

**BOURN PARISH COUNCIL****The minutes of the Meeting of Bourn Parish Council held on  
Wednesday 18 October 2017 at 7.30 pm in the Village Hall**

**Present:** Cllrs: Mr Neil Blair (Chairman) Mr D O'Brien  
Ms A Bourne Mr L Rolfe  
Mr S Jones Ms T Watts

**In attendance:** 4 members of the public, County Cllr Mark Howell and Mrs K Baptie (Minutes Secretary, LGS Services).

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

Mr Taylor of Grange Farm outlined his proposals to build a new track beside a belt of trees, as the old existing war time track was only 11-12 feet wide. This would involve removing part of the hedge on The Broadway and a few trees which were dying from Dutch elm disease and ash dieback. The plans had not yet been received by the Parish Council.

A resident reported on the revised proposal for Meadowcroft, Fox Road. There would be a 9 foot gap fanning out to 14 feet nearer the road. He expressed his concerns about highway safety so near the A1198, and the fact that the area was used as a rat run whenever there were problems on the A14. He was also concerned about a lack of privacy. Another neighbour had spoken to other adjacent neighbours about the Meadowcroft application who had confirmed that when the bungalow was originally built, the garden was quite small, but the owners at that time extended it into the farmland. He therefore felt that different planning rules should apply as the land should technically be deemed as agricultural.

County Cllr Mark Howell reported on:

- the closure of Children's Centres
- CCC changes to back office operations to make savings of £1M. CCC will also be putting back £100,000 into services.
- Gritting lorries will be out soon.
- In response to a question, Cllr Howell confirmed that there was not a time limit on the byways, but he was willing to take recommendations back to CCC.
- Concerns expressed by a resident about traffic speed and the number of vehicles coming through the village. Cllr Howell confirmed that there is a specific Highways Officer dedicated to HGVs, and will pass the details to the Clerk. Consideration was given to having a weight restriction in the village.
- Cllr Howell suggested that the Parish Council write to him regarding the clearance of the pavement from The Broadway into the village, which is all overgrown, and he would try to do something about it.
- He asked that the email contact details of the Traffic Group members be forwarded to him so he could pass them on to the resident who had expressed concerns.

**1. Apologies for absence**

Apologies were received from Cllrs Jagers (for anticipated lateness), Cllr Bruce (personal circumstances) and from Cllr O'Brien (for anticipated lateness).

**2. Declarations of interests**

2.1 To receive declarations of interests from councillors on items on the agenda and details of any dispensation held

None.

2.2 To receive written requests for dispensations from members and to grant any request as appropriate

Cllr Blair declared an interest in item 5.5 as he lived opposite the new sign.

**3. To approve the minutes of the last meeting**

RESOLVED that the minutes of the meeting on 20 September be approved and signed by the Chairman.

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

4.1 (8.3) Overgrown hedge on Footpath 11 – to consider quotations if received

RESOLVED to accept the quotation from Roland Fletcher, Countryside Ranger. (Prop NB, 2nd AB, unanimous)

Cllr Rolfe undertook to inform the residents at 44 Caxton End about the work and concerns about their fence.

4.2 White lines in Hall Close – to consider CCC response and request for £50 contribution towards the costs

RESOLVED that the Parish Council is willing to pay the sum of £50.00 towards having the lines reinstated. (Prop NB, 2nd TW, unanimous)

**5. To consider reports on the progress of all ongoing projects and to see if further action is required**

5.1 (5.1) Green Energy S106 funding

Carried forward.

5.2 (5.2) BT Phone Box adoption and installation of defibrillators

RESOLVED as the telephone box at Hall Close is leaning and was felt to be unsafe that Cllr Rolfe should speak to Frank Haxton to see what could be done, before proceeding with the purchase of the telephone boxes.

5.3 (5.3) Bourn Sports Club Working Group proposals for modifications to Pavilion

Carried forward.

5.4 (5.5) Broadway POS – to consider the specification for a picnic table and goal

RESOLVED to accept the offer of a new picnic bench for £25.00.

RESOLVED to defer consideration of the goals, which the Parish Council would prefer to be cemented into the ground, to the next meeting when Cllr Jagers should be present.

5.5 (5.6) Relocation of the notice board at Village Hall car park – to consider Cambourne Parish Council's response

RESOLVED that the Parish Council would like to have a firm quote from Cambourne Parish Council before proceeding, and that Cllr Rolfe will try to speak to Liam Flatters.

5.6 (4.1) To consider recommendation from Planning Working Group on a housing size policy

RESOLVED to remove this item from the agenda for the time being.

5.7 (4.2) Pavilion plumbing problems – to consider report and recommendation and the payment of the outstanding invoice

RESOLVED to forward a photograph of the meter reading and request a revised bill from Anglian Water, for settlement between meetings if necessary.

RESOLVED that if the bill is reasonable, there is no need for urinal flushers.

5.8 (4.3) Play inspection report – to consider the basket swing

Carried forward.

5.9 (4.5) Speedwatch – to consider report and recommendation and the next steps

Carried forward.

5.10 (8.6) Sycamores at Allotments – to consider report and recommendation from Tree Warden

RESOLVED that Cllr Jones and the Tree Warden will look at the sycamore trees again and send a photograph of the trees that need to have their crowns raised to the

Clerk in order that revised quotes can be obtained from Peter Oakes and one other tree surgeon.

- 5.11 (10) To consider if the Parish Council should purchase a Topsy bin and contract someone to install it rather than waiting for SCDC to fulfil its contract  
RESOLVED that the Parish Council should purchase a Topsy bin at a cost of £153.00 and ask Cambourne Parish Council for a quotation to install it.  
RESOLVED to cancel the previous order with SCDC. (Prop NB, 2nd LR, unanimous)

- 5.12 (9.3) Jubilee Playing Fields perimeter vegetation – to consider a report and recommendation  
RESOLVED that Cllr Rolfe should keep an eye on the cutting.

