



BOURN PARISH COUNCIL

Minutes of the meeting of Bourn Parish Council Wednesday 19 February 2020, 7:30pm in the Village Hall

Present: Councillors: Dr N Blair (Chairperson) Ms S Jaggars Mr S Jones Mr B Jaques Mr N Stutchbury Mr D O'Brien
Mr L Rolfe (Vice Chairman)
Mrs M Hutton (Clerk)

Also in attendance: District Cllr Hawkin & 9 members of the public

Comments and observations from members of the public – concerns over the East/West Rail route were made by most of the residents in attendance with issues over the route, the environmental survey and impact. The residents were assured by the Councillors that Bourn PC are following all developments of the EWR. Councillors also advised that EWR is in the process of collecting data on Crested Newt/Hares/Bats and that the next stage, sometime next year. They will be producing their report on the exact route options which will be out for consultation to the public. Concerns were raised by a resident of Caxton End over a footpath with overgrown hedges and streetlights not working despite being reported. Cllr LR confirmed that SCDC will be replacing the streetlights by the end of 2021, resident confirmed that Caxton End is very dark with 4 lights not working. District Cllr asked Cllr LR to forward the information on broken lights/replacements for her to progress at SCDC. Clerk to report footpath G Bruce to inspect. The speeding of vehicles was mentioned and a 20mph sign/narrowing of road/speedhumps was suggested. Cllr DOB confirmed that a change of speed sign would need a re-designation of mph from 30 to 20. Cllr LR confirmed that speed watch have authorisation to use that area and any speeding vehicles are reported to the police. Resident asked if fines could be sent, Cllr LR confirmed that the Police issue 2 warnings and on the 3rd occasion will visit the driver at any time to talk to them (24/7)

Reports from County and District Councillors

Both District Cllr Hawkin's and County Cllr Howell's reports had been circulated prior to the meeting and were acknowledged. Cllr Hawkin advised that she understood that the Mayor (James Palmer) had preferred the southern route (Via Bassingbourn) for EWR but it is the beginning of a long process. Cllr Hawkin agreed to speak to resident privately concerning a letter they had received over EWR. Cllr Hawkin advised that 150,000 houses will need to be built between Bedford and Cambridge to finance the EWR but they are not in the Local Plan. Cllr Hawkin also confirmed that they were looking for sites for biodiversity etc. Cllr Hawkin confirmed that the new Planning software is now up and running. Cambridge South Station public consultation will close 2nd March 2020.

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 meeting on 15 January 2020 be approved and signed by the Chairperson.
Proposed SJA, 2nd LR, unanimous

4. Matters arising from last meeting/previous meeting

- 4.1 **4.4 - The Sports Club & Water Leak**, It was agreed that the electrician will install lights to side of building up to a cost of £500 if existing could not be repaired = **Action = Clerk to organise**. Clerk confirmed that the existing light was repaired at a cost of £84.
- 4.2 **4.6 - Play Area & Equipment Inspection** – The Hall Close goal nets need replacing. Action = Clerk to liaise with Frank Haxton and obtain quote. Quote received for £83.95 – it was agreed to purchase. (Proposed NB, 2nd DOB) **Action=Clerk to arrange purchase and liaise with Frank for installation**

- 4.3 **6.2 - Broadway Play area fencing quote (NB)** – LR suggested cementing the goal posts in place and to put a fence at back of net only as cost of fencing whole area is £6000. Action = SJA & NB to arrange meeting with Frank Haxton to look at options. **Action = to be carried over to March meeting**

- 4.4 **6.4 - Motion in support of the Local Electricity Bill** – DOB to gather more information. **Action = to be carried over to March meeting**

