

Two members of the public left the meeting.

1. Apologies for absence and declarations of interest

Apologies were received from District Cllr A Elcox..

2. Declarations of Interest

2.1 To receive declarations of interests from councillors on items on the agenda

Declarations of interest were received from Cllrs Ansell and Pountain on item 7.5 as allotment holders, and the existence of their dispensations was noted.

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 18 May 2013

The minutes of the meeting on 18 May were approved ^(Prop GP, 2nd XR-H) as a true record and signed by the Chairman, after the following amendments: under Item 1.3.20 to show Cllr Blair as the school liaison representative, and to add

6.1.5 S/0843/13/FL – Brook Cottage, 158 Caxton End – Erection of double garage and study with store above – The Parish Council recommended approval.

6.1.6 S/0845/13/CA – Brook Cottage, 158 Caxton End – Demolition of existing garage – The Parish Council recommended approval.

4. Matters arising from the meeting

4.1 To receive the Clerk's report

Noted.

4.2 (9.1) Proposal for permanent diversion of FP22/23 between Bourn and Caldecote

It was agreed to extend the consultation for a further month. P3 Co-ordinators Graham Bruce and Angela Marcham are to be asked to attend the next meeting.

4.3 (Open) Bourn Catchment Solutions project

It was agreed in principle to support the project. Cllr Bruce will be the representative, supported by Cllr Blair.

Cllr Jones will approach a resident regarding the post of Tree Warden and report to the next meeting on the outcome.

4.4 (1.3.4) Speedwatch – to appoint committee

Cllrs Bruce, Pountain and Ansell are involved in the scheme. There are currently nine volunteers. The Co-ordinator is Sarah Wilkinson.

4.5 (5.4) Website

Cllr Rolfe reported. It was agreed to set up a website on the domain www.parishcouncil.com, at a total cost of £40 per annum. ^(Prop NB, 2nd RA) Cllr Rolfe will be the administrator and will set up the website. It was noted that this could run in parallel with the existing website initially, with links to other village groups. It was agreed that in principle the new website should be open to all groups in the village. A regular update will be provided to each meeting.

4.6 (7.3.1) Health and Safety policy – to consider if a policy is required and whether the draft should be adopted

Carried forward to enable members to study the policy.

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/0843/13/FL – Brook Cottage, 158 Caxton End – Erection of double garage and study with store above

Taken at the last meeting.

5.1.2 S/0845/13/CA – Brook Cottage, 158 Caxton End – demolition of existing garage

Taken at the last meeting.

5.1.3 S/1020/13/FL – Thyssen Krupp Tallent Ltd, The Airfield – proposed demolition and replacement buildings to provide Class B1, B2 and B8 uses

The Chairman confirmed after checking with SCDC that any decision must be based on the current planning framework, regardless of the local plan. Carried forward to the July meeting.

5.1.4 S/1027/13/FL – The Old Station, Old North Road – Extension and alterations

It was agreed to recommend approval ^(Prop NB, 2nd GP) as the application would enhance the building and does not contravene DP/2.

5.1.5 S/0396/13/RM – Reserved matter application for S/6438/07/O, Land at Upper Cambourne – 56 dwellings (17 affordable). Temporary ancillary sales parking.

Noted. No response to be made.

5.2 SCDC Decision and appeal notices

5.2.1 S/0815/13/NM – 156 Alms Hill – Non-material amendments to S/228/06/F - alterations. Permission granted by SCDC.

Noted.

5.2.2 S/00761/13/FL – Manor Farm, 14 Alms Hill – Change of use of an agricultural store building to butchers, use Class A1 – Permission granted by SCDC.

Noted.

5.2.3 S/0716/13/FL – 15 Baldwins Close – Extension to dwelling – Permission granted by SCDC.

Noted.

5.3 Tree works applications

None.

