

Bottisham Parish Council

Minutes of Meeting 35 of the Council, held in The Poppy Room, Bottisham Sports and Social Club Bottisham, on Monday 9th April 2026 at 7.30pm.

Present: Cllr Jon Ogborn; Cllr Keith Morrison; Cllr Nadene Cundell (Chair); Cllr Maria Socea; Cllr Savannah Laurent.

Members 8 (4 vacancies) Quorum 4

Clerk: Sam Chambers-Turner

In Attendance: District Councillor Trapp, County Councillor Jonny Edge.

Members of the Public: 0

Meeting opened at 7.30pm

588. APOLOGIES FOR ABSENCE

Cllr Rehana Shaker, Cllr Steven O'Dell, Cllr Jawahar Swaminathan .

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

None

590. TO APPROVE MINUTES OF PREVIOUS MEETING

It was proposed by Cllr Ogborn, seconded by Cllr Laurent and resolved that the minutes of meeting 34 held on 2nd March 2026 be approved and signed as a true record by those present.

591. OPEN FORUM FOR PUBLIC PARTICIPATION

No Members of the public were present

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

- Communication about the double yellow lines at the triangle.
- MVAS maintenance contract renewal had been received and will be reviewed on the next agenda.
- Complaints had been received about speeding vehicles and anti social noise.

593. COUNTY AND DISTRICT COUNCILLORS REPORTS

District Councillors Trapp and Cane provided a written report. This included:

- End of year reports on service delivery
- East Cambs Trading Company (ECTC) business plan
- New funding for Local Infrastructure and Inclusive Play and Open Spaces

County Councillor Edge provided a written report that was circulated before the meeting. This included:

- Opposition to merging local police force
- Local Government Reorganisation
- Crisis & Resilience Fund
- Two new special schools for Cambridgeshire
- Help with oil heating costs

- Help to shape a new Community Nature Recovery Plan
- Children's autism health services
- Primary care in Cambridgeshire
- Road conditions
- Water resources plan
- Youth employment strategy
- Local visitor economy partnership
- Electric vehicles

Copies of the reports are available from the website or upon request from the Clerk.

594. FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS .

- a. It was proposed by Cllr Soccea, seconded by Cllr Ogborn and resolved that the bank reconciliation for February 2026 be approved.**
- b. It was noted that the following had been received:
None
- c. It was proposed by Cllr Laurent, seconded by Cllr Soccea and resolved that the outstanding accounts for April be approved. Action: Clerk to set up payments for authorisation.**

S Chambers-Turner	Clerks Salary			Confidential
V Coley	Admin Assistant Salary			Confidential
CAPALC	Membership	£714.85	£0.00	£714.85
Simon Handyman	Bus Stop works	£410.00	£0.00	£410.00
Simon Handyman	Green waste removal	£500.00	£0.00	£500.00
TEEC	Website	£351.99	£70.40	£422.39
ECDC	Growth & Infrastructure repayment	£7273.20	£0.00	£7273.20
ECDC	NP Law Fees	£4580.40	£916.08	£5496.48
ECDC	Legal Fees	£313.00	£52.80	£365.80
TEEC	Additional Email	£12.00	£2.40	£14.40
Turtle Medical	Defib Cabinet	£450.00	£90.00	£540.00
N Cundell	Brackets	£40.86	£0.00	£40.86
ICCM	Membership	£105.00	£0.00	£105.00
Eduessentials	Book store	£599.99	£120.00	£719.99

595. PLANNING MATTERS

Planning Applications

26/00303/CLP 5 Maple Close, Bottisham. Single storey rear extension following demolition of existing rear sun/garden room.

26/00321/TRE Parsonage Farm, 112 High Street, Bottisham. T1 Plum - Reduce height by 2 metres to allow light and space on driveway T2 Hazel - Coppice to 3foot above ground level

to allow space in garden and allow light into next doors house T3 Hazel - Coppice to 3foot above ground level to allow space in garden and allow light into next doors house

26/00265/TPO 133 High Street, Bottisham. T1 Cypress - Cut back lower canopy by 1-1.5m. Cut back the upper canopy to shape it into the top. Trim to clear the phone line by up to 1m

26/00253/CLP 3 Arber Close, Bottisham Part conversion of the garage to form ensuite

26/00213/FUL 21 Stocks Close, Bottisham. Two storey side extension, demolished rear conservatory and replace with new single storey rear extension, fenestration alterations and additional roof light.