MEETING ADJOURNED @ 20.25 FOR 10 MINUTES

- 4.5 **6.6 - Closure of facilities at Bourn Golf Club (DOB)** – concerns raised over closure of facilities, Action = DOB to draft letter for Clerk to send. This has been superseded by planning application see 8.1.4
- 4.6 **6.7 - Response to Tony Gardner on PC's response to speeding traffic (DOB)** – DOB will respond to resident advising of latest initiative (Update to the Local Highways Initiative Grant). Email sent by DOB
- 4.7 **3 x Free trees email from SCDC (MH)** – Clerk reported deadline for applying is 14th March and vouchers must be used by 31st March. SJA updated BPC on wildflower verges planting and advised that seeds of native British wildflowers were recommended. No cutting would be needed in the 1st year. LR & SJA to meet Buchans re cutting verges and financial viability. SJA was advised to spray the area identified before planting and this would be discussed with Buchans at the meeting. SJA advised that the cost of the flower seeds would be small (approx. £150) and to be included in the budget. Action = SJA & LR to arrange meeting with Buchans. Clerk confirmed vouchers have been received and passed to BJ for purchasing. SJA confirmed that the Woodland Trust had been approached for a donation of 840 trees and they have awarded 210 which are arriving November. BJ confirmed he has donated 2 fruit trees. BJ has asked the Church Magazine to publish the PC meeting dates. SJA & LR met with Buchans and identified sites for wild flower planting. Buchans have quoted for spraying the existing areas prior to planting and reseeding by March which has been agreed. SJA asked for a budget (£100 max) to buy seeds and this was agreed. (proposed DOB, 2nd NS)
- 4.8 **6.13 - Skateboard half pipe quote (MH)** – The quote from RPM was agreed, (proposed NB, 2nd SJA) Action = Clerk to liaise with Frank Haxton and obtain photos and report for January meeting. Quote received, £750.00, and agreed (proposed NB, 2nd SJA)
- 4.9 **6.16 - Wi-Fi Wednesdays/Tech Thursdays (NS/LR)** – NS suggested a community scheme to help residents with IT queries. Possible trial period monthly for 3 months, NB volunteered to help. DOB suggested "Meet UP" scheme and will send link to NS. Action = NS to approach Yowly for more information and report back in January meeting. NS reported back that Yowly have offered their support and the use of their premises. LR is visiting Girton on 1st Monday in March to look at their club and will report back at next meeting. NS advised that Alex from Yowly has previously helped set up a club and is willing to help BPC – possible small charge? **Action = LR to report back findings from Girton ICT Club**
- 4.10 **10.5 - Footpaths/bridleways** – the area where the War Memorial steps have been removed needs grass seeds sowing. Frank also reported concerns over the safety of pedestrians on angled road to High Street. Action = NB to respond to Frank Haxton to look at safer options. BJ offered to sow grass seed in Spring. **Action = Clerk to send letter signed by Chair to thank Frank for all his help**
- 4.11 **10.6 - Play area and equipment inspection, Picnic Table at Sports Club (broken and rotten timbers).** Frank to remove and Clerk to obtain quote for replacement in wood re damage. 4 quotes were received, Sustainable Furniture was chosen and agreed (circa £235). **Action = Clerk to arrange purchase and to liaise with Frank** (proposed NB, 2nd BJ)

5. Reports on the progress of ongoing projects/issues

- 5.1 Website** – SJA reported that their website can be signed off and that Clerk has received training. A meeting with SJA, LR, NS & Clerk was held, and it was agreed that the Clerk will undertake the updating of website with help during busy periods. Yowly have offered maintenance of 4 hours per quarter at a cost of £140.00 which will be reviewed after one year, this was agreed (proposed SJA, 2nd DOB). DOB suggested keeping a record of the work undertaken during this year.
- NS produced a report showing which pages had been visited and by how many people, this showed low numbers, so it was agreed to publicise the website at any local functions. NS has leaflets and posters. SJA suggested a link on

existing Bourn Facebook. NS also suggested a separate page for Planning items which will need Yowly's help. NS also suggested that BPC should express their opinions on large planning items.

6. Members requested subjects for discussion

- 6.1 East/West Rail route (DOB) – DOB advised that no decision has been taken yet. NB suggested a working party and it was agreed that SJO, DOB, NS, SJA would meet, SJO confirmed that a meeting was being arranged with EWR with other PC's after which a public meeting would be convened and information uploaded onto website.
- 6.2 Letter of support for refurbishment to Comberton Squash Club (NS) – NS explained that the club was trying to arrange funding and needed references. The club was built in the 1970's and need updating. The refurbished club could then invite other groups (yoga/pilates/table tennis etc) to use the building. The cost is circa £130,000 with £60,000 pledged by members. It was agreed to send letter of support (proposed SJO, 2nd SJA) **Action = NS to send letter to NB for signing**
- 6.3 Public Works Loan settlement figure – Clerk confirmed settlement figure received – no further action to be taken
- 6.4 Death of a Sovereign protocol – **To be carried over to March meeting – NS to look at protocols & BJ to look at muffling the bells**
- 6.5 Cambourne to Cambridge busway (DOB) – DOB informed PC that Mayor has halted the busway as it has implications for his proposed Cambridgeshire Autonomous Metro – this will be used as justification to try and secure a postponement of any decision on the Bourn Airfield planning application as busway was a reason for development going ahead. (proposed SJO, 2nd LR)
- 6.6 Implications for BAD of the June 2018 TRICS Cambourne Traffic Report (DOB) – SJO confirmed our response is now due by Monday and DOB is drafting objections, the traffic figures are inaccurate, their data is 25% lower than actual so looking for them to justify their figures. DOB stated that the 5year housing/land supply could cause a problem for SCDC when it comes to postponing planning decisions. DOB & SJO submitting planning comments
- 6.7 LHI Broadway road narrowing fund application update (SJA) – SJA attended meeting on behalf of DOB and presented the data, Cllr Howell is optimistic, will know by end of March. SJA confirmed that BPC could go up to contingency figure. DOB informed PC that the LHI's for next year are expected earlier than usual.
- 6.8 Speed watch & signage (LR) – LR confirmed that MVAS signs are on order. LR informed SCDC that out of the 4 lampposts chosen, 1 is concrete and they have agreed to replace this one. LR confirmed that the sites used for these signs are approved for speed watch also. LR confirmed that the signs will also collect traffic data on both sides of road. LR reported that 1 speed watch has been carried out this month.
- 6.9 Finance Software package (MH) - Clerk put forward information on software package designed for PC'S and this was agreed. (proposed SJO, 2nd DOB)

