



## BOURN PARISH COUNCIL

### Minutes of the meeting of Bourn Parish Council Wednesday 15<sup>th</sup> April 2020, 7:30pm online via Zoom

**Present:** Councillors: Dr N Blair (Chairperson)  
Mr D O'Brien  
Mr N Stutchbury

Ms S Jagers Mr S Jones  
Mr L Rolfe Mr B Jaques  
Mrs M Hutton (Clerk)

**Also in attendance:** 1 County Councillor

**Comments and observations from members of the public – none**

**Reports from County and District Councillors –** Cllr Howell informed the PC that there is capacity at Addenbrookes as most beds are empty due to non-emergency procedures being cancelled also that most of the staff are taking a break now. Addenbrookes and John Radcliff (Oxford) are at present being used as an overspill for London hospitals and that most of the deceased patients from Covid-19 are not residents from the local area. Cllr Howell also informed the PC that the temporary mortuary at Marshall's has been completed. Cllr Howell acknowledged the successful LHI Scheme funding. Cllr SJA attended a meeting with SCDC and they advised that the peak in South Cambs is lower than expected at this point and they feel it will be reached at the end of the month. SCDC also advised there was lots of capacity at Addenbrookes and Cllr Howell confirmed also adding that respirators are due to arrive. Cllr Howell also explained why the green bins are not being collected at this time, this is due to staff shortages and Recycling Centres being closed. Cllr NB asked if CCC owned any playgrounds and Cllr Howell confirmed that only around 2 or 3 as most are owned by Parishes.

1. **Apologies for Absence - none**

2. **Declarations of pecuniary interest, dispensations held or requested - None declared**

3. **Approval of minutes of last meeting**

It was resolved that the minutes of the EGM meeting on 30 March 2020 be approved and signed by the Chairperson.

(Proposed NB, 2<sup>nd</sup> LR, unanimous)

4. **Matters arising from last meeting/previous meeting**

Cllr Jagers reported that the volunteering group is working well with information from Government & SCDC very informative. SCDC are also providing gloves & hand sanitiser for the volunteers helping "shielding" residents. Food banks also helping for those in need. The volunteering group reported 27 jobs requested and 24 completed with an average of 3 per day.

SCDC has received "20 million from Government to support local businesses and there is Council Tax relief available. No more funding help from BPC is required at this time. Cllr Rolfe thanked Rae Byrne for their free help with future printing needs

5. **Reports on the progress of ongoing projects/issues**

5.1 **Website –** Cllr Stutchbury informed the PC that Yowly has made a few updates to the website as per our requests, changed the news section so it is collapsed to a title and one line of text + a "read more" click. A request that the "read more" changes to "read less" when you click it to expand the text, so that it makes sense when you click it again to collapse. They have added a Local Planning button to the home page so all local plans can be collected into one area. Text has been added to the A428, C2C, A14, EW Rail and How to make your own planning application. The other areas to



be completed are BAD, Cambridge City and long term Cambridge plan buttons. There will also be an update page where BPC can state their position on these matters. DOB & SJO to look at updating these pages.

Yowly have also added a subscribe button to receive the newsletter by email. Cllr Jaggers to upload this link.

**ACTION = DOB & SJO to upload information on BAD,C2C & SJA to upload link to newsletter**

The setting up of a food bank in the village for dried foods was discussed and it was agreed that SJA would speak to the volunteer group co-ordinator (Vanda Parcell) to discuss if there was a need and the logistics of setting it up.

**ACTION = SJA to speak to V Parcell re food bank**

## **6.Members requested subjects for discussion – #**

6.1 Appointment of Internal Auditor – It was agreed to continue using the existing Internal Auditor (Canalbs Ltd) at a cost of £45.50 per hour plus 45p per mile once lockdown has been lifted (proposed SJA, 2ndNS)

6.2 “Ask the Clerk” re closing Sports Field car park – an email from a resident was received reporting numbers of vehicles using the Jubilee Play Area for gatherings. This was discussed and it was agreed to investigate the re-installing of the lockable barrier to stop cars. It was also agreed to place signs in the area. **ACTION = NB to arrange signs, LR & NB to investigate the re-instalment of the barrier, Clerk to respond to email**

