

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Thursday 20 February 2014 at 7.30 pm in the Village Hall**

Present: Cllrs: Mr N Ball Mr L Rolfe
Dr N Blair Mrs X Rees-Howell
Dr G Pountain

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

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

Mrs Richmond reported she could not view the agenda or the Bourn Parish Plan on the website. She had not received a response from the County Council on the proposed definitive map modification order and had now progressed this to the Secretary of State. Mrs Richmond reported an obstruction of the Public Right of Way on the 6.5 m wide section.

Mrs Richmond was asked to provide the Clerk with the information so that it can be reported to CCC and the ownership of the right of way established. Any required tree work is to be followed up with SCDC.

Cllr Loynes reported that McDonald's was willing to assist local communities with junior football clubs, and was asked to email the Clerk with information to pass on to the Bourn Sports Club. Cllr Loynes also reported on the Local Development Plan Portfolio Holder's meeting with regards to the proposed Bourn Airfield development. The Portfolio Holder's recommendation to the full council is awaited.

Cllr Rolfe reported that Rev. Alexander Clarke wished to use the Community Room for Under 18s but it transpired that SCDC were not insured.

1. Apologies for absence

Apologies for absence were received from Cllr Jones (out of parish) and Cllr Bruce. The disqualification of Cllr McClean due to non-attendance for a period in excess of six months was noted.

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

Cllr Ball declared an interest in item 5.1.1 as a friend of the applicant, and also in matters relating to the Bourn Sports Club as the Parish Council's representative. Cllr Rolfe declared an interest in the item concerning the Community Room.

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 16 January 2014

The minutes of the meeting on 16 January were approved ^(Prop NBI, 2nd LR) as a true record and signed by the Chairman after the following amendments: under Item 5.3.3, to read "consultation meeting"; item 6.4, "more"; item 7.10 to read "the proposed affordable housing" and "the Parish Council will liaise with Jenny Clark"; item 6.5, to insert "as a result".

Cllr Pountain arrived during this item at 7.50 pm.

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

Noted.

- 4.1.1 (4.1.1) Bee Orchids at the Golf Club. It was noted that Graham Bruce had spoken to Philip Crow, who was happy to look after the orchids. The Parish Council is to take photographs to record and monitor the caravan site.
- 4.2 (7.1 of 21.11.13) New goals – to consider the specification required
On a proposition by the Chairman, it was agreed to defer this item until later in the meeting.
- 5. To consider planning, tree work applications and any planning related matters**
- 5.1.1 S/0049/14/Fl – Rosemead, 105 Caxton End – Erection of office/studio for home working
The Chairman, having declared an interest, left the meeting. RESOLVED having given consideration to DP2 (scale and position), DP3 (landscape impact), listed building considerations, and CH5 (conservation area) to recommend refusal, on the grounds that, whilst the proposal was visually muted in appearance and it did not impact on the listed building and the Council wished to support local businesses having premises in the village the proposal was too large for the site. An acceptable size would be two thirds of the proposed size. Conditions prohibiting it becoming a separate dwelling and prohibiting vehicular access to it and removal of the hedge should be imposed.
Cllr Ball re-joined the meeting.
- 5.1.2 S/0225/14/FL – 26 Alms Hill – Single storey side/infill extension and north facing roof window
RESOLVED to recommend approval on the grounds that the application conformed to DP3 as it would not be visible and the landscape aspect would be minimal, was acceptable in terms of DP2 scale and position, and under CH5, it had no impact on the conservation area. The CCC Countryside Access Team should check on the potential discharge from the property onto the Public Right of Way.
- 5.2 SCDC Decision and appeal notices
- 5.2.1 S/1921/13/AD – Directional signs across Cambourne – Permission granted - Noted.
- 5.3 Tree works applications
RESOLVED that the Parish Council had no objection in principal to CGM raising the crowns on the Hall Close play area boundary subject to them leaving the understory and applying for a TPO. The Parish Council will then review Frank Haxton’s plans for play functionality.
RESOLVED to ask SCDC to remove the Hall Close play area litter bin which is adjacent to the School boundary
RESOLVED that Sharon Maloney is to be asked to attend to a tree down on The Drift which has been felled but debris has been left and also to look at an old ash on the Broadway. Details are to be provided to the Clerk. Cllr Pountain is to ask the doctors’ surgery to attend to a branch that has fallen onto the grit bin.
- 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
RESOLVED that the financial report be received and considered. The invoices, statements and bank statements be checked at the end of the meeting by the signatories before the cheques are signed. RESOLVED that the payments as listed in the finance report be approved for payment ^(Prop LF, 2nd NBa) plus Algar Signcraft £216.00 and £93.00, CGM £90.58 and £628.80, and Wicksted £52.20.
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| Salary | £132.89 |
| Comberton Parish Council (Shared SLCC) | £39.85 |
| Eon Energy (Electricity) | £201.29 |
| LGS Services (Admin Support) | £1041.00 |

