



## BOURN PARISH COUNCIL

I hereby give notice that the meeting of Bourn Parish Council will be held on  
Wednesday 17 February 2021 at 7:30 pm online via Zoom

The Public and Press are cordially invited to be present, please use Meeting ID: 97049510194  
& password: 152398 or email/telephone your question(s) to the Clerk,  
[parish.clerk@bourn.org.uk](mailto:parish.clerk@bourn.org.uk) /07701339765 by Monday 15 February 2021

**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

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### 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 – *10 mins*

1. **Apologies and reasons for absence** *3 mins*
2. **Member's declarations of pecuniary interest, dispensations held, and requests for same for agenda items** *2 mins*
3. **Approval of the minutes of the last meeting on 20 January 2021** *3 mins*
4. **Matters arising from the last meeting or a previous meeting including items deferred**
- 4.1 (4.3, 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, BJ looked onto costings (see appendices)- Cllrs agreed this was a good idea if SCDC approve the sites and will not charge for emptying them = **ACTION Clerk to contact SCDC once map of sits sent over by Cllr BJ** *2 mins*
- 4.2 (4.5, 4.8, 9.1) Cllrs DOB & LR took measurements, Highways have confirmed that dragons teeth is acceptable after the 30mph sign although a red strip would be needed. **Proposal= leave 30mph sign and insert dragons teeth inside sign up to new gate (cost of gate £600/£700), Highways to confirm cost of dragons teeth.** *2 mins*
- 4.3 (4.6, 4.9, 9.2) LHI Application - Cllr DOB discussed platforms (road bumps (cushions)) and it was agreed they should be installed on Alms Hill just before the Indian restaurant. Cllr DOB meeting with J Toombs on 8<sup>th</sup> Feb – decision due in March. *2 mins*
- 4.4 **(9.5) Pollution, Luton Airport change of flight stacking (HH) – Cllr DOB suggested a consultation link on Bourn PC website, Cllr SJO to investigate further and report back.** *2 mins*
- 4.5 **(9.7) Fence repairs (BJ) – Cllr BJ & F Haxton have agreed the fencing specification and to remove the goalposts (proposed DOB, 2<sup>nd</sup> LR) ACTION = Clerk to obtain quotes** *2 mins*
5. Finance, procedure and risk assessment including considering any urgent work required because of

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health and safety, or risk.

- 5.1 Financial report and payment of bills:-  
See appendices for full breakdown *2 mins*
- 5.2 Any matter which is urgent because of risk or health and safety and/or the use of delegated powers between meetings *2 mins*
6. **East/West Rail Route (EWR)** - Cambridge Approaches, CamBed Rail and Cambourne Parish Council are lobbying for the proposed Cambourne station (currently earmarked for the area around North Caxton) to be sited North of Cambourne adjacent to the A428. *5 mins*
7. **Bourn Airfield Development (BAD)** - The latest alteration to the existing planning application S/3440/18/OL seeks to permit the building of 500 of the 3500 houses before a decision has been reached on when, if ever, an A428 HQPT system is delivered. Bourn Parish Council need to decide how we want to respond to this alteration to the planning application. DOB attending meeting next Monday – Cllr DOB confirmed that there is a planning committee meeting 19<sup>th</sup> February. *5 mins*
8. **Reports on the progress of ongoing projects/issues**
- 8.1 **Parish Council website (SJA,LR,NS)** - *2 mins*
9. **Members requested subjects for discussion**
- 9.1 Rubbish Amnesty (BJ) – this item to be discussed at March meeting. *5 mins*
- 9.2 Revival of the Bourn Flood Group and flood risk reduction (DOB) *5 mins*
- 9.3 Final decision and action on steps Fp10 (SM) *5 mins*
- 9.4 Dealing with garden refuse tipping by residents onto paths (SM) *5 mins*
- 9.5 Tree felling water lane (SM) *5 mins*
- 9.6 Carbon Free Zonal heating (BJ) *5 mins*
- 9.7 Revival of Bourn Flood Group (DOB) *5 mins*
- 9.8 Climate Change Working Group Update *5 mins*
- 9.9 Meridian Primary Care Network vaccination volunteers *5 mins*
10. **Correspondence/communications received**
- 10.1 Bourn Windmill Restoration Group grant application *5 mins*
- 10.2 Stop car engines idling outside Post Office *5 mins*
11. **Planning and tree work applications and any related matters**
- 11.1 **Planning applications**
- 11.1.1 20/04907/FUL, Knapwell Water Reservoir St Neots Road Knapwell, Demolition of existing redundant drinking water reservoir and erection of new drinking water reservoir and associated infrastructure and works (including temporary works compound) *2 mins*
- 11.1.2 21/00196/HFUL, 1 Baldwins Close Bourn Cambridge, Rear dormer, ridge height raised and front extension. *2 mins*
- 11.1.3 20/03024/FUL, Land and Buildings at Fairways, toft Road, Bourn, CB23 2TT. Change of use from B8 Storage and Distribution Barns into short term visitor accommodation (sui generis) *2 mins*
- 11.2 **Tree works applications –**
- 11.3 **SCDC planning decisions and appeal notices – to note – none received**
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.

