

Bottisham Parish Council



Minutes of Meeting 9 of the Council, held in The Committee Room, Bottisham Sports and Social Club Bottisham, on Monday 5th February 2024 at 7.30pm.

Present: Cllr Jon Ogborn; Cllr Stephen O'Dell; Cllr John Wilson; Cllr Neil Winkcup; Cllr Rehana Shaker; Cllr Savannah Laurent; Cllr Nadene Cundell; Cllr John Austin; Cllr Mark Overton

In Attendance : County Cllr Alan Sharp; District Councillor Charlotte Cane; Two members of the public

Members 11 (1 vacancy) Quorum 4

Clerk: Absent for health reasons. Minutes taken by Cllr Cundell

Meeting opened at 7.30pm

153. APOLOGIES FOR ABSENCE

Cllr Jawahar Swaminathan. Cllr Maria Socea.

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

Cllr Winkcup item 162.

155. TO APPROVE MINUTES OF PREVIOUS MEETING

It was proposed by Cllr Neil Winkcup, seconded by Cllr John Wilson, and resolved that the minutes of Meeting 8 held on 8th January 2024 be signed as a true record.

156. OPEN FORUM - VICARAGE & CHURCH MATTERS

Stuart Field, Church Warden, notified the Council that the Vicarage has been put up for sale and there has been considerable interest. In addition, the process of appointing a new vicar is being finalized and expected April/May. Once confirmation has been granted the vacancy notice on the Church noticeboard will be removed. The boundary of the Vicarage and Spinney was brought to the Church Warden's attention - stating it was not very clear. There could be a much larger area in the Spinney than he had expected.

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

- **Action:** Clerk to arrange an onsite meeting with Highways Officer to discuss a number of reported issues. Dates to be arranged by Clerk and meeting to be with Cllr Cundell and Cllr Ogborn and Highways Officer and possibly appropriate resident (Cllr Ogborn to notify resident)
- Tree works on "Triangle" have been completed by Eastern Tree Surgery
- Discussion with ECDC about the woodland between Scheduled Ancient Monument (SAM) and Lindum Homes. Cllr Ogborn explained ECDC are awaiting confirmation that Lindum Homes will transfer the woodland to them. In principle, the ECDC ecologist sees opportunity to use this as an amenity for the village. Cllr Ogborn to update when further detail.
- Cllr Wilson and Cllr Winkcup have spoken with Tony Jolley and he has offered his help with the Neighbourhood Plan. The Parish Council thanks Mr Jolley for his support.

158. COUNTY AND DISTRICT COUNCILLORS' REPORTS

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

- The Combined Authority's Mayoral Precept increase was put forward from £12 to £36 per household which is a 200% increase.

- Franchising and Enhanced Partnership did attend Transport and Infrastructure meeting in January but not meeting again until mid-March. Consultation been delayed.
- County Council will be setting their budget which includes council tax on Tuesday 13th February. Looking at a possible 4.99% increase. More funding to be expected for road/highways.
- Anglian Learning Governance meeting on Special Educational Needs and Disabilities (SEND) and home to school transport. The local authority, which arranges journeys and vehicles to and from school is reportedly under huge pressure across the county and concerns raised by for resolution and funding Cllr Sharp.
- Highways and Transport Committee met on 23rd January 2024 where the weeds policy was discussed post a recent survey. Cambridgeshire County Council has voted to bring back chemical weed killing as gullies, pavements etc. not being adequately dealt with. However, for those Parishes that voted against chemical weed killing they can contact directly to ensure chemicals are not used.
- Soil affected roads especially around the Fens needs to have greater expenditure because many are a real safety issue.

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

- The Council is proceeding with plans for a crematorium and cemetery at Mepal.
- An internal audit was carried out for East Cambs Street Scene. They are planning to come to District Council asking for an additional £200k despite an overspend of £450k in 2023.
- Councillor Cane decided to not attend an Audit Committee meeting. As key Councillors and the Chief Executive were not attending Cllr Cane felt it unacceptable to not have these representatives present to answer questions.
- Barclays Bank in Ely is closing.
- A new bus route has been confirmed. Further details, including if it will go via Lode, will be provided as soon as available. Cllr Cane is requesting that the new bus route also goes through to Addenbrooke's via Wilbrahams/Fulbourn, rather than going into the City. Part of the funding will be from an additional Mayors precept increasing from £12 to £36. Cllr Cundell to notify residents of the proposed new bus route.
- Business grants have been made available for local businesses with <£10m (turnover 2022). Applications open 1st April and on a first come first serve basis. The grant amount available, from The Combined Authority, is <£30k.
- No update, to date, on the Retirement Village Appeal.

159. FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

a. It was proposed by Cllr Laurent seconded by Cllr Cundell and resolved that the bank reconciliation for January should be approved. The Lloyds account has been taken down to a balance of £20 as decided in January meeting. **Action:** *Clerk to make the necessary transfers for approval.*

b. To Note Receipts:

Burial Income	£70.00
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Method	Payee	Item	Net	VAT	Total
BACS	ECDC	Planning Portal	£209.00	£0.00	£209.00
BACS	Mrs S Chambers-Turner	Clerk's Salary			Confidential
BACS	Mr Isaac Swift	Litter Picker			Confidential
BACS	J Morris	Burial Plot Reimbursement	£44.00	£0.00	£44.00
BACS	Eastern Tree Surgery	Trees works Triangle	£675.00	£135.00	£810.00
DD	Wave	Church ground Water	£19.29	£0.00	£19.29
BACS	CAPALC	Training CIL	£50.00	£0.00	£50.00
BACS	Meads	Spoil Heap Clearance	£1,380.00	£276.00	£1,656.00
DD	ICO	Membership	£35.00	£0.00	£35.00
BACS	Balfour Beatty	Street Light Inspection	£305.44	£61.09	£366.53
BACS	Bottisham Sports & Social Club	Defib Pads	£149.99	£0.00	£149.99
			£2,658.72	£472.09	£3,130.81

- c. Forward payments for the cemetery works, as outlined in table below, to be made by Clerk as are due to be made prior to next Parish Council meeting in March. **Proposed by Cllr Winkcup seconded by Cllr Cundell. Action:** Clerk to make the necessary transfers for approval.

Method	Payee	Item	Net	VAT	Total
BACS	Navigate Planning	Professional Fees	£537.00	£107.40	£644.40
BACS	PSD Agronomy	Professional Fees	£600.00	£120.00	£720.00

160. BUDGET 24/25

Action: Finance Working Group to fix a meeting in March. **Proposed by Cllr Cundell and seconded by Cllr Laurent**

161. BOTTISHAM GREENWAY

Cllr Ogborn opened the discussion with clarification he had sought from Ben Hathaway, GCP, on the confusion between the guidelines to cyclists in LTN 1/20 (2010) and Rule 72 in the Highway Code (Jan 2022). A synopsis of this will be provided to residents. **Action:** Clerk to write up clarification for March edition *The Cresset*.

Parish Council reported that 87 residents attended the Parish Council Public Meeting on Bottisham Greenway Meeting on 30th January 2024. 85 clear responses were received, Residents were asked to provide written feedback on the three options, with the following first preferences indicated:

Raised Asphalt Table = 52.9%
Speed Cushions = 1.2%
Greenway Ends in Bell Rd = 45.9%

The results can not be regarded as a formal vote of the parish (population 2300), but were a useful indicative sample as the numbers were in line with what we have often observed with

previous exercises like this. **Action:** *Clerk to write up synopsis of Bottisham Greenway meeting for March edition of The Cresset.*

Councillors remain divided on opinions for the Bottisham Greenway. Some were in favour, feeling it was an opportunity to upgrade the area around the shops and that it might aid safety. Others were opposed – concerned about cost, the potential disruption and questioning the statistics demonstrating usage/need. It was noted that 20mph speed restrictions can be applied for in the village without a Greenway being installed. Questions and comments raised by residents, at the meeting of 30th January and the subsequent survey, were reflected on.

The speed bumps could be discounted as this was clearly not the preferred option for residents. Councillors noted there was a small majority for a raised table, but wished to ensure that the GCP addresses all questions and concerns that both Council and residents hold, before any further plans are made. These questions and concerns include, but not limited to, leaving the village with less parking especially at the Triangle, still being able to park along Bell Road, Bell Road being resurfaced in light of having new markings (cycles) painted, understanding the materials that would potentially be used to build a raised table, maintenance of the raised table, management of and a true timescale for build time/disruption etc.

It was decided, therefore, that no decision will be made by Parish Council until after a face-to-face meeting with Peter Blake, Transport Director at Greater Cambridgeshire Partnership (GCP) is held. We will request that Peter Blake and GCP members hold an open day with Bottisham residents to present the preferred plan. Councillors to discuss and agree questions and concerns ahead of this meeting. **Proposed by Cllr Cundell and seconded by Cllr Austin.** **Action:** *Clerk to work with Cllr Sharp asking Peter Blake for an Extraordinary face-to-face meeting with Parish Council.*

