

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Thursday 19 January 2012 at 7.30pm in the Village Hall**

Present: Cllrs: Mr N Ball (Chairman) Mrs V Bruce
Mr R Ansell Dr G Pountain
Mr J Hansford Mrs X Rees-Howell
Mr S Jones

In attendance: District Cllrs M Loynes and A Elcox, County Cllr L Wilson, 9 members of the public including Mrs Hilary Gretton (Bourn Youth Project) and Mrs Gail Stoehr (Clerk).

1. Apologies for absence and declarations of interest

- 1.1 Apologies were received from Cllrs Galvin (work commitments) and Smith (overseas).
1.2 Cllrs Pountain and Ansell declared a personal interest in the Allotments item as allotment tenants.

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

Mrs Hilary Gretton provided an update on the Bourn Youth Project. Cllrs Pountain and Ansell will attend the play inspection training course. Orders for the outstanding line marking and the sign will be put in hand next week. The design by John Burrell for the human sundial and details of the non-slip paint was circulated.

Mrs Maclean spoke on the 107 Caxton End application and commented on the legal opinion on the case for abandonment. She expressed her concerns that the application was not restoration but a new build and that the much greater height and proximity to the boundary would dominate her adjacent home. She also expressed concerns about the quality of the design, as the scale and mass were out of keeping in a conservation area. There would however be no objection to development if these concerns were overcome.

Mrs Lawson highlighted the need for signage to the Community Centre in Hall Close as visitors were having problems finding the Centre. The Chairman advised that this will be taken under Item 6.4.

District Cllr Loynes reported that he was now attending Planning and full Council meetings but his health was still a problem.

District Cllr Elcox reported on;

- The “Be a Councillor” event at the District Council (SCDC).
- A conversation with an adjacent resident to 107 Caxton End, his threat to bring in travellers, a meeting with Nigel Blazeby of SCDC and the proposed application for a Certificate for Legal Development. She indicated that the Parish Council would not be involved in this process. The Parish Council asked Cllr Loynes whether it would be consulted on the application for the Certificated and any subsequent development.

County Cllr Wilson reported that the Cambourne Secondary School application was before the Development Control Committee.

2. To approve the minutes of the previous meetings on 17 November 2011

The minutes of the previous meeting on 17 November 2011 were approved as a true record and signed by the Chairman ^(Prop VB, 2nd GP)

3. Matters arising from the last meeting

- 3.1 Co-option to fill two casual vacancies

Mrs Xanthe Rees-Howell and Mr Steve Jones were unanimously co-opted ^(Prop NB, 2nd GP) on to the Parish Council. Both signed a Declaration of Acceptance of Office before taking their seats on the Parish Council.

3.2. Bourn Youth Project Human Sundial

Two quotations had been received and another supplier had declined to quote. It was agreed to consider the two received. It was agreed ^(Prop NB, 2nd VB) to accept the £1000 quotation from Andrea Bassil.

3.3. (6.2) Emergency Planning

Cllr Bruce reported that she is still working on this and that she will send this to the Clerk for consideration at a future meeting.

3.4. (6.7) Allotments meeting and boundary trees – correspondence received from the Allotments Society

The letter from the Allotments Society was considered. Cllr Ball reported on a meeting with Ros Richardson of SCDC. Following her recommendation, it was unanimously agreed to obtain quotes for work on the trees.

Cllr Ball also reported that SCDC had changed its opinion and the allotments site was now considered suitable for development. Highways had looked at the site and both he and the Chairman had asked SCDC to find another allotments site of approximately one acre. Cllr Pountain reported that the Allotments Association had asked members to look for alternative sites – Cllrs Ball and Smith will undertake this.

The Parish Council had no objections to formal correspondence going through the Clerk.

3.5. It was noted that the Recreation Ground access road was not an adopted highway and enquiries would be made with the Land Registry.

4. To consider planning and tree work applications and any planning related matters

4.1. Planning applications and appeal notices

4.1.1. S/1874/11 – 107 Caxton End – Restoration of existing buildings to provide a dwelling house, carport and storage

The email from the Planning Officer, indicating that the application was unlikely to be refused on the grounds of abandonment or the extent of dilapidation, was noted.

