

- 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 21 November 2013**
The minutes of the meeting on 21 November were approved ^(Prop VB, 2nd NB) as a true record and signed by the Chairman after the following amendments: under Item 4.6, to read “that he does not wish”, and under item 7.2, to change “canvass” to “canvas”.
4. **Matters arising from the meeting**
- 4.1 To receive the Clerk’s report
Noted.
(8.1) Bee Orchids at the Golf Club. It was noted that no reply had as yet been received and to follow this up. Also that no more than 5 caravans, for 28 days only, (Caravan Club members only), were allowed.
(7.6) The reply was considered and was felt to be incorrect. RESOLVED to monitor the position and direct complaints to Environmental Health.
- 4.2 (4.4) Parking in the High Street and bus transport grant application
RESOLVED that the Parish Council was satisfied that The Willow Tree was trying to do all it could to ameliorate the problem, to monitor the situation and to inform any complainants.
The grant application for bus stop signage and markings had not been successful. RESOLVED to make an application to SCDC under the Community Chest scheme.
- 4.3 (4.2) Resident – request to put bins on land near her house
The Church had confirmed that the land was not theirs and the ownership of the land had not been established. RESOLVED to carry out a search with the Land Registry to ascertain who owned the land.
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/2605/13/E2 – Development of land at West Cambourne – 2200 houses
The Parish Council reiterated its absolute opposition to any development on the site. RESOLVED to respond as follows:
1. Bourn Parish Council is opposed to the development of West Cambourne because we consider it will have adverse environmental impacts on Bourn and surrounding villages.
 2. We would thus like to request that South Cambridgeshire District Council ensures a rigorous EIA is carried out and that adequate attention is paid to the following environmental impacts:

Hydrology and flooding.
3. A detailed study of the impact of the proposed development on the local hydrology and the downstream assessment flood risk on neighbouring villages especially Bourn.
Increased traffic and impacts on neighbouring villages
4. There are other large developments planned along the A428 corridor, including an extra 4,000 houses at Loves Farm in St Neots (under Huntingdon District Council) and 3,000 houses in NW Cambridge/Madingley Road. Based on Department of Transport guidelines, we estimate that an extra 2,200 houses at West Cambourne would generate an extra 3,600 car journeys a day. This would put unacceptable extra pressure on the local road network and surrounding villages.

Visual Impact.

5. The proposed development is on top of a hill and would be seen from miles around. . Light pollution impact on nearby villages is also a concern.

Sewerage.

6. The sewerage works in the area are already at or close to full capacity. The consultants should assess the cumulative impact of West Cambourne taking into account other developments in the Local Development Plan and neighbouring plans

Two other points:

7. The Parish Council suggests that SCDC should ensure the consultants:
- are transparent about the sources of information they use and assumptions they make. The consultants should also be prepared to share their analyses on which they base their recommendations with interested parties, such as Bourn Parish Council, if requested to do so; and
 - take full account of other planned developments in the area. They should not just focus on the incremental impact of the West Cambourne on the situation 'as is' but should have different scenarios for the incremental impact of West Cambourne assuming other developments in the area under the Local Development Plan.

Cllr Loynes stated that 7000 houses were proposed opposite Love's Farm at Wintringham Park, and that the location for the counts should factor in 2-3 times the number of houses predicted.

Cllr Loynes was thanked and left the meeting.

5.2 SCDC Decision and appeal notices

None.

5.3 Tree works applications

5.3.1 47 High Street

The proposed work was considered reasonable.

It was noted that two trees were down on the path to Crow End. Mr Graham Bruce had this in hand.

5.3.2 66 High Street

The proposed work was considered reasonable.

5.3.3 2 High Street

The proposed work was considered reasonable.

The request for a pre-application consultation with the Parish Council on signage at Manor Farm was noted. RESOLVED to support the application which tidies up what is there.

All the members of the public 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. RESOLVED that the payments as listed in the finance report be approved. (Prop NB, 2nd LR)

Ian Hildrew (Pavilion lights)	£62.96
Salary	£143.53
HMRC (PAYE/NIC)	£101.80
Bourn Village Hall (Quiz night)	£65.00
Calico UK (Website domain name)	£18.00

CGM (Grass cutting)	£71.82
Bourn Village Hall (Meeting room)	£96.00
CGM (Wall repairs)	£187.20
Cambridge Water (Water bill)	£107.08
Salary	£133.09
Cambridgeshire ACRE (Affiliation fee)	£48.00
Eon (Electricity)	£37.95
Bourn General Store (Quiz night drinks)	£241.30
LGS Services (Admin support)	£1010.63
LGS Services (Admin support)	£873.50

Credits including bank interest, the transfer of funds from the Bourn Youth Project and the proceeds of the Bourn Youth Project quiz night were noted.

RESOLVED to set up a direct debit with E.On for the pavilion electricity and the mandate to be signed by the Chairman and Vice-Chairman.