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**13. Closure of meeting****APPENDICES:-****5.1 Invoices for payment****Payments February 2021**

<b>Date</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
08/02/2021	Tax & NI for Clerk's salary	HMRC	37.62	0.00	37.62
12/02/2021	Electricity standing charge	Opus Energy	9.69	0.48	10.17
26/02/2021	Clerk's salary	Michele Hutton	659.12	0.00	659.12
08/02/2021	Membership	Cam Valley Forum	10.00	0.00	10.00
		<b>Total</b>	<b>716.43</b>	<b>0.48</b>	<b>716.91</b>

**Bank Reconciliation:-****Bourn Parish Council**

Prepared by: M Hutton/Clerk Date: 29/01/2021

*Name and Role (Clerk/RFO etc)*

Approved by: M Hutton/RFO Date: 29/01/2021

*Name and Role (RFO/Chair of Finance etc)***Bank Reconciliation at 31/01/2021**

Cash in Hand 01/04/2020 54,319.80

**ADD**

Receipts 01/04/2020 - 31/01/2021 47,866.84

102,186.64

**SUBTRACT**

Payments 01/04/2020 - 31/01/2021 28,204.04

**Cash in Hand 31/01/2021 73,982.60**

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/01/2021 0.00

Nationwide B/Soc 31/01/2021 27,640.32

Lloyds Bank 31/01/2021 46,342.28

**73,982.60**

Less unrepresented payments 0.00

73,982.60

Plus unrepresented receipts 0.00

**Adjusted Bank Balance 73,982.60**Clerk, Michele Hutton 53 Beaufort Road Upper Cambourne CB23 6FP  
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# A = B Checks out OK

## Payments List:-

### Payments List 01/04/2020-29/01/2021

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	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 Safety Inspection	David Bracey Play Safety Inspections	175.00	35.00	210.00
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
01/06/2020	Water & Sewerage charge	Cambridge Water Business	736.99	0.00	736.99
07/06/2020	Pavilion Electricity Charge	SWALEC	64.22	3.21	67.43
17/06/2020	Grass Cutting	Buchans	834.67	166.94	1,001.61
17/06/2020	Stationery	Viking Direct	62.26	12.45	74.71
17/06/2020	Skate Ramp repairs	RPM Ltd	750.00	150.00	900.00
17/06/2020	Electricity standing charge	Cambridgeshire County Council	121.69	0.00	121.69
17/06/2020	Litter Bin	SCDC	345.00	0.00	345.00
17/06/2020	Website Qtrly Charge	Yowly	140.00	0.00	140.00
17/06/2020	playground incidentals	Frank Haxton	30.90	0.00	30.90
17/06/2020	Electricity standing charge	Opus Energy	9.36	0.47	9.83
26/06/2020	Pavilion Electricity Charge	SWALEC	22.26	1.11	23.37
29/06/2020	Clerk's mobile phone	O2	23.15	4.63	27.78
30/06/2020	Clerk's salary	Michele Hutton	642.30	0.00	642.30
12/07/2020	Electricity standing charge	Opus Energy	9.10	0.46	9.56
15/07/2020	Training	SLCC	10.00	2.00	12.00
15/07/2020	fencing repairs	Mervyn Bradford	79.78	5.66	85.44
15/07/2020	Grass Cutting	Buchans	600.63	120.12	720.75
15/07/2020	Internal Auditor	Canalbs Ltd	147.87	0.00	147.87
15/07/2020	Tax & NI for Clerk's salary	HMRC	126.99	0.00	126.99
15/07/2020	Tax & NI for Clerk's salary	HMRC	64.00	0.00	64.00
15/07/2020	War memorial cleaning	P.W.F. Decorating & Maintenance Services	210.00	0.00	210.00
15/07/2020	printing costs	Michele Hutton	97.00	0.00	97.00
16/07/2020	Stationery	Viking Direct	63.98	12.80	76.78
16/07/2020	Alarm Maintenance	Alarm Maintenance Ltd	87.00	17.40	104.40