Land Registry (Map search) £7.00

RESOLVED to earmark the £1000 received from Bourn to Run for the Broadway Public Open Space.

RESOLVED that the Parish Council had no objection to the area marked in green at the Broadway Open Space being allocated to the house for access subject to the Parish Council having both vehicle and pedestrian access rights over the area marked in green on the map and the area being accessible at all times.

6.2 To consider any matter which is urgent because of risk or health and safety
None.

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

7.1 Playing Fields

RESOLVED to receive Frank Haxton's report. Signage is to be placed on the gable end of the pavilion. A BMX barrier and slide run out are to be priced by Mr Haxton for future consideration; rocking horse – no action to be taken. rope walkway – a part is to be ordered at a cost of approximately £5; Suzanne Armitage is to be asked to take up the issue of litter with the children and a price for an extra chain to extend the gym rings and to repaint the swings is awaited from Frank Haxton.

4.2 (7.1 of 21.11.13) New goals – to consider the specification required

RESOLVED to order a permanent 5 a side goal pack with nets at a cost of approximately £590 from Newits. ^(Prop NBa, 2nd GP)

7.2 Parish Plan Working Group

The information circulated by the Clerk on neighbourhood planning will be looked at by the new Council.

An article by SCDC stating that dog waste was not considered hazardous, was considered. Cllr Rolfe is making further enquiries about the use of the Community Room by under 18's.

7.3 Highways Working Group

The Parish Council had been successful in its latest bid for an interactive sign to reinforce the existing speed limit. The maintenance responsibilities for the proposed flashing signs is to be checked.

7.4 Planning and Affordable Housing Working Group

RESOLVED that the Parish Council should be represented at the Stop BAD meeting.

Cllr Ball reported that Schuyler Newstead had reported that a consultation from a new design team was expected. The Right to Buy rules are being checked by the SCDC legal team.

7.5 Allotments

Nothing to report. Another letter is to be sent to Mr Ward at Rockery Farm about the proposed allotments.

7.6 Neighbourhood Watch

Nothing to report.

7.7 Liaison between Parish Council and School

Nothing to report. Cllr Blair will find out if the solar panels are being installed at the school or not.

7.8 Website and proposal that the Council serves notice on the website hosting company

Cllr Rolfe reported that the website was going well.

7.9 SPEP

The thermal camera is awaited.

7.10 Bourn Flood Action Group

This item is to be added to future agendas. Membership includes Keith Howlett, Suzanne Armitage and Mark Proud. Sharon Maloney and Karen Lunn at CCC now have a limited resource for drainage improvements on Alms Hill and Caxton End. At the latter location the Parish Council is looking at new sources of financial help. The Parish Council is to look for ways to ensure that hedge clippings are removed from site and not left.

8. To consider correspondence/communications received including

8.1 SCDC Village Services and Facilities update questionnaire

RESOLVED to respond with the following amendments and additions:

Shopping and retail – Knibbs Meat Safe butchers at Manor Farm.

Abantu cafe

Skate park and zip wire at the Recreation Ground – 0.14 hectares

Land South of Riddy Lane fair

New play equipment at Hall Close Play area

Outdoor sports and the pavilion.

Allotments on a half acre plot at Hall Close

Cambridge Outdoor Living

Toft Garage at Hall Farm and Rolls Garage at Fox Road

Cambourne Vehicle Services at The Drift

Two business parks at The Broadway

Golf Course and Health Club

The Public Open Space in the Broadway will come to the Parish Council shortly.

9. Closure of meeting

There was no further business and the Chairman declared the meeting closed at 9.35pm.

Signed _____ (Chairman) _____ (Date)