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 NB, 2nd RA)

Bourn Proms (S137 donation)	£50.00
Bobby Scheme (S137 donation)	£100.00
HMRC (PAYE/NIC)	£96.60
Salaries	£129.00
Parish Online (Mapping subscription)	£48.00
EON (Electricity)	£27.99
LGS Services (Admin support)	£948.73
Bourn Village Hall (Room hire)	£112.00
Peter Oakes (Tree works)	£240.00
CGM (Grass cutting)	£393.31
LGS Services (Admin support)	£963.97

Credits including bank interest and a VAT repayment were noted.

It was noted that the Clerk and Chairman had used their delegated powers to commission work by Peter Oakes to a tree at the allotments which was unsafe and the Parish Council's responsibility. Cllr Pountain reported that the tree might have further problems, and would be monitored.

6.2 To consider play inspection reports and any work required

The Parish Council asked for the up to date position on the culvert and grille at the Riddy Lane ditch to be established. The Chairman reported that payment had been approved to enable Mr Haxton to proceed.

Mr Haxton's report was read and considered. The goal posts were high risk as they are very loose, rusty and the brackets are distorted. A working party will take the goal posts down. Cllrs Ball and Rolfe agreed to assist.

Cllr Pountain reported that thistles were again growing on the grassy humps. It was agreed that the contract is to be checked to ensure strimming the humps is covered and the contractor is to be asked to trim the humps every time and to apply selective lawn weedkiller to inhibit weed growth.

Hall Close ditch – a specification is awaited.

Hall Close swings – It was agreed to check the position regarding acceptance of the safety surfacing quotation. Cllr Pountain and Mr Haxton are to be informed.

Litter – has greatly improved. Thanks were extended to the playground inspectors.

Dog fouling. Cllr Rolfe is to draft a letter to be sent to a resident.

6.3 Utilities review

Two quotations were considered. Cllr Jones is to review the quotes and a third quote is to be obtained and make a recommendation to the next meeting.

Cllr Loynes and two members of the public left the meeting.

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

School liaison, the website and SPEP reports are to be included on future agendas as standing items.

7.1 Playing Fields including Bourn Youth Project

It was noted that high water consumption at the Pavilion might have been due to a shower being left running accidentally.

A request received from a Cambourne resident to have a bouncy castle on the Recreation Ground on 7 July was agreed ^(Prop NB, 2nd RA)

7.2 Parish Plan Working Group

Cllr Rolfe reported that quotations for a large flat screen television for the Community Centre will be obtained and circulated by Cllr Rolfe. This is to be an agenda item for the next meeting.

7.3 Highways Working Group

Cllr Bruce reported that the outcome of the Minor Improvement Scheme bid was still awaited.

7.4 Planning and Affordable Housing Working Group

The Chairman reported that there had been no developments regarding Affordable Housing. A formal consultation will be held in July regarding the Bourn Airfield development. There have been no developments regarding the bus link. Cllrs Rees-Howell, and Jones or Blair, will attend the Planning Form on 17 July.

7.5 Allotments

The Parish Council was waiting to hear from Schuyler Newstead before giving further consideration to possible sites for allotments.

7.6 Neighbourhood Watch

Nothing to report.

Cllr Bruce offered to inform the Doctors' surgery of the approval of the plans at Manor Farm and to liaise direct with the owner regarding parking.

7.7 Liaison between Parish Council and School

Cllr Blair reported that the building work for the classrooms was complete but other works will continue throughout the summer. An electronic gate and small pedestrian access had been installed for safety reasons. The Head Teacher had written to parents asking them to park considerately and to monitor litter. A resident had declined to discuss their complaint with the Head Teacher.

7.8 SPEP

Cllr Rees-Howell reported and outlined the scope of the work carried out by the SPEP.. A stall will be held at the village fete to raise awareness. The thermal camera had been booked for a week at the end of October. A date for an energy open day will be arranged for the first two weeks in October. Richard Bowen will be invited to be involved.

8. To consider correspondence/communications received including8.1 Rockery Farm transfer of Public Open Space and appointment of solicitor

Four quotations were considered. It was agreed to accept the quotation from Irena Spence for £500.00 ^(Prop NB, 2nd SJ).

9. Closure of meeting

There was no further business and the Chairman declared the meeting closed at 9.40pm.

Signed _____ (Chairman) _____ (Date)