

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Thursday 17 January 2013 at 7.30 pm in the Village Hall**

Present: Cllrs: Mr N Ball Dr G Pountain
Mrs H McClean Mr R Ansell
Mrs V Bruce Dr N Blair

In attendance: District Councillor Mervyn Loynes, 2 members of the public and Mrs Gail Stoehr (Clerk).

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

Sue Richmond suggested the removal of a stile on FP4 This matter has been passed to the P3 co-ordinators who will follow it up and find out the position.

Sue Richmond also advised that on 11th December she had served a definitive map modification order and this was supported by 30 evidence witness statements.

Pauline Harbour raised her concerns about the state of the path running up Chapel Hill since the street lights have been installed. Cllr Ball will take up the matter with Dennis Vacher.

Cllr Loynes reported on the Planning Committee meeting regarding 107 Caxton End.

1. Apologies for absence and declarations of interest

Apologies were received from Cllrs Rees-Howell (family commitment), and Jones (out of parish).

2. Declarations of Interest**2.1 To receive declarations of interests from councillors on items on the agenda**

Declarations of interest were received from Cllr Blair on item 4.5 as the Fish & Chip van is outside his house, and Ansell item 7.5 as an allotment holder.

2.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

None

2.3 To grant any requests for dispensation as appropriate

None

3. To approve the minutes of the previous meeting on 15 November and 13 December

The November minutes were approved ^(Prop GP, 2nd VB) as a true record following an amendment to the end of the first paragraph under comments and observations to add the wording “if this did not stop” and also on the second paragraph to insert the word “Thatched Cottage” before “Lavender”. and in item 6.2 to read ‘the old play equipment and Jubilee play area’ The minutes were signed by the Chairman.

The minutes of the meeting on 13 December 2012 were approved ^(Prop VB, 2nd GP) as a true record and signed by the Chairman.

4. Matters arising from the meeting**4.1 To receive the Clerk’s report**

Noted.

4.2 (6.2) To consider quotes received for safety surfacing at Hall Close play area

The quotes from Lars Laj, Lapset and RPM and also RPM's advise on not putting tiles on top of the existing surfacing were considered. It was agreed to try and make an allowance of approximately £6,200 in the budget setting. Cllr Pountain is to seek the views of Mr Haxton Operational Inspector and report to the next meeting.

4.3 (6.3) Ditch at Riddy Lane play area

Concern was expressed as the ditch was full of water and did not appear to be draining. The Clerk outlined the responsibility of the District Council for the ditch as the landowner and how a contractor had recently cleared the ditch to enable free-flow and that an order had been placed to fit a mesh behind the grille. The Chairman reported that Dennis Vacher would look into increasing the size of the outlet further along to improve the flow. The following response from SCD was noted: 'Regarding the comments from one of your members, I have discussed this with David Rutland (Project Manager). He will inspect the broken fencing. Although we appreciate the dangers associated with children playing in or near the ditch, we doubt that the merits of piping the whole ditch would outweigh the associated problems - apart from the substantial cost of this work, it could involve removing some/all of the trees and could also present problems with maintenance as the resulting culvert would be very long. In any case Environment Agency approval would have to be obtained first. We do not believe that erecting fencing around any part of the ditch will stop older children from gaining access. The erection of some signs marked 'danger' may help.'

4.4 (9) Parking in Hall Close, by the Doctor's surgery and The Willow Tree

It was agreed to pursue the possibility of surgery parking at Manor Farm for up to 6 vehicles, with the Planning Dept and to involve Mark Proud, Paul Gilderslieve and Paul Derry.

Hall Close is to be carried forward to item 7.4.

Parking on the road by The Willow Tree is causing a problem when approaching from Chapel Hill. Cllr Ball will talk to the pub to see if a solution can be found.

4.5 (9) Complaints about the Fish & Chip van on the corner of Hall Close

Complaints had been received regarding the problems of smell, and obscuring the view when turning at the junction. Alternative locations were discussed such as the lay-by and the Green in Hall Close. It was agreed to write to the owner of the van suggesting he relocates.

4.6 Roles and Responsibilities

The working document detailing individual members' areas of responsibility was considered. The following amendments were made -

Police – PCSO Karen Mahoney.

Bridleways and public rights of ways– Peter Gaskin.

Hall Close ditches etc add Cllrs Ansell and Pountain.

