

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Wednesday 21 January 2015 at 7.30 pm in the Village Hall**

Present: Cllrs: Dr Neil Blair (Chairman) Mr Les Rolfe
Mrs S Jagers Mrs V Bruce
Mr D O'Brien Mrs S Aldridge

In attendance: 9 members of the public, including Hilary Gretton (Tree Warden), Joy Naylor (Bourn Sports Club), Bryn Maiden (Taylor Wimpey), and Georgina Chapman (Political Developments Ltd) John Lougher (Bovis), Nick Smith (Major development consultant acting on behalf of Taylor Wimpey), Ed Durrant (Principal Planning Officer, South Cambridgeshire District Council), Nick Ward (Rockery Farm), District & County Cllr M Loynes, and Mrs Gail Stoehr (Clerk).

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

The developers spoke about the potential bus link from Upper Cambourne to The Broadway, Currently a cycle route, it is proposed to open this up as a bus link to The Broadway and then on to the Bourn Airfield development. The background was outlined. The proposal was part of the planning application but no permission had been given. SCDC had requested and received funds in lieu. Cambourne Parish Council was keen to establish the link for a bus service to Upper Cambourne. McAlpine fiercely opposed the Bourn Airfield development as it would replicate Cambourne, being of a similar size. An application for a temporary cycleway and green way to tidy up the area should be submitted shortly.

Cllr Bruce had attended a meeting approximately 6 months ago to discuss the Parish Council's preference for a ransom strip and had wanted a joint meeting, to which the developer was agreeable.

Ed Durrant explained that the plans discussed with the developer would not preclude a bus link in the future, hence the temporary nature of the application. CCC was still keen on the bus link to support transport links between major developments. The route of the current bus was circuitous and added time to journeys. Mr Durrant argued that it was a well used route for cyclists.

Cllr O'Brien declared an interest as Chairman of the Stop Bad group.

The green way would have a set width of 10-20 metres and would be landscaped, with a buffer zone.

Mr Durrant explained that there was a time limited application for a proposed haul road off The Broadway for some construction traffic. The Parish Council expressed the wish that traffic should not travel through the village.

Cllr Aldridge arrived at 8.03 pm.

District and County Cllr Loynes reported on:

- a transport development plan meeting to take place shortly, covering the A428. The Parish Council indicated that Cllr Jones would like to attend.
- CCC has awarded a £500 grant for a World War II Commemoration Scheme.
- The procedure for reporting Highway issues.

1. Apologies for absence

Apologies were received from Cllr Jones (out of parish work commitment).

2. Declarations of interests

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

All members declared an interest in the budget and precept setting as residents and ratepayers. Cllr Blair declared the existence of his dispensation.

2.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)

Requests for dispensations were received from Cllrs Jagers, O'Brien, Bruce, Aldridge and Rolfe in respect of the budget and precept setting.

2.3 To grant any requests for dispensation as appropriate

Dispensations enabling to speak and vote on the budget and setting of the precept were granted to Cllrs Jagers, O'Brien, Bruce, Aldridge and Rolfe.

3. **To approve the minutes of the last meeting on 19 November 2014**

The minutes of the meeting on 19 November were approved and signed by the Chairman. (Prop LR, 2nd DO)

4. **Matters arising from the last meeting or a previous meeting**

4.1 (4.1) Dead elm tree at corner of Riddy Lane and Church Street and oak tree in Riddy Lane

On a proposition by the Chairman, at 8.14 pm the meeting was briefly suspended to enable Hilary Gretton to comment. There had been no damage to the culvert in 2010. The tree is subject to a Tree Preservation Order and is in a conservation area. The meeting resumed at 8.15 pm.

RESOLVED in view of concerns from residents that the oak tree on the highway verge might cause damage to the drainpipe whilst noting that CCC officers were not of this opinion to seek the views of the District Council's Trees Officer on removing the tree and if favourable to seek a quote and consult with the residents before considering this further at the next meeting.

4.2 (7.6) Bourn Sports Club proposed cricket nets

On a proposition by the Chairman, at 8.20 pm the meeting was briefly adjourned to allow Joy Naylor to outline the proposal for a mobile net to be in place from April to October, and stored over the winter. The meeting resumed at 8.25 pm.

Cllrs O'Brien, Blair and Aldridge and Jagers declared their interest as members of Bourn Sports Club.

