



## BOURN PARISH COUNCIL

### Minutes of the meeting of Bourn Parish Council Wednesday 18 November 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 Mr B Jaques Mrs M Hutton (Clerk)

**Also in attendance: none**

**Comments and observations from members of the public** – 1 member of the public with no comments

**Reports from County and District Councillors**-these were circulated prior to the meeting. DC Hawkins commented that transport for BAD to be discussed at a meeting and no further development after the first 500 homes.

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 21 October 2020 be approved and signed by the Chairperson.

Proposed LR, 2<sup>nd</sup> NS, 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 but a meeting is to be held 19 November and for this **item to be carried forward to January meeting**
- 4.2 (4.3, 4.6, 6.6) Sports Club request for urinal water leakages to be repaired/Improved. **Action = BJ to look into this matter further**
- 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 drafted a statement which is available on the website**
- 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, **DC Hawkins to take matter further after map of bin locations sent by BJ**
- 4.5 Tree Offer (BJ) – Martin Cox planting trees and first planting to happen 10am on Saturday 21 November
- 4.6 (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 23<sup>rd</sup> September 2020 – **NS confirmed statement has been uploaded to website**
- 4.7 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, 2<sup>nd</sup> SJO) **Surveys cannot be undertaken as pipework is too small for CCTV – DOB to speak to residents**
- 4.8 (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 = **quotes circulated prior to meeting. DOB suggested gateways at Broadway & Fox Road, DOB & LR to measure and report back** (proposed SJO, 2<sup>nd</sup> BJ)

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, **LR reported that it is for PC to decide as Highways have no preference**
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 3<sup>rd</sup> November and invited HH, DOB should obtain an indicative completion date. **DOB reported decision should be by end of financial year**

**4.9 (9.2) LHI Application** – DOB confirmed application has been submitted and will speak with James Toombs at meeting on 3<sup>rd</sup> November. DOB to report back at November meeting – DOB reported that the meeting took place, various types of speed bumps were discussed, JT to guide PC on which type after next meeting

**4.10 (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 – proposal was reached for 1 @ Short Street end, 1 @ High Street end & 1 in between the memorial & Short Street

**4.11 (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 January meeting**

**4.12 (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 – SM updated the PC and website updated

**4.13 (12) Members reports and any items which need consideration** –Tree Warden to look at tree south end of path-way Rec Field LR to contact Graham to ascertain who owns tree, Wysing Arts stile issue to be reported to Peter Gaskin by Clerk - **Angela Marcham reported that Mrs Payne to repair stile as this is her responsibility**

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

### **5.1– Financial report & payment of invoices –**

#### Payments List - November 2020

<b>Date</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
12/11/2020	Electricity standing charge	Opus Energy	9.48	0.47	9.95
18/11/2020	Grass Cutting	Buchans	338.79	67.75	406.54
18/11/2020	Newsletter distribution	D2D Distribution Ltd	225.00	45.00	270.00
18/11/2020	Auditor AGAR fees	PKF Littlejohn LLP	200.00	40.00	240.00
18/11/2020	War Memorial flowers	Alan Ward	24.00	0.00	24.00
18/11/2020	Hire of communal room	SCDC	5.00	0.00	5.00
30/11/2020	Clerk's salary	Michele Hutton	659.12	0.00	659.12
			<b>1461.39</b>	<b>153.22</b>	<b>1614.61</b>

#### Receipts List - November 2020

<b>Date</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
06/11/2020	Covid Community Grant	SCDC	200.00	0.00	200.00
			<b>200.00</b>	<b>0.00</b>	<b>200.00</b>

**The financial report was accepted and payment of invoices was approved** (proposed DOB, 2<sup>nd</sup> LR)

### **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 4<sup>th</sup> November 2020 @ 19.30 Clerk to set up zoom meeting – **NS to upload map on website**

**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 to be carried forward to January meeting – DOB attending meeting next Monday**

## 8. Reports on the progress of ongoing projects/issues

### 9. Members requested subjects for discussion

**9.1** Sports Club have requested replacing the wooden gravel boards which retains the bank behind the courts due to them rotting and collapsing. Could the PC look at this and consider replacing them with concrete gravel boards, as was done between the courts and the playing field? Frank Haxton has replied to say this is not necessary

**9.2** Appoint A Councillor to act as a Public Rights of Way liaison-SM appointed (proposed DOB, 2<sup>nd</sup> SJO)

**9.3** Covid grant to support vulnerable and those who need to self-isolate granted (NS)-Grant received, SJA reported that Vanda Purcell will submit invoices

**9.4** Precept for 2021/2022-Councillors asked to submit any requests by end of December for consideration

**9.5** Fencing at Broadway Play area (DOB) see appendices for quotes-after a discussion it was decided to consult the residents before a decision is made

**10. Correspondence/communications received** – none received

## 11. Planning & tree work applications and any related matter

### 11.1 Planning applications

**11.1.1** 20/03383/S73, Land To The West Grafton Drive Highfields Caldecote, Variation of condition 13 (highway works) pursuant to outline planning permission S/2764/16/OL - No Comment

**11.1.2** 20/04422/HFUL, Meadowcroft Fox Road Bourn, Single storey side and rear extension (Retrospective window changes) Resubmission of Planning application 20/02770/HFUL - Object

### 11.2 Tree works applications

**11.2.1** 20/2319/TTPO, 28 Alms Hill Bourn Cambridge, T1 - Sycamore - reduce height of tree to previous pruning points and shape laterals accordingly by two metres (to help maintain and keep the tree in the best possible condition). Tree Warden has no issues

**11.2.2** 20/2262/TTCA, 28 Alms Hill Bourn CB23 2SH, T2 - Beech - reduce height of tree by two metres and shape laterals accordingly by two metres. T3 - Three Yew trees and one Holly - reduce height of trees by 0.5m. T4 - Laurel - laterally prune hard back from drive entrance by 0.5m – Tree Warden has no issues

**11.2.3** 20/2263/TTCA, 28 Alms Hill Bourn CB23 2SH, T2 - Beech - reduce height of tree by two metres and shape laterals accordingly by two metres. T3 - Three Yew trees and one Holly - reduce height of trees by 0.5m. T4 - Laurel - laterally prune hard back from drive entrance by 0.5m. Tree Warden has no issues

### 11.3 SCDC planning decisions and appeal notices – to note

**11.3.1** 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)

**Permission refused**

**11.3.2** 20/02676/FUL, Land And Buildings At Fairways, Toft Road Bourn, Changes to the external appearance of the existing building including replacement cladding and roof tiles, changes to fenestration, construction of lead faced dormer windows, erection of 2no brick stack chimneys to serve 2no new wood burning fires and erection of 1.8m brick wall to south east boundary, **Permission granted**

(all applications=proposed LR, 2<sup>nd</sup> SJO)

**12. Member's reports and any items which need consideration**

It is requested that any reports should be put in writing and circulated prior to the meeting for consideration. Reference will be made to any which require a decision – LR reported that 2 trees on the allotments are being removed

**13. Closure of meeting @ 9:45pm**

Approved.....Chairperson Date.....

DRAFT