**MINUTES OF BOTTISHAM PARISH COUNCIL MEETING 08/19**

**Held on Monday 2nd September 2019 in the Poppy Room, Bottisham Community Sports & Social Club commencing 7.45pm**

**PRESENT:**

Cllr Jon Ogborn – Chair. Cllr’s Bryant, Clarke, Di Lorenzo and Martin.

D/Cllr Charlotte Cane and C/Cllr Mathew Shuter were also present.

**117. APOLOGIES:**

Received from Cllr Hilda Buchanan and Cllr Steven O’Dell and also from Claire Fullwood, Parish Clerk.

**118. MINUTES OF LAST MEETING:**

Minutes of the meeting held on 1 July 2019 were approved and signed.

1. **DECLARATIONS OF INTEREST:**

None declared.

**120. PARISH COUNCILLOR CASUAL VACANCIES:**

Mr Bill Sunner and Mr Laurie Van Someren had both applied to fill a casual vacancy on the Parish Council. We currently have 5 casual vacancies to fill. They had both submitted an application and left the room whilst these were discussed. Cllr Ogborn nominated both and this was seconded by Cllr Clarke. Both applicants signed Declaration of Acceptance of Office forms and joined the meeting.

**ACTION: CLERK TO SEND DECLARATIONS TO ECDC**

**121. MATTERS ARISING:**

a) Bottisham Fete

The Fete Committee has written to confirm they will set up their own bank account and appoint a treasurer in time for the 2020 fete. The fete profits of approximatel £700 were being distributed to the Scouts, the Church, and the Primary School. It was noted that these largely matched the contribution from Parish Council towards the costs of the fete. Cllr Bryant was asked to discuss with the committee the possibility of the fete becoming more self-funding to release PC funds for other projects.

**ACTION: CLLR BRYANT TO SPEAK TO FETE COMMITTEE**

b) Planting of daffodils

Cllr Bryant will contact the Scouts, Brownies and Red to Green. It was also noted that the grass had now been cut at the Quy roundabout which had been previously discussed.

**ACTION: CLLR BRYANT TO MAKE CONTACT**

**122. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS:**

County

Trade waste at Milton recycling plant will be redefined, with a restriction on the size of trailers – full information will be available on the District Council website in the next week or so. Discussions with Plantlife on encouraging wild flowers and rare plants to verges and the policy on cutting protected verges may result in the need to acquire new equipment.

The bus shelter has now been erected on the A1303. Further safety work is to be completed on that road. This will require the removal of some trees and, if so, they will be replaced with appropriate alternative plantings.

Posts to stop parking on grass verges around the ‘triangle’ should be available in a few weeks’ time. There are plans to re-badge Highways vehicles to avoid confusion with other vehicles.

In response to Cllr Bryant’s concern that general waste is going straight to landfill and not being ground up first, D/Cllr Shuter confirmed that there have been no changes to the Amey contract.

During the discussion Bill Sunner was asked to elaborate the works carried out behind the village shops to free up parking at the front. He indicated these included repairing a blocked drain, overgrowth has been cut back and LED lighting is being installed. The road surface will also be repaired. Cllr Ogborn thanked Bill Sunner for co-ordinating the work and Bill indicated his appreciation of the contribution of the other shops.

District

D/Cllr Cane (report sent to Clerk prior to meeting) alerted Parish Council to the presentation on the Combined Authorities Transport Plan – meeting at Bottisham Sports Centre on 10th September at 4pm to 6.30pm. The Consultation ends 27 Sept. Stagecoach are to issue a 16-25 ticket. A public survey is planned to establish what would encourage people to use buses.

Housing development at Dullingham – some concern that only 30% affordable, rather than the usual 40%.

ECDC accounts are being published unaudited due to a shortage of auditors. Expenses exceed income by approximately £3.6m

A review of polling stations is currently being undertaken– no change is proposed for Bottisham ward.

Parish councillors attended a consultation on proposed retirement village.

D/Cllr Cane visited the recycling plant – a big effort is being made to remove recyclable items such as large children’s toys.

Ref street parking issues, City of Ely can delegate control to a parish warden – details to follow.

**123. CHAIRMANS REPORT:**

1. Annual Parish Meeting

Summary to be circulated by Cllr Ogborn.

1. Anglia Learning meeting

Cllrs Ogborn and Bryant were invited to a meeting with Jonathan Culpin CEO of Anglian Learning and Jenny Rankine, Principal BVC.

They explained the vision of Anglian Learning is to encompass schools within one hour of Cambridge, so it is easy to maintain contact across the colleges. Anglian Learning will be providing the primary school for the Marleigh development. They are very keen to move forwards with finalising the agreement with PC on the school playground but are awaiting communication from the Department of Education, apparently everything is going slow due to Brexit.

