

# Bottisham Parish Council



**Minutes of Meeting 5 of the Council, held in The Poppy Room, Bottisham Sports and Social Club Bottisham, on Monday 2<sup>nd</sup> October 2023 at 7.30pm.**

**Present:** Cllr Jon Ogborn; Cllr Nadene Cundell; Cllr Stephen O'Dell; Cllr Maria Socea; Cllr John Wilson; Cllr Neil Winkcup; Cllr Mark Overton, Cllr John Austin; Cllr Rahana Shaker.

**In attendance:** County Cllr Alan Sharp; District Councillor Charlotte Cane. 1 Member of the Public.

**Members 11 (1 vacancy) Quorum 4**

**Clerk: Mrs S Chambers-Turner**

**Meeting opened at 7.30pm**

## **77. APOLOGIES FOR ABSENCE**

Cllr Jawahar Swaminathan; Cllr Savannah Laurent.

## **78. MEMBERS DECLARATION OF INTEREST OF ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATION**

Cllr Winkcup item 86, Cllr O'Dell item 89.

## **79. TO APPROVE MINUTES OF PREVIOUS MEETING**

**It was proposed by Cllr Wilson, seconded by Cllr Winkcup and resolved that the minutes of meeting 4 held on 4<sup>th</sup> September 2023 be approved and signed.**

## **80. OPEN FORUM**

None.

## **81. MATTERS ARISING/CLERKS AND COUNCILLORS REPORTS (FOR INFORMATION ONLY)**

- Correspondence had been received from the Performance and Assurance Manager for Highways Contracts and Commission Team, seeking feedback on Highways Services Contract and Street Lighting Contract. Cllr Winkcup will complete these surveys on behalf of the Parish Council.
- Anglian Water sent information about works that would be carried out at the water recycling center in Bottisham located off Tunbridge Lane during October 2023. The works were not expected to impact the locality but there may be an increase the number of Anglian Water vehicles entering and leaving the site.
- A request had been received from a local organisation that may be interested in starting a warm hub within the village and had enquired whether the Parish Council would be able to assist with this project.
- Communication was received after the agenda was produced about a planned appeal for the Retirement Village to the rear of 163-187 High Street. The Public Inquiry will be taking place on 17<sup>th</sup> October 2023 at The Council Chamber, Ely.

## **82. COUNTY AND DISTRICT COUNCILLORS REPORTS**

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

- County Councillor Sharp reported that the meeting that was due to be held for the Highways & Transport Committee for 11<sup>th</sup> October 2023 had been cancelled. This is due to the Executive Board for the Greater Cambridgeshire Partnership suggesting that the business case for the Making Connections should not be presented at this stage.

- Mill Road bridge legal challenge is still ongoing so until this is resolved no further work will be undertaken to implement the scheme.
- A new round of Local Highways Improvement schemes will be open at the end of October and close on 6<sup>th</sup> January 2024.
- Correspondence has been sent out about the County Councils Weed Spray Policy. Cyclic spraying was stopped during this season, but a consultation was meant to take place with parishes and other organisations, which did not occur. Parishes are now being consulted on the impact of the no spraying policy to gauge feedback.
- More discussions have been held about soil effected roads, the only one in the area is down Lode Fen Road.
- The Highways & Transport Committee have approved the Local Highways Improvement 20mph shortlisted applicant.
- The County Council are in the process of changing street lights to LED lighting, £13.5M has been allocated to the project which will reduce the cost of electricity.

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

- Growth & Infrastructure Fund has over £700,000 available, because one grant was returned; the Fund will be open from 9 October and closed on 8 December to fund projects in the District to support local growth. Criteria will be given shortly on the Council website.
- The Local Council Tax Reduction Scheme (LCTRS), a scheme to reduce Council Tax for those on low income, was discussed at the Finance & Assets Committee. Not all information was available for the meeting and will be discussed further when the information is available.
- The Council finances might be affected by about £1.5m when the Business Rates be adjusted. This is because although Business Rates are collected by the District Council, they are paid to central Government who then uses a formula to allocate Business rate funding to local areas. They are proposing to change this formula which could mean ECDC receiving an estimated £1.5m less than it currently receives.
- Everyone should receive their black sacks for general rubbish by 31 October. If anyone hasn't received them by then please let the District Councillors know.
- Following feedback from a consultation, the Licensing Committee decided not to require taxis to have CCTV in the cab. The Committee also agreed to consult on an amended policy for those who do install CCTV to ensure privacy for customers and that the footage will be made available to the proper authorities if required.
- A review of East Cambs Street Scene has taken place by the Chief Executive of East Cambs which has found some areas of concern. More details are available on the full report available from the District Councillors.
- The path at Ancient Meadows has been brought up with a member of ECDC and more information is awaited.
- Cllr Wilson raised that a number of complaints had been received about the helicopter flights from the Bottisham Airfield. District Cllr Cane was asked whether the correct permissions had been sought. This information was not available, but Cllr Cane will make enquiries about the permits and procedures that should be followed and report back to the Council.

