

BOURN PARISH COUNCIL**The minutes of the Meeting of Bourn Parish Council held on
Wednesday 19 July 2017 at 7.30 pm in the Village Hall**

Present: Cllrs: Mr Neil Blair (Chairman) Mr S Jones
Mr J Atherton Mr D O'Brien
Ms A Bourne Mr L Rolfe
Mrs V Bruce Ms T Watts
Ms S Jagers

In attendance: 2 members of the public and Mrs Gail Stoehr (Clerk).

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

It was observed that the business referred to in the minutes of the last meeting under the Open session should read "Purl Alpaca Designs."

1. Apologies for absence

None.

2. Declarations of interests**2.1 To receive declarations of interests from councillors on items on the agenda and details of any dispensation held**

Cllr O'Brien declared an interest in item 6.1.1 as a neighbour of the applicant.

Cllr Jones declared an interest in item 6.1.3 as a neighbour and friend of the applicant.

Cllrs O'Brien, Bourne and Jagers declared an interest in any item relating to Bourn Sports Club, as members of the Club.

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 June be approved and signed by the Chairman after the following amendments: under Open session, paragraph 2, line 1, to read "Purl Alpaca Designs" and under item 5.6, to add the words "of Hall Close and Church Street" at the end of the item. (Prop LR, 2nd NB, unanimous)

4. Matters arising from the last meeting or a previous meeting**4.1 (4.1) Hill – Gills Hill, Bourn – Public Open Space Local Area of Play offer of transfer – to consider report and recommendation**

RESOLVED, given that this is a private cul-de-sac and the road is managed by a management company, that the Parish Council does not accept the transfer of the Public Open Space. (Prop LR, 2nd DOB, unanimous)

4.2 (5.3) Village Traffic Strategy membership and terms of reference

RESOLVED that the membership of the Village Traffic Strategy Working Group should be Cllrs Bruce, Jones, Atherton, O'Brien and a resident, D McClure.

RESOLVED that the Terms of Reference should be:

- To review and monitor the traffic situation in the village and develop a medium to long term strategy including Speedwatch and all traffic and road-related measures.

4.3 (5.4) Bourn Sports Club Working Group proposals for modifications to Pavilion

RESOLVED to receive Cllr Jagers's verbal report that a draft specification had been drawn up and the Group was awaiting Frank Haxton's comments before further consideration by the Parish Council and seeking quotations.

4.4 (6.1.3) To consider recommendation from Planning Working Group on a housing size policy

RESOLVED to defer this item to the next meeting. The Planning Working Group is to consider this and bring a recommendation to the Parish Council.

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

Cllr Jagers reported that the proposed survey on the website had been deferred to November, when residents will have the opportunity to respond.

5.2 (5.2) BT Phone Box adoption and installation of defibrillators

RESOLVED to receive Cllr Rolfe's verbal report that the telephone in Hall Close had been disconnected. Cllr Rolfe is to apply for lottery funding for three defibrillators, i.e. for the two telephone boxes and on the Pavilion. The Community Heartbeat Trust will liaise with BT on the Parish Council's behalf to put the telephone box upright. Defibrillator training will be arranged by the Community Heartbeat Trust.

5.3 (5.3) Bourn Sports Club Working Group proposals for modifications to Pavilion

Taken earlier under item 4.5.

5.4 (5.5) Broadway POS

RESOLVED to find out when RPM is installing the gate and that the Working Group should look at play equipment and funding for the Broadway Public Open Space. RESOLVED that the membership of the Working Group should consist of Cllrs Jagers, and Rolfe, who may co-opt residents. Frank Haxton is to be asked if he wishes to be involved.

5.5 (5.6) Notice board at Village Hall car park

RESOLVED to receive the verbal report from Cllr Rolfe that the land at the corner of Church Street was officially housing land and he saw no objection but that confirmation in writing would be needed.

RESOLVED that Cllr Rolfe should provide a plan to the Clerk so that the Parish Council can write to Carly Freed at SCDC.

RESOLVED to seek a quotation from Cambourne Parish Council to move the notice board. (Prop LR, 2nd DOB, carried with 1 abstention)

Cllr Blair declared an interest as he lives opposite the proposed location.

Cllr Jones left the meeting at 8.21 pm.

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/1872/17/DC – Golders Farm, Fox Road – Discharge of condition 3 (Materials) of S/0510/17/FL

Noted.

6.1.2 S/2717/17/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

Noted.

6.1.3 S/2307/17/FL – Thatched Cottage, Caxton Road – Extension to thatched cottage and fernery

RESOLVED that the Parish Council supports the application and there is no need for it to go to the Planning Committee. (Prop NB, 2nd LR, unanimous)

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 hardstandings

A proposal that the Parish Council make no recommendation was defeated. (Prop LR, 2nd VB, 4 in favour and 4 against defeated by the Chairman's casting vote against the proposal)

RESOLVED to support the application with the comments that it is a nice design, unlikely to affect the neighbours and is a nice layout for the village. (Prop NB, 2nd TW, 4 in favour and 4 against, carried by Chairman's casting vote)

Cllr Rolfe's proposal that the application be referred to the Planning Committee was withdrawn.

Cllr Jones re-joined the meeting at 8.56 pm.

