

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Wednesday 18 February 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
Mr S Jones

In attendance: 8 members of the public, including Paul Duggan (Wiser Recycling), Tom Tree (CGM Ltd), Nick Ward (Rockery Farm), a representative of MCA Developments, and Mrs A Griffiths (Minutes Secretary, LGS Services).

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

A resident indicated her intention to return to the meeting at 8.30 pm to find out the outcome of the planning application for 74 Hall Close.

Residents indicated their objections to the to the application for 4 affordable dwellings at Rockery Farm, due to lack of need, insufficient parking for residents and no visitors' parking, leading to congestion when entering the site; the non-completion of the play area; and the potential increase in traffic from further development and the proximity of the development to neighbouring properties. Overlooking and that they were not in keeping with the existing older style properties in Broadway. The applicant responded that each house would have two parking spaces and there would be fencing separating the houses from the neighbouring properties, the intention being to finish off the site and make it neat and tidy.

Two residents left the meeting.

Paul Duggan from Wiser Recycling outlined the scheme for the kerbside collection and recycling of electrical waste, which is recovered and re-used or re-sold through charity shops. Collections would take place approximately every six months and the Parish Council would receive £30 per tonne for the waste collected. If the Council were to join the scheme a collection could take place in May or June and publicity would appear beforehand in the newsletter and via posters. Mr Duggan was thanked and left the meeting.

Mr Ward added that if the Parish Council would like to see the whole plot utilised, the line of trees could be removed and the siting of the houses could be adjusted to maximise the garden space. A 6 foot fence would separate the new houses from the neighbouring houses. He indicated that the plans could be altered if the Parish Council were to respond with these comments to the District Council. The Parish Council sought clarification on parking spaces. Mr Ward did not feel that the resident's house would be overlooked as the new houses would be side on to her property. Mr Ward left the meeting..

Another resident arrived and queried why the play area had not been completed. It was explained that the Parish Council was trying to have the site cleared and would be adding benches and other items in due course, but unfortunately there had been a delay in clearing the site, for which the Council apologised. The resident expressed concerns about children's safety due to the proximity of the road. The Parish Council explained that the large five-bar gate would be locked and access would be via a small gate not leading onto The Broadway. The resident also expressed concerns at the difficulties of parking in the area.

It was observed that Cllr Loynes had stated the Mobile Library was not being stopped.

1. Apologies for absence

Apologies were received from County and District Cllr M Loynes (family illness), Cllr Jagers (leaving early), and Cllr Aldridge (arriving late).

2. Declarations of interests

- 2.1 To receive declarations of interests from councillors on items on the agenda
 Cllr Bruce retrospectively declared an interest in the item on the cricket nets at the last meeting, as she was no longer a representative for the Sports Club but was an adjacent resident to the playing fields and pavilion; she also declared the existence of her dispensation.
 Cllr O'Brien declared an interest in Items 4.1 and 6.3 as a member of Bourn Sports Club, and in Item 5.1.1 due to involvement with StopBAD.
 Cllr Blair declared an interest in Item 6.3 as a representative of Bourn Sports Club.
- 2.2 To receive written requests for dispensations from members and to grant any request as appropriate
 None.
3. **To approve the minutes of the last meeting on 21 January 2015**
 The minutes of the meeting on 21 January were approved and signed by the Chairman, (Prop LR, 2nd VB) after the following amendments: under attendees, to read "Bourn Sports Club," under item 5.1.3, change "2014" to "2024," and under item 6.2, to read "not to be re-fitted."
 On a proposition by the Chairman, it was agreed to vary the order of business to take item 4.9 at this point.
- 4.9 (6.7) Discussion with CGM on outstanding works
 The meeting was briefly suspended at approximately 8.15 pm to enable Tom Tree of CGM Ltd to speak about the clearance and grassing of the play area at The Broadway. He apologised for the delay in completing the work, due to a change in personnel, and poor weather conditions, and for not keeping the Council fully informed. Following a site visit, he outlined the work required and the timescale for completion, and indicated that the work could still be done at the quoted price. However, establishment of the grass seed in April might take up to a year dependent on the weather. Mr Tree asked whether top-soil needed to be introduced as the ground was more akin to sub-soil and there were concerns about stones. It was suggested that a meeting be arranged between Frank Haxton and Mr Tree to ensure that the current contract was sufficient to ensure a surface suitable for playing on. Mr Tree undertook to spray again free of charge in the last two weeks of March then put seed down by the end of April. He suggested a meeting with Mr Haxton in March when the situation would be clearer. Mr Tree acknowledged that the top dressing of the football pitch which was weather dependent was also outstanding, and apologised for any disappointment caused. The price in the tender had been kept the same as for the current contract.
 The meeting resumed at 8.30 pm.
4. **Matters arising from the last meeting or a previous meeting**
- 4.1 (6.1) Bourn Sports Club water use - update
 Cllr Jaggars reported on a meeting with the Sports Club. The Treasurer would be meeting with LGS Services to clarify how the billing worked. The Sports Club was looking to install a water saver.
- 4.2 (6.7) Broadway Public Open Space – to set up a strategy working group
 RESOLVED that a working group should be set up, with membership to consist of Cllr Jaggars (Convenor), and Frank Haxton and Hilary Gretton, if they are willing. (Prop NB, 2nd VB)
- 4.3 (7.4) School liaison and parking
 Cllr Blair had not yet contacted the School.
- 4.4 (7.5) Grit spreader
 Cllr Rolfe reported that the matter was in hand.
- 4.5 (7.6) Bourn to Run – offer of donation of bench

