

Bottisham Parish Council

Minutes of Meeting 37 of the Council, held in The Poppy Room, Bottisham Sports and Social Club Bottisham, on Monday 1st June 2026 at 7.30pm.

Present: Cllr Jon Ogborn (Chair); Cllr Keith Morrison; Cllr Maria Socea;; , Cllr Steven O'Dell; Cllr Robert Crida.

Members 8 (4 vacancies) Quorum 4

Clerk: Sam Chambers-Turner

In Attendance: District Councillor Trapp.

Members of the Public: 0

Meeting opened at 7.30pm

622. APOLOGIES FOR ABSENCE

Cllr Nadene Cundell; Cllr Savannah Laurent; Cllr Rehana Shaker; County Councillor Edge.

623. MEMBERS DECLARATION OF INTEREST OF ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATION

None

624. TO APPROVE MINUTES OF PREVIOUS MEETING

It was proposed by Cllr O'Dell, seconded by Cllr Socea and resolved that the minutes of meeting 36 held on 12th May 2026 be approved and signed as a true record by those present.

625. OPEN FORUM FOR PUBLIC PARTICIPATION

No Members of the public were present

626. MATTERS ARISING/CLERKS AND COUNCILLORS' REPORTS (FOR INFORMATION ONLY)

None

627. COUNTY AND DISTRICT COUNCILLORS REPORTS

District Councillors Trapp and Cane provided a written report which was circulated prior to the meeting which included:

- Election of Chairmanship at ECDC
- Motion on 'Future of A10'

County Councillor Edge provided a written report which was circulated prior to the meeting which included:

- Armed forces covenant
- Logistics and freight
- By-elections
- Quality of life survey
- Virtual smart flat
- Personal independence payments review
- Be water smart
- Unclaimed child trust funds
- Fostering

- Recycling strategy and design guide
- Woodland creation invitation
- Swaffham Greenway
- Kingsway
- Forest City
- New cycle training contract
- Cambridge South station
- Damage to traffic light detectors
- Capital maintenance updates
- Local 'report it' campaign

628. FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS .

a. It was proposed by Cllr Ogborn, seconded by Cllr Morrison and resolved that the bank reconciliation for April 2026 be approved.

b. It was noted that the following had been received:

VAT Reclaim	£1347.92
Burial Income	£35.00
Precept	£36801.00

c. It was proposed by Cllr Socea seconded by Cllr Crida and resolved that the outstanding accounts for June be approved. Action: Clerk to set up payments for authorisation.

S Chambers-Turner	Clerks Salary			Confidential
V Coley	Admin Assistant Salary			Confidential
Edge	Epitaph	£115.00	£23.00	£138.00
Norfolk PTS	Training Crida	£65.00	£13.00	£78.00
S Chambers-Turner	Clerk Expenses	£221.78	£0.00	£221.78
Community Action	Insurance	£869.63	£0.00	£869.63
S Chambers-Turner	Home working allowance	£150.00	£0.00	£150.00
UK Office Direct	Stationary	£174.42	£34.88	£209.30

629. INTERNAL AUDIT 26-27

It was proposed by Cllr Ogborn, seconded by Cllr Socea and resolved that CAPALC be appointed the Internal Auditor for Bottisham Parish Council for financial year 26-27.

630. PLANNING MATTERS

Planning Applications

None

Planning Decisions

22/01291/NMAA Six Oaks, Non material amendment to pre-commencement conditions to previously approved 22/01291/ESF for installation of a Renewable Energy Park comprising: ground mounted solar panels; access tracks; inverters, transformers; substation and battery energy storage system; customer cabin; underground cables and conduits; perimeter fence; CCTV equipment; temporary

construction compound; and associated infrastructure and planting scheme.
Approved.

25/01070/VAR Site south of 2 Parsonage Barns, Bottisham. To vary condition 1 (approved plans) of previously approved 23/0017/FUL, for erection of outdoor covered storage area and extension to existing building to form staff welfare facilities and associated works. Refused.

Other Planning Matters

Cllr Socea will be representing the Parish Council at the Planning Committee hearing for 25/01350/FUL on the 10th June 2026. The Parish Council wish to continue to seek classification of the units individually rather than blanket class E as this would not suit all current tenants.

631. CEMETERY

- It was discussed that ECDC would not be providing the Cemetery with a black bin and therefore the Parish Council would need to arrange a commercial collection. It was agreed that due to the small amount of waste collected an alternative would be sought. For the meantime waste will be put in the ECDC bin located at the entrance to the Cemetery.
- A request had been made to install a memorial bench along the path edging in the Cemetery. In principle the Parish Council agreed to installation, but requested further information. **Action:** *Clerk to liaise with the applicant over the type and location of the new bench.*

632. PROJECT PLAY

Cllr Laurent was not present at the meeting, but provided an update by email which included that remedial works at the Primary school had been completed - the invoice was still outstanding. Action: Clerk to chase the formal invoice for the Parish Council's contribution to the work. A meeting has been scheduled with ECDC to clarify the additional information requested by the Council. To be discussed at the next meeting. Cllr Laurent also reported that two new members had joined the Project Play working group.

633. COUNCIL ADMINISTRATION

- **It was proposed by Cllr Ogborn, seconded by Cllr O'Dell and resolved to adopt the Co-option, Dispensation, Equality & Diversity and General Reserves, dignity at work policies and approve of the amendments to the Cemetery Regulations for 2026-2027.**
- Cllr Morrison reported that work on the Neighbourhood Plan is continuing and a meeting of the full group is expected in the coming weeks. The Parish Council gave thanks to the whole group for their commitment towards the project and look forward to receiving the recommendations of the working group for commencing the Regulation 14 process in due course.
- The Clerk reported on behalf of Cllr Cundell that the updated version of the website is now live. The system has undergone significant changes to both the forward facing site and also in the back office to improve functionality.

634. AGENDA ITEMS FOR NEXT MEETING

Any business, payments or reports to be considered at a Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.

635. DATE OF NEXT MEETING

Parish Council Meeting, 7:30pm Monday 6th July 2026 at The Poppy Room, Sports and Social Club, Downing Close, Bottisham

Meeting closed at 8.40pm