BOTTISHAM VILLAGE 20MPH SPEED RESTRICTION

At the Community Safety Forum and Bottisham Greenway Public Meeting the majority of residents that attended voted for a blanket 20mph speed limit through the village. All Councillors and District and County discussed this. As we have a Primary School and a Secondary School and many children do walk to and from school, safety is of paramount importance. All Councillors were unanimous, therefore, in putting forward an application for 20mph continuously from end of High Street (perhaps by Scout Hut, but location to be guided by Highways), to the build out at Lode Road - this would include by default Beechwood Avenue. In addition to have 20mph along Bell Road and then also around the Triangle and along Tunbridge Lane ending just passed the speed bumps and therefore by default would include Thomas Christian Way. **Proposed by Cllr Winkcup and seconded by Cllr Wilson.** **Action:** *Clerk to work with Cllr Swaminathan and Cllr Cundell to put forward an application. The Clerk to issue letter to all residents. This has to be completed by 15th March.*

162. CEMETERY MATTERS

- An alternative quotation, from Syzmon Kolano, for the removal of the spoil heap and trimming the hedges back at the existing Cemetery has been received which will make more room for burials making it more future-proofed (additional 8-9 burials) until the

new cemetery is completed. **It was proposed by Cllr Shaker, seconded by Cllr Cundell.**

Action: *Clerk to instruct contractor to proceed.*

- The Clerk and Cllr Swaminathan have pending questions with burial software providers.

Action: *Clerk to work with Cllr Swaminathan and to get questions answers and bring next month (meeting 10 March 2024).*

163. POLICIES

- Cllr Laurent raised questions about the Grant Awarding Policy and Health & Safety Policy that need asking before sign off can be considered. **ACTION:** *Clerk to advise and circulate, via email to all Councillors, definitions and potential amendments. Clerk to bring revised Policies to next meeting for adoption.*

164. PLANNING MATTERS

Planning Applications

- Planning application received on 5th February 2024 for 28 Beechwood Avenue (single storey extension for entrance porch. Council discussed and no comment to make or objections found. **It was proposed by Cllr Wilson, seconded by Cllr Austin.**

165. STREET LIGHTING

- Discussion was held around the quotation received from Balfour Beatty and minor amendments to the proposal was needed. Lighting location needed additional review. **Action:** *Cllr Cundell to discuss with Clerk the amendments needed in Balfour Beatty proposal and quotation. Clerk to liaise with Balfour Beatty to have amendments made and provide to Finance Working Group*

166. NEIGHBOURHOOD PLAN

- Tony Jolley has offered to join the working group and support Cllr Wilson and Cllr Winkcup.

167. CLLR co-option Led by Cllr Ogborn

Cllr Ogborn has held discussions with a potential Councillor that would like to join the Parish Council. **Action:** *Cllr Ogborn to provide Parish Council Clerk with details and also bring forward discussions on how to advertise / recruit a new Cllr to next months meeting.*

168. Agenda Items for the Next Meeting

- Policies
- Councillor Recruitment
- Play Area

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.

169. DATE OF THE NEXT MEETING

Parish Council Meeting is on **Monday 4th March 2024**, 7.30pm, The Poppy Room, Bottisham Sports and Social Club.

Meeting Closed at 9.35pm.

Minute Point	Action	By Whom
158	Notify residents about new bus route via social media and update in March Cresset.	Cllr Cundell and The Clerk
158	Provide update to all Councillors, via email, on outcome of meeting of A2B group.	Cllr O'Dell and Cllr Austin
161	To draft up questions for Greenway face-to-face meeting and provide to Clerk	Cllr Cundell and The Clerk
161	To write notice for March edition of The Cresset on the Greenway overview results along with clarification of what the definition of Quiet Street / LTN / 20mph	The Clerk
161 (Speed)	Prepare application for 20mph throughout Bottisham. Prepare letter to all residents.	The Clerk, supported by Cllr Swaminathan and Cllr Cundell
162	Clerk to discuss burial software options with Cllr Swaminathan along with resolving questions raised and bring all information back to the next meeting.	The Clerk
161	Arrange face-to-face meeting with Peter Blake transport director at GCP	The Clerk supported by Cllr Sharp
157	Clerk to arrange an on-site meeting with Highways Officer, Cllr Cundell and Cllr Ogborn to discuss various highways matters.	Clerk
157	Discussions to be held with ECDC about the proposed amenity area between the SAM and Ox Meadow. Further update at next meeting.	Cllr Ogborn
162	To instruct Syzmon Kolano to carry out works in cemetery including hedge trimming and path clearing	The Clerk
165	To liaise with Balfour Beatty to have amendments made to contract and provide to Finance Working Group	The Clerk
163	Clarification on terms required in Health & Safety Policy and Grant Awarding Policy and circulate, via email, to all Councillors for review at next meeting.	The Clerk
167	To provide details of candidate for potential co-option to join Parish Council	Cllr Ogborn and Clerk
168	Add Play Area to next meeting	The Clerk

