

## BOURN PARISH COUNCIL

### Minutes of the meeting of Bourn Parish Council, 21 November 2018, 7:30pm Bourn Village Hall

**Present:** Councillors: Dr N Blair (Chairman)  
 Ms S Jagers Mr D O'Brien  
 Mr L Rolfe Mr G Ritchie  
 Mrs V Bruce

Clerk: Ms S Moore

#### Also in attendance:

- 3 Members of the public;
- Mike Huntington, South Cambridgeshire District Council Planning Officer
- District Councillor Tumi Hawkins.

#### 1. Comments and observations from members of the public

- Mike Huntington provided an update in respect of the development at Bourn Airfield. He confirmed the District Council have now received the planning application and that there will be an extensive consultation which is ongoing. Some errors in the consultation were made initially and the deadline to respond was extended to December. However, Mike confirmed that comments will be accepted for some time. There are clearly some key and significant issues for debate. Comments from the public will be put into topic groups for discussion and this will be in the New Year. The application is not likely to go to planning committee until the latter half of next year.
- Sue Richmond confirmed that the application discussed at last months meeting for a footpath at Bourn to be put on the definitive map has been put on hold as there is no one in post at DC and the Chair thanked her for the update which was disappointing.
- Further complaints were raised by members of the public about the fence at 3 Baldwins Close and the conservation area trees at Riddy Lane.

#### 2. Comments and observations from District and County Councillors

- Councillor Tumi provided a monthly update: annexed herewith. The highlight is the lifting of the borrowing cap for councils.

#### 3. Apologies and reasons for absence

Apologies were accepted from Councillor Alison Bourne due to a family bereavement. Councillors Steve Jones, Neil Stutchbury and County Councillor Mark Howell were out of parish.

#### 4. Member's declarations of pecuniary interest and written requests for dispensation and grants of the same

None

#### 5. Approval of the minutes of the last meeting on 17 October 2018 and the EGM on 13 November 2018.

**RESOLVED** that the minutes of the meeting on 17 October 2018 and the minutes of the EGM on 13 November 2018 be approved and signed by the Chairman.

## 6. Matters arising from the previous minutes

### 6.1 Speedwatch

DOB updated the Councillors that he has liaised with Hardwick PC. Hardwick PC has some equipment but it is out of date. The cost of new equipment is circa. £2200-£2500. DOB proposed that the cost could be shared 50/50. The partnership attraction is that the equipment can be moved between villages and it expands the pool of potential volunteers. The budget to contribute can be planned at the next budget setting meeting in January.

**RESOLVED** in principle to work in partnership with Hardwick Parish Council to purchase speedwatch equipment. ( Proposed DOB, Second NB)

### 6.2 Countryside Management Consultation

The meeting on Saturday was well attended and there was an indication that people will raise comments/concerns with SCDC but it is also clear that the community is looking for direction from the PC. The planning group are initiating a response and ways in which to publicise the response were discussed (website, parish/church magazine). The draft response can be agreed at the next meeting on 16 January (there is no meeting in December). It is optimistic that Mike Huntington has encouraged open dialogue and discussion this evening and that the deadline for comments is 'open'. There was some discussion about the response lodged by Cambourne PC and potential conflicts of interest which the PC should be mindful of.

### 6.3 Judicial Review of the Local Plan

DOB updated the PC that StopBAD have sent a Preaction letter and are now awaiting a response. StopBAD have instructed Mark Evans QC who will prepare a submission for the first stage paper hearing. As agreed at the EGM, the Parish council have only agreed to join in principle at the second stage if permission is granted at the first stage and subject to clarification of the potential costs. The chair and clerk with Councillor Rolfe who was previously acting clerk will consider the PC's finances before the next meeting however the chairman advised that cost of proceeding remains a grave concern. Crowdfunding is a possible option and Councillor Jagers has looked into the pros and cons of various providers which was discussed.

The PC's choice of counsel was also discussed should the matter proceed. GR advised on the risks of using unknown Counsel unattached to traditional chambers. The clerk advised that Council that NALC may be able to offer general and legal advice and assistance into how to take matters forward and possibly advise on who to instruct.

**RESOLVED** for the clerk to contact NALC and set up at meeting with NALC to

obtain their advice. The option of Crowdfunding with GOfundme was agreed in principle with the proviso that this would not 'go live' until if and when permission is granted to proceed to the second stage of JR proceedings. ( Proposed SJ, Second VB)

#### 6.4 Enforcement Action at 3 Baldwins Close

In relation to the boundary fence, highways have advised that this is now with the enforcement team and the clerk has been advised that this matter will now be enforced. A proper legal notice will now be served and the owner will have 28 days. The enforcement officer is George Hay and he has advised that the developers map will be used but said that the intention was to move the boundary back by 1.5 metres.