RESOLVED to replace the bench at Alms Hill. The Council is to write to the School thanking and informing Bourn to Run. (Prop NB, 2nd VB)

- 4.6 Wiser Recycling collections
Deferred to the next meeting.
- 4.7 (8.3) NALC – Quality Councils and new Local Council Award Scheme
RESOLVED to register for the Free Foundation award level online and consider working towards full accreditation at a future meeting. (Prop NB, 2nd DOB)
- 4.8 (5.1.4) Solar farm S106 community contribution
On a proposition by the Chairman this was deferred to later in the meeting.
- 4.9 (6.7) Discussion with CGM on outstanding works
Taken earlier.
- 4.10 (6.7) To consider the grass cutting tenders
Tom Tree left the meeting at 8.45 pm.
RESOLVED having considered the four tenders received to appoint CGM for a three-year contract. (Prop LR, 2nd SJo)
- 4.11 (6.4) Admin Support arrangements from 1 April 2015 and Clerk Annual Review (confidential)
At 8.45 pm, on a proposition by the Chairman, carried unopposed, in accordance with S1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, in view of the confidential nature of the business to be transacted, that is, the Council considering the Clerk's terms and conditions of employment, the public were temporarily excluded from the meeting and were instructed to withdraw. Three members of the public and the Minutes Secretary left the meeting.
RESOLVED that the Chairman will report to the Clerk on the outcome of her review.
RESOLVED to contract LGS Services for three years from 1st April 2015 to 31st March 2018.

At 9.05 pm, the meeting was re-opened to the public. The three members of the public and the Minutes Secretary re-joined the meeting.
Cllr Jagers left the meeting at 9.05 pm.

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 and access statement

Traffic was considered to be the main issue. The Parish Council agreed to approve retrospectively the submission made by Cllr Jones on its behalf, objecting to the development, for the following reasons:

Bourn Parish Council objects to the proposed West Cambourne development because of the adverse impact of higher traffic flows on Bourn and other local villages.

Bourn Parish Council recently undertook a traffic survey in the area bounded by the A1998, A428, M11 and A603, including Cambourne. This was undertaken on behalf of a Coalition of 14 Parish Councils and was submitted to the Planning Inspector as part of the Examination in Public of the South Cambs Local Plan. (Attached)

We found that at total of 2,491 vehicles left Cambourne in peak morning period (0715 to 0915) – approximately 1,245/hour. Of these 1,045/hour travelled out of Cambourne to the north and 200/hour of the south-west to join the A428

Cambourne currently has approximately 4,000 occupied houses. If we assume the same level of trips will be generated by West Cambourne residents and 2,350 homes are built, the total traffic outflow from Cambourne will increase by approximately 731 vehicles/hour to 1,976 vehicles/hour.