## **6. To consider planning, tree work applications and any planning related matters**

### **6.1 Planning applications received since the last meeting**

- 6.1.1 S/3523/17/DC – Storage building at Golders Farm, Fox Road – Discharge of condition 1 (Foul water drainage) and 2 (Surface water drainage) of S/0532/17/PA  
Noted.

- 6.1.2 S/3528/17/E2 – Land at Bourn Airfield, St Neots Road – EIA Scoping report for proposed development of up to 3500 homes and associated facilities and infrastructure  
Noted.

### **6.2 SCDC Decision notices**

- 6.2.1 S/1161/17/VC – Bourn Golf Club, Toft Road – Variation of condition 2 (Approved plans) on S/0060/11 reducing the size of the Pro shop extension - Permission granted.
- 6.2.2 S/2518/17/DC – Gills Hill Farm, Gills Hill – Discharge of condition 10 (Contamination parts B-D) of S/1500/15/FL - Permission granted.
- 6.2.3 S/2695/17/FL – The Limes, 1 Alms Hill – Erection of an 8 foot x 8 foot summer house at the rear of 1 Alms Hill – Permission granted.

Cllr O'Brien arrived at 9.00 pm.

- 6.1.3 S/2689/17/FL – Meadowcroft, Fox Road – New vehicle access - amendment

RESOLVED to seek clarification on the following points:

- The Parish Council is concerned about the increase in customer traffic in what is essentially a residential area.
- Is the existing garden still classified as agricultural land, as nearby neighbours felt when the bungalow was built the garden was much smaller and the rest was agricultural?

RESOLVED that the Parish Council make no recommendation.

### **6.3 Tree Works applications**

- 6.3.1 S/3513/17/TC – 161 Caxton End

Noted.

## **7. Finance, procedure and risk assessment including considering any urgent work required because of health and safety or risk**

- 7.1 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, plus Swarco (VAT on interactive sign maintenance contract) £345.86. (Prop DOB, 2nd SJo, unanimous)

F Haxton (Play equipment parts)	£22.73
Buchans (Grass cutting)	£424.01
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LGS Services (Newsletter printing)	£30.00

Salary	£75.36
LGS Services (Admin support)	£970.95
NEST (Pension) (DD)	£75.30
SCDC (Trade waste) (DD)	£16.25

RESOLVED that the payment of £2.00 in favour of BT Payphones be kept on hold for the time being pending resolution of the concerns about the leaning telephone box.

Receipt of the precept was noted.

7.2 Play inspection report and to consider any works required

RESOLVED to note Frank Haxton's report.

RESOLVED having considered the replacement of the picnic bench at Jubilee Fields to obtain a quotation for a plastic bench similar to the one installed at Alms Hill.

7.3 To consider any matter which is urgent because of health and safety and the Clerk's use of her delegated powers between meetings

None.

**8. Members reports and items for information only unless specified**

8.1 Planning Working Group report, Coalition of Parish Councils and Examination in Public report

The Planning Working Group had not met.

Coalition of Parish Councils – there will be a public consultation (Mid November to mid January) on the proposals for the busway from Madingley Mulch to Cambridge.

Examination in Public – yet to report.

8.2 Highways

Cllr Bruce had submitted the Local Highways Initiative bid for improvements at Alms Hill.

8.3 Wincanton operations at Bourn Airfield – to consider what action should be taken as lorries continue to drive through the village

At present SCDC do not feel they can do much about this. However, if HGVs continue to drive through the village the Parish Council can consider applying for a weight restriction.

8.4 Working group report on Clerk's review (Confidential)

At 9.55 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, employment matters, the public were temporarily excluded from the meeting and were instructed to withdraw. The members of the public had previously left the meeting. The Minutes Secretary left the meeting.

At 10.10 pm the meeting was re-opened to the public. No members of the public returned. The Minutes Secretary returned to the meeting.

8.5 Double yellow lines – tentative request from doctors' surgery

. RESOLVED having considered Cllr Rolfe's verbal report on a meeting he had attended, where the Doctors' surgery had asked about the possibility of obtaining double yellow lines that they write to the Parish Council or approach SCDC direct. It was suggested that the Traffic Group could have a meeting with them to discuss this further.

8.6 Litter bins – Alms Hill one has disappeared!

RESOLVED as the bin in Alms Hill had disappeared to ask SCDC when they are going to replace it.

8.7 Bourn Parish Council's successes – to note

RESOLVED to note Cllr Bruce's submission of the LHI bid to CCC.

**9. To consider correspondence/communications received**9.1 Twinning Group – request for financial contribution for St Papoul visitRESOLVED to donate the sum of £300.00. (Prop NB, 2nd DOB, unanimous)9.2 Cllr Mark Howell – request that the Parish Council considers further traffic calming along Alms Hill

Taken earlier.

9.3 SCDC Consultation on Neighbourhood Planning Guidance

Noted. Cllr Blair will look into this.

9.4 PKF Littlejohn LLP – External Audit conclusion

RESOLVED to note that the annual audit has been concluded and nothing had come to Littlejohn's attention giving them reason to believe that regulatory and other requirements have not been met.

9.5 Environmental Impact Assessment scoping opinion application that has been submitted for the new village on Bourn Airfield

Noted.

**10. Closure of meeting**

There being no further business, the Chairman declared the meeting closed at 10.20 pm.

Signed \_\_\_\_\_ (Chairman) \_\_\_\_\_ (Date)