It was agreed ^(Prop NB, 2nd GP) to recommend the application for refusal with the following comments –

- The Parish Council accepts SCDC's claim for abandonment.
- The proposed dwelling is far bigger than the original and exceeds 15% (HG7). The Parish Council is endeavouring to collate evidence on the old Cock and Bottle and will submit this in due course.
- The design should be simpler. This design is not a restoration of the original dwelling and it should be sited more centrally on the plot (while keeping the same distance from the road, Caxton End) to ensure less impact on the neighbours (DP2).
- If the Planning Officer is minded to approve the applications then the Parish Council requests that its District Councillor refers the application to the Planning Committee and that a site visit takes place.
- The Parish Council would also wish to attend the Planning Committee meeting and for one of its members to speak at the Committee meeting.

Members are to find information on the Old Cock and Bottle and to send this to Cllr Ball and also the Clerk.

4.1.2. S/2596/11 – Land parcel 1c and 2a, Upper Cambourne

It was agreed ^(Prop NB, 2nd JH) to tick the “no recommendation” box and comment that the Parish Council was pleased to see the Greenway and that it would be retained as a cycle path.

4.1.3 S/2050/11 – 11 Alms Hill – Prior notification of DSLAM Telecommunications Cabinet
Noted.

4.1.4 S/2598/11 – The Grange, Broadway – Erection of a hangar for light aircraft
It was agreed to recommend approval under ET5, encouraging the expansion of firms, and the proposed location was well hidden.

4.1.5 S/01898/11/CC – Cambourne Secondary School
The response made between meetings was noted. The Parish Council had had no comments.

4.1.6 S/2399/11 – Brook Cottage, 158 Caxton End – Variation of approved consent S/0832/07/F

The response made between meetings was noted. The Parish Council had commented as follows: The Parish Council recommended that SCDC refuse this application and maintain condition (4) as set on application S/0832/07/F in August 2007:

The Council does not consider that circumstances have changed since that time with respect to

1. Protection of the conservation area – the dwelling is in a very sensitive setting in Caxton End
2. Impact on the floodplain – the dwelling and its neighbouring property flooded in October 2010 and any future development must take this into account
3. Proximity of the public footpath – the footpath passes through the curtilage of the dwelling and any development would be highly visible to the public

As a result of the above, the Council feels that it is very important that any future development is subject to scrutiny by the local community. This opportunity would be lost if the condition was removed.”

4.1.7 S/2465/11 – Bourn Golf and Leisure Club – Four Chalets

The response made between meetings was noted. The Parish Council had recommend that SCDC approve this application on the grounds that it supports an important local industry (policy ET/10) without detriment to the surrounding countryside (policy NE/4). However the Council feels that any approval should be subject to two conditions:-

1. Fixed time period ie subject to re-application every 5 years
2. Restriction on usage to ensure that the accommodation can only be used by golfers playing on the Bourn Golf Club course.”

4.2 SCDC Decision Notices

4.2.1 S/1272/11 – 126 Alms Hill – Two storey rear extension and alterations – Permission granted by SCDC.
Noted.

4.2.2 S/1992/11 – The Station Works, Old North Road – Replacement of existing stone warehouse building with larger storage/warehouse building – Permission granted by SCDC.
Noted.

4.3 Tree Works Applications

None.

It was noted that SCDC own and are responsible for all the trees in Church Street and Ros Richardson has raised an order to raise the crowns and undertake other minor works. Cllr Ball will monitor the works.

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 and bank statements were checked before the cheques were signed at the end of the meeting.

The payments, as detailed in the financial report, were signed by two members ^(Prop VB, 2nd GP).

SCDC (Eurobin)	£41.34
Bourn Village Hall (Meeting Room)	£80.00
Bourn Youth Project (Play Area Launch)	£320.00
Cambridge Water (Pavilion water)	£114.95
CGM (Grass cutting)	£456.00
LGS Services (Admin support)	£898.72
CCC (Streetlights)	£644.94
Alarm Maintenance (pavilion alarm)	£90.00
LGS Services (Admin support)	£873.96
Comberton PC (Shared SLCC/ILCM Membership)	£35.75
P Johnson (Flower bed supplies)	£18.00
Bourn Youth Project (Bulbs and birdboxes)	£124.65
LG Stoehr (Salary)	£250.82

It was noted that a grant receipt of £439.59 had been paid over to the Bourn Youth Project as the grant awarding body had paid it into the Parish Council's account in error.

The following payments had been released between meetings as payment had already been agreed:

Wicksteed (Safety Surfacing)	£580.68
Suffolk ACRE (Play equipment insurance premium)	£341.70

Credits received were noted.

5.2 To review budget FY2012

Receipts and payments to date against the approved budget and also the high level of reserves were reviewed.