**RESOLVED** to request a copy of the developers map that enforcement are using ( Proposed NB, Second LR)

The removal of the trees backing onto Riddy Lane is also an ongoing concern and another resident has raised a complaint again this evening. It was noted that residents have had difficulty in obtaining any satisfactory response from Miriam Hill, tree officer at SCDC.

**RESOLVED** for the clerk to attempt to contact Miriam Hill, tree officer at SCDC to raise again the complaints that have been made ( Proposed NB, Second LR)

### 7. **Reports on ongoing projects/issues**

#### 7.1 Website

SJ and LR confirmed that before the next meeting the revised design idea and costs would be circulated for discussion in January when the budget will also be set and costs can be considered.

### 8. **Correspondence received**

#### 8.1 Clothing bank request

The site requested is on land owned by SCDC therefore the request by the Salvation Army to have a clothes bank in Bourn should be directed to them.

#### 8.2 Papworth Hospital donation request

A circular request for donations has been received by the clerk and this was discussed but was considered to be too far out of parish and it was noted that the hospital is relocating further out of parish soon.

#### 8.3 Letter from the owner of 3 Baldwins Close

The owner of 3 Baldwins Close has written a complaint letter to the PC and a response was discussed. The owner was invited to attend the meeting but did

not attend. Councillors discussed that there has been an unprecedented number of complaints in relation to the fence and removal of the trees at the property and the Parish Council have dealt with those complaints and concerns in the appropriate and usual way. The clerk will send a response letter in accordance with the councils complaints policy. It was felt very strongly that there is no substance to the complaint.

#### 8.4 Sports club: notice board maintenance

The clerk will liaise with the sports club for the removal of the notice board if not fit for purpose. The sports club are clear that they do not own it.

### 9. Planning applications received since the last meeting

9.1 S/4067/18/DC Discharge of Conditions of previous planning permission, Rockery Farm, Broadway – No recommendations

9.2 S/4055/18/FL Retrospective Loft extension 207 Alms Hill- No recommendations

9.3 S/3440/18/OL Bourn Airfield Development. Consultation ongoing and a response is being initiated by the planning working group.

9.4 Tree works applications: None

### 10. **Finance**

#### 10.1 Financial report and payment of bills

**RESOLVED** that the financial report be accepted and that invoices, statements and bank statements be checked at the end of the meeting by the signatories before cheques are signed for payments as listed. There were two late invoices: Neil Stutchburty £610. 08 for the purchase of the defibrillator and to Barton PC, £100 Councillor training x 2.

RPM	Jubilee Playing fields (Wicksteed unit replacement of rotators)	432.00	CHQ
Viking	Stamps and Printer Cartridges	51.59	CHQ
SLCC	Clerks Local Council Administration Handbook	108.79	CHQ
SLCC	Clerks annual membership	115.00	CHQ
Alarm Maintenance	Annual Fire Alarm/Emergency Lighting Service	104.40	CHQ
Buchans	October Grass cutting	597.24	CHQ
Clerks Salary	October 2018 ( 52 hours)	632.32	CHQ

#### 10.2 Banking arrangements update

Councillor Bruce needs to register with Lloyds online. The new clerk has to resend paperwork with all three signatories and present personally to a branch of Lloyds bank. Ongoing.

**11. Members reports and any other matter for consideration****11.1 Work required on embankment slide**

RPM have done some work and the risk has been reduced to Medium from High. They have provided a quote which is very expensive and states that they do not consider that the work we have requested complies with 'the current' standards'. The clerk will find out more information about this and liaise with Frank Haxton to find a solution.

**11.2 Successes to note: Great feedback from a well-attended Crime Prevention Evening. The Defibrillator is partially installed.**

(in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of this item of business, the Press and Public be excluded from the Meeting)

**11.3 Clerk's employment contact and job description**

(in accordance with the above act, and that the confidential business having been concluded, the Press and Public be re-admitted to the Meeting)

The new clerks employment contract has been prepared in accordance with CAPALC guidelines/templates and is now finalised and will be signed and sent out to clerk before the next meeting.

There being no further business the Chairman closed the meeting at 9.45pm

**Date of next meeting 16 January 2019**

DRAFT