

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Wednesday 15 June 2016 at 7.30 pm in the Village Hall**

Present: Cllrs: Mr Neil Blair (Chairman) Mr D O'Brien
Mrs V Bruce Mr M Proud
Mrs S Jagers Mr L Rolfe

In attendance: 3 members of the public including Mr A Taylor, and Mr B Taylor of Bidwells); Mrs C Newton (Minutes Secretary, LGS Services).

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

Mrs Sue Richmond reiterated her request for an informative public meeting on public rights of way, and indicated that if the Parish Council did not call a meeting, she would do so, to let the public know what could and could not be done regarding rights of way.

Cllr Proud arrived at 7.37 pm during this item.

Hemlock was reported growing in various locations in the village, including over the rights of way, which it was assumed was toxic. Mrs Richmond left the meeting.

Messrs Taylor spoke regarding the planning application for storage on Bourn Airfield.

The two remaining members of the public left the meeting at 8.02 pm.

1. Apologies for absence

Apologies for absence had been received from Cllr Jones (unwell), Cllr Demetriou (family illness) and Angela Marcham.

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 on 18 May 2016

RESOLVED that the minutes of the meeting on 18 May 2016 be approved and signed by the Chairman, after an amendment under item 8.3, paragraph 2 to read "CGM" instead of "SCDC".

4. Co-option to fill casual vacancy

No applications had been received. One vacancy remains.

5. Matters arising from the last meeting or a previous meeting

5.1 (3) Funding for Broadway Public Open Space, Cllr Demetriou's resignation from the appointment and to consider the next steps including if this could be by way of a Community Group

RESOLVED given that a fundraising group of Broadway residents is being set up by Kate Barnes that Cllr Rolfe should forward information received from a meeting on grant providers, including Mick George and Tesco, to Ms Barnes, and that Cllr O'Brien should look into Community Chest grants and the closing dates.

5.2 (8.2) Interactive signs – to consider report and recommendation

RESOLVED having considered the relative costs of a 3 year (with discount) or 1 year contract, the life span and the advantages of solar powered equipment, given that the Parish Council would have to pay for any issues with battery powered equipment, to defer a decision to the next meeting, pending receipt of the costs of call-out charges.

- 5.3 (12.4) Proposal, further to point 7.2 in the April minutes, that Frank Haxton should be notified of all new work scheduled and advised of the date(s) of the work being carried out so that he can inspect the work as it is in progress. Further, that all future work should entail a contracted notification to the supplier that work will be inspected while it is in progress and that the contractor must provide dates and times of scheduled work to enable this

RESOLVED that Frank Haxton should be notified of all new work scheduled and advised of the date(s) of the work being carried out so that he can inspect the work as it is in progress. Further, that all future work in excess of £250 should entail a contracted notification to the supplier that work will be inspected *while it is in progress* and that the contractor must provide dates and times of scheduled work to enable this. (Prop SJa, 2nd NB, unanimous)

- 5.4 (12.5) Update regarding the current provision of an unsupervised meeting facility for young people in the village and to consider what, if anything, the Parish Council should do next

RESOLVED having considered anti-social behaviour on the Jubilee field last summer and the desirability of providing unsupervised projects in rural areas, given past experiences with a number of initiatives over previous years, to hold the proposal in abeyance for the time being.

- 5.5 (12.6) Proposal that the Council considers the condition of its notice boards

RESOLVED given that the notice board on Broadway was no longer big enough to seek quotations for the purchase and installation of a notice board like the one at Fox Road. (Prop LR, 2nd VB, unanimous)

- 5.6 (12.8) Bourn Parish Council's successes – to note

The successful applications for speed limits and yellow lines were noted.

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

RESOLVED to note -

- Broadway Public Open Space. Three contractors have been contacted. One has seen the site, a response is awaited from the others. Contractors will be invited to the site soon.
- Hall Close double yellow lines, for a distance of 10-15 metres, to allow the school bus to pass around the corner. Costings have been provided by CCC Highways. These have come out under budget. Consultation letters for residents are being prepared.
- Emergency exit stairs at the Pavilion – Frank Haxton is attending to this.
- Fencing/access to Jubilee grounds from Caxton End – Photographs are to be taken by Cllr Blair.

RESOLVED that a Green Energy S106 funding working group is to be set up to look again at the scope of what can be done, consisting of Cllr Jagers and Cllr Bruce, with Cllr Jones to be invited to join the working group.

RESOLVED that each of these projects are to be listed on the agenda for all future meetings on a rolling basis until completed.

7. **To consider resolutions from the Annual Parish Meeting, including**

- 7.1 To consider proposal for holding an informative meeting on Rights of Way, involving the Council, Police and Landowners

RESOLVED, taking into account the advice of the P3 Co-ordinator, not to hold a meeting at present. (Prop NB, 2nd SJa, unanimous)

- 7.2 To consider the area under the trees and whether it should be maintained for biodiversity

RESOLVED make the area under the trees at Hall Close a biodiversity area.

RESOLVED having noted that the area under the trees had been cut right back but that the Council was unsure if this is what Frank Haxton had requested or whether CGM had just done it like that. It would need to be allowed to grow back a bit to make it more biodiverse, so CGM would need to stop doing any strimming in that area.

RESOLVED Cllr Jagers should liaise with Frank Haxton to make sure he is happy with this and that he had not instructed CGM to cut it back for a particular reason.

RESOLVED in the light of ongoing problems, that the CGM contract should be an agenda item for the next meeting.

7.3 To consider pursuing the outstanding work on the ditch with SCDC

RESOLVED that Cllr Jagers should liaise with Frank Haxton on the status of this matter. This may need to be added to the projects list.

