



BOURN PARISH COUNCIL

I hereby give notice that the meeting of Bourn Parish Council will be held on
Wednesday 17 June 2020 at 7:30 pm online via Zoom.Us

The Public and Press are cordially invited to be present, please use Meeting ID: 914 3844 3219
& password: 152398 or email/telephone your question(s) to the Clerk,
parish.clerk@bourn.org.uk /07701339765 by Monday 18th May 2020

**All members of the Council are hereby summoned to attend for the purpose of considering
and resolving upon the business to be transacted at the Meeting as set out hereunder**

Michele Hutton, Parish Clerk
Bourn Parish Council tel: 07701 339765

AGENDA

Comments and observations from members of the public

A maximum of 15 minutes is allocated for this with no more than three minutes per person at the Chairman's discretion
Councillors should not respond on items on the agenda but consider the views put forward when appropriate
Members of the public are reminded that once the meeting is in session there is no further opportunity to speak

Reports from County and District Councillors

In order to comply with our Standing Orders on time-keeping please keep these brief or in printed form

- 1. Apologies and reasons for absence**
- 2. Member's declarations of pecuniary interest, dispensations held, and requests for same for agenda items**
- 3. Approval of the minutes of the last meeting on 20 May 2020**
- 4. Matters arising from the last meeting or a previous meeting including items deferred**
 - 4.1 6.2 Vehicles at Jubilee Car park. Access restrictions lifted due to Government policy on activities, Clerk to respond to resident to explain the new policy
 - 4.2 4.4 Concerns over wall by Ford – Cllr Jaques to report to CCC Highways
 - 4.3 9.2.1 Playground Update, fallen tree to be reported to SCDC, Clerk to confirm
 - 4.4 10.1 War memorial and surrounding area, Photos to be taken of area and current damage and to contact CCC for further advice
 - 4.5 6.3 Grass verge cutting with Buchans – Clerk to ask Buchans for a schedule for dates of when cutting to happen
 - 4.6 6.8 Cycle Path – Cllrs Jaques & Stutchbury to follow up with possibility of old railway track
 - 4.7 6.9 Streetlighting proposed consultation – deferred from previous meeting
 - 4.8 6.12 Financial help for Village Hall – Cllr Stutchbury to convey support from PC
- 5. Reports on the progress of ongoing projects/issues**
 - 5.1 Parish Council website (SJA,LR,NS)
- 6. Members requested subjects for discussion**
 - 6.1 Speedwatch update from Cambs Police (LR)

Clerk, Michele Hutton 53 Beaufort Road Upper Cambourne CB23 6FP
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- 6.2 Traffic Calming measures project report (DOB)
- 6.3 MVAS siting and brackets (LR)
- 6.4 Food parcels for vulnerable residents from volunteer group
- 6.5 Mobile warden Scheme – set up by SCDC, possibility for BPC to run ourselves (DOB)
- 6.6 Sports Club request for various taps, water fountain and urinal water leakages to be repaired/improved
- 6.7 C2C presentation to explain next steps

7. Correspondence/communications received

- 7.1 Broadway Play area – youths in area after 9pm causing a disturbance, request for gate catch to be checked and possible upper time limit for usage.
- 7.2 Request for a pedestrian crossing at junction of Alms Hill, Caxton End & High street also near War memorial at the top of Chapel Hill on the High street
- 7.3 Is Bourn PC going to declare a climate emergency in line with the Government, SCDC, CCC and other PC's. Resident willing to set up an Environmental Committee to engage with the local community on initiatives and to drive forward
- 7.4 Cycles on Footpath – Mr Ward reported that he has placed a “no cycles” sign on the footpath at 167 Caxton End as kissing gates are being damaged
- 7.5 Request from Terry Jones to reinstate the BMX Trail, carrying out the work himself. a plan has been submitted

8. Planning and tree work applications and any related matters

- 8.1 Planning applications
 - 8.1.1 20/02311/S73, Upper Farm 151 Alms Hill Bourn, Variation of condition 2 (approved details) pursuant to planning permission S/0165/10/F to vary the materials as it is not financially viable and therefore cannot be considered a feasible route to the restoration of the Dovecote. In addition, it has proved difficult to source matching bricks in both colour and texture leading to an unfortunate mismatch between lower and upper parts of the buildings. The proposal is to reconstruct the upper walls of the building in timber frame clad with untreated feather edged oak boarding as indicated on Drawing A100 dated 14.02.20.
 - 8.1.2 20/02568/FUL, Fomer Gestamp Factory Bourn Airfield St Neots Road, Hybrid planning application consisting of full planning permission for Phase 1 and outline planning permission with all matters reserved except access for Phase 2 of the redevelopment of the former Gestamp Factory site at Bourn Airfield for up to 26,757sqm/288,000sqft of commercial floorspace purposes (use class B1c light industry, B1b research and development and B8 warehouse and distribution with supplementary use classes A3 restaurant and cafe, D1 day nursery/creche, D2 gym), associated car parking and service yards, external earthworks, attenuation basins and landscaping.
 - 8.1.3 20/02297/OUT, Monica Old North Road Bourn, Outline planning for the erection of 1 No. 1/2 Storey detached dwelling and double garage with all matters reserved (Re-submission of S/3743/19/OL)
 - 8.1.4 20/01695/FUL, Bathing Under The Sky, Toft Road, Bourn, objection raised by BPC, SCDC request further comment on whether to go to Committee
- 8.2 Tree works applications – none received
- 8.3 SCDC planning decisions and appeal notices – to note – none received

