

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Wednesday 15 October 2014 at 7.30 pm in the Village Hall**

Present: Cllrs: Dr Neil Blair (Chairman) Mr Les Rolfe
 Mr S Jones Mrs V Bruce
 Mrs S Jagers Mrs S Aldridge

In attendance: District Cllr A Elcox and Mrs Kathleen Baptie (LGS Services, Minutes Secretary).

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

District Cllr Alison Elcox reported that the application for 45 High St will probably go to Planning Committee and that SCDC are reviewing Homelink to include Fenland and East Cambs

1. Apologies for absence

Apologies received from Cllr O'Brien (work commitment), Xanthe Rees-Howell has resigned from the Parish Council.

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

Cllr Bruce declared an interest in any items relating to the Sport Club and the existence of a dispensation.

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 17 September 2014

The minutes of the meeting on 17 September were approved and signed by the Chairman. (Prop SJ, 2nd LR)

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.**

RESOLVED that as the Parish Council was still waiting to hear back from Heidi Duffet at SCDC with regards to cost etc. Cllr Blair will speak to Frank Haxton to see whether he feels there is a need.

4.2 (6.2) To consider recommendation from Tree Warden on loose timber log at Jubilee Playing Fields, dead Elm tree at corner of Riddy Lane and Church St and the Willow tree by Bourn Surgery, and Caxton Rd hedge

Carried forward to next meeting to allow time for the Tree Warden to speak to Mr Haxton about the missing log and making good the loose log.

RESOLVED to note that the dead Elm tree at the corner of Riddy Lane has fallen and been chopped. It is anticipated that the wood will soon disappear.

Clarification is to be sought from Gill Pountain regarding the willow tree at the surgery as there isn't one there; however there is a willow at the Jubilee Playing Fields.

RESOLVED that polite letter to the resident who had cut the hedge backing on to Kingfisher Close advising that the hedge belongs to the Parish Council and that the Council hopes the hedge will grow back but in the event that it doesn't the Parish Council may seek reimbursement from the resident.

- 4.3 (6.6) Members Roles & Responsibilities
 RESOLVED that the following changes be made;
 School Liaison – Cllr Blair will hand this over to Cllr Aldridge (although he will continue to work on parking matters and double yellow lines etc)
 Police Liaison – Cllr Aldridge will join Cllr Bruce in this role.
 Sports Club Liaison – Cllr Jagers replaces Cllr Bruce and joins Cllr Blair.
 Newsletter – Cllr Rolfe will hand the management of content and distribution over to Cllr Jagers.
- 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 this had been dealt with at the last meeting.
- 5.1.2 S/2207/14/FL & S/2207/14/LB – The Old Cottage, 56 High Street – single storey extension to side of property
 RESOLVED to recommend approval as it is in keeping with the property and is not visible from the road. (Prop SJ, 2nd LR)
- 5.2 SCDC Decision and appeal notices
- 5.2.1 S/1359/14/LB – Fox Farm, Old North Rd – to remove concrete render and re-apply with traditional lime render finish. Damaged casement windows to be repaired or replaced. Permission granted by SCDC.
- 5.3 Tree Works applications
 None.
- 6. Finance, procedure and risk assessment including considering any 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, 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 VB) plus CGM £212.44 and Madingley Mulch (bark chippings) £177.00.
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| E.ON Electricity (by DD) | £33.74 |
| Salaries | £132.89 |
| LGS Services (Admin support) | £897.84 |
| LGS Services (Admin support) | £914.59 |
| Wicksteed (Play inspection) | £54.00 |
| Barrier Components (Gate Closer) | £54.38 |
| PKF Littlejohn (Audit) | £240.00 |
- 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 any recommendations from Frank Haxton following the Annual Play Equipment Inspection
 RESOLVED to accept the quote of £320.00 from Wicksteed to re-set the foundation under the eclipse Multi-play equipment. (Prop NB, 2nd VB)
- 6.3 To consider and approve the checking of the grass cutting specification for 2015 – 2017 so that tenders can be sought
 RESOLVED that the following amendments be made;
 The date by which tenders should be invited, updated to 2015.
 Under Playing Fields, item (f) amended to; ‘to strim around the play equipment, bins, benches etc as required.’
 Likewise under Riddy Lane Play area, amend to; ‘to strim around the play equipment, bins, benches and other obstructions as required.’

Under 'Please note', 6th bullet point can be deleted as the equipment referred to has now been installed.

RESOLVED that the Parish Council accept the draft with the changes noted. (Prop NB, 2nd SJ)

RESOLVED that John Vickery at Cambourne be invited to tender. (Prop NB, 2nd SJ)

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 and to appoint someone to attend the EIP as a reserve if Cllrs Jones and Blair cannot attend

Cllr Jones reported that he had sent around the details of the statement submitted to the EIP. He is unable to attend the EIP on 4th & 5th November, but will be there on 19th November. RESOLVED to receive the statement to the EIP as submitted by Cllr Jones.

RESOLVED that Cllr O'Brien be appointed as a reserve if Cllrs Jones or Blair cannot attend the EIP.

RESOLVED to receive Cllr Jones' report on the traffic surveys carried out in September and October.

7.2 Report on the Cambs ACRE meeting

Cllr Jones had not been able to attend.

7.3 Affordable Housing related matters

Cllr Rolfe reported that Shulyer Newsted had cancelled their scheduled meeting due to ill health. He also reported that a pre-planning application had been submitted for a site in Gills Hill (which had previously been discussed as the Parish Council's 3rd alternative site for affordable housing), consisting of 6 houses, 3 market value and 3 affordable. The Parish Council will wait and see what happens.

7.4 School liaison and parking

Cllrs Blair and Rolfe met with Mr Andy Caddy from Highways, at 3pm outside the school, to observe the parking problems. They discussed putting double yellow lines at the corners to allow the buses to get round without obstruction. They also looked at the possibility of putting white painted H signs outside the bungalows to allow elderly/disabled residents safe access to vehicles including emergency vehicles.

Highways

Cllr Bruce reported that the interactive sign had been installed at the Broadway, and she had recently met with them to discuss the 2nd interactive sign for the other end of the village, which may now come in under budget. She is still chasing them to repaint the white lines at Caxton end and 'Slow' near Chapman's Farm.

The grant application for improving the pavement on Alms Hill has been submitted and she will attend a meeting on this at the end of October.

7.5 SCDC Parish Liaison meeting report

The meeting included matter such as;

- Affordable Housing; SCDC is setting up a separate company to buy private houses to rent out. They are in desperate need of 1 & 2 bedroom houses.
- Flooding; 6 Cambridgeshire villages were badly flooded this year.
- Parish Budgets
- Council Tax
- Neighbourhood Plans

8. To consider correspondence/communications received

8.1 Resident's request for a 2nd gate at the roadway Public Open Space – To consider Frank Haxton's recommendation

RESOLVED to respond to the resident that the Playground inspector has advised against a 2nd gate on The Broadway, but that the Parish Council would be happy to review the situation in the future if problems occur.

- 8.2 SCDC – Neighbourhood Planning Service Level Agreements consultation
Cllr Bruce had confirmed to the Clerk that she is able to attend the workshop. Cllr Rolfe is available to attend if Cllr Jones is out of the country.

9. **Closure of meeting**

The Chairman declared the meeting closed at 9.50pm.

Signed _____ (Chairman) _____(Date)

APPROVED