8. To consider planning, tree work applications and any planning related matters

8.1 Planning applications received since the last meeting

8.1.1 S/1081/16/LD – 45 High Street – Certificate of lawful development for the erection of a garden studio

Noted.

8.1.2 S/1312/16/DC – Gills Hill Farm, Gills Hill – Discharge of conditions 3 (Materials) of S/1500/15/FL

Noted.

It had not been possible to obtain photographs of the damage to the verge and daffodil bulbs as the grass had grown too much.

8.1.3 S/0427/16/FL – Bourn Airfield – Proposed Storage Use on the area

RESOLVED to recommend approval subject to a 5 metre height restriction on the storage, entry and exit to be via the Childerley Gate roundabout, and the same hours of operation as the Wincanton application. The Parish Council will keep under review the vehicle movements at the exit and entrance points.

8.1.4 S/1464/16/OL – Land between Fox Cottage and Acorns, Fox Road – Outline planning permission for erection of detached dwelling with associated works

RESOLVED given that this was the same plan as had been previously refused, to recommend refusal for the same reasons as before. (Prop DOB, 2nd NB, unanimous)

8.1.5 S/1391/16/DC – Gills Hill Farm, Gills Hill – Discharge of conditions 7 and 20 (surface water and foul drainage schemes) of planning application S/1500/15/FL

Noted.

8.2 SCDC Decision notices

8.2.1 S/0499/15/FL – Bourn Airfield, St Neots Road – Part change of use of runway for external storage to include but not limited to the siting of plant, machinery, storage containers and vehicles – Permission granted.

8.2.2 S/1314/16/DC – Bourn Airfield, as above, discharge of conditions – Permission granted.

8.2.3 S/0595/16/FL – Lalbagh Restaurant, 49 Alms Hill – Single storey ground floor side extension to restaurant, relocation of extraction unit and oil tank – Permission granted.

8.3 Tree Works applications

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

9.1 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, plus LGS Services (order for plaque) £24.00, be approved for payment. (Prop NB, 2nd DOB, unanimous)

Cheque 1944 for £212.92 in favour of CGM is to be held back for the time being pending Cllr Rolfe checking that the work has been completed.

CGM is to be asked to clarify on its invoices which recreation ground each invoice refers to.

Parish Online (Online mapping)	£33.60
CGM (Grass cutting)	£200.68
Cambridge Water (Pavilion Water)	£119.09
Algar Signcraft (Dogs on lead sign)	£57.60
P Johnson (War memorial flowers)	£42.00
HMRC (PAYE/NIC)	£101.80
Salaries	£135.92
LGS Services (Admin support)	£908.39

Credits, including bank interest, were noted.

9.2 Play inspection report

RESOLVED having considered Mr Haxton's report that no action was required.

9.3 To consider any matter which is urgent because of risk or health and safety

RESOLVED to note that the Clerk had asked Frank Haxton to repair the pavilion steps; arranged for Nutcombe to repair a toilet at the pavilion and submitted a complaint to CGM that the area behind the pavilion had not been cut.

10. Members reports and items for information only unless specified

10.1 Planning Working Group

Clls Blair and Rolfe reported on their attendance at the Local Liaison Forum meeting at Coton, where the Cambourne to Cambridge and Western Orbital better bus journeys consultations were discussed.

10.2 Highways report

RESOLVED to receive Cllr Bruce's verbal report on her meeting with a representative of CCC to look at the area of the proposed 20 mph limit or zone, and the repeater signs. It was hoped that the consultation would take place by August with implementation by the end of the year.

10.3 Proposed interactive sign for Broadway, and suggestion for use of Energy Grant to fund this

RESOLVED to defer this item to the next meeting.

10.4 Report on CAPALC Pensions course and proposal that the Council sets up a working group to make a recommendation to the Council on a pension scheme and contributions from the Parish Council

RESOLVED having received Cllr Blair's report on a course he had attended, to set up a working group consisting of Cllrs Blair and Proud, to obtain an outline of the schemes available, and to defer this item to the next meeting.

10.5 Report on meeting with Wincanton regarding their operations at Bourn Airfield and proposal that a liaison group be set up with Wincanton and representatives from the neighbouring parish councils (Bourn, Cambourne, Knapwell and Caldecote)

Cllrs Blair and Rolfe reported on a meeting with Wincanton. Reports had been received of lorries going through the village and turning. The registration numbers and times are to be noted and photographs taken. Signs are awaited. One or two cranes may be installed by mid-July. There will be a maximum of 1300 containers.

10.6 Bourn Parish Council's successes – to note

Taken earlier.

11. To consider correspondence/communications received

- 11.1 Angela Marcham – Hemlock and request that the Parish Council consider what action is necessary and also purchase two face visors
RESOLVED, that Cllr Proud should take a look and contact Angela Marcham and Graham Bruce to specify the work required and that a quotation should be obtained if it is necessary to deal with this professionally.
- 11.2 Local Government Boundary Commission – electoral review of South Cambridgeshire consultation
The latest maps showing Bourn separated from Cambourne and moved to a ward with Kingston, Caldecote, Little Gransden and Longstowe, was noted. All information was in the latest newsletter.
- 11.3 Local Government Boundary Commission – electoral review of Cambridgeshire consultation
The Parish Council had no comments.
- 11.4 Residents - grass cutting of the memorial site
RESOLVED given that the memorial site was no longer cut by CGM, to seek a quotation from someone else to cut the grass around the memorial.
- 10. Closure of meeting**
RESOLVED following a query from the Allotments Association, to respond after checking the ownership of the area of land at the back of the bungalows to the left, and whose responsibility this is, to inform them where the boundary lies and who has responsibility for it.
- There being no further business, the Chairman declared the meeting closed at 10.18 pm.

Signed _____ (Chairman) _____ (Date)