

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Wednesday 21 March 2018 at 7.30 pm in the Village Hall**

Present: Cllrs: Dr N Blair (Chairman) Ms S Jagers
Ms A Bourne Mr L Rolfe
Mrs V Bruce

In attendance: 2 members of the public and Mrs K Baptie (Minutes Secretary, LGS Services).

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

Cllr Pauline Joslin, a member of Hardwick Parish Council, explained that residents of St Neots Road in Hardwick were concerned about the development at Bourn Airfield, and in particular the road access near the double roundabout. In addition to traffic from recent developments in Hardwick itself, this will generate more traffic which Hardwick does not want. Cllr Joslin had attended the recent exhibition and had raised questions about additional access for emergency vehicles but had not received any satisfactory answers.

A resident spoke about the positioning of a sign by CCC, who had previously written to her stating the sign would be placed at the windowless gable end of her property, but it had in fact been positioned outside her window. She had been told by CCC that the Parish Council wanted the sign nearer the junction. The resident asked the Parish Council to consider moving the sign a few metres. The Council agreed to discuss this matter and it is to be an agenda item for the next meeting.

1. Apologies for absence

Apologies had been received from Cllr Jones (another commitment).

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

None.

3. To approve the minutes of the last meeting

RESOLVED that the minutes of the meeting on 21 February be approved and signed by the Chairman, after an amendment under the open session, paragraph 1, line 5 to add “or the Jubilee Playing Fields” after the words “Village Hall.”

An email from a resident seeking the Parish Council’s support for a beer and music festival in the village is to be an agenda item for the next meeting, which he is to be invited to attend to outline his plans.

4. Matters arising from the last meeting or a previous meeting**4.1 (4.1) Green Energy S106 funding – to consider a letter to Skylark Meadows Solar Parks**

Cllr Jagers reported that as the Parish Council had not yet decided what they would like to spend the money on, she is not in a position to finalise the letter.

4.2 (4.2) SCDC Funding Pot – to consider potential projects

Cllr Rolfe has prepared the application forms for the Bourn History and is waiting for the new financial year to submit them.

- 4.3 (6.3.1) Trees at allotments – to consider the specification and number of trees requiring attention and if quotes should be obtained
RESOLVED, noting that two tall sycamores need to be coppiced, that Cllr Rolfe should return to the Tree Warden and ask for photographs and locations/specifications, after which three quotations are to be obtained. (Prop NB, 2nd SJa, unanimous)
- 4.4 (8.1) Consideration of the Parish Council’s policy with regard to consulting with the developments
RESOLVED to defer this matter to the next meeting as two of the members mainly involved in the Planning Working Group were absent at tonight’s meeting.
- 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
Taken earlier under item 4.1.
- 5.2 (5.2) Installation of defibrillators
The matter is in hand and ongoing.
- 5.3 (5.3) Bourn Sports Club Working Group proposals for modifications to Pavilion
Cllr Jaggars reported that contractors had been appointed, but they had not yet given a start date. RESOLVED that the Clerk should ask the contractors for a start date.
- 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/4558/17/FL – Field SE of Bourn Leisure Club, Bourn Golf & Leisure, Toft Road – Temporary change of use from agricultural to D2 and development for 2 years for the erection of 3 cabins, 6 hot tubs and a portable sauna together with portable showers and composting toilets for outdoor spa use
The Parish Council felt that this had been discussed and agreed at a previous meeting.
- 6.1.2 S/0441/17/FL – Bourn Golf and Leisure Club, Toft Road – Extension to existing hardstanding to Park Keeper’s machinery and equipment
RESOLVED that the Parish Council has no objections so long as the machinery can be moved directly to the golf course and not on the road. The Parish Council also felt that the plans were not very clear. (Prop SJa, 2nd AB, unanimous)
- 6.2 SCDC Decision and appeal notices – to note
- 6.2.1 S/4417/17/FL – 11 Caxton End – Single storey rear extension - Permission granted.
- 6.2.2 S/4241/17/FL – 3 Baldwins Close – Front and rear extension - Permission granted.
- 6.2.3 S/0693/18/DC – The Grange, Broadway – Discharge of condition 5 (Archaeology) of planning permission S/0465/17/FL – Permission granted.
- 6.3 Tree works applications
- 6.3.1 S/0869/18/TC – Fairlight Barn, Short Street
RESOLVED to note that the Tree Warden had had no objections.

