



BOURN PARISH COUNCIL

Minutes of the meeting of Bourn Parish Council Wednesday 21st October 2020, 7:30pm online via Zoom

Present: Councillors: Mr D O'Brien (Chairperson) Ms S Jagers Mr S Jones
Mr L Rolfe Ms S Martin Ms H Heginbotham
Mr N Stutchbury Mrs M Hutton (Clerk)

Also in attendance: none

Comments and observations from members of the public – 1 member of the public who commented on the EWR to develop a cycle path alongside the railway from Cambourne to Toft to join existing cycleway and also whether an email alert could be produced for information uploaded onto website

Reports from County and District Councillors-these were circulated prior to the meeting

1. Apologies for Absence - BJ (technical issues)

1.1 Helen Heginbotham was co-opted onto the Parish Council (proposed DOB, 2nd LR, unanimous)

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 16 September 2020 be approved and signed by the Chairperson.

Proposed DO'B, 2nd LR, unanimous

4. Matters arising from last meeting/previous meeting

4.1 (4.3, 4.6 & 6.8) Cycle Path – NS to report back at October meeting- NS reported no further progress to report at this time and for this **item to be carried forward to November meeting**

4.2 (4.3, 4.6, 6.6) Sports Club request for various taps, water fountain and urinal water leakages to be repaired/Improved – taps and water fountain not possible at the moment due to Covid19. **Action =Clerk to obtain quotes for urinal works – only 1 quote received so far – item to be carried forward to November meeting**

4.3 (4.4, 4.7, 7.3) Is Bourn PC going to declare a climate emergency in line with the Government, SCDC, CCC And other PCs. – **Action =DOB to draft a statement for October meeting, DOB to change wording for November meeting**

4.4 (4.13, 6.15) Refurbishment and additional Dog faeces bins (BJ)-email sent to SCDC, **Clerk to chase, no response received despite 3 attempts, black bins can be used for dog faeces, DOB to contact DC Hawkins**

4.5 Tree Offer (BJ) – **to be carried forward to November meeting**

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

5.1– Financial report & payment of invoices –

Opus Energy	Elec standing charge	9.15	0.46	9.61
Nutcombe Plumbing	Water leak Alms Hill road repair	680.00	136.00	816.00
Nutcombe Plumbing	Water leak Alms Hill pipe repair	179.61	35.92	215.53
GeoXphere Ltd	Online Mapping service	30.00	6.00	36.00
Buchans	Grass Cutting Sep & wildflower seed work	897.66	179.54	1077.20
Michele Hutton	Remembrance Day poppy wreath	18.32	3.66	21.98
Michele Hutton	Clerk's salary Oct 2020	807.54	0.00	807.54
SLCC	Membership renewal	126.00	0.00	126.00
HMRC	Employers Tax & NI month 4	141.87	0.00	141.87

HMRC	Employers Tax & NI month 5	65.60	0.00	65.60
HMRC	Employers Tax & NI month 6	103.43	0.00	103.43
Michele Hutton	Postage stamp re bank mandate	0.70	0.00	0.70
O2	Clerk's mobile phone – Oct 2020	23.15	4.63	27.78
	Totals	3083.13	366.21	3449.34

Invoices paid between and since last meeting

Supplier	Description	Net	VAT	Total
Buchans	Grass cutting August	463.41	92.69	556.10
	Total	463.41	92.69	556.10

Receipts received between and since last meeting

Supplier	Description	Total
SCDC	Precept	19213.00
EWR	Survey licence fee	250.00
	Total	19463.00

Cost of water leak repair at Alms Hill was discussed and it was agreed to carry out a drain survey to check the pipework for any possible future repair work needed (proposed DOB, 2nd SJO) Clerk to obtain quotes for survey

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

5.2– Any matter which is urgent due to H&S and/or use of delegated powers between meetings none

6. East/West Rail Route (EWR) –

- What position do we as Bourn Parish Council want to take on the station location? This was discussed and BPC agreed to favour the route north of Cambourne
- Set a date and time, and discuss the format for a Zoom call to update residents on the East West rail proposals.