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22/07/2020	Tax & NI for Clerk's salary	HMRC	64.00	0.00	64.00
29/07/2020	Clerk's mobile phone	O2	23.15	4.63	27.78
31/07/2020	Clerk's salary	Michele Hutton	791.12	0.00	791.12
03/08/2020	History website purchase	Community Websites Ltd	175.00	35.00	210.00
03/08/2020	Skate Ramp repairs	Radii Skatepark Repairs	45.00	0.00	45.00
06/08/2020	Alarm Maintenance	Alarm Maintenance Ltd	225.00	45.00	270.00
06/08/2020	Speedwatch signage	Cambridgeshire County Council	483.32	96.66	579.98
06/08/2020	Picnic Bench	Sustainable Furniture (UK) Ltd	195.83	39.17	235.00
07/08/2020	Electric Meter Door-Pavilion	Michele Hutton	42.80	8.56	51.36
12/08/2020	Water/Sewerage Refund	Bourn Sports Club	318.93	0.00	318.93
12/08/2020	Electricity standing charge	Opus Energy	9.38	0.46	9.84
24/08/2020	Wildflower seeds	Emorsgate Seeds	168.00	6.72	174.72
28/08/2020	Clerk's salary	Michele Hutton	644.20	0.00	644.20
29/08/2020	Clerk's mobile phone	O2	23.15	4.63	27.78
01/09/2020	PWLB payment	PWLB	1,762.90	0.00	1,762.90
01/09/2020	Pavilion Electricity Charge	SWALEC	23.30	1.16	24.46
11/09/2020	Pavilion Electricity Charge	SWALEC	90.33	4.51	94.84
12/09/2020	Electricity standing charge	Opus Energy	9.48	0.47	9.95
16/09/2020	Grass Cutting	Buchans	463.41	92.69	556.10
16/09/2020	Grass Cutting	Buchans	476.01	95.21	571.22
21/09/2020	Microsoft Office renewal	Michele Hutton	49.99	10.00	59.99
22/09/2020	Insurance	Arthur J Gallagher/Came&Co	1,825.34	0.00	1,825.34
22/09/2020	Website Qtrly Charge	Yowly	140.00	0.00	140.00
29/09/2020	Clerk's mobile phone	O2	23.15	4.63	27.78
30/09/2020	Clerk's salary	Michele Hutton	751.80	0.00	751.80
12/10/2020	Electricity standing charge	Opus Energy	9.15	0.46	9.61
21/10/2020	water leak Alms Hill	Nutcombe Cambridge Ltd T/A NC Plumbing & Heating	680.00	136.00	816.00
21/10/2020	water leak Alms Hill	Nutcombe Cambridge Ltd T/A NC Plumbing & Heating	179.61	35.92	215.53
21/10/2020	mapping online tool	GeoXsphere Ltd	30.00	6.00	36.00
21/10/2020	Grass Cutting	Buchans	897.66	179.54	1,077.20
21/10/2020	Stationery	Viking Direct	47.97	9.59	57.56
21/10/2020	Annual membership	SLCC	126.00	0.00	126.00
21/10/2020	Tax & NI for Clerk's salary	HMRC	141.97	0.00	141.97
21/10/2020	Tax & NI for Clerk's salary	HMRC	65.60	0.00	65.60
21/10/2020	Tax & NI for Clerk's salary	HMRC	103.43	0.00	103.43
29/10/2020	Clerk's mobile phone	O2	23.15	4.63	27.78
31/10/2020	Poppy Wreath	Michele Hutton	18.32	3.66	21.98
31/10/2020	Clerk's salary	Michele Hutton	807.54	0.00	807.54
31/10/2020	postage stamp	Michele Hutton	0.70	0.00	0.70
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
29/11/2020	Clerk's mobile phone	O2	23.15	4.63	27.78
30/11/2020	Clerk's salary	Michele Hutton	659.12	0.00	659.12
03/12/2020	Grass Cutting	Buchans	228.17	45.64	273.81
12/12/2020	Electricity standing charge	Opus Energy	9.28	0.47	9.75
14/12/2020	Stationery	Viking Direct	28.35	5.67	34.02
14/12/2020	Stationery	Viking Direct	58.96	11.79	70.75

