

Bottisham Parish Council

Minutes of Meeting 10 of the Council, held in The Committee Room, Bottisham Sports and Social Club Bottisham, on Monday 4th March 2024 at 7.30pm.

Present: Cllr Jon Ogborn; Cllr Stephen O'Dell; Cllr John Wilson; Cllr Mark Overton; Cllr Rehana Shaker; Cllr Savannah Laurent; Cllr Jawahar Swaminathan; Cllr Nadene Cundell; Cllr Maria Socea.

In Attendance : County Cllr Alan Sharp; District Councillor Charlotte Cane.

Members 11 (1 vacancy) Quorum 4

Clerk: Mrs S Chambers-Turner

Meeting opened at 7.30pm

1. APOLOGIES FOR ABSENCE

Cllr John Austin; Cllr Winkcup.

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

None

3. TO APPROVE MINUTES OF PREVIOUS MEETING

It was proposed by Cllr Wilson, seconded by Cllr Overton, and resolved that the minutes of Meeting 9 held on 5th February 2024 be signed as a true record.

4. OPEN FORUM

None.

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

- The AtoB1102 group have held a meeting in relation to proposals for new bus routes that they have been asked to produce by the Mayor. More information is due shortly as the matter until now has been highly confidential. It is suggested by the group that the news about the potential routes is widely shared to help ensure they are now supported by the Mayor.
- Cllrs Ogborn and Cundell have met with the Local Highways Officer to raise concern over the safety of Bell Road junction and other highways matters. **Action:** *Cllr Cundell to circulate meeting notes with all Cllrs.*
- Correspondence has been received from ECDC that Lindum Homes are happy to transfer the adjoining wood to ECDC and the opportunities that affords will be explored in more detail in the future.
- The landscaping in the Cemetery is now been completed and the area is ready for burials when needed.

6. COUNTY AND DISTRICT COUNCILLORS' REPORTS

County Councillor Sharp provided a report for the Council which included:

- The County Council have agreed a 4.99% increase to the Council Tax demand for 2024/25. An amendment was raised to increase the proportion of money spent on road safety by additional £22.8m which was not carried despite £300m of reserves that the County Council hold.
- The Highways & Transport Committee are due to meeting early March to receive a report the capital maintenance programme for 24/25

- The Combined Authority have raised the Mayoral Precept to £36, and are planning to use extra funds for new bus routes and cheaper fares for the under 25's. Although concern has been raised that current services will need addressing that could use some of this extra funding.
- The proposed works at the Swaffham Heath crossroads was due start on 4th March 2024 but been delayed due to continuing legal issues.

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

- The Licensing Committee has requested that an Inclusive Service Plan is prepared for taxis and private hire vehicles.
- The Full Council have agreed the recommendation of the Independent Remuneration Panel to increase members allowances from 1st April by 12%. Additionally, members will also be able to claim 3 Special Responsibility Allowances which presently is capped at 2.
- The Reach Neighborhood Plan has been formally adopted.
- The Full Council have confirmed the Business Case for a proposed crematorium and cemetery at the site of the former Mepal Outdoor Centre. It will see £9m of CiL monies used.
- The Council have approved a £200,000 payment for ECSS for 2023/24. An additional 26% will be added to the fees for 24/25.
- The ECDC proportion of Council Tax has been frozen for another year.
- Some changes have been made to the Council's constitution although not all recommendations made by the working group have been accepted.

7. CO-OPTION

It was proposed by Cllr Cundell , seconded by Cllr Laurent and resolved (1 abstention after a Declaration of Interest) that Camelia Mihaescu be co-opted to Bottisham Parish Council.

8. FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- It was proposed by Cllr Wilson seconded by Cllr Overton and resolved that the bank reconciliation for February should be approved.**
- To Note Receipts
- It was proposed by Cllr Wilson seconded by Cllr Laurent and resolved that powers will be delegated to the finance group to authorize immediate payments of accounts between meetings after the submission of a to pay account up to the value of £5000 and unanimous approval.**
- It was proposed by Cllr Cundell, seconded by Cllr Socea and resolved that March Accounts are paid. Action: Clerk to arrange payment of outstanding accounts.**

Method	Payee	Item	Net	VAT	Total
BACS	Mrs S Chambers-Turner	Clerk's Salary			Confidential
BACS	Mr Isaac Swift	Litter Picker			Confidential
BACS	Cambridgeshire Acre	Membership	£54.17	£10.83	£65.00
BACS	SRC Plumbing and Heating	Cemetery Tap	£135.00	£27.00	£162.00
DD	SSE	Street Lighting	£86.88	£7.80	£94.68
BACS	EAS	Professional Fees	£336.25	£67.25	£403.50
BACS	Simon Handyman	Cemetery works	£999.00	£0.00	£999.00
BACS	J Ogborn	Mileage	£26.55	£0.00	£26.55

DD	SSE	Street Lighting	£86.88	£7.80	£94.68
			£1724.73	£120.68	£1845.41

9. BUDGET 24/25

It was proposed by Cllr Cundell, seconded by Cllr Swaminathan and resolved that the recommended budget for 24/25 from the Finance Working Group be accepted.