RESOLVED, given that a tree had been cut down at the back of 3 Baldwins Close, which was actually on Riddy Lane, to ask the Tree Warden to take a look and report back to the Parish Council. (Prop LR, 2nd VB, unanimous)
- 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 SSE (Electricity bill, Alms Hill) £103.00, SCDC (Rent Hall Close –

Direct Debit) £50.00, and Spanglefish (Website upgrade to Gold status) £29.95. ^(Prop AG, 2nd VB, unanimous)

NEST (Pension) (DD)	£75.30
HMRC (PAYE/NIC)	£113.00
Salary	£75.16
Cambs ACRE (Affiliation fee)	£55.50
LGS Services (Admin support)	£982.11
Glasdon (Topsy bin)	£183.87

Credits, including payment of an utilities invoice, contribution to the Pavilion works, and bank interest, were noted.

- 7.2 Play inspection report and to consider any works required
The play inspection report had not been received. Nothing new had been noted.
- 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.
- 7.4 To consider the date and arrangements for the Annual Parish Meeting
RESOLVED that the Annual Parish Meeting should be held on Wednesday 9 May, in the Cherry Tree Room if available.
RESOLVED that the Annual meeting of the Parish Council should take place on Wednesday 16 May.
- 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 since the last meeting. Nothing to report.
- 8.2 Highways
Cllr Bruce reported that the Parish Council had received a grant of £10,000 for improvements.
- 8.3 Allotments
Nothing to report.
- 8.4 Broadway POS
RESOLVED given Cllr Rolfe's report that the goals that the Parish Council had chosen were not stocked any more. An alternative goal had been sourced and Frank Haxton has agreed it would be suitable. He will forward the details to the Clerk to place the order. ^(Prop LR, 2nd AB, unanimous)
- 8.5 Bourn Parish Council's successes – to note
RESOLVED to note: the Highways Local Highway Initiative grant for improvements to the footpath; Goals and picnic bench for the Broadway POS.
- 8.6 Clerk, RFO and Proper Officer vacancy – Council member to take on Acting Clerk from Monday 9 April and tasks to undertake
RESOLVED that Cllr Rolfe will take on the role of Acting Clerk.
RESOLVED that the Chairman will deal with the handover of bank accounts.
RESOLVED that the Parish Council will arrange for a man with a van to collect the filing cabinet and documents etc, at a suitably convenient time.
RESOLVED that the Parish Council would like the Clerk to begin notifying people of the change of email address in the signature or the bottom of the email. The Chairman is to provide the new email address to the Clerk.
RESOLVED that the Personnel Working Group will work with Cllr Rolfe for the handover. ^(Prop AB, 2nd VB, unanimous)
- 9. To consider correspondence/communications received**

9.1 Bourn Allotment Association request £250.00 financial support to purchase a second hand petrol shredder

RESOLVED to grant a donation of £250.00 to the Bourn Allotment Association, which in the opinion of the Council is in the interests of the village and its inhabitants.
(Prop NB, 2nd VB, unanimous)

9.2 Resident – request that the Council arranges the clearance of grilles adjacent to the Riddy green lane and by the playground

RESOLVED that the Parish Council will contact South Cambridgeshire District Council to ask for this to be done.

At 9.30 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 meeting re-opened to the public at 9.35 pm.

The Chairman thanked the Clerk and LGS Services for all their work over the last twelve years.

10. Closure of meeting

A request for white lines at Hall Close is to be an agenda item for the next meeting.

There being no further business, the Chairman declared the meeting closed at 9.40 pm.

Signed _____ (Chairman) _____ (Date)