Most of these vehicles head east on the A428 (or the old A428 road) heading for the high tech employment centres north and south of the city. Because it is not possible to turn from the A428 eastbound onto the M11 southbound, many of these vehicles have to 'rat run' through villages to get to the A603/M11 junction east of Barton, which causes high levels of traffic and jams on Long road Comberton, in Barton, in Madingley and in other villages, including Bourn..

The Cambridge and South Cambridgeshire Sustainability Strategy estimates that, over the next 20 years, most of the new jobs in the Cambridge region, will be south of the city in the biomedical park and surrounding facilities.

This will increase further traffic flows through the villages from West Cambourne and similar developments.

Bourn Parish Council considers that the proposed West Cambourne development should not be approved unless an all-ways interchange is built at the A14/A428/M11 junction. The Highways Agency indicates that this is unlikely until the late 2020s, if at all.

On a proposition by the Chairman, the meeting was briefly suspended to allow discussion with a representative from MCA Developments. Asked why the planning application had increased to 2350, she replied that the developers considered the boundary set in the Local Plan was arbitrary, and believed it was more appropriate to develop the whole site, which would be more beneficial to Cambourne.

The meeting resumed at 9.17 pm. The representative from MCA Developments left the meeting.

5.1.2 S/2942/14/FL - Rockery Farm – erection of 4 affordable dwellings

Cllr Aldridge arrived at 9.20 pm.

RESOLVED that the Parish Council supports the application but would like the houses moved over more centrally in the plot to allow more garden space. The Parish Council would also like a dividing fence and hedge to screen the new development from the existing houses. The recommendation is subject to there being two adequate parking spaces for each house on their plots. ^(Prop SJo, 2nd LR)

5.1.3 S/0186/15/FL – 74 Hall Close – First floor side extension above existing garage

Cllr Rolfe had previously declared an interest and did not take part in the discussion.

RESOLVED that the Parish Council had no objections. ^(Prop SJo, 2nd NB)

Two residents left the meeting.

5.1.4 S/0091/15/FL – 6 Baldwins Close – First floor extension above existing garage conversion and external alterations

Cllr Jones left the meeting briefly during this item and returned a few minutes later at 9.37 pm.

RESOLVED that the Parish Council has no objections in principle to the extension but the does object to the fence enclosing the garden as being out of keeping with the surrounding properties which are open plan, and, the Council understands, is also contrary to the original planning permission of 1977. The Parish Council also has concerns regarding parking, as parking on the road, the garage having already been converted to a room, causes congestion. The Council recommends asking the applicant to resubmit the application without the fence and that they make alternative provision for parking. The Parish Council is also concerned that SCDC did not officially notify the residents on the other side of the road. ^(Prop SJo, 2nd VB)

5.1.5 S/0250/15/RM – Construction of a Temporary Cycle Route, Upper Cambourne

RESOLVED that the Parish Council had no objections. ^(Prop NB, 2nd SJo)