### 83. FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- a. The bank reconciliation for September and along with Rialtas versions of bank reconciliations dating back to start of the financial year were circulated to the Councillors on the Finance working group before the meeting. Due to the large volume of documentation, it was agreed that September's bank reconciliation would be approved at the next meeting.
- b. It was noted that the following receipts have been received.  
2<sup>nd</sup> Instalment of Precept £27569.50
- c. **It was proposed by Cllr Wilson, seconded by Cllr Cundell and resolved that October 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
	Drax	Street Lighting	£2.51	£0.12	£2.63
DD	Drax	Street Lighting	£7.24	£0.36	£7.60
DD	Drax	Street Lighting	£37.51	£1.87	£39.38
BACS	Wave	Water Cemetery	£42.27	£0.00	£42.27
BACS	J.Ogborn	Mileage Allowance	£23.40	£0.00	£23.40
BACS	N Cundell	Survey Boxes	£74.97	£0.00	£74.97
BACS	Rialtas	Accounting Software & Training	£768.07	£153.61	£921.68
			<b>£955.97</b>	<b>£155.96</b>	<b>£1,111.93</b>

### 84. BOTTISHAM GREENWAY

Concerns were raised by Cllrs that not everyone had been present at the last engagement by the Greater Cambridgeshire Partnership Greenways (GCP) team so not all Cllrs were fully aware of the plans as proposed currently. It was suggested by the Cllrs that it would be more beneficial for meetings to take place in the evening rather than during the day to allow for more representatives to be available. Amongst the changes in the proposals, it was noted that a raised table prior to the Bell Road junction had been proposed by the GCP Project Team. It was felt that the residents of the Parish would not tolerate the intrusion that such works will require, Furthermore, there was concern residents have still not be informed in detail of the impact that the Greenways project could have on the village and that this should be addressed by the GCP. County Cllr Sharp was asked if it was possible to find out what Statutory Powers the GCP team have to deliver a project without the support of the Parish Council. **It was therefore proposed by Cllr Wilson, seconded by Cllr Winkcup and resolved that the Parish Council request that the GCP hold a full and proper consultation with the residents of the parish before any formal decisions are made concerning the Bottisham Greenway and that any current proposals should be paused until this has been carried out.**

### 85. OPALS/GIGACLEAR

More complaints were received about the works being carried out by Opals on behalf of Gigaclear. It appears that work orders have been granted for road works and the information is only being provided sporadically to the Parish Council, often after the first date has been carried out. Cllr Cundell is adding this information to the website and Facebook as soon as it is available. County

Cllr Sharp is due to meet with the Engagement Manager for Gigaclear within the next week to discuss the issues that have been raised. It was also reported that the Engagement Manager would be happy to attend a future meeting to discuss the experiences of the residents. **Action:** *County Cllr Sharp to update the Parish Council after the meeting with the Engagement Manager.*

#### **86. CEMETERY MATTERS**

A meeting is due to take place with a proposed 3<sup>rd</sup> Contractor for carrying out the works at the new Cemetery. It is hoped that the documentation will be ready to go out to tender by the end of year. A quotation had been received to prepare the reports and studies for the discharge of the conditions imposed by the planning authority. **It was proposed by Cllr O'Dell, seconded by Cllr Austin and resolved that the fee proposal submitted by Micheal Hendry be accepted and that decisions will be delegated to the Finance group on the additional costs involved with the reports and studies to discharge the conditions set out by the planning authority.**

#### **87. PLANNING MATTERS**

##### **Planning Applications**

None

##### **Planning Approvals**

**23/00796/FUL** 20 Pound Close, Bottisham. Demolition of existing single storey side extension and porch. The erection of single storey rear and side extensions, internal alterations and associated works.

#### **88. POLICIES**

This item was deferred until the next meeting.

#### **89. ATOB1102 GROUP**

- a. Cllrs O'Dell and Ogborn gave a brief update from the AtoB1102 group who are actively carrying out a survey to establish the travel needs of the parish. A survey is currently live on the website and paper versions will be made available at the Co-Op and the Doctors surgery.
- b. A grant application had been received from the AtoB1102 requesting a contribution towards funding. The group have requested £200 from all Parishes lining the B1102 route. **It was proposed by Cllr Winkcup, seconded by Cllr Cundell and resolved that the Parish Council would award the AtoB1102 group a grant of £200 towards the costs of creating the survey.**
- c. **It was proposed by Cllr Cundell, seconded by Cllr Overton and resolved that Cllr Austin will assist Cllr O'Dell in representing Bottisham Parish Council on the working group of the AtoB1102.**

#### **90. THE CRESSET**

This item was deferred until the next meeting.

#### **91. ENVIROMENTAL**

- a. The trees on the triangle by the shops were reported by a member of the public to be in some distress and require attention. It was agreed by the Parish Council that the local Highways Officer would be contacted to arrange an onsite meeting as the area is the responsibility of Highways. **Action:** Clerk to contact Highways to arrange an onsite meeting.
- b. The remainder of this item was deferred until the next meeting.

#### **92. SIX OAKS ENERGY**

This item was deferred until the next meeting.

#### **93. STREET LIGHTING**

Deferred until the next meeting.

#### **94. 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.*

**95. DATE OF THE NEXT MEETING**

Full Council Meeting, Monday 6<sup>th</sup> November 2023, 7.30pm, The Poppy Room, Bottisham Sports and Social Club.

**Meeting Closed at 9.47pm.**

<b>Minute Point</b>	<b>Action</b>	<b>By Whom</b>
83a	Rialtas Reconciliation for months, April, May, June, July, August, September to be reviewed	Cllr Wilson
83c	Set up bank payments	The Clerk
85	Update the Parish Council after the meeting with the Engagement Manager at Gigaclear.	County Cllr Sharp
91	Arrange meeting with Highways at the Triangle	The Clerk