RESOLVED to receive an application for a dispensation from Cllr O'Brien, to grant him a dispensation to speak and vote for this item for this meeting.

RESOLVED having considered Mr Haxton's report on the proposed cricket nets to grant permission subject to the Bourn Sports Club obtaining planning permission if the District Council so requires. (Prop NB, 2nd DO)

4.3 (7.6) Pavilion bins

RESOLVED to note that if the bins are to be replaced they must be the Topsy 2000 model for SCDC to continue to empty them.

Cllr Jagers is to take this to the next Bourn Sports Club meeting.

4.4 (8.1) Local Green Space designation – Camping Close

RESOLVED to consider the response from Manor Farm residents to SCDC and to wait to hear the outcome from SCDC.

4.5 (6.2) Hall Close play area wooded border – to consider what works are required

RESOLVED to ask SCDC if they will clear the wooded border as suggested by Frank Haxton, and if not, whether they will grant permission for the Parish Council to do so. (Prop NB, 2nd LR)

4.6 McAlpine Developments – bus link

Taken earlier.

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/2903/14/OL – Land to the West of Cambourne (Excl Swansley Wood Farm) – Development of up to 2350 homes

On a proposition by the Chairman, at 8.45 pm the meeting was adjourned to allow Nick Smith to outline the application and hand out a plan of the proposal.

The meeting re-opened at 9 pm.

Consideration of this application was deferred to the next meeting.

RESOLVED to request a copy of the access statement from Ed Durrant.

The developers were thanked for attending and left the meeting.

5.1.2 Rockery Farm – proposed development of 4 affordable homes – pre-application consultation

At 9.05 pm the meeting was suspended to enable Nick Ward to speak. He was welcomed to the meeting and sought support for two 2-bedroomed and two 3-bedroomed houses on the site which the allotment society had wanted. This would not be possible if the application went ahead. The plan as amended to allow for cars was viewed. The meeting re-opened at 9.15 pm.

RESOLVED that in principle, based on what it had seen, the Parish Council was supportive.

Mr Ward left the meeting.

5.1.2 S/2677/14/FL – Chapman’s Farm, 167 Alms Hill – Change of use of redundant building to holiday let with adjoining staff room and facilities

RESOLVED to note the response submitted by the Clerk between meetings using her delegated powers after seeking the views of the planning working group. The Parish Council had recommended approval subject to the condition that the accommodation is for holiday use only with a maximum stay of 28 days and not for and not for permanent residence as per policy ET/10.

5.1.3 107 Caxton End S106 indemnity

RESOLVED that two members sign the S106 indemnity which will bring the Parish Council £4430.91 public open space contribution and £732.26 indoor space contribution which has to be spent by 26th November 2024.

Cllr Loynes left the meeting.

5.1.4 Solar farm S106 community contribution

RESOLVED that Cllr Aldridge should find out from the School if the solar panels are being installed.

5.2 SCDC Decision and appeal notices

None

5.3 Tree Works applications

5.3.1 The Old Vicarage, 28 High Street

RESOLVED that the Parish Council had no comment but that any comments from the Tree Wardens would be included in the Council’s response.

5.3.2 163a Caxton End

RESOLVED that the Parish Council had no comment but that any comments from the Tree Wardens would be included in the Council’s response.

5.3.3 Crier’s Cottage, 140 Caxton End

RESOLVED that the Parish Council had no comment but that any comments from the Tree Wardens would be included in the Council’s response.

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 NB, 2nd VB)

Salary	£133.09
HMRC (PAYE)	£99.80
BJ Waller (Pavilion keys)	£111.00
LGS Services (Newsletter)	£30.00
Village Hall (Room hire)	£90.00
Salary	£141.28
Calico (Web hosting)	£18.00
Peter Oakes (Tree works)	£168.00
Wicksteed (Play equipment parts)	£25.14
Wicksteed (Play equipment repair)	£384.00
CGM (Rockery Farm gate)	£108.00
CGM (Grass cutting)	£68.83
CGM (Grass cutting)	£43.52
Cambs ACRE (Affiliation fee)	£54.00
CAPALC (Councillor training)	£35.00
Algar Signcraft (sign and stickers)	£193.56
Cambridge Water (Pavilion water)	£683.05
Village Hall (BYP quiz night)	£65.00

The payment of £683.05 to Cambridge Water was placed on hold pending the outcome of the complaint regarding the bill. The Clerk was authorised to make payment once the complaint had been resolved. Cllrs O'Brien and Jagers are to speak to Bourn Sports Club to monitor who is using the water and ensure that it is always switched off. The cheque will be sent to the Chairman to sign.