5.2 SCDC Decision and appeal notices

- 5.2.1 S/2677/14/FL – Chapman’s Farm, 167 Alms Hill – Replacement of redundant building with holiday let and adjoining staff room and facilities – Permission granted by SCDC.
- 5.3 Tree Works applications
- 5.3.1 6 Baldwin’s Close
RESOLVED that the Parish Council had no objections. (Prop SJo, 2nd VB)
- It was noted that the Tree Preservation Order on the Oak Tree at Riddy Lane had been reinforced by SCDC, and the matter was therefore closed.
- On a proposition by the Chairman, it was agreed to vary the order of business for the remaining items on the agenda.
- 7.1 Update report on EIP
Cllr O’Brien reported on the Examination in Public session of the Local Plan which focused on the transport aspects of the Plan. The weaknesses and inconsistencies in the Plan for transport infrastructure had been apparent. It was not known where any segregated busway would run or where any Park and Ride sites would be located. Several objections to the Plan had been made.
- It was noted that the Transport Consultant had not carried out one of the days’ work for which he had been contracted, and a suggestion was made that another transport consultant could be contracted instead. An indication of the fees and charges are to be obtained for the next meeting when this will be an agenda item.
- The Cambridge fringe and site specific developments will be covered at the EIP at the end of April. Residents were encouraged to attend.
- 7.2 Planning Working Group
Nothing to report. A proposal by Cllr Jones for drawing up a Neighbourhood Plan is to be an agenda item for the next meeting.
- 8.3 Draft A14 Cambridge to Huntingdon Improvement Scheme Development Consent Order
The proposed changes to the Girton Interchange will involve the A428 being reduced to one lane so that the A14 gets priority. RESOLVED that the planning working group will prepare a response on the draft A14 Order for the next meeting.
- 8.4 Bourn Scouts request for S137 financial support towards tents
RESOLVED having considered the request from Bourn Scouts for £300 for the purchase of tents in accordance with its powers under Section 137 of the Local Government Act, 1972, the Parish Council donate £200 to Bourn Scouts which, in the opinion of the Council is in the interests of the area and its inhabitants. (Prop DOB, 2nd NB)
- Cllr Jones left the meeting at 10.05 pm.
- 6.3 To review Bourn Sports Club agreement
Deferred to the next meeting. Cllr O’Brien will liaise with Cllr Jagers.
- 8.5 Bourn Sports Club – pavilion painting
Deferred to the next meeting.
- 4.8 (5.1.4) Solar farm S106 community contribution
Cllr Aldridge reported that the school had been offered a 4KW solar panel system by Skylark Meadows but would prefer a 50KW system and was considering funding options. Cllr Aldridge reported that a discount of £6000 on a Skylark Meadows supplied system had been offered to the school and asked whether the school might benefit from a larger discount of the full £10,000 if they chose a larger system. It was noted that this did not form part of the offer. The terms and wording of the S106

agreement will be checked. It was noted that the Parish Council had no powers to give any money to the school.

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)

LGS Services (Admin support)	£907.61
LGS Services (Admin support)	£866.80
LGS Services (Admin support)	£913.95
Peter Oakes (Tree works)	£168.00
CGM (Grass cutting)	£16.24
CGM (Grass cutting)	£43.52
Salary	£135.92
Information Commissioner (Data Protection)	£35.00

Credits including bank and investment interest, were noted.

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

RESOLVED to receive Frank Haxton's report.

RESOLVED that Cllr O'Brien will assist with scrubbing down the slippery surface next to the infant swings at the Jubilee fields.

RESOLVED that Mr Haxton can purchase sand up to a cost of £10 to fix the muddy gateway to the infants enclosure.
(Prop NB, 2nd DOB)

RESOLVED in response to a request from the Bourn Allotments Association that the Parish Council has no objections to the removal of the loose timber log to the Hall Close allotments for the social area.

A loose paving tile on the steps of the Sports Pavilion needs urgent repair. RESOLVED to check with Mr Haxton whether a quotation is required or whether he can carry out the work himself.

7.3 Highways

Cllr Bruce reported on intermittent operation of the interactive sign due to battery charging problems. RESOLVED that Cllr Bruce will speak to the installers regarding the possibility of a larger solar panel to keep the battery charged. Concerns were expressed that the Parish Council had not been informed of the new 40 mph limit on the A1198.

6.3 To review Bourn Sports Club agreement

Taken earlier.

7. Members reports and items for information only unless specified

7.1 Update report on EIP

Taken earlier.

7.2 Planning Working Group

Taken earlier.

7.3 Highways

Taken earlier.

8. To consider correspondence/communications received

8.1 SCDC consultation whether to use Article 4 directions to help retain village pubs and Campaign for Real Ale – re SCDC protection of public houses

RESOLVED that Cllr O'Brien will respond on behalf of the Parish Council.

- 8.2 Seetec – community work placements programme
Deferred to the next meeting.
- 8.3 Draft A14 Cambridge to Huntingdon Improvement Scheme Development Consent Order
Taken earlier.
- 8.4 Bourn Scouts request for S137 financial support towards tents
Taken earlier.
- 8.5 Bourn Sports Club – pavilion painting
Taken earlier.
9. **Closure of meeting**
Cllr Aldridge apologised that she was unable to attend the Police Panel meeting. Cllr Bruce will attend if possible.
Cllr Aldridge reported that she had ordered the Thermal Camera from SCDC for the week commencing 24 February.
There being no further business the Chairman declared the meeting closed at 10.40pm.

Signed _____ (Chairman) _____ (Date)