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

9.1 Financial report and payment of bills

Supplier	Description	Net	VAT	Total
Cambridge water	Water & Sewerage Charge	736.99	0.00	736.99
SCDC	Broadway Litter Bin	345.00	0.00	345.00
Opus Energy	Electricity Standing Charge	9.36	0.47	9.83
Buchans	Grass Cutting & seeding	834.67	166.94	1001.61
CCC	Final Electricity Charge	121.69	0.00	121.69
Viking Direct	Stationery	62.26	12.45	74.71
Michele Hutton	Clerk's Salary June 2020	642.30	0.00	642.30
Yowly	Qtrly charge re website	140.00	0.00	140.00
	Total	2892.27	179.86	3072.13

9.2 Any matter which is urgent because of risk or health and safety and/or the use of delegated powers between meetings

10. Member's reports and any items which need consideration

- 10.1 Coalition of Parish Councils (SJO)
- 10.2 Highways
- 10.3 Allotments (LR)
- 10.4 Tree warden
- 10.5 Footpaths/bridleways
- 10.6 Play area and equipment inspection
- 10.7 Bourn Parish Council's successes – to note

11. Closure of meeting

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APPENDICES

Bank Reconciliation

Bourn Parish Council

Prepared by: Michele Hutton/Clerk Date: 11/06/2020
Name and Role (Clerk/RFO etc)

Approved by: Michele Hutton/RFO Date: 11/06/2020
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/05/2020

Cash in Hand 01/04/2020		54,319.80
ADD		
Receipts 01/04/2020 - 31/05/2020		22,703.07
		77,022.87
SUBTRACT		
Payments 01/04/2020 - 31/05/2020		3,298.06
A	Cash in Hand 31/05/2020	73,724.81
	(per Cash Book)	
	Cash in hand per Bank Statements	
	Petty Cash	30/05/2020 0.00
	Nationwide B/Soc	30/05/2020 27,640.32
	Lloyds Bank	30/05/2020 46,084.49
		73,724.81
	Less unrepresented payments	0.00
		73,724.81
	Plus unrepresented receipts	0.00
B	Adjusted Bank Balance	73,724.81
	A = B Checks out OK	

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Payments List

Date	Description	Supplier	Net	VAT	Total
01/04/2020	Land lease	SCDC	50.00	0.00	50.00
08/04/2020	Electricity standing charge	Opus Energy	7.92	0.39	8.31
16/04/2020	Tax & NI for Clerk's salary	HMRC	91.00	0.00	91.00
20/04/2020	Annual membership	Cam valley Forum	10.00	0.00	10.00
29/04/2020	Clerk's mobile phone	O2	23.15	4.63	27.78
30/04/2020	Clerk's salary	Michele Hutton	764.86	0.00	764.86
12/05/2020	Electricity standing charge	Opus Energy	7.69	0.38	8.07
14/05/2020	Tax & NI for Clerk's salary	HMRC	90.15	0.00	90.15
14/05/2020	Tax & NI for Clerk's salary	HMRC	96.97	0.00	96.97
20/05/2020	Zoom membership	Michele Hutton	0.00	0.00	0.00
20/05/2020	Wreath	Sarah Jagers	0.00	0.00	0.00
20/05/2020	printing costs	Neil Blair	0.00	0.00	0.00
20/05/2020	Wreath	The Royal British Legion	19.15	3.83	22.98
20/05/2020	Zoom membership	Zoom Video Communications Inc	119.90	23.98	143.88
20/05/2020	printing costs	PrintPond-Acme Brighton Ltd	27.69	5.54	33.23
20/05/2020	Grass Cutting	Buchans	528.29	105.67	633.96
20/05/2020	Grass Cutting	Buchans	337.74	67.55	405.29
20/05/2020	Annual Play Equipment	David Bracey Play	175.00	35.00	210.00
	Safety Inspection	Safety Inspections			
20/05/2020	War Memorial flowers	Alan Ward	36.00	0.00	36.00
29/05/2020	Clerk's mobile phone	O2	23.15	4.63	27.78
29/05/2020	Clerk's salary	Michele Hutton	637.80	0.00	637.80
		Total	3,046.46	251.60	3,298.06

Receipts List

Date	Description	Supplier	Total
08/04/2020	VAT 126 reimbursement	HMRC	3,490.07
22/04/2020	Precept	SCDC	9,606.50
12/05/2020	Precept	SCDC	9,606.50
		Total	22,703.07

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