A date was agreed as 4th November 2020 @ 19.30 **Clerk to set up zoom meeting**

7. Bourn Airfield Development (BAD)- DOB informed the PC that the application has been amended for 500 houses to be occupied before any transport link completed and claiming from their survey reports that they will continue to build the 3500 properties. The main objection is that a high quality transport link is needed to be in place before the 3500 properties are built. DOB to speak to DC Hawkins next week and would like a meeting with Planning Cabinet members, SHJA invited to meeting, DOB to send details over. DOB waiting for a response from Mike Huntingdon and if decision needed a meeting of the planning group will be convened. **SJO to convene a coalition meeting**

8. Reports on the progress of ongoing projects/issues

8.1 Parish Council website (SJA, LR, NS) - Website accessibility requirements - NS advised that progress has been made with a report from Yowly due, NS to check accessibility statement and publish before 23rd September 2020 – **NS confirmed this will be uploaded to website this week**

9. Members requested subjects for discussion

9.1 The working group (Sarah Jagers, Sophia Martin, Des O'Brien, Les Rolfe and Neil Stutchbury) met on 6th October to discuss the suggested actions from the summer survey briefing document.

The following actions were agreed for proposal/update to the council:

1. 3 pairs of white village gateways to be costed for consideration by PC for purchase and installation at (1) the Broadway, (2) entrance into Gills Hill from Toft, and (3) entrance into Gills Hill from Fox Road/Longstowe. **Clerk to obtain quotes**

2. Les to speak with his contact at Highways to investigate 30mph signage at Broadway, Gills Hill and Caxton Road and height/speed restrictions on Chapel Hill. **LR to report back at November meeting**

3. Des to speak with James Toombs (Highways) to arrange a visit to discuss a comprehensive survey of possible traffic calming measures; the viability of establishing a 20mph speed limit throughout the village; installing dragons teeth and/or a speed bump opposite the Lalbagh; using the lamppost opposite the Lalbagh to place an MVAS. **DOB arranged a meeting for 3rd November and invited HH, DOB should obtain an indicative completion date**

9.2 LHI Application – DOB confirmed application has been submitted and will speak with James Toombs at meeting on 3rd November. **DOB to report back at November meeting**

9.3 Greater Cambridge site submissions – The local plan was discussed, SJA suggested a virtual meeting? DOB to bring SM & HH up to date

9.4 AGAR amendments – Clerk informed the PC that a few explanations had been asked by Auditors on expenditure (breakdown of VAT reimbursements, cost of Village Asset Repairs, Salary costs, balance of PWLB. Exercise of public rights was note for 30 working days (29 given) as a bank holiday was not allowed for

9.5 Bollards at War Memorial – various versions were looked at and agreement was reached to use black metal style bollards. **All Councillors to visit site and comment on whether 1 or 2 are needed at each corner for November meeting**

9.6 Grounds Maintenance and Grass Verge Management Policy – Policy was discussed and it was agreed to adopt and publish on website (proposed DOB, 2nd SJA)

9.7 Update on replacement streetlighting – LR reported that due to the pandemic, lamp bulb installations have been moved to November as not enough lampposts. MVAS can then be moved around the village as necessary once work has been completed. SJO reported that 3 options for lampposts have been circulated to residents at Caxton End, **update to be given at November meeting**

10. Correspondence/communications received – S Levinson – request for verges to be cut back and Rights of Way - to re-assert all the pre-1949 footpaths. **SM to look into feasibility and will update PC at November meeting on progress**

11. Planning & tree work applications and any related matter

11.1 Planning applications

11.1.1 S/3440/18/OL, Bourn Airfield St Neots Road Bourn Cambridge CB23 2TQ, Outline planning permission for a new mixed use village comprising residential development of approximately 3500 dwellings-see section 7

11.1.2 20/03562/LBC, Wysing Grange Fox Road Bourn, Anglia Property Preservation to carry out installation of damp proofing to a section of wall at the rear of the property. The PC has no comment

11.1.3 20/03561/HFUL, Wysing Grange Fox Road Bourn, Anglia Property Preservation to carry out installation of damp proofing to a section of wall at the rear of the property. The PC has no comment

11.2 Tree works applications – none received

11.3 SCDC planning decisions and appeal notices – to note

11.3.1. 20/03027/HFUL, 133 Caxton End Bourn CB23 2ST, Single storey timber orangery, **permission granted**

11.3.2 20/03320/HFUL, 44 Broadway Bourn CB23 2TA, Single storey rear extension on semi-detached house, **permission granted**

(Proposed DOB, 2nd SJO)

12. Members reports and any items which need consideration – Footpaths report noted and Tree Warden to look at tree south end of pathway Rec Field LR to contact Graham to ascertain who owns tree, **Wysing Arts stile issue to be reported to Peter Gaskin by Clerk**

13. Closure of meeting @ 9:25pm

Approved.....Chairperson

Date.....