Credits including allotment rents, contributions to the traffic consultant's fee, a footpath clearance grant, and bank interest, were noted.

6.2 Play inspection report and to consider any matter which is urgent because of risk or health and safety

RESOLVED ^(Prop NB, 2nd VB) that in consideration of Frank Haxton's report –

- The timber log is not to be refitted.
- The gym rings are being used so the Parish Council wishes the equipment to remain. It will be painted in the spring.

6.3 Annual review of electricity prices

RESOLVED to change the supplier to SSE.

6.4 Clerk Annual Review (confidential)

RESOLVED to set up a Personnel Working Group and to make a recommendation to the next meeting.

6.5 To review budget FY2015

The draft baseline budget prepared by the RFO was reviewed line by line and incomplete projects considered and any under-spend at the financial year end will either be moved to earmarked reserves or to the general reserves. The level of reserves at the year-end was considered.

6.6 There was no item 6.6.

6.7 To consider and approve a budget for FY2016

RESOLVED to ask Mr Ward of Rockery Farm if he would be willing to provide for four benches for the Broadway new play area

RESOLVED to use the S106 money for The Broadway public open space and seek grants.

RESOLVED to set up a working group at a future meeting to discuss strategy and The Broadway open space project.

RESOLVED To open and consider the grass cutting tenders. To enable inclusion in the budget. Carry forward to the next meeting.

RESOLVED to invite CGM to attend the next meeting as the Council is concerned at their ability to undertake works especially as two contracts still remain outstanding.

The budget for FY2016 was approved by resolution of the Parish Council. ^(Prop NB, 2ndLR)

6.8 To set the precept for FY2016

RESOLVED to set and demand a precept of £31,199 from South Cambridgeshire District Council, being the sum required by the Parish Council to balance the budget. ^(Prop NB, 2nd SJ)

6.9 Appointment of Internal Auditor

RESOLVED to appoint Jacquie Wilson of Canalbs Ltd as Internal Auditor, at a cost of £37.50 per hour plus 45p per mile travelling expenses. ^(Prop NB, 2nd LR)

7. Members reports and items for information only unless specified

7.1 Update report on EIP and Parish Council's submission

RESOLVED to note Cllr Jones' report.

7.1.1 Proposal to issue a contract to transport consultant to work on the EIP hearings for up to four days

RESOLVED to contract LvW Highways for a maximum of 4 days ^(Prop NB, 2nd SJ) _

- To review the Parish Council's statement on Matter 7A (Strategic transport issues) and advise the Council on any other points it should make at the hearing (1 day).
- To participate in the EIP hearing on Matter 7A with the Council on 18 February (1 day).
- To support the Council in preparing for the Bourn Airfield session (probably in April or May) and participate with the Council at the hearing (up to 2 days).

RESOLVED to look at the transport submissions to review what the Parish Council will speak about at the EIP.

7.2 Planning Working Group – proposal to add Cllr Rolfe to the working group

RESOLVED to appoint Cllr Rolfe to the working group. ^(Prop NB, 2nd VB)

7.3 Highways

Cllr Bruce reported that the Minor Improvement Scheme grant application had been successful for the Chapel Hill railings and hedging and overgrowth to be cut back.

On a proposition by the Chairman, it was agreed to vary the order of business to take Item 8.2 at this point.

8.2 Resident – complaint about the width of the footpath in Chapel Hill

RESOLVED to inform the resident that the Minor Highways Improvement grant will cover the necessary works.

7.4 School liaison and parking

Deferred to the next meeting.

7.5 Grit spreader

Deferred to the next meeting.

7.6 Bourn to Run – offer of donation for bench

Deferred to the next meeting.

8. To consider correspondence/communications received8.1 Wiser Recycling collections

Deferred to the next meeting.

8.2 Resident – complaint about the width of the footpath in Chapel Hill

Taken earlier.

8.3 NALC – Quality Councils and new Local Council Award Scheme

Deferred to the next meeting.

9. Closure of meeting

There being no further business the Chairman declared the meeting closed at 10.50pm.

Signed _____ (Chairman) _____ (Date)

APPROVED