

Clerk report to Bourn Parish Council 20 September 2017

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

1. Apologies for absence – none at the time of writing.
3. To approve the minutes of the meeting on 19 July 2017 - attached
4. Matters arising
- 4.1 (4.4) To consider recommendation from Planning Working Group on a housing size policy ^(SJo)
Deferred at the last meeting. The Planning Working Group to bring a recommendation.
- 4.2 (7.3.1) Pavilion plumbing problems – to consider report and recommendation ^(JA)
Cllr Atherton to report and bring a recommendation on the options.
Cambridge Water has been asked to read the meter and provide the information to Anglian Water so that the bill can be updated.
- 4.3 (7.2) Play inspection report – to consider the basket swing ^(DOB)
Deferred at the last meeting. Cllr O'Brien to report.
- 4.4 (8.2) To consider insurance cover for assets recommendation ^(LR)
Cllr Rolfe to report.
- 4.5 (8.4) Speedwatch – to consider report and recommendation and the next steps
Village Traffic Strategy Group to bring a report and recommendation.

Other

(June) CAPALC advice regarding website advertising for local businesses
CAPALC have written:

“If the opportunity was restricted to local businesses and they paid an annual fee then this should be OK but doing it for free may present some risk to the council of a complaint about the council breaking S137 legislation rules.”

(5.4) Broadway POS installation of gate

Frank Haxton wrote on 31 July:

“The gate was installed by RPM a few days ago and they have made a very nice job of it including a concrete pad inside the gate where constant foot fall usually produces a muddy mess. I removed the barriers on Sunday so that the children no longer have to climb the fence.”

5. To consider reports on the progress of all ongoing projects and to see if any further action is required
- 5.1 (5.1) Green Energy S106 funding ^(SJa)
- 5.2 (5.2) BT phone box adoption and installation of defibrillators ^(LR)
- 5.3 (5.3) Bourn Sports Club Working Group proposals for modifications to Pavilion ^(SJa, DOB)
- 5.4 (5.4) Provision of play equipment at Broadway POS – update
- 5.5 (5.5) Relocation of the notice board at Village Hall car park ^(LR)
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/2518/17/DC – Gills Hill Farm, Gills Hill – Discharge of condition 10 (Contamination parts B-D) of S/1500/15/FL
- 6.1.2 S/2689/17/FL – Meadowcroft, Fox Road – New vehicle access
- 6.1.3 S/2696/17/LB – The Limes, 1 Alms Hill – Erection of a 8ft x 8ft summer house at the rear of 1 Alms Hill
- 6.1.4 S/2371/17/FL – Thatched Cottage, Caxton Road – Change of use of agricultural land to garden land, landscaping and PV array, garden store and hardstanding

- 6.1.5 S/3065/17/DC – Cart shed at Golders Farm, Fox Road – Discharge of condition 3 (materials) of S/0628/16/FL
- 6.2 SCDC Decision notices
- 6.2.1 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 Planning permission S/1639/16/FL – Permission granted.
- 6.2.2 S/1872/17/DC – Golders Farm, Fox Road – Discharge of condition 3 (Materials) of S/0510/17/FL – Permission granted.
- 6.2.3 S/2177/17/DC – Parcels 5A(S), 5B(S), and 5C Upper Cambourne – Discharge of conditions 12 (Code certificate) and 42 (fire hydrants) of S/6438/07/O – Permission granted.
- 6.2.4 S/2068/17/FL – Stowe Cottage, Fox Road – Proposed extension and barn conversion – Permission granted.
- 6.2.5 S/2140/17/FL – 3 Baldwins Close – Front and rear extension – Withdrawn.
- 6.2.6 S/2307/17/FL – Thatched Cottage, Caxton Road – Extension to thatched cottage and fernery – Permission granted.
- 6.2.7 S/2438/17/DC – Storage buildings at Golders Farm, Fox Road – Discharge of conditions for contamination, foul water drainage and surface water – Permission refused.
- 6.2.8 S/2696/17/LB – The Limes, 1 Alms Hill – Erection of a 8ft x 8ft summer house at the rear of 1 Alms Hill – listed building application – Withdrawn.
- 6.2.9 S/2903/16/FL – David’s Lodge, Old North Road – Two storey front side and rear extensions and associated internal alterations – Permission granted.
- 6.2.10 S/1058/17/DC – 140 Caxton End – Application for approval of details reserved by condition 1 (Time), 2 (Plans), 3 (Materials)– Permission granted.
- 6.2.11 S/1144/17/OL – Land off Grafton Drive, Caldecote — Residential development of up to 58 dwellings with associated infrastructure, landscaping and public open space. All matters reserved except for access - Permission refused.
- 6.3 Tree works applications
- 6.3.1 S/2618/17/TP – 10 Church Street – to note response made between meetings using the Tree Warden’s delegated powers – The Parish Council had no objections.
- 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
- 7.3 To consider any matter which is urgent because of risk or health and safety and the Clerk’s use of her delegated powers between meetings
None at the time of writing.
- 7.4 To consider quotations for insurance cover
Attached.
- 7.5 To consider solar signs maintenance contract renewal 2017-2018
Attached. The existing contract expired in July 2017
- 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 Highways

Cllr Bruce to report.

8.3 P3 report – to consider overgrown hedge on Footpath 11

Angela Marcham, P3 Co-ordinator, has written:

“Would the Parish Council wish to discuss this issue at their next meeting and come up with a way forward? I could attend beforehand if you consider that would be helpful. Although Graham and I have been trying to keep the said nettles under control, the resultant exposed narrow surface is rough waste ground, on a slope and slippery when wet. Not an ideal situation especially as it also serves as a pedestrian access route to the Sports Field.