5.3 To consider requests for financial support

Requests for financial support were considered and in accordance with its powers under Section 137 of the Local Government Act, 1972, it was agreed that the Council make provision in its FY2013 for the following which, in the opinion of the Parish Council is in the interests of the area and its inhabitants and proportionate

Bourn Proms £50.00

Camsight £50.00

Village Hall grass cutting £470.25 ^(Prop NB, 2nd RA, carried with 1 abstention)

Churchyard grass cutting £330.00 ^(Prop SJ, 2nd GP, carried with 1 against)

Merrybourn Club £240.00 if the Club continues.

The donation request by Bourn to Run was not granted due to the number of other pressing commitments on the budget and also as the Council had heard that surplus funds from last year's event were not earmarked to underwrite the cost of this year's event but instead given to the Bourn Sports Club. Requests from Victim Support and also Over Day Care Centre were declined.

5.4 To consider and approve budget for FY 2013 and to set the precept

The baseline draft budget for FY 2013 as prepared by the RFO showing anticipated receipts and payments based on existing contract and historic spending was considered.

Cllr Ball reported on a bus meeting arranged by Cllrs Whelan and Harangozo, and the proposal that each parish put in £500 to support a bus service from Longstowe to

Cambridge. A grant was expected from the Community Chest to cover the Friday night journey. Cllr Pountain left the meeting briefly during this item and returned at 9.05 pm. Cllr Ansell left the meeting briefly and returned at 9.10 pm.

The draft budget was updated as follows –

- £500 included as a contribution towards the bus service
- £500 for the allotments.
- £10,000 from the general reserves be put into an earmarked reserve for Special Projects, including a speed reduction scheme at The Broadway and if and as funds allow also in Caxton Road, Riddy Lane Play Area improvements.
- £2622 (the difference between the draft and the items above and the precept demand below).to be allocated to contingency to meet any repairs and unforeseen items during the year

The budget for FY2013 was then approved^(Prop NB, 2nd JH) by resolution of the Parish Council and it was agreed to set and request a precept of £33,540 from South Cambridgeshire District Council, representing a 1% increase on last year.

The Clerk reported on the loan renegotiation and it was agreed that, taking into account the premium for early repayment, the renegotiation of the Public Works Loan Board Loan was not worth progressing at this time.

5.5 Appointment of Internal Auditor

It was agreed ^(Prop JH, 2nd VB) to appoint Canalbs at an approximate cost of £130. Cllr Rees-Howell left the meeting briefly at 9.45 pm.

6. Members reports and items and actions arising from any recommendations

6.1 Playing Fields including Bourn Youth Project

Covered earlier.

6.2 Parish Plan Working Group

The Parish Plan and the Localism Act Neighbourhood Planning were carried forward to a future meeting. Cllr Rees-Howell returned during this item at 9.50 pm.

6.3 Caxton End Working Group

Covered previously.

6.4 Highways Working Group

It was agreed to review the membership of the Highways Working group and discuss projects at the next meeting.

6.5 Planning and Affordable Housing Group

Carried forward. Cllr Ball reported that if another site could be found for allotments SCDC would be looking at 8 dwellings on the site.

6.6 Twinning Working Group

Nothing to report.

6.7 Rubbish at Hall Close

Arrangements for clearance had been made with SCDC.

6.8 Report on SCDC water management briefing on 28 November

Cllr Ball reported on the drive to improve the habitat. The annual walk of the Bourn Brook with Pat Matthews is still to take place.

7. To consider correspondence/communications received including

7.1 CCC Protected Road Verges sign maintenance

In response to the letter it was agreed to reply that no work was required at present as far as the Parish Council was aware.

7.2 CCC Local Minor Highway Improvement Scheme

A submission is to be made under the scheme for speed reduction measures. The budget allows for the Council's contribution of up to £1000 if successful.

- 7.3 SCDC Housing Strategy consultation
Cllr Ball was nominated to respond on the Parish Council's behalf.
- 7.4 SCDC Empty Homes consultation
Cllr Ball was nominated to respond on the Parish Council's behalf.
- 7.5 SCDC Arts Awards 2012
Noted. Members are to bring nominations to the next meeting when this will be considered further.
- 7.6 Localism Act changes to Code of Conduct requirements
Noted. It was agreed to await the SCDC model code. Carried forward to a future meeting.
- 8. Closure of meeting**
There was no further business and the Chairman declared the meeting closed at 10.10pm.

Signed _____ (Chairman) _____ (Date)