

Bottisham Parish Council



Minutes of Meeting 3 of the Council, held in The Poppy Room, Bottisham Sports and Social Club Bottisham, on Monday 17th July 2023 at 7.30pm.

Present: Cllr Jon Ogborn; Cllr Nadene Cundell; Cllr Jawahar Swaminathan; Cllr Stephen O'Dell; Cllr John Austin, Cllr Maria Socea; Cllr Savannah Laurent; Cllr Rahana Shaker.

In attendance: County Cllr Alan Sharp.

Members 11 (1 vacancy) Quorum 4

Clerk: Mrs S Chambers-Turner

Meeting opened at 7.30pm

43. APOLOGIES FOR ABSENCE

Cllr John Wilson; Cllr Neil Winkcup; Cllr Mark Overton.

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

None

45. TO APPROVE MINUTES OF PREVIOUS MEETING

It was proposed by Cllr Cundell, seconded by Cllr Swaminathan and resolved that the minutes of meeting 2 held on 5th June 2023 be approved and signed.

46. OPEN FORUM

None.

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

- The Clerk reported that complaints have been received about the Gigaclear contractors working on the infrastructure of the new fibre optic broadband, including the lack of communication. Contact has been made with the Community Engagement Manager at Gigaclear to express the concerns raised.
- A complaint has been received about the overgrown hedging on the cycle path on the corner of Bell Road/A1303. It was suggested that it needs to be reported to Highways.
- Communication had been received from East Cambridgeshire District Council about a call for the Cambridge Congestion Charge to be halted. The motion put forward was that the Greater Cambridgeshire Partnership should cease to work on implementing road charging, citing 59% of East Cambridgeshire respondents to the Making Connections consultation opposed the Sustainable Transport Zone. The motion called for all partners, MP's, business and organisations across Cambridgeshire to develop alternative proposals that demonstrate public support. The motion was passed 13 votes in favour, 0 votes against and 9 abstentions.

48. COUNTY AND DISTRICT COUNCILLORS REPORTS

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

- Cllr Sharp has contacted the Street Works Team about the fibre optic contractors that are currently installing the infrastructure on behalf of Gigaclear. Any concerns should be raised with Street Works. Action: Cllr Sharp to provide the clerk with the email address of the appropriate officer.
- The Greater Cambridgeshire Partnership is currently preparing a business plan for making connections. The Transport and Infrastructure committee have prepared a paper for noting at the Full County Council meeting in October.

- A legal challenge has been raised requesting a judicial review of the restriction of traffic down Mill Road. It was noted that this was not on the decision itself but on the process of getting the traffic order.
- There will also be a 7 week diversion of traffic on Coldham's Lane to allow for necessary works.
- The Combined Authority Transport and Infrastructure Committee are continuing to discuss the bus service improvement. The retendering process is due to commence in September/October for the service from April 2024. Additionally there has been lobbying around moving the current timetable forward by 6 minutes to aid the students of Bottisham Village College arrival at school at a more appropriate time, as currently the children are either very early or late to school with the current timings. District Councillor Cane provided the Parish Council a report in advance, which due to a clerical error was not circulated in advance, the report included:
 - Operational Services Committee met on 19 June. It agreed an updated environment plan, recognized the UN Sustainable Development Goals and asked officers draw up a plan to achieve at least an 80% reduction in carbon emissions from Council operations by 2030.
 - Councillor Trapp reported that a Pride of Place fund, offering 100% grant funding is to help create, tidy up or enhance somewhere special in the community, and benefit the natural environment.
 - Councillor Cane is now one of the District Council's representatives on the Combined Authority's Overview and Scrutiny Committee

49. FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- It was proposed by Cllr Austin, seconded by Cllr Laurent and resolved that the bank reconciliation for June 2023 be approved.**
- It was noted that the following receipts have been received.