596. CO-OPTION

It was proposed by Cllr Cundell, seconded by Cllr Soccea, and resolved that Robert Crida Be co-opted to the Council. Cllr Crida to sign the acceptance of office before the next meeting.

597. CEMETERY

It was proposed by Cllr Ogborn, seconded by Cllr Morrison and resolved that powers be delegated to the Chairmanship to approve the outstanding finances for the New Cemetery project. Furthermore, It was proposed by Cllr Cundell, seconded by Cllr Morrison and resolved that the proposed cemetery fees be approved for 2026-2027.

598. LOCAL GOVERNMENT REORGANISATION

It was noted that the Chairman of the Parish Council signed a letter to the Minister in charge of Local Government Reorganisation supporting the rest of the Wooddittion and Burwell division Parish Councils request to the stay with Cambridge/South Cambridgeshire.

599. PROJECT PLAY

Cllr Laurent updated the Council on matters relating to Project Play which included the current provision at the primary school and the new proposed provision being provided by ECDC. The Clerk requested that formal clarification was required from ECDC to confirm that the new area will be maintained and insured by them and that the Parish Council have no obligations regarding the site. It was agreed that this would be important when Local Government Reorganisation has been completed. The Clerk requested formal clarification on the funding provision from ECDC for the Play Are also be sought. **Action: Cllr Laurent to obtain written confirmation from the ECDC contact.** Cllr Laurent also reported that meeting had taken place with the Head Teacher of the Primary School to review the current status of the play equipment. The school are suggesting that extensive works are required and as per the current license agreement the Parish Council would be liable for 50% of the costs. However, after reviewing the current license it was noted that the Parish Council could be liable for significant repair costs should the school decided that they wished to approve them, with little transparency and governance. **It was proposed by Cllr Morrison, seconded by Cllr Cundell and resolved that the Parish Council give notice to terminate the current license and replace it with a more robust contract to provide security for both the school and the Parish Council.** Further investigations would be required to find a suitable agreement for repairing the current provision in the mean

time and that a detailed look at the proposals should be undertaken. It was also discussed that there are grants out there that would help secure funding for repairs. **It was therefore proposed by Cllr Cundell, seconded by Cllr Morrison and resolved that a budget of £500 be put aside for temporary repairs to the existing equipment.** **Action:** *Cllr Laurent to give notice to end the current license agreement and further work with the Primary School to investigate options including grant funding if deemed appropriate.*

600. ALLOTMENTS

Cllr Cundell updated the Council on the transfer of land to be known as the allotments. Currently the paperwork is being reviewed by ECDC and will be returned to Accent. It is hoped that more information will be available for the next meeting. The Clerk assured Council that all planned allotment owners have been kept abreast of the status of the land.

601. COUNCIL ADMINISTRATION

- Cllr Cundell updated the Council that there would be 3 groups for the Annual Parish Meeting which includes, Highways & Transport, Environment & Biodiversity, and Planning. Cllr Cundell will circulate briefing notes ahead of the meeting.
- Cllr Cundell updated the Council on the speed awareness project being run with the primary school. A meeting has been arranged with the primary school, who will be undertaking the project as part of their curricular activities. Permission in principle has been granted by Highways, but further approval will be needed when locations are identified for the mounting of the signs. Furthermore, a poster will be placed in strategic positions around the village to encourage children under the age of 11, who do not attend Bottisham primary school to also take part.
- Cllr Cundell updated the Council on the village entrance signs planned and will revert back to Council with some proposed designs.
- Cllr Morrison state that the Neighbourhood Plan work is ongoing and will soon be ready for regulation 14 approval by Full Council. The Clerk reported that the grant funding from ECDC had now been received.
- The Council were reminded, by the Clerk, that data/information from the working groups is not to be used for personal gain and permission must be sought from the Full Council before sharing data more widely. The Council were reminded that the working groups act in a purely advisory capacity. The working groups cannot make decisions that legally bind the council, nor can they spend money or enter contracts. Any proposals, spending requests, or policy ideas must be reported back to the full council or a committee for formal approval. It is expected that the representatives from the Council share this request with the relevant working groups accordingly.
- The Action Plan 26/27 was circulated prior to the meeting and was noted as being approved.

602. 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.

603. DATE OF NEXT MEETING

Parish Council Meeting, 7:30pm **Tuesday 12th May 2026** at The Poppy Room, Sports and Social Club, Downing Close, Bottisham

Meeting closed at 9.36pm