- 6.2 To consider any matter which is urgent because of risk or health and safety
None.
- 6.3 To review the budget for FY2014
The budget showing receipts and payments to date against the approved budget for the year and the reserves were reviewed.
- 6.4 To consider any S137 requests received for financial support for inclusion in the FY2015 budget
Cllr Bruce, having earlier declared an interest in the request for a grant towards the Village Hall and Church grass cutting, in the absence of a dispensation for financial matters, left the meeting at 8.35 pm.
A proposal by Cllr Rees-Howell that no grant be made towards the Village Hall and Churchyard grass cutting, was not seconded. RESOLVED that provision of £800 be made in the budget and that this item be considered later. Cllr Bruce rejoined the meeting.
RESOLVED to make provision of £300 in the budget for a grant to the Twinning group to be considered more fully after 1st April 2014 and to suggest that the Twinning Group applies for a Community Chest grant from SCDC. Cllr Bruce will inform them of this and support them in their application to SCDC.
RESOLVED to include £290 in the S106 to cover the requests from others (Merrybourn and Bourn Proms) which are to be considered further after 1st April 2014.
- 6.5 To consider and approve a budget for FY2015 and to set the budget
The draft budget as prepared by the RFO was considered.
RESOLVED to change the name of the Stop BAD fund to Planning Consultancy.. The Parish Council had commissioned various local knowledge and expertise to complete the Local Development Plan consultation.
RESOLVED to add the following items to the budget:
Broadway Public Open Space - £1000. It was agreed to try to involve Mrs Carmen Robinson in future planning for this area.
Any underspend is to be transferred into General Reserves.
Community Centre – On a proposition by the Chairman, it was agreed to vary the order of business to take Item 7.10 here.
- 7.10 Hall Close play area culvert – report on meeting with SCDC and to consider correspondence with Jenny Clark offering the land to the Parish Council.
RESOLVED in principle if the ditch work is done the Parish Council was amenable to taking over the land however before it does the housing to the rear of the Hall Close

needs to be resolved with SCDC first and also issues regarding access to the School should be resolved with CCC first.

Cllr Jones left the meeting briefly and returned at 9.10 pm.

RESOLVED that Cllr Rolfe be the Parish Council's new representative on affordable housing and liaise with Jenny Clark of SCDC. Cllrs Blair and Jones are to look into Neighbourhood Planning and to make a report and recommendation to a future meeting.

6.5 Continued

RESOLVED to accept the baseline budget as prepared by the RFO and to -

Include £3000 for legal advice for planning matters

Include £1000 for the Broadway Open Space

Reduce the Highways reserves fund to £7700 to cover the successful Minor Improvements Scheme bid and £1000 for the new outstanding bid (as previously committed)

Release the balance of £2300 from the Highways reserves budget and £45 from the general reserves to offset the budget for FY15

The general reserves are to be reviewed again in April.

RESOLVED to approved the budget for FY2015 and to set and seek a precept of £31,123 from South Cambridgeshire District Council this being the amount required to balance the budget. ^(Prop NB, 2nd SJ)

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

7.1 Playing Fields including Bourn Youth Project

Frank Haxton's report indicated no high risk items. Replacement of the nut covers is in hand. RESOLVED to ask Rob Ansell if he will continue the maintenance rounds.

RESOLVED to obtain safety signs and notices for the Jubilee Playing Fields in dark colouring on white and yellow on white.

The letter from SCDC regarding dog bins and signage for Hall Close was carried forward to the next meeting.

7.2 Parish Plan Working Group

Cllr Rolfe is looking into the Community Room.

7.3 Highways Working Group

Cllr Bruce reported that the 2013 scheme was going ahead. In 2014 the application would focus on interactive signage and other signage. Cllr Bruce is to attend a meeting at CCC next week to speak in support of the Parish Council's application.

7.4 Planning and Affordable Housing Working Group

Carried forward. Nothing had been heard from Schuyler Newstead. Cllrs Jones and Rees-Howell are to attend a joint parishes meeting at Madingley regarding the proposed Fulbourn Road development.

Stop BAD intend to ask two questions. There will be further meetings on 11 February with the Portfolio holder, and on 13 March.

The Planning Group are to meet to discuss strategy and SCDC's consultation on the affordable housing Policy mortgaging clause and Cllr Ball is to respond to the consultation.

7.5 Allotments

Nothing to report. The Allotments Society should approach Nick Ward about its wish to have land in the Broadway for allotments..

7.6 Neighbourhood Watch

Nothing to report. A meeting will be held on 12 February.

7.7 Liaison between Parish Council and School

Nothing had been heard from the School. CCC have supplied a map of the adopted road so the School will liaise with CCC regarding a keypad.

7.8 Website and proposal that the Council serves notice on the website hosting company
Cllr Rolfe reported that the website had been set up and notice had been served on the website hosting company. Links to areas have been set up. A casual vacancy notice is to be sent to Cllr Rolfe to put on the website. A statement from CCC that the 18 service is being retained will also be included. Thanks were expressed to Cllr Rolfe for his work on this.

7.9 SPEP

The thermal camera is to be booked from SCDC for one week.

8. To consider correspondence/communications received including

8.1 South Cambridgeshire District Council Community Pride and Village Hero Awards 2013/2014

RESOLVED to nominate Des O'Brien for organising the village response to the planning application for Bourn Airfield. Cllr Jones to prepare and submit the nomination.

9. Closure of meeting

There was no further business and the Chairman declared the meeting closed at 10.00pm.

Signed _____ (Chairman) _____ (Date)