6.3 PWLB balance statement – the balance of the loan has been received and noted

## **7.Correspondence/communications received – none**

## **8.Planning & tree work applications and any related matter**

### **8.1 Planning applications**

8.1.1 20/01420/HFUL, 16 Baldwins Close, Bourn, CB23 2TH, garage conversion, single storey rear extension and new porch to front elevation – BPC have no objections (proposed SJO, 2<sup>nd</sup> LR)

### **8.2 Tree works applications**

8.2.1 20/1215/TTCA, 1 Alms Hill Bourn CB23 2SH, Remove Single blackthorn tree. Dead with fungal growth on trunk, to left hand side of front garden. Tree Warden noted no objection

### **8.3 SCDC planning decisions and appeal notices – to note**

8.3.1. S/1615/19/COND6, 16 Riddy Lane, Bourn, CB23 2SP, COND6 Foul Water Drainage – noted  
COND10 Lighting Plan, COND3 Materials, COND4 Window Schedule, COND7 Surface water – noted

The Parish Council would like to comment on the ongoing legal action being taken by the Fewes Lane Consortium against South Cambridgeshire District Council that centres on the Council’s recently introduced practice of delegating decisions on planning applications to officers and the Planning Committee Chair, or Vice Chair, at unannounced meetings, from which the public are excluded and for which no agendas or minutes are published. Cllr DOB stated that as a former member of Planning Committee, he feels very uncomfortable with the direction of travel on the whole issue of how contentious applications can be referred to committee. There has been a gradual erosion of the principle of democratic decision-making on planning applications that, in the past, were made in public - where issues could be aired, and objections raised. The opinion of Parish Councils on planning issues is at risk of being ignored and the value of local knowledge will be lost to this process of ‘streamlining’. Worse still, this new working practice could be open to abuse. We would like more consultation with the Planning Department on this new delegated decision-making process and we would like to discuss what role in the planning process the Planning Team envision for Parishes going forward. (Proposed DOB, 2<sup>nd</sup> SJO)

## 9. Finance, procedure & risk assessment including considering any urgent work required due to health & safety or risk

### 9.1– Financial report & payment of invoices –

Voucher	Date	Method	Description	Supplier	VAT Type	Net	VAT	Total
1	01/04/2020	DDR	Land lease	SCDC	E	50.00	0.00	50.00
2	08/04/2020	DDR	Electricity standing charge	Opus Energy	L	7.92	0.39	8.31
4	16/04/2020	BACS	Tax & NI for Clerk's salary	HMRC	Z	91.00	0.00	91.00
3	30/04/2020	BACS	Clerk's salary	Michele Hutton	E	764.86	0.00	764.86
<b>Total</b>						<b>913.78</b>	<b>0.39</b>	<b>914.17</b>

The financial report was accepted, and payment of invoices was approved (Proposed DOB, 2nd SJA)

#### **ACTION = Clerk to ask Nationwide B/Society for the interest figure to 31 March 2020**

Clerk advised that the renewal for Cam Valley Forum is due and it was agreed to renew at a cost of £10 (Proposed DOB, 2nd LR)

### 9.2– Any matter which is urgent due to H&S and/or use of delegated powers between meetings

Cllr Jaques raised a concern over the wall by the ford, the top course on the west side is loose and moving, probably caused by vegetation – **ACTION = Cllr Jaques will report this to Highways**

9.2.1 Playground Update – Cllr NB reported that the Legionella plan is under way with checking and sterilising with more work to undertake once the lockdown is over. The report highlighted a tree had fallen into the ditch at Hall Close and this will need to be reported to SCDC. **ACTION = Clerk to report this issue to SCDC**

### 10. Members reports and any items which need consideration

10.1 Cllr Jaques raised a concern over the triangle land at the War Memorial as vehicles are driving over the corners and suggested installing bollards on the corners. The crazy paving at the War Memorial needs repairing/replacing and the chain needs cleaning, the cleaning of the chain was agreed up to a cost of £300 (Proposed SJA, 2nd SJO). It was agreed to carry the paving repair over to the next meeting. The VE Day 75<sup>th</sup> celebration was discussed, and it was agreed that a wreath should be placed at the Memorial up to a cost of £100 (Proposed NB, 2nd DOB). **ACTION = BJ to clean chain & SJA to source a wreath for the VE Day celebrations on 8<sup>th</sup> May 2020**

### 11. Closure of meeting @ 9:15pm

Approved Neil Blair Chairperson

Date 20/05/2020

SIGNED ELECTRONICALLY DUE TO COVID-19 PANDEMIC