School Liaison – Cllr Blair. Cllr Blair to provide Chair of Governors contact details for inclusion

4.7 Solar Panels

There had been a misunderstanding between the village hall and the company offering the panels The Village Hall Committee is to discuss in February. Cllr Bruce will discuss the details with Chris Poulton.

5. To consider planning, tree work applications and any planning related matters

5.1 Planning applications received since the last meeting

5.1.1 S/2361/12/CA - 107 Caxton End – demolition of the old Cock and Bottle

The Parish Council could not support the application for demolition without a statement which details when the work is to start, arrangements for the clearance of hazardous waste material and spoil and assurance that it won't be dumped locally. A

meeting is to be arranged with Brian Heffernan from the Environment Health Dept. and Paul Sexton.

5.2 SCDC Decision and appeal notices

5.2.1 S/2392/12/FL – 44 Gills Hill – vehicle access/driveway. Permission granted.

5.3 Tree works applications

5.3.1. Church of St Helena and St Mary's, Church Lane

It was decided to request a meeting with Ros Richardson before making a final decision.

5.4 SCDC LDF Issues and Options

Local Plan Issues & Options 2: Part 1 - Joint Consultation of Development Strategy and Site Options on the Edge of Cambridge

10. Sub-Regional Sporting, Cultural and Community Facilities

Question 4: Do you think there is a need for a community stadium serving the sub-region?

Object:

The council does not accept that there is a need for a new community stadium; therefore it supports the Cambridge Sub-Regional Facilities Review as stated in 10.6

Question 7: Which if any of the following site options for a community stadium do you support or object to, and why?

Site Option CS9: Bourn Airfield New Village Option

Object:

The council considers this site to be totally unsuitable for a stadium; it is too far out of Cambridge and has poor public transport links.

Local Plan Issues & Options 2: Part 2 – South Cambridgeshire Further Site Options

Question 1

A: Which of the Site Options do you support or object to and why?

Site Option H1: Land at Cambourne Business Park

Object:

Given the lack of employment facilities in Cambourne, it is very important that this site is preserved for office or light industrial use.

Question 2:

A: Do you support or object to the Site Option at Former ThyssenKrup Plant, Bourn Airfield, Bourn, and why?

Site Option E1: Former ThyssenKrup Plant, Bourn Airfield, Bourn

Support:

This site needs to be preserved / redeveloped for industrial purposes; it should not be linked explicitly to any proposed development of Bourn Airfield because the local area is already deficient in industrial sites; more support should be given by SCDC to maintaining the airfield as an important employment resource

Question 12:

Which of the potential important green spaces do you support or object to and why?

Option G16: Cambourne – landscaped areas within village and around edge of village

Support

These perimeter areas provide valuable walking routes around the Cambourne villages.

It was agreed that Cllr Ball should prepare and submit the Council's full response and comments on this consultation.

Cllr Loynes left the meeting.

6. **Finance, procedure and risk assessment including to consider any quotes for urgent work required because of health and safety or risk**

- 6.1 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 at the end of the meeting by the signatories before the cheques were signed. The payments as listed in the finance report were unanimously approved ^(Prop VB, 2nd GP) plus 2 from Objenix for £180.00 (web hosting two years).
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|---|---------|
| Frank Haxton (Operational Inspector expenses) | £253.60 |
| Playsafety Ltd (Operational Inspector training) | £478.20 |
| LGS Services (Newsletter) | £63.00 |
| LGS Services (Admin support) | £863.18 |
| LGS Services (Admin support) | £913.60 |
| Cambs ACRE (Affiliation fee) | £30.00 |
| CAPALC (Training) | £70.00 |
| CGM Cambridge (Ditch clearance) | £47.06 |
| P Johnson (Plants) | £19.96 |
| Geoff Wilson (Bench repair) | £23.55 |
| Geoff Wilson (Bench repair) | £25.85 |
| CCC (Streetlights) | £660.55 |
| EON (Electricity) | £99.51 |
- 6.2 To review budget FY 2013
The budget showing receipts and payments to date against the approved budget for the year was reviewed. It was agreed to allocate £450 towards three salt bins using the underspend from this year's budget. £10,000 from the general reserves is to be put in an earmarked fund for FY14 for traffic / highways.
- 6.3 To consider any S137 requests received for financial support for inclusion In the FY2014 budget
Requests from the Parochial Church Council and also the Merrybourn Club were considered. Neither group had submitted a copy of their accounts. It was agreed that the Parish Council could not fund a higher amount than this year and so the following amounts were agreed to be released after 1st April
Bourn Proms £50.00 (request expected)
Village Hall grass cutting £470.25
Churchyard grass cutting £330.00
Merrybourn Club £240.00 if the Club continues.
- 6.4 To consider and approve a budget for FY2014 and to set the precept
The figures in the baseline budget as prepared by the RFO were agreed and the Council also added £10,000 for Traffic projects, £1,640 for S137 donations (including £500 towards a film club), Street lighting £650, safety matting £6,000, training £1,000. The amount required to balance the budget is £33,540,
Cllrs Ansell and Pountain are to apply to SCDC for a grant towards the proposed new safety surfacing.
- 6.5 SCDC precept payment and consultation 2013-2014
It was resolved to set the precept at £31123 this being the amount required to balance the budget less the grant of £2,417 offered by SCDC ^(Prop NB, 2nd VB unanimous).
- 6.6 Play inspection reports ^(GP, RA) and to formally ask Frank Haxton to do quarterly play inspections and collate weekly reports
It was agreed to appoint Frank Haxton to do the quarterly inspections and also to collate the weekly reports and make recommendations to the Parish Council meeting with regard to any necessary repairs or urgent works. It was agreed to extend an invitation to him to attend the monthly meeting when he could report under the public session.

