

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Thursday 20 January 2011 at 7.30pm in the Village Hall**

Present: Cllrs: Mr N Ball (Chairman) Mrs J Maclean
Mrs V Bruce Mr J Hansford

In attendance: 4 members of the public including Mrs H Gretton (Bourn Youth Project), Cllr Clayton Hudson (Chair, Cambourne Parish Council), District Cllr M Loynes and Mrs G Stoehr (Clerk).

Comments and observations from members of the public and from the County and District Councillors

Mrs Gretton, on behalf of the Bourn Youth Project, expanded on her email regarding the tender process and the next stages of the Youth Project. The Parish Council's support and involvement was requested. It is envisaged that the time scale for the work will be the third week of February.

Mr and Mrs Spokes outlined their proposal to divert to footpaths 3 and 4.

Cllr Clayton Hudson, Chair of Cambourne Parish Council, referred to the success of the Caxton Exchange in the BT Race to Infinity competition to gain a faster broadband service. Suggestions were sought for the use of the £5000 grant towards IT improvements in the exchange area.

Cllr Maclean arrived.

Cllr Loynes reported on the outcome of the Cambourne 950 application. The Parish Council thanked Cllr Loynes for his support on behalf of the residents of Bourn.

1. Apologies for absence and declarations of interest

Apologies were received from Cllr Patel (unwell) and Cllrs Smith, Galvin and Pountain (all out of parish).

Cllr Maclean declared a personal and prejudicial interest in item 6.3 as a neighbour of the site. Cllr Loynes declared that as a member of the Planning Committee, he could not participate in any discussion on planning matters but could listen.

2. To approve the minutes of the previous meeting on 18 November 2010

The minutes of the previous meeting on 18 November 2010 were approved as a true record and signed by the Chairman^(Prop NB, 2nd JM), after the following amendments:

- To item 3.1, to read "Cllrs Maclean and Cllr Ball be the Champions".
- to item 6.2.1 to delete "to site the Zip Wire and shelter at the Hall Close play area" from paragraph 1, line 2, and "zip wire" from paragraph 2, line 4.

3. Matters arising from the last meeting**3.1 (4.2.2) Rockery Farm Public Open Space Arrangements**

It was agreed to send a letter to Mr Ward to progress the transfer of the public open space and that Cllrs Maclean and Ball would meet with him. Cllr Loynes will check into the District Council's recording of the transfer to the Parish Council.

On a proposition by the Chairman, it was agreed to vary the order of business to take item to take items 4.2.2, item 6.1.1 and 7.10 at this point.

6.1.1 (6.2.1) To consider feedback from residents on the youth equipment projects

Ponces from residents received directly and also via the Bourn Youth Group were considered. These included concerns about noise, vandalism and litter. Cllr Ball reported that there was no issues with trees at the site.

In response to the request for support for the tender document it was agreed that Cllrs Ball and Pountain would assist. In consideration of the proposed equipment it was agreed that there should be to youth shelter however the Parish Council was presently open minded about other equipment and would make its final decision when the exact details and funding were known. The maintenance of any equipment would be one factor to be considered and any proposals would need to be robust, maintainable and affordable.

7.10 Request from Christopher and Gillian Spokes to re-route Footpaths 3 and 4

The letter from the Ramblers was noted. The Parish Council had no objections and a letter will be sent to the County Council.

4. To consider planning and tree work applications received since the last meeting

4.1 Planning applications and appeal notices

4.1.1 S/2205/10 – Land to east of The Broadway, south of Grange Farm Park – Solar Energy Farm

It was agreed to respond as follows^(Prop NB, 2nd VB):

Bourn Parish council had serious misgivings about this application due to

1. The lack of any economic or social benefits to the local community
2. The loss of valuable Grade3(a) agricultural land
3. The potential damage to the character of the landscape

In particular it feels that the applicant has not provided sufficient justification for (1) as required by policy PPS22

Therefore the council can only recommend approval (on the grounds that it supports Policy NE/2) subject to the following conditions –

1. The hedging on the east side of the site (next to the Broadway) is re-laid to improve its screening capacity (to conform to policy NE/4). Consideration should also be given to the introduction of evergreen hedge plants (eg yew/ivy/holm oak) to provide additional screening during winter time. The Council requests that the village Tree Warden is consulted with regards to this condition.
2. The grassland on the site is managed in such a way as to minimize runoff and improve biodiversity (to conform to Policies NE/6 and NE/11) i.e. by allowing the ground cover to grow long (as discussed in the flood risk assessment section of the proposal).
3. Permanent signage is provided by the applicant to ensure that construction / maintenance traffic is not routed through the village (to conform to Policy DP/1). The council requests that its Highways Group is consulted with regards to this condition.
4. The site must revert to agricultural use when it ceases energy production (to conform to Policy NE/17)

4.1.2 S/2308/10 – 6 Fox Road – Erection of garage. The Parish Council recommended approval as vehicles would be taken off the road.