7. Correspondence/communications received

- 7.1 NB reported that he had received a phone call concerning fallen trees near Golf Club. **Action = Clerk to contact Peter Gaskin at CCC**

Cllr S Jones left meeting @ 21.40

8. Planning and tree work applications and any related matters

- 8.1 Planning applications
 - 8.1.1 S/4536/19/FL The Dene, Old North Road, Bourn, Cambridge, CB23 2TZ – erection of a covered Horse walker at existing livery – application supported (proposed SJA, 2nd NS)
 - 8.1.2 S/0038/20/DC, King Alfreds House, 16, Riddy Lane, Bourn, Cambridge, Cambridgeshire, CB23 2SP - Discharge of condition 9 (scheme of biodiversity compensation and ecological enhancement) pursuant to planning permission S/1615/19/FL – no comment
 - 8.1.3 S/0196/20/VC, Thatched Cottage, Caxton Road, Bourn, Cambridge, Cambridgeshire, CB23 2SX - Variation of condition 2 (Approved Plans) of planning permission S/2307/17/FL – no comment
- MEETING ADJOURNED @ 21.55 FOR 5 MINUTES**
- 8.1.4 S/4449/19/FL, Bourn Golf Club and Fitness Club, Toft Road, Bourn, Cambridge, Cambridgeshire, CB23 2TT - Extension and improvements to the club house at Bourn Golf & Country Club – application supported (proposed NB, 2nd LR)

It was agreed that LR would be second person for responding to SCDC planning applications in absence of Clerk

8.2 Tree works applications

8.2.1 S/0214/20/TP Brambles, 1, Fox Road, Bourn, Cambridge, CB23 2TU, 5 Day Notice to remove 4 Elm Trees which are dead and in dangerous condition bordering onto adjacent roads - Fox Road and B1046. Tree warden noted

8.3 SCDC planning decisions and appeal notices – to note

8.3.1. S/4088/19/FL 8, Meadow Rise, Bourn, Cambridge, CB23 2TG – single storey front & rear extension and conversion of garage – noted

8.3.3 S/4229/19/LD, David Ball Group, Bourn Airfield, St Neots Road, Bourn – Certificate of Lawful Development for and existing development for 4 silos noted

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

Expenditure approved at last/previous, or between, meetings

Morelock Signs Ltd	MSID Vario radar Speed signs	-3046.80
		<u>-3046.80</u>

Expenditure for approval

PWLB	loan repayment	-1762.90
ICO	GDPR/Data protection renewal	-40.00
CAPALC	Audit training-Clerk	-85.00
CAPALC	Councillor training	-75.00
AG ELECTRICAL	5 yr electrical test at Pavilion & PAT testing	-300.00
AG ELECTRICAL	Pavilion outside light PIR & new bulb	-84.00
CCC	LHI Scheme payment	-3980.00
BOURN VILLAGE HALL	hire of room for PC meetings	-180.00
VIKING DIRECT	Clerk's stationery	-51.58
YOWLY	website training	-35.00
MICHELE HUTTON	February salary	-653.32
O2	Clerk's mobile phone (Feb)	-27.06
		<u>-7273.86</u>
Expenditure sub-total		

LR queried LHI payment – Clerk to check with V Bruce before payment is made (proposed NB, 2nd LR)

9.2 Any matter which is urgent because of risk or health and safety and/or the use of delegated powers between meetings. BJ raised concerns over the flooding at the ford and no signage and scams for Merrybourn Club. **SJA to liaise with Police to arrange meeting with club. Clerk to chase Cllr Howell re flood signs**

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

10.1 Coalition of Parish Councils (SJO) – nothing to report

10.2 Highways – LR queried payment, see 9.1

10.3 Allotments (LR) – AGM held last week, new secretary, 3 plots reassigned

10.4 Tree warden – nothing to report

10.5 Footpaths/bridleways – nothing to action

10.6 Play area and equipment inspection – the ground under the Hurricane swing needs attention, **BJ to contact Frank.**
The equipment needs a pressure wash, **Clerk to arrange**

10.7 Bourn Parish Council's successes – 215 trees to be planted along footpath at back of McCleans. It was suggested that the school students could be involved. **BJ to clear area and DOB to send email to invite school students to participate**

11.Closure of meeting @ 10.25pm

Approved Neil Blair.....(Chair) Date 18/03/2020

SIGNED ELECTRONICALLY DUE TO COVID-19 PANDEMIC