The Parish Council did not accept the Operational Inspector's comments about Wicksteed undertaking the annual check and agreed with his comments and that there should be a strategy for play which was not equipment based.

Cllrs Ansell and Pountain are to meet with him to discuss this.

6.7 Risk Assessment

Frank Haxton will also be asked to carry out a review of the play equipment assets.

7. **Members reports and items and actions arising from any recommendations**

7.1 Playing Fields including Bourn Youth Project

The tiles at the pavilion had been repaired. It was noted the outside socket was not working and Ian Hildrew is to be asked to fix it.

7.2 Parish Plan Working Group ^(NB) to appoint a new working group following resignations

It was agreed the new working group members would be Cllrs Ball, McLean and Blair. The Parish Plan will be reviewed further at the next meeting.

7.3 Highways Working Group

The application had been submitted for the Local Minor Highway Improvement scheme. Cllr Blair is to approach the school for letters of support and also from parents in The Broadway.

7.4 Planning and Affordable Housing Working Group

Cllr Ball reported on a pre-planning review by Paul Derry for land at rear or 60-75 Hall Close. Cllr Ball is to speak with Mr Bevan.

Cllr Alison Elcox arrived during this item and agreed to try and facilitate a discussion with SCDC about traffic in Hall Close. Cllr Ball is to take the lead on this matter.

Whilst the Parish Council respected Cllr Elcox's right to speak and vote as a District Councillor, it was concerned that she did not represent the Parish Council's views on the 107 Caxton End planning application.

7.5 Allotments

The email from the Allotments Society Secretary was considered and he is to be informed that Ros Richardson is to look at the tree on the allotments.

7.6 Neighbourhood Watch

Nothing to report.

7.7 Liaison between Parish Council and School

Cllr Blair's letter to the school on behalf of the Parish Council was read out and the reply from Head Teacher Christine Pope was noted. She is in support of the liaison with the Parish Council. It was noted that the traffic problems had eased when the cones were in place. A missing man hole covers had been replaced.

7.8 Pavement for Church St

A parishioner had talked to Alison Newsom about her concerns about the lack of pavement in Church St and the safety of children walking to school. Cllr Pountain is to meet with her and discuss the feasibility with Brian Stinton or Karen Lunn.

8. **To consider correspondence/communications received including**

8.1 Came & Company - play equipment and tree monitoring requirements

The Council reviewed its current provision in that it has appointed a tree warden who has a close relationship with Ros Richardson and as required the Council ask its contractor Peter Oakes to check on trees. CGM also keeps a visual inspection on trees on the Council's land.

8.2 SCDC notification of removal of tree behind Hall Close Communal room

The Parish Council had no objections to the tree being removed.

8.3 Cambridgeshire future Transport

It was noted that the County Council was holding a series of meetings to look at the future of the local bus services. One meeting was this evening and as such apologies had been tendered. Details of the next meeting are to be circulated so that the Council may be represented.

9. **Closure of meeting**

There was no further business and the Chairman declared the meeting closed at 10pm.

Signed _____ (Chairman) _____(Date)

APPROVED