4.1.3 S/1932/10 – Bourn Primary School – Hoggin path to improve pedestrian safety and access to school

The Parish Council had recommended approval. The application had also been approved by SCDC and CCC.

4.1.4 S/2243/10 – Manor Farm, Alms Hill – Prior notification, Erection of 2 storage buildings

For info only.

4.1.5 S/2160/10 – 2 The Broadway – Renovation, alterations and extensions to dwelling – to note decision taken between meetings

It had been reiterated that the Parish Council recommended refusal. The proposed increase over 50% is too great and does not comply with policy HG6. While accepting the existing dwelling is inadequate for modern living the proposal is too great.

4.1.6 S/1238/10 – Upper Farmhouse, 151 Alms Hill – Erection of timber post and rail fence with gates – to note decision taken between meetings

The Parish Council had recommended approval. Supports reuse / renovation of redundant listed building - policy ET/7

4.1.7 S/1240/10 – Upper Farmhouse, 151 Alms Hill – Demolition of garden wall – to note decision taken between meetings

The Parish Council had recommended approval. Supports reuse / renovation of redundant listed building - policy ET/7

4.1.8 S/1911/10 – Frog Hall Cottage, 161a Caxton End – Extension – to note decision taken between meetings

The Parish Council had recommended approval. Meets criteria in policy DP/2.

4.1.9 S/1971/10 – Willow Barn, Caxton End – extension for indoor swimming pool – to note decision taken between meetings

The Parish Council had recommended approval subject to additional planting (such as woodland) to mitigate any runoff from the increased footprint of the extension. Meets criteria in policies DP/2, HG/6 and HG/8

4.2 SCDC Decision Notices

S/1569/10 – Bourn Golf Club proposed Wind Turbine - withdrawn

S/1800/10 – 126 Alms Hill – Extension - withdrawn

S/2084/10 – 12 Kingfisher Close – Extension

S/1971/10 – Willow Barn, Caxton End – approved

S/1180/10 – 151 Alms Hill – widening of vehicular access – approved.

5. Finance, procedure and risk assessment

5.1 To receive the financial report and approve the payment of bills

The financial report was received and considered. The invoices, statements and bank statements were checked and the cheques, as detailed in the financial report, plus Clever Curves £1200.00 (play equipment), Ian Hildrew £50.00 (pavilion meter checks), LGS Services £871.89 (Admin support), Objenix £176.25 (Website hosting), Cambs ACRE £25.00 (affiliation fee) and E.oN £95.97 (electricity) were signed by two members^(Prop JM, 2nd VB).

Primec (Legionella Assessment)	£293.75
CPALC (Affiliation fee)	£350.00
Bourn Village Hall (room hire)	£80.50
Buchans (Grass cutting)	£594.06
Roland Fletcher (steps)	£124.50
LGS Services (Admin support)	£927.38
LG Stoehr (Salary)	£243.00

Thanks were extended to Ian Hildrew for all his hard work in identifying the problems with the Pavilion electricity. It was noted that all the electricity charges for the period 2006 to October 2010 had been written off by E.On. It was agreed to enter into a 1 year contract with E.on at the rates as detailed in the letter from Jo Smith at E.On.

The quotation from Primec for the annual and six monthly specialist check was considered and it was agreed that cllr Maclean should speak with the Bourn Sports Club about the weekly and monthly checks required to comply with the Legionella legislation. The Primec quote was carried forward while further enquiries are made.

5.2 Grasscutting contract 2011-2013 inclusive to consider tenders received

Four tenders had been received and were opened at the meeting. One was dismissed as being too high leaving three for consideration. While substantially lower than the two remaining quotes it was decided that as CGM were a well known and reputable company having participated in a fair tender process on equal terms as the other contractors the Parish Council would award the contract to them and that the Council would hold them to the tender price for the period of the contract.

