project

**136 DATE OF NEXT MEETING:** Monday 7 March at 7.45 pm in the Poppy Room

The meeting closed at 9.40 pm

Minute	Action	By whom
129(b)	Contact Highways officer regarding Local Highways Improvement application	Cllr Wilson
129(c)	Draft paragraph outlining work to Cemetery hedge for the Cresset	Clerk
132	Seek update from Community Police Sergeant on actions taken following the meeting on 24 January 2022	Via Clerk
132	Seek information from Cottenham Parish Council on the Community Bus Project for young People	Cllr Wilson
132	Agenda item for potential Youth Fund application - for March meeting	Clerk
134	Cllr Cundell to communicate with relevant community groups about the planting of a tree and other potential activities. Agenda item to finalise decision on planting a tree for the Queen's Jubilee – for March meeting	Cllr Cundell Clerk

## **District Councillors' Report for February 2022**

Businesses in East Cambridgeshire which lost significant trade because of the Omicron variant are being encouraged to check if they are eligible for a one-off COVID grant of up to £6000. **The deadline for applications is 11 February.**

Hairdressers, mobile caterers, beauticians and taxi drivers are among the list of businesses that could be eligible for the eighth round of the Additional Restrictions Grant which is being administered on behalf of the Government by East Cambridgeshire District Council.

Specifically, the discretionary grant is available to support businesses that can demonstrate they have lost more than 30% of income because of the coronavirus restrictions and the rise of the Omicron variant between 13 December 2021 and 9 January 2022.

For more detail see - Additional Restrictions Grant Scheme Round 8 | East Cambridgeshire District Council ([eastcamb.gov.uk](http://eastcamb.gov.uk))

The Audit Committee in January was impacted by Covid because neither the external nor internal auditors were able to attend. This hampered discussion of their reports. The major item from the external auditors was noting that there had been an error when consolidating the trading companies into the Council's Group accounts. This had meant that the income and expenditure figures had to be adjusted by £4m. Furthermore, the figures for 2019/20 published last year also had to be adjusted by £4m. Because the errors were in income and expenditure, they did not impact on the bottom line. Nevertheless, they are material and higher than the £2m which was reported to the Committee in November.

The internal auditor found that 'the Council was not compliant with the requirements of the Local Government Transparency Code', because not all payments over £5,000 had been properly recorded. Despite this, the risk of non-compliance with legislative and regulatory requirements on the Risk Register had been reduced, with the assertion that 'There are no known issues of non-compliance.' When asked to explain why they said there were no known issues of non-compliance when the internal auditor had said there were, they replied 'The Risk Management Group are awaiting the outcome of the Internal Review in Q4 and will make the necessary adjustment (if required).' Whilst we hope the review in Q4 finds that all contracts and payments are properly documented and recorded, the risk register should reflect what is currently known.

The Operational Services Committee, which is the Committee which oversees waste services, was due to meet in January but this meeting was cancelled.

The main item for the Finance & Assets Committee was to review the budget for 2022/23. The Finance Officer briefed us on his 2022/23 budget proposal before the meeting, and this was presented to the committee for debate. The Administration tabled a motion to refer the budget proposal to Full Council where there is less opportunity for scrutiny and debate. It seems as if the Administration will rewrite the budget, and it seemed pointless to debate the budget that was presented as it might be different. So we await the papers for full Council on 22 February to see what the budget proposals are.

February's Planning Committee has been cancelled, so the only meeting in February will be Full Council on the 22.

Although Councils can no longer hold remote meetings, many Councils have continued to livestream their meetings so that residents can continue to see the debate as decisions are made. East Cambs does not do this. We felt that was a missed opportunity especially for our residents and others not in or near Ely. With other Councillors we asked for this to be reconsidered and the Council has now committed to livestreaming Council and Committee meetings, starting with Full Council on 21 April 2022.

Our next Councillors' Surgery will be on Thursday 17 February at 6.30. Meeting ID: 865 7631 8040, Passcode: 490667. If you prefer to join by 'phone, the number is 01314 601196.

DRAFT