

## Clerk report to Bourn Parish Council 21 June 2017

Where I have information to support the agenda this is detailed below.

1. Apologies for absence – Cllr Bourne (out of parish)
3. To approve the minutes of the meeting on 17 May 2017 - attached
4. Matters arising
- 4.1 (10.8) Grass cutting contract schedule of works – response from Buchans  
Cllr Rolfe to report.
- 4.2 (14.1) Hill – Gills Hill, Bourn – Public Open Space Local Area of Play  
Deferred at the last meeting.

Other – for info only

- (10.6) Tree at 6 High Street  
SCDC have written:

“I have had a good look and cannot find anything that says they have had any permission to do tree works.”

- (10.8) Grass cutting contract schedule of works – response from Buchans

(Public session) Frank Haxton reports that no faults were found on the half pipe surface at the time of the RoSPA inspection.

Buchans appear confused about the schedule that the Council has requested as part of their contract so the Clerk has sent them an example of what is required.

5. To consider reports on the progress of all ongoing projects and to see if any further action is required
- 5.1 (6.1) Green Energy S106 funding
- 5.2 (6.2) BT phone box adoption and installation of defibrillators
- 5.3 (6.3) Village Traffic Strategy <sup>(VB, DOB)</sup>
- 5.4 (10.1) Bourn Sports Club Working Group proposals for modifications to Pavilion
- 5.5 (13.4) Provision of play equipment at Broadway POS – update
- 5.6 (13.2) Notice board at Village Hall car park – to consider response from Village Hall committee and alternative suggestions <sup>(LR)</sup>  
Cllr Rolfe to report.
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/2043/17/DC – Convenience store and apartments, Mosquito Road, Upper Cambourne – Discharge of condition 4 (Details of cycle stands), 6 (Details of hard and soft landscaping), 8 (Traffic Management plan), and 18 (Scheme for the provision of bird nest boxes), of S/1639/16/FL
- 6.2 SCDC Decision notices
- 6.2.1 S/3414/16/FL – 51 High Street – Demolish the existing conservatory to the rear elevation and replace with a part single part two storey rear extension – Permission granted.

- 6.2.2 S/1011/17/FL – Former runway NE of flying club, Bourn Airfield – Part change of use of runway for external storage, to include but not limited to, the temporary siting (2 years) of oversized materials, plant, machinery, storage containers and vehicles – Permission granted.
- 6.2.3 S/1101/17/OL – Land between Fox Cottage and Acorns, Fox Road – Outline planning permission for proposed erection of a detached Passive House and associated works – Permission refused.
- 6.2.4 S/1511/17/PA – 25 Hall Close – Prior approval for a single storey rear extension – Permission granted.
- 6.3 Tree works applications  
None at the time of writing.
- 7. Finance, procedure and risk assessment including to consider any urgent work required because of health and safety or risk
  - 7.1 To receive the financial report and approve the payment of bills – attached.
  - 7.2 Play inspection report and to consider any works required
    - 7.2.1 Pavilion paving – to consider report from Frank Haxton and quotation for additional works  
Frank Haxton has written:  
“The contractor started breaking out the cracked paving slabs from the pavilion paved area today. What we found is that the bedding is not as one would expect. The slabs are laid over an old concreted area and each paver is set on mortar dabs rather than being completely bedded. The pavers are 35mm thick and intended for light, domestic use and have broken where they bridge between supporting mortar dabs. A 50mm thick paver might have survived!  
Clearly it will not be satisfactory to re-bed new pavers on the existing mortar dabs. A proper lean mix bedding must be laid to completely fill the void. Additionally, several surrounding slabs have broken with the disturbance. These appear mostly to have had hairline cracks, not necessarily visible through surface dirt.  
I have asked the contractor to price the additional works, as a rough estimate I would say we are looking at an additional £500. The contractor has taped off the works area but clearly we wish to avoid a delay as far as that is possible.”
    - 7.2.2 To consider the RoSPA report  
Attached.
    - 7.2.3 Replacement gate post at Jubilee playing fields - to consider quote
  - 7.3 To consider any matter which is urgent because of risk or health and safety  
None at the time of writing.
- 8. Members’ items for info only unless clearly stated
  - 8.1 Planning Working Group, Coalition of Parish Councils report and EIP report  
Cllr Jones to report.
  - 8.2 Newsletter printing and delivery arrangements – to consider quotes  
Cllr Jagers to report.
  - 8.3 Website – current usage and lack of information available  
Cllr Rolfe to report.
  - 8.4 Bourn Parish Council’s successes – to note
- 9. Correspondence
  - 9.1 MAGPAS request for financial support  
Attached.
- 10. Closure of meeting