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15/12/2020	electrical repairs	SJT Electrical Contractors (UK) Ltd	21.89	0.00	21.89
21/12/2020	Pavilion Electricity Charge	SWALEC	23.82	1.19	25.01
21/12/2020	Pavilion Electricity Charge	SWALEC	90.33	4.51	94.84
29/12/2020	Clerk's mobile phone	O2	23.15	4.63	27.78
31/12/2020	Clerk's salary	Michele Hutton	786.29	0.00	786.29
04/01/2021	Water & Sewerage charge	Cambridge Water Business	685.94	0.00	685.94
12/01/2021	Electricity standing charge	Opus Energy	9.63	0.48	10.11
13/01/2021	Tax & NI for Clerk's salary	HMRC	147.25	0.00	147.25
13/01/2021	Tax & NI for Clerk's salary	HMRC	104.04	0.00	104.04
20/01/2021	Tree Works	Acacia Tree Surgery Ltd	1,275.00	255.00	1,530.00
20/01/2021	Website Qtrly Charge	Yowly	140.00	0.00	140.00
20/01/2021	Tax & NI for Clerk's salary	HMRC	69.40	0.00	69.40
29/01/2021	Clerk's mobile phone	O2	6.00	1.20	7.20
29/01/2021	Clerk's salary	Michele Hutton	668.12	0.00	668.12
<b>Total</b>			<b>26,141.46</b>	<b>2,062.58</b>	<b>28,204.04</b>

### Receipts List:-

### **Receipts List 01/04/2020-29/01/2021**

<b>Date</b>	<b>Description</b>	<b>Supplier</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
08/04/2020	VAT 126 reimbursement	HMRC	0.00	3,490.07	3,490.07
22/04/2020	Precept	SCDC	9,606.50	0.00	9,606.50
12/05/2020	Precept	SCDC	9,606.50	0.00	9,606.50
16/06/2020	Water & Sewerage charge	Bourn Sports Club	185.48	0.00	185.48
16/06/2020	Water & Sewerage charge	Bourn Sports Club	330.41	0.00	330.41
16/06/2020	Pavilion Electricity Charge	Bourn Sports Club	785.16	0.00	785.16
01/07/2020	Grass cutting contribution	Cambridgeshire County Council	1,475.00	0.00	1,475.00
02/07/2020	S106 Rockery Farm funds	SCDC	2,128.03	0.00	2,128.03
31/07/2020	Water/Sewerage Refund	Cambridge Water Business	455.62	0.00	455.62
11/08/2020	Pavilion Electricity Charge	Bourn Sports Club	60.53	0.00	60.53
07/09/2020	EWR survey licence fee	EWR Co Ltd	250.00	0.00	250.00
23/09/2020	Precept	SCDC	19,213.00	0.00	19,213.00
06/11/2020	Covid Community Grant	SCDC	200.00	0.00	200.00
10/12/2020	Pavilion Electricity Charge	Bourn Sports Club	79.54	0.00	79.54
28/01/2021	Allotment Lease	Allotment Lease	1.00	0.00	1.00
<b>Total</b>			<b>44,376.77</b>	<b>3,490.07</b>	<b>47,866.84</b>

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## 9.6 Carbon Free Zonal Heating

I found this interesting article and hope you do too.

It was something I believe, at the very least, that any development on Bourn airfield should be including.

The cost expressed in the article is for the provision in an already urban area. Any development at Bourn airfield would be free of reconstitution costs for roads and paths etc.

I should very much like to form a small interest group to track what is being done in other villages and see if there is any relevance for us in Bourn.

Basil

# Villagers warm to absolute zero

*Tuesday 21st June 2011*

Pioneering residents are joining forces to swap their oil tanks for a no-carbon alternative, writes Ben Webster

Mike Barker hates the large oil tank that occupies the sunniest spot in his garden in the village of Swaffham Prior in Cambridgeshire.