10. BOTTISHAM GREENWAY

A meeting is taking place on 27th March with Peter Blake, Transport Director of the Greater Cambridgeshire Partnership. It was agreed that questions would be prepared in advance and sent to Mr Blake. **Action:** Cllrs to send all proposed questions via inclusive email. Cllrs Ogborn and Cundell will then prepare the questions for submission via the Clerk.

11. CEMETERY MATTERS

- a. Three quotations and demonstrations had been received by the Clerk for burial software for the Parish Council. The Clerk had clarified issues raised with the preferred company. It was therefore proposed by Cllr Ogborn, seconded by Councillor Wilson and resolved that the quotation for Epitaph Burial Software should be accepted. **Action:** Clerk to accept quotation and make the necessary arrangements.
- b. Cllr Ogborn provided an update on the new Cemetery. Almost of all the documents required for the tendering process are now completed. Cllr Ogborn has also met with Jennifer Scarf of the National Trust to discuss the purchase of the land. The National Trust are now proposing that the sale of the land should be a commercial sale rather than a compulsory purchase. However, upon further investigation it appears that the process of a Compulsory Purchase Order may still need to be made and then settled without dispute. Further clarification is being sought from ECDC and the legal teams. The National Trust have also raised the issue of valuation of the land, suggesting that this may not be accurate as land value has changed since the last valuation. The National Trust also expressed a wish that the Parish Council cover the fees involved with this valuation. **It was proposed by Cllr Laurent, seconded by Cllr Overton and resolved that Carter Jonas would be contacted to carry out a revised valuation of the land on behalf of the Parish Council and the National Trust.**

12. POLICIES

It was proposed by Cllr Ogborn, seconded by Cllr O'Dell and resolved that the Grant Awarding Policy and Health & Safety policy should be adopted.

13. PLANNING MATTERS

Planning Applications

24/000123/FUL 4 Howlett Way, Bottisham. Installation of heat pump to rear of property. **The Parish Council made no comments.**

Planning Approvals

23/00421/FUL Howgar House, 41 Bell Road, Bottisham. Construction of 1no 3-4 bedroom, two storey dwelling, with off street parking for two vehicles on garden land.

Planning Appeals

23/00205/OUM / 23/00009/OUM - Land to the rear of 163 to 187 High Street and east of Rowan Close, CB25 9BJ

The Parish Council discussed the approval of the retirement village planning permission at length and various issues were raised, including writing to the Housing

Minister and making enquiries about a Judicial Review. A meeting has already been held with Bottisham's MP, Lucy Frazer, which detailed concerns that have been raised about the Planning Inspectorate Appeal. It was agreed that an extraordinary meeting would be held on 14th March 2024 to discuss options in more detail.

14. SIX OAKS ENERGY FARM

There has been no updates on the Community Benefit Scheme agreement. **It was proposed by Cllr Ogborn, seconded by Cllr Cundell and resolved that authority to sign the agreement for the Community Benefit Scheme for Bottisham will be delegated to the Finance group for approval and with any legal input from Cllr Laurent.**

15. NEIGHBOURHOOD PLAN

The next meeting of the Neighbourhood Plan Working Group is due to be held on 25th March 2024 in the Poppy Room which will be chaired by Tony Jolley.

16. AGENDA ITEMS FOR THE NEXT MEETING

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

17. DATE OF THE NEXT MEETING

Full Council Meeting, **Monday 8th April 2024**, 7.30pm, The Poppy Room, Bottisham Sports and Social Club.

Meeting Closed at 9.35pm.

Minute Point	Action	By Whom
174	Circulate report from meeting with Highways Officer	Cllr Cundell
177	Set up bank payments	The Clerk
179	Proposed questions for GCP to be sent via inclusive email. Cllr Ogborn and Cundell to prepare question list.	All Cllrs
180	Accept quotation from Edge IT for Epitaph software	The Clerk
143	<ul style="list-style-type: none"> Clerk to arrange an on-site meeting with Highways Officer to discuss various highways matters. To instruct Eastern Tree Surgery to carry out works on Triangle. 	The Clerk The Clerk
146	Discussions to be held with ECDC about the proposed amenity area between the SAM and Ox Meadow.	Cllr Ogborn