- 5.3 To review budget FY2011
and payments to date against this year's approved budget and also the reserves were reviewed. with minor amendments made to a couple of items and their categories.
Streetlight review – the letter from CCC stating that the contract would be ceasing in July was noted and quotations from other suppliers are to be sought.
The quotes for the rabbit fencing was thought to be prohibitive so a quote is to be obtained from Suffolk Warrener.
- 5.4 To consider requests for financial support
None at this meeting although a request from the Merrybourn is anticipated.
- 5.5 Clerk and Admin Support contracts
The Clerk left the meeting while this item was discussed. It was agreed that the contract with LGS Services be extended for a further term. The Clerk rejoined the meeting.
- 5.6 To approve budget for FY2012 and to set the precept
The draft budget prepared by the Responsible Financial Officer based on existing contracts and historic spending was considered. An amount for special projects including traffic signage was included. The budget was unanimously approved by resolution of the Parish Council and it was agreed to set and demand a precept of £33,208 from SCDC as being the amount the Parish Council need to balance its budget..
(Prop NB, 2nd JM)
- 5.7 Appointment of internal auditor
In response to the quotation and details received it was agreed to appoint Jacquie Wilson of Canalbs.
- 5.8 Winter gritting – guide from insurers
This item had been included in error.
- 7.3 CCC winter service and localism agenda – opportunities for third party working
It was agreed that the pavements up Alms Hill and from the Doctors' surgery towards the Riddy Lane and the School should be gritted and to recommend these for inclusion. In Church Street there is no path so the road should be gritted, as should Short Street. Feedback is to be given to County Councillor Lister Wilson that this year has been an improvement over the previous year.
- 5.9 Publication of spending over £500
The requirement to publish was noted and this will be done.
Cllr Hansford left the meeting.
- 6. Members reports and items and actions arising from any recommendations**
- 6.1 Playing Fields
The Bourn Sports Club's procedure for locking the pavilion is still outstanding and is to be requested again.
- 6.2 Parish Plan Working Group including Action Plan & Youth Group
Nothing further to report at this time.
- 6.3 Caxton End Working Group
Clearance work at the site is continuing. A resident's email was noted.

- 6.4 Highways Working Group
Wheelie bin stickers have been purchased and letters to residents are to be circulated shortly.
- 6.5 Planning and Affordable Housing Group
Further information is awaited from Schuyler Newstead and Cllr Ball will contact her.
- 6.6 Allotments Working Group
The allotments registration of the lease is till as the agreement has not been signed and returned. Cllr Ball will follow this up.
- 6.7 Site Manager
It was agreed to drop this item from the agenda.
- 6.8 Village Clean Up/Litter pick
This will take place on the first weekend in March.
- 7. To consider correspondence/communications received including**
- 7.1 ACRE – Digital TV Switchover project
It was agreed that ACRE should contact the Merrybourn Club, the Vicar, the Practice Manager at the Surgery, the shop and the pub.
- 7.2 SCDC Arts Awards 2011
Suggestions were considered and it was agreed to nominate Kim Chetwyn for his work with the Bourn Proms. Cllr Maclean is to draft the nomination.
Carried forward.
- 7.4 CPALC Localism Bill
Noted.
- 7.5 SCDC guidance on rural affordable housing and exception sites
Noted.
- 7.6 SCDC satisfaction survey
It was considered that the service was an improvement over previous years.
- 7.7 NHS dispensing regulations classification of Comberton
It was agreed that the classification should be rural.
- 7.8 Code of Conduct and Standards Committee update
Noted.
- 7.9 Approach for twinning with French village
In response to the approach the Parish Council expressed an interest. Cllr Maclean will place an article in the newsletter to seek residents' views.
- 7.11 Resident – Request for more salt bins
It was agreed to purchase two bins one for Church Street to be sited in the recycling area and the other at the junction of Alms Hill and Kingfisher Close near the Doctors' surgery ^(Prop VB, 2nd JM).
- 7.12 Resident – Request for more dog bins on the playing fields
It was agreed to ask SCDC for prices for emptying the bins. Carried forward.
- 8. Closure of meeting**
There was no further business and the Chairman declared the meeting closed at 10.08 pm.

Signed _____ (Chairman) _____(Date)