He wants to cut his family's carbon emissions, save money on heating, stop fumes from burning oil and grow vegetables in the plot occupied by the tank.

Now his wishes are about to come true thanks to a scheme under which more than 150 homes in the village will never again need to buy oil for heating.

Swaffham Prior plans to become the UK's first village to switch to zero-carbon heating by connecting most homes to a shared network that taps naturally occurring warmth via ground and air source heat pumps.

More than a million homes in the UK use oil for heat because, like Swaffham Prior, they are not connected to the gas grid. Eliminating the emissions from their heating is one of the biggest challenges the government faces as it works to meet the legally binding target to make the UK carbon neutral by 2050.

It can cost about £15,000 to replace oil heating with a heat pump in an individual home. Under Swaffham Prior's scheme, no household will pay anything upfront if they sign up before construction starts. Annual heating costs will be no more, and potentially up to £500 less, than they pay at present.

More than a dozen other villages in Cambridgeshire, Surrey, Oxfordshire, Somerset and Derbyshire are keen to copy the scheme, which was developed by a group of residents including Mr Barker, 55, an ecologist. They won planning permission before Christmas and hope to start construction this spring.

It will involve drilling 130 boreholes to a depth of 200 metres in a field on the edge of the village. Water circulated in pipes in each hole extracts heat from the ground. The temperature is raised to about 75C via heat exchangers and pumps in an existing barn. A network of insulated pipes will carry fluid from the barn to each home where a small heat interface unit installed in place of the existing boiler will convert the heat to supply hot water and feed radiators.

The field will revert to grazing once construction is complete. An air source heat pump will supplement the ground-sourced heat to ensure a steady supply and a 750kW solar array will provide about half the power to run the system.

More than 150 of the 300 homes in the village have expressed interest in joining the network. The group is confident of winning over many more when the benefits become obvious.

Emma Fletcher, a member of the group which developed the scheme, said that there was overwhelming support in the village but a few older residents think: "Why should I change my habits when big countries are doing terrible things to the environment?"

She added: "It's a difficult mindset to crack because some people don't like change and that's why the collective community change is so important."

The scheme has already received £500,000 of public funding to develop the plans and the group intends to fund the £9 million construction costs with a combination of loans, grants and subsidies from Cambridgeshire county council and the Department for Business, Energy & Industrial Strategy.

Josh Schumann, Conservative chairman of the council's environment committee, said: "This project tackles head on some of the big issues affecting our rural communities and is already inspiring other villages within the county to get involved and change their future. I am delighted that the county has the ability to help be part of that journey and turn great ideas into reality."

The business department said it was supporting Swaffham Prior's scheme because "heat networks play a vital role in our efforts to decarbonise heat and we are committed to supporting their development and deployment as part of our plan to reach net zero by 2050".

Mr Barker has plans for the space taken up by his oil tank, including a summerhouse to work from home and a plot to grow lettuce and herbs.



**How it works**

The community heating network will use a closed-loop ground-source heat pump to heat water which will be delivered to homes in the village

The ground absorbs energy from the sun. This heat is stored by the earth's mass

Bore holes are drilled into the ground

Pipes containing a mixture of water and anti-freeze flow through each hole

Electric heat pump raises the temperature of the fluid through a process of evaporation and condensation

The fluid is then distributed via a network of pipes into homes

Energy is transferred from the liquid via a heat exchanger to provide hot water and heat in the home

Energy is transferred from the earth to this fluid

**Case study**

Emma Fletcher, a 42-year-old chartered surveyor, spends an average of £3,750 a year buying 7,500 litres of oil to heat her five-bedroom, 240-year-old grade II listed home. While oil prices are currently at a low, she believes the heat network will cut her annual bill by about £500 and deliver many other benefits, including cleaner air and 1,000 fewer lorry trips a year to deliver oil to the village. "You have to remember to ring up to order oil and the tank can run dry before you realise," she said. "There is a terrible smell from the boilers, which take up a lot of space, as does the massive tank in the garden."

group which developed the scheme, said that there was overwhelming support in the village but a few older residents think: "Why should I change my habits when big countries are doing terrible things to the environment?"

She added: "It's a difficult mindset to

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Note: Late-arriving planning and tree works applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making recommendations to the District Council. For more information please see the current planning application consultations on <http://plan.scambs.gov.uk/swiftlg/apas/run/wchvarylogin.display>