Bank Interest	£108.50
Bank Interest	£13.83
Burial Income	£215.00
- It was proposed by Cllr Cundell, seconded by Cllr Shaker and resolved that July Accounts are paid. Action: Clerk to arrange payment of outstanding accounts.**
- It was proposed by Cllr Swaminathan, seconded by Cllr Laurent and resolved that the Parish Council's money should be moved from Lloyds Bank to Unity Trust, leaving £1k in the Treasurers Account. Action: Clerk to make the arrangements to move the funds from Lloyds to Unity Trust.**

Method	Payee	Item	Net	VAT	Total
BACS	Mrs S Chambers-Turner	Clerk's Salary			Confidential
BACS	Mr Isacc Swift	Litter Picker			Confidential
BACS	GSC Solicitors LLP	Professional Fees	£150.00	£30.00	£180.00
DD	Drax	Street Lighting	£36.32	£1.82	£38.14
DD	Drax	Street Lighting	£7.03	£0.35	£7.38
DD	Drax	Street Lighting	£2.44	£0.12	£2.56
BACS	SLCC	Membership Share	£103.23	£0.00	£103.23
BACS	SLCC	Membership Share	£4.59	£0.00	£4.59

BACS	East Cambs Trading	Grass Cutting June 2023	£552.39	£110.47	£662.86
BACS	East Cambs Trading	Grass Cutting May 2023	£459.49	£91.89	£551.38
BACS	Cambridge Acre	Consultancy NP	£750.00	£150.00	£900.00
BACS	Navigate Planning	Professional Fees	£525.00	£105.00	£630.00
BACS	ECDC	Election Costs	£250.00	£0.00	£250.00
BACS	TEEC	Website Hosting	£300.00	£60.00	£360.00
			£3,949.45	£549.65	£4,499.10

50. SCHEME OF DELEGATION

It was proposed by Cllr Cundell, seconded by Cllr Ogborn and resolved that the under a scheme of delegation, the Clerk will be responsible for carrying out the functions of the Parish Council in the absence of a meeting in August with the authorisation of three members of the Council.

51. TRAINING POLICY

A new Training Policy had been prepared and circulated prior to the meeting. It was proposed by Cllr Cundell, seconded by Cllr Laurent and resolved that the new Training Policy should be adopted with immediate effect.

52. RIALTAS

The Clerk reported that the new chart of accounts has been drafted and will be available to use as soon as the final checks have been completed. It was noted that training will be delayed for other individuals, but that the Clerk can start to use the accounts when they have gone live.

53. MVAS SERVICE AGREEMENT

Cllr Socea and Cllr Swaminathan had reviewed the service agreement document and recommend that a 3 year service agreement be purchased. It was proposed by Cllr Socea, seconded by Cllr Swaminathan and resolved that the MVAS service agreement be purchased at a cost of £5576.76 exc VAT.

It was also noted that training can be provided by Swarco, and it was agreed that this should be investigated. Cllr Socea and Cllr Swaminathan expressed an interest in receiving the training, and it was also noted that this would be an opportunity to engage with others in the village to expand the network of volunteers. **Action:** Clerk to make enquiries about the training package and accept the quotation for the service agreement.

54. ENVIRONMENTAL

- a. Quotations had been sought for a recycled plastic board, but it was highlighted that the guarantee for these products was limited to 2 years. It was therefore suggested that a metal alternative be sought which was guaranteed for 15 years and fully recyclable at end of life. The boards come in a variety of different colours and sizes and have the option of having a header on the top. In principle the Parish Council agreed the quotation from Noticeboards Online (which also includes installation) but finer details needed to be agreed by email due to time constraints. The Clerk will circulate the current quotations and a decision will be made under delegated authority as to the final arrangements for the board.
- b. The Parish Council discussed the need for changing of other boards within the village, but this will be explored when the new noticeboard has been delivered.
- c. Cllr Cundell and Cllr Swaminathan suggested that the hub of the village by the shops could be a perfect area for a biodiversity project. They suggested that raised beds could be strategically placed with the addition of more seating. Cllr Shaker also expressed an

interest to take part in the project. It was agreed that the Cllrs should work together to bring a proposal back to the next meeting.

55. CEMETERY

- a. Cllr Ogborn reported that the process of compulsory purchase for the land for the new Cemetery has started and the land acquisition is projected to complete in Spring 2024.
- b. The Clerk reported that works on the current Cemetery records has begun, as the records are illegible in cases, this is going to require some in depth work over the next few months.