6.2 SCDC Decision notices

- 6.2.1 S/1413/16/FL – Manor Farm, Alms Hill – Change of use of a grass paddock (Area A) to a small scale campsite and part of an unused barn (Building B) to house toilets/showers, waste disposal and washing facilities – Permission granted.
- 6.2.2 S/0879/17/DC – Parcels 5A(S), 5B(S) and 5C, Upper Cambourne – Discharge of condition 40 (drainage details) of S/6438/07/O – Permission granted.
- 6.2.3 S/2438/17/DC – Storage building at Golders Farm, Fox Road – Submission of Discharge of Condition for contamination, foul water drainage and surface water drainage –for information only.

6.3 Tree Works applications

6.3.1 S/2307/17/TC – Old Sweet Shop, 22 High Street

RESOLVED to delegate to the Tree Warden to submit a response on the Parish Council's behalf.

RESOLVED to appoint Hilary Gretton as Trees Officer with delegated power to respond on tree works applications, received between meetings if a time extension to the next meeting is not granted having first consulted with Cllr Jones. (Prop DOB, 2nd VB, unanimous)

RESOLVED to write to SCDC to urge them to send out tree works applications to Hilary Gretton.

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 RPM (Post) £348.00, C Jackson Builders (paving) £1260.00 and Peter Johnson (war memorial flowers) £48.00.

RESOLVED that the invoice of £324.58 to Anglian Water be put on hold and to ask Giles Nelson to take a photograph of the meter which the Clerk is to provide to Anglian Water.

RESOLVED that the Parish Council agrees to pay Anglian Water between meetings a sum based on actual use.

Buchans (Grass cutting)	£766.32
Salary	£75.16
LGS Services (Admin support)	£1012.32
NEST (Pension) (DD)	£75.30

On a proposition by the Chairman, it was agreed to vary the order of business to take item 7.3 next.

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

RESOLVED to note that the Clerk used her delegated powers to contract Nutcombe to attend to plumbing problems at the Pavilion following a request from Bourn Sports Club.

7.3.1 Pavilion plumbing problems – to consider quotation

RESOLVED that Cllr Atherton is to speak to Nutcombe and discuss options and bring a recommendation to the next meeting.

RESOLVED to accept the quotation from Nutcombe to supply and fit Supply and fit new high neck pillar taps to sink and replace waste fitting on Belfast sink excluding the PIR activated urinal autoflush at a cost of £170.64.

7.4 Appointment of Internal Auditor

RESOLVED to appoint Canalbs at a cost of £39.50 per hour and mileage of 45p per mile.

7.2 Play inspection report and to consider any works required

RESOLVED, noting that the Bourn Sports Club soccer nets need to be tied up, that Cllr O'Brien should speak to Giles Nelson about this, and to ask Buchans in September to look at the matter and provide a quotation.

RESOLVED to defer consideration of the basket swing to the September meeting. Cllr O'Brien is to speak to the supplier, Play and Leisure Ltd.

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

RESOLVED to receive Cllr Jones's verbal report that the Examination in Public is complete and the Inspector is working on the report. Cllr Jones reported that the preference of the Local Liaison Forum is for the A428 light rail proposal and a related Park and Ride facility rather than a bus. They are working with consultants.

It was noted that a lobbying group had asked for support.

RESOLVED that the request for the Parish Council to be a contributor to the new planning document for Bourn Airfield, with the remit to make decisions on how it might look and integrate, should be an agenda item for the next meeting.

RESOLVED to note that the West Cambourne planning application is going back to Planning Committee on 2nd August and that Cllr O'Brien should convey the Parish Council's previous comments on the application together the paper submitted to the Inspector on transport matters.

8.2 Assets list verification and/or removal of items and valuation of same

RESOLVED that all the bins are to be removed from the Assets List except the three (skate board, back entrance and basket ball court) on the Jubilee Playing Fields. The practice goals are to be removed from the Assets List and the insurance cover.

RESOLVED that Came and Company is to provide a breakdown of cover and that Cllr Rolfe will bring a report and recommendation to the September meeting.

8.3 Proposal that the Council considers if a defibrillator could be installed at the Pavilion

Taken earlier under item 5.2.

8.4 Speedwatch

RESOLVED to receive Cllr Bruce's verbal report that having spoken to Sarah Wilkinson there is no recent Speedwatch data and no planned sessions. A new co-ordinator and more trained volunteers are required.

RESOLVED that the Village Traffic Strategy Group should consider taking over the Speedwatch and its operation and bring a recommendation to the next meeting on whether to use the police camera, purchase equipment or loan equipment.

8.5 Bourn Parish Council's successes – to note

None.

8.6 Allotments tree problem

RESOLVED that Cllr Jones should liaise with Robert Ansell regarding a problem tree at the allotments.

8.7 Hall Close white line markings

RESOLVED to note the survey of residents carried out by Cllr Rolfe.

RESOLVED to send the evidence submitted by fifteen residents that white lines had been at the junction in the past to Andi Caddy at CCC.

9. To consider correspondence/communications received

9.1 Construction Design and Management (CDM) regulations

Noted.

10. Closure of meeting

There being no further business, the Chairman declared the meeting closed at 10.00 pm.

Signed _____ (Chairman) _____(Date)

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