**ACTION: CLLR OGBORN TO CONTACT ANGLIA LEARNING TO DISCUSS PROGRESS WITH DEPARTMENT OF EDUCATION**

1. Stagecoach meeting

Cllr Bryant attended the meeting held at Swaffham Prior Village Hall by D/Cllr Charlotte Cane. Representatives from Stagecoach were present and were interested to hear the various suggestions about the bus route that were made. They made it clear that the routes very much are dictated by the numbers of passengers using the buses and they monitor routes carefully. They will undertake a passenger survey to ascertain the numbers of people using routes. Stagecoach are keen to work with the villages to provide a better service. Cllr Cane urged everyone to attend the upcoming Transport Consultation meeting being held in Bottisham on 10th September. Subsequently Cllr Ogborn said he would attend on behalf of Parish Council.

1. Room hire charges

The Community Sports and Social Club informed the Clerk that their current booking terms for Poppies are £10 per hour with a minimum charge of £30. They have not been charging the Parish Council the minimum fee, but have now decided that a minimum fee of £20 shall apply to all regular bookings of the Poppy room from January 2020. They wished us to confirm we were happy with this. Cllr Ogborn suggested the Clerk could enquire as to the charge for short committee meetings of one hour (e.g. Finance). Cllr Van Someron offered the possible use of his dining room (subject to his wife’s agreement). Cllr Ogborn thanked Cllr Van Someron but suggested that, while this may be useful for working party meetings, it may not be appropriate for formal meetings where the public are able to attend.

**ACTION: CLERK TO LIAISE WITH SOCIAL CLUB ON RATES**

**124. PLANNING:**

Applications received as listed.

In the absence of Cllr Buchanan, the council was not aware of any issues.

A further consultation is expected regarding the proposed retirement development.

**125. ENVIRONMENT:**

Cllr Bryant will ask the Clerk for a report on the estimated number of spaces remaining in the cemetery. Cllr Clarke reported that he had been approached by a resident regarding the smell from fertiliser being used on the fields.

**126. FINANCE:**

1. To approve payment of outstanding accounts

In the absence of the Clerk, the cheques below had already been approved and signed, ready to send off and cheques for August, when we did not have a meeting have also been approved.

Any outstanding invoices on the Clerk’s return will be detailed in next month’s meeting.

2870 Mrs C Fullwood – Salary and allowance 810.25

 2871 I Swift –Litter picking (4 weeks) 52.50

 2872 A Fullwood – Litter picking (4 weeks) 52.50

 2873 Ros Hall – clerk services 25.00

Cheques approved for August

 2863 Mrs C Fullwood – Salary 715.41

 2864 Mrs C Fullwood – Expenses 71.79

 2865 I Swift – Litter picking (5 weeks) 65.62

 2866 A Fullwood – Litter picking (5 weeks) 65.62

 2867 Prompt Glazing – bus shelter 270.00

 2868 Bottisham Social Club – room hire 110.00

 2869 K Hutchinson & Son – grass topping 180.00

1. Minutes of Finance Meeting

The minutes of the Finance Committee meeting held on 17th July had been circulated. It was noted that there are 2/3 CIL payments outstanding which we may receive this October. The new SID’s (speed indicator devices) have been included in our list of assets. We are keen to share any available grant money around various groups and will therefore advertise in the Cresset in the New Year to encourage groups that may not have applied before.

We are checking that our cemetery fees are in line with other parishes as we have not raised these for some time. The Village fete spent £739 spent of the £1000 allocated. The Fete committee to be encouraged to self-fund. We need to budget for the new cemetery (Government loan also available at a favourable rate of interest) and play equipment for the future. Currently holding c.£111k on deposit – Clerk to report back on the rate of interest being achieved.

At Cllr van Someren’s suggestion, other investment vehicles will be looked into e.g. Charities Aid Foundation.

**ACTION: CLERK TO INVESTIGATE INTEREST RATES**

**127. NEW CEMETERY WORKING PARTY**

Cllr Ogborn indicated that discussions are still ongoing within The National Trust.

**128. PRE-SCHOOL PLAY AREA WORKING PARTY**

The minutes of the last meeting werecirculated prior to the meeting. Cllr Di Lorenzo reported that Ancient Meadows have closed their Facebook group. He summarised the reasons for Park Estate Residents Society’s decision not to pursue Parish Council’s offer to lease a section of the Dirt Hills. A meeting is planned for 11th September, so there will be a further update at the October meeting

**129. CORRESPONDENCE RECEIVED:**

As listed.

**130. CORRESPONDENCE SENT OUT:**

As listed.

**131. CORRESPONDENCE WITH RESIDENTS:**

As listed.

**132. OUTSTANDING:**

No updates.

**133. ANY OTHER BUSINESS:**

Cllr Martin expressed an interest in obtaining data from the SIDs. Cllr Ogborn suggested he speaks with Tony Jolley who is familiar with the method of downloading via USB.

Cllr Martin reported expected manhole works on Tunbridge Lane.

It is understood that Bell Road is to be closed 22 to 24 Oct for roadworks.

**134. DATE OF NEXT MEETING:**

The next meeting will be Monday 7 October 2019 and will be in the Poppy Room at Bottisham Community Sports & Social Club, 7.45pm