

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Wednesday 17 September 2014 at 7.30 pm in the Village Hall**

Present: Cllrs: Dr Neil Blair (Chairman) Mr Les Rolfe
Mr S Jones Mr Des O'Brien

In attendance: 1 member of the public, District Cllr A Elcox and Mrs Gail Stoehr (Clerk).

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

A resident spoke about the hedge at the rear of Kingfisher Close and asked the Parish Council to be cautious about spending money on the Transport Consultant's report. The Parish Council explained that it was using budgeted funds and funding received from other parish councils.

District Cllr Alison Elcox reported on SCDC recycling changes and collection arrangements over Christmas and the New Year; the Boundary Review for District and County Councillors in October; and the governance of the City Deal. £250 had been donated by Arrington Parish Council towards the costs of the Transport Consultant.

1. Apologies for absence

Apologies received from Cllr Bruce (out of parish) Cllr Jagers (prior engagement).

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

Cllr O'Brien declared an interest in items 4.2 and 7.1 as Chairman of StopBAD.

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 last meeting on 16 July 2014 and 13 August 2014

The minutes of the meeting on 16 July were approved and signed by the Chairman. (Prop SJ, 2nd LR)

The minutes of the meeting of 13 August were approved and signed by the Chairman, after an amendment under Item 2.1 to replace "RFC" with the words "Rural Flying Club", and an amendment under Item 6 to amend "appeal" to "appearance". (Prop SJ, 2nd LF)

4. Matters arising from the last meeting or a previous meeting**4.1 To consider quotes for a litter bin at Hall Close play area, repainting of 2 sets of swings and gym rings at Hall Close, levelling Hall Close football area between goal posts, grasscrete, 2 picnic tables at The Broadway**

A decision on the bin was deferred pending receipt of information from SCDC regarding costs.

RESOLVED having considered the quotations received to accept the quotation from CGM for £564.20 for painting the swings and gym rings. (Prop LR, 2nd DO'B)

RESOLVED to accept the quotation from CGM for £596.00 to top dress and oversee the football area at Hall Close, and to remove the unevenness.

RESOLVED to delegate to the Clerk in consultation with the Chairman a decision on whether the initial grass cut and clearance is required.

RESOLVED that the Grasscrete quotes be discussed by Cllrs Blair and Rolfe with Schuyler Newstead at SCDC.

RESOLVED that the picnic tables from E-timber were considered to be the best value. A decision on this matter was deferred to the January meeting when consideration will be given to including this item in the budget^(Prop SJ, 2nd NB).

Cllr O'Brien left the meeting having declared an interest in the next item.

- 4.2 To receive report from Transport Consultant and consider proposal for additional work
RESOLVED to receive and accept the Transport Consultant's second report.

RESOLVED to accept the quotation from LvW Highways for up to six days' work at £502.50 per day plus VAT.^(Prop SJ, 2nd LR) The cost is to be covered by the coalition of parish councils.

RESOLVED that the offer of funding from StopBAD be regretfully declined because of the VAT implications of this constituting business supply. StopBAD could contribute by contracting the Transport Consultant for any disbursements.

Cllr O'Brien rejoined the meeting.

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

5.1 Planning applications received since the last meeting

- 5.1.1 Application to upgrade existing telecommunications equipment at Bourn Airfield
Noted.

- 5.1.2 S/1802/14/FL – 45 High Street – erection of two storey dwelling, garage and carport following demolition of existing house and outbuildings

RESOLVED to recommend refusal. It does not comply with policy DP2 (F) in terms of its scale in relation to surrounding properties. The Parish Council also feels that it does not comply with policy DP2 (B) by enhancing the area or the view, and neither does it comply with CI-15 by restricting the neighbours' vista of open countryside to the rear of the property and using bricks of an inappropriate colour for the area. The volume has increased by well over 50% and this does not comply with policy. The Parish Council would like to see the size of the garage reduced as it has the potential to be turned into another dwelling.