56. PLANNING MATTERS

23/00522/FUL 1A Jenyns Close, Bottisham. Replacement of existing wall and hedge with a 2m high fence. Clarification of which hedge is included in the application. For information only.

23/00739/LBC 1 Bradfords Cottages, Lode Road, Bottisham. Replacement doors and windows to rear elevation and internal ground floor alterations. **The Parish Council have no comments.**

Approvals

23/00265/FUL Bottisham Airfield Museum, Wilbraham Road, Bottisham. Proposed demountable steel and fabric blister hanger shaped shelter.

Refusals

23/00522/FUL 1A Jenyns Close, Bottisham. Replacement of existing wall and hedge with a 2m high fence.

57. BOTTISHAM GREENWAYS

Communication has been received from the Greater Cambridgeshire Partnership in response to the joint parish letter sent on behalf of Swaffham Prior, Swaffham Bulbeck and Bottisham about the Greenways project. It was noted that the current proposals are under review and that new plans should be made available shortly. The joint assembly of Parishes will decide on next steps when they see the new drawings and details, which will be presented at a meeting that Swaffham Bulbeck are holding with the Transport Direct of the GCP. **Action:** *The Clerk will keep the Parish Council informed of developments in other parishes and share the new proposals when available.*

58. PROJECT PLAY

Cllr Laurent presented a report on behalf of the Project Play working group that was circulated in advance of the meeting. It outlined 5 potential sites for a play facility, all of which are currently privately owned. It was raised that consideration should be given as to whether it would be appropriate to lease or purchase land the former likely to be more acceptable to landowners. **It was proposed by Cllr Cundell, seconded by Cllr Swaminathan and resolved that the working group should be given the authority to make initial enquiries with the landowners on behalf of the Parish Council.**

59. SIX OAKS ENERGY

Cllr Ogborn provided the Parish Council with an update following a meeting with the other Parish Councils that have been approached by Ridge Clean due to the potential impact of Six Oaks Energy Farm on residents, namely Bottisham, Great Wilbraham and Little Wilbraham and Six Mile Bottom. An initial offer had been made by Ridge Clean Energy for a community benefit of £2500/annum over the 40 years of the project. The Parishes have asked Ridge Clean to consider raising their offer to match what is being offered elsewhere. They have also communicated that they would prefer to administer the funds by setting up a Charitable Incorporated Organisation (CIO) rather than utilize e.g. Cambridge Community Foundation that charges a 12.5% fee.

The group also discussed the allocation of the fund should it be granted. A proposal from the Wilbrahams was for 50:25:25, to Bottisham, Little Wilbraham & Six Mile Bottom and Great Wilbraham retrospectively. The Parish Council discussed and agreed that this ratio is disproportionate, as the other parishes are considerably smaller than Bottisham, e.g. benefit/capita for Bottisham would be 2.8 times smaller than that for Little Wilbraham. The solar

park itself is fully within the Bottisham boundary in an isolated position that will not negatively impact on any village more than another. Furthermore, access to the site is from an isolated position on Six Mile Bottom road that will mean that there will be marginal impact on the residents.

The route for connection to the grid is yet to be finalized (which may or may not go through Great Wilbraham). However it had been agreed at the meeting with the other councils that the focus should be on the 40 year impact of the site rather than on any short term construction disturbance, which will be minimal.

It was agreed by the Parish Council that the proposed ratio of 50:25:25 should be rejected and a 80:10:10 division should be proposed as a fairer reflection of the impact of the site on the parishes.

Action: *Cllr Ogborn and Cllr Wilson to continue negotiations with the other Parish Councils. A formal letter to the other Councils will be drafted by Cllrs Wilson and Ogborn and circulated to all Cllrs.*

60. 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.

61. DATE OF THE NEXT MEETING

Full Council Meeting, Monday 4th September 2023, 7.30pm, The Poppy Room, Bottisham Sports and Social Club.

Meeting Closed at 9.25pm.