I believe the problem of the overgrown hedge was first raised by Neil Blair summer 2016. I reported to the PC that clearance was beyond the capabilities of myself and Graham Bruce. The Clerk contacted the Rights of Way Officer who responded that he had inspected the site and would revisit the issue in 2017 (recorded in PC minutes October 2016, item 5.4). Due to a recent additional resident complaint, I logged a call on the CCC system and the response from the Rights of Way Officer on 30 August 2017 is as follows:

CCC Logged Call Ref: 273135

Thank you for reporting the overgrown hedge and related problems on Bourn Footpath 11. We inspected the problem on Tuesday 29 August 2017 and found that there is a section of scrub (approximately 18 metres in length) that is growing alongside the boundary. The result is that the Public Footpath has moved to the side. There were no nettles present at the time of the inspection.

Ideally the scrub should be removed and then controlled by cutting at least twice a year. However, as there is a clear route available and due to budget constraints scrub clearance would not fall into this year's finances.

We will wait for further comments from yourself or Parish Council before considering closing this particular report.'

8.4 SCDC Local Green Spaces in Bourn – to consider the implications for local green spaces in Bourn of the planning portfolio holders response to the inspectors request for a review of the designation of LGS in the Local Plan

Cllr O'Brien to report.

“Pages 59 to 81 of the attached are relevant to Bourn.”

8.5 Bourn Brook report

Nigel Ball has written:

“I finally managed to walk the brook with Pat Matthews on 12th August.

We identified a number of blockages between the Great Bridge and the ford at Caxton End.

These will be cleared in the autumn – probably November.

I will be contacting Bourn Golf Club to check on the status of the brook on their patch.

I will keep you posted on any feedback.”

8.6 Tree Warden – trees at Allotments – to consider quotations if received

Hilary Gretton has written:

“Robert Ansell asked us to look at some trees on the edge of the allotments, bordering Bourn Hall. The trees are shadowing the vegetable plots. South Cambs has told Robert that the responsibility for the trees lies with Bourn Parish Council who hold the lease for the land. We suggested that the sycamore trees should have their crowns raised and height of the crowns reduced and that a large branch should be removed from another tree. The trees are not in the Conservation Area and are not subject to TPOs.

Also, there is a dead cherry tree in Hall Close on the small green on the left as you come from Short St. I don't know if this is the responsibility of Bourn Parish Council."

Quotations for the Allotments tree work will be brought to the meeting if received. The tree at Hall Close is the responsibility of SCDC and has been reported to them.

8.7 Bourn Parish Council's successes – to note

9. Correspondence

9.1 Caxton Parish Council – request for financial contribution for replacement gate installation at Bourn Mill

Caxton Parish Council has been contacted by Mrs Armstrong at Bourn Mill seeking a contribution towards replacement gate on the public right of way. Caxton Parish Council has managed to secure a new metal gate from Cambridgeshire County Council free of charge, but the cost of the new posts and installation will be £630. Mrs Armstrong has offered to pay 50% of the cost. Caxton Parish Council requests that Bourn Parish Council contributes 50% towards the balance of the installation i.e. £157.50. Caxton Parish Council will likewise contribute £157.50.

9.2 CCC Invitation to bid for LHI funding for 2018/19

"I am pleased to inform you that the new 'Improve Your Local Highway' web pages have now been published, which include all of the usual information on the Local Highway Improvement (LHI) Initiative and online application form, which remains largely unchanged from previous years.

<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/improving-your-local-highway/>

The deadline for LHI applications has also been extended to **15th October 2017**, following which you will be contacted to look at the feasibility of your application in more detail. Your final application will then be presented to the LHI Member Advisory Panel in February 2018.

If you have any questions please don't hesitate contacting us using local.projects@cambridgeshire.gov.uk"

9.3 BSC – Recreation Ground maintenance

Bourn Sports Club has written:

"I was disappointed to see that despite our previous e-mails, the contractors have been to cut the grass twice but still haven't taken the nettles and tree back to a line between the container and the corner of the courts. I did offer to see them at the site if I knew when they were coming but did not get any info from them about proposed visits. I hope we can get this sorted out before their contract period goes much further."

Frank Haxton has also written:

"There is a problem getting bushes, overhanging trees and rough growth cut back. The trees and bushes above and adjacent to the embankment slide is one example that has been a nuisance for many months; another is the area around the pavilion. In general each year we lose more and more of the field area to bushes, shrubs and tree overhang.

Am I right in thinking that this is due either to:

- a. Our failure to enforcing the requirements of the grounds maintenance contract, or
- b. That the contract requirements are not specific enough for us to enforce them?"

Regards,
Frank
Areas General

9.4 Cllr Mark Howell – Byways Open to All Traffic

“I would like you option on BOATS. There are a number of PC’s would like to see their BOATS closed to motorised vehicles, but open all year round for other users. The problem occurs when (usually) 4x4 drivers’ use BOATS for off-road use, it is usually after rain, and the BOAT becomes churned up and not pleasant or even unusable for other users because of the ruts in the ground. Another issue is that some drivers come from out of county to use our BOATS.

Motorised restrictions can be applied through a TRO_(Traffic Regulation Orders) Many BOATS could be restricted to motorised vehicles using just one TRO which obviously would save money. The county is considering looking at them on a District/County – wide basis, as there are about 300 BOATS in Cambridgeshire. The BOATS in Bourn are below. Could you ask the PC for their opinion please?”

Parish/path number	Status	Parish	District	Length (km)
26/25	Byway	Bourn	South Cambridgeshire	0.824
26/17	Byway	Bourn	South Cambridgeshire	0.229
26/16	Byway	Bourn	South Cambridgeshire	0.834
26/24	Byway	Bourn	South Cambridgeshire	2.029

10. Closure of meeting