If the Officer is minded to approve, the Parish Council has asked Councillor Elcox to refer the application to Planning Committee.^(Prop SJ, 2nd LR)

- 5.1.3 S/1985/14/LB and S/1984/14/FL – 131 Alms Hill – Removal of veranda. Demolition of store outbuilding and Bourn brick wall. New extension and Bourn brick wall and store

RESOLVED that the Parish Council recommend approval subject to raising the historical significance of the veranda for TB patients and recommending that the listed building team consider its importance carefully.^(Prop SJ, 2nd NB)

- 5.1.4 S/1694/14/FL – 49 Broadway – construction of new access and drive to bungalow
RESOLVED that the Parish Council recommend approval.^(Prop SJ, 2nd NB)

5.2 SCDC Decision and appeal notices

- 5.2.1 S/1501/14/FL – The Grange, Broadway – Erection of war memorial – Permission granted by SCDC.

Noted.

- 5.2.2 S/1236/14/FL – 46 Riddy Lane – Single storey rear extension – Permission granted by SCDC.

Noted.

5.3 Tree Works applications

None.

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

RESOLVED to note that the Clerk in consultation with the Chairman had exercised their delegated powers to have the Broadway gate re-hung for safety reasons.

Cllr Elcox left the meeting.

6.1 To receive the financial report and approve the payment of bills

RESOLVED that the financial report be received and considered, and that 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 LR, 2nd SJ) plus CGM £364.78, Broker Network (Insurance renewal) £1643.25, LvW Highways (Transport consultant) £1585.30.

LGS Services (Admin support)	£920.65
Primec (Legionella contract)	£156.00
CGM (Grass cutting)	£463.67
Salaries	£266.18
HMRC (PAYE)	£99.80
CGM (Pavilion repairs)	£156.00
CAPALC (Training)	£70.00
Algar Signcraft (Bin stickers)	£231.00

Credits including bank interest and a contribution towards shared utilities, were noted.

6.2 To consider any matter which is urgent because of risk or health and safety – including loose timber log at Jubilee Playing Fields and dead elm tree on the verge at the corner of Riddy Lane and Church Street, which is a busy path to school, and Willow tree by Bourn Surgery

RESOLVED to delegate to the Chairman and Clerk together to arrange removal of the loose timber log near the basketball net if it deemed urgent by the Tree Wardens.

The Tree Wardens are to check an elm tree had fallen at the corner of Riddy Lane and Church Street which has been cut up and pushed to the side of the road and also the willow tree by the surgery.

6.3 To consider quotes for insurance

The assets were reviewed. Three of the benches from Manor Farm were now on the recreation ground and the other was at a member's house.

RESOLVED that a working group move one bench from the recreation ground to Alms Hill to replace the damaged bench having first undertaken a risk assessment.

RESOLVED that Cllr Rolfe should repair the notice board at The Broadway.

The plastic bench is to be added to the Assets list.

6.4 Annual Audit conclusion and auditor's opinion

RESOLVED to note the External Auditor's opinion that "On the basis of our review, in our opinion the information contained in the Annual Return is in accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that the relevant legislation and regulatory requirements have not been met."

6.5 To consider the requirements of the Openness of Local Government Bodies Regulations 2014

Noted.

6.6 Members' Roles and Responsibilities

Deferred to the next meeting.

7. Members reports and items for information only unless specified

7.1 Coalition of Parish Councils to oppose inclusion of Bourn Airfield and West Cambourne in the Local Plan and EIP update

Fourteen parish councils had agreed to join.

7.2 Community Chest Grants – to consider if the Parish Council should apply

RESOLVED to apply for a grant for two E-timber large 6 seater benches and fitting.

8. To consider correspondence/communications received8.1 CCC – Countywide SWMP Flooding History Questionnaire

RESOLVED that Sue Richmond should complete the flooding questionnaire on the Parish Council's behalf.

8.2 SCDC Planning Forum report

Noted.

8.3 Cambridge City Council – Park Street car park consultation

RESOLVED that members should complete this if they wish.

8.4 Request for support on Armistice Day

Cllrs Jones, Rolfe and others are to provide help. Cllr Rolfe will liaise with Rev Clarke and the Police are to be informed of the event on Tuesday 11 November.

9. Closure of meeting

Cllr Jones will attend the Cambridgeshire ACRE meeting and report to the next meeting.

A car at the top of Alms Hill has come off the road. Cllr O'Brien is to discuss this with Sharon Maloney.

The Chairman declared the meeting closed at 10.10 pm.

Signed _____ (Chairman) _____ (Date)