



## BOURN PARISH COUNCIL

### Minutes of the meeting of Bourn Parish Council Wednesday 20 January 2021, 7:30pm online via Zoom

**Present:** Councillors: Mr D O'Brien (Chairperson)      Ms S Jagers      Mr S Jones (20:40)  
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 – none**

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

**Apologies for Absence** - SJO arrived at 20:40

1. **Declarations of pecuniary interest, dispensations held or requested** – LR declared a financial interest in 10.1
2. **Approval of minutes of last meeting**

It was resolved that the minutes of the meeting on 18 November 2020 & 2 December 2020 be approved and signed by the Chairperson. Cllr BJ asked for "Cllr BJ abstained on the grounds that the building on Bourn Airfield is a fait accompli and we should be seeking a more positive attitude towards the development" to be added to December minutes – (Proposed DOB, 2<sup>nd</sup> SJA, unanimous)

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

- 4.1 (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 brought forward from November Meeting-Cllr NS informed the PC that he had attended a meeting with Longstowe and M Howell (CC Cllr) to explore S106 funding. Cllr Howell to explore County Council funding but this is unlikely to happen due to BAD. Cllr Howell to arrange a meeting with Papworth bypass group to explore method of S106 funding.
- 4.2 (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. Cllr BJ&DOB investigated the high water bills and found no evidence of high water usage through the urinals so no further action required.
- 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
- 4.4 (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- issue resolved.
- 4.5 (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: 3 pairs of white village gateways to be costed for consideration by PC for purchase and installation at (1) the Broad way, (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) – 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.**

**ACTION= Cllr LR to put costings together for February meeting** (proposed DOB, 2<sup>nd</sup> BJ)

- 4.6** (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 – 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.
- 4.7** (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 – Cllr LR confirmed street lighting being replaced and once completed the MVAS can be installed.

## **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 – January 2021

<b>Date</b>	<b>Supplier</b>	<b>Description</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
04/01/21	Cambridge Water	Water & sewerage	685.94	0.00	685.94
12/01/21	Opus Energy	Electricity standing chg	9.63	0.48	10.11
20/01/21	Acacia Tree Surgery Ltd	Tree works	1275.00	255.00	1530.00
20/01/21	Yowly	Website Qtrly charge	140.00	0.00	140.00
05/12/20	HMRC	Employers tax & NI	69.40	0.00	69.40
05/11/20	HMRC	Employers tax & NI	147.25	0.00	147.25
05/10/20	HMRC	Employers tax & NI	104.04	0.00	104.04
29/01/21	Michele Hutton	January salary	668.12	0.00	668.12
			<b>3099.38</b>	<b>255.48</b>	<b>3354.86</b>

#### Invoices Paid between meetings

<b>Date</b>	<b>Supplier</b>	<b>Description</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
12/12/20	Opus Energy	Electricity standing chg	9.28	0.47	9.75
14/12/20	Viking Direct	Stationery	28.35	5.67	34.02
04/12/20	Viking Direct	Stationery	58.96	11.79	70.75
15/12/20	SJT Electrical	Pavilion electrical repair	21.89	0.00	21.89
21/12/20	SWALEC	Pavilion electricity charge	23.82	1.19	25.01
21/12/20	SWALEC	Pavilion electricity charge	90.33	4.51	94.84
29/12/20	O2	Clerk's mobile phone	23.15	4.63	27.78
			<b>255.78</b>	<b>28.26</b>	<b>284.04</b>

#### Receipts Received

<b>Date</b>	<b>Supplier</b>	<b>Description</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
10/12/20	Bourn Sports Club	Pavilion electricity charge	79.54	0.00	79.54
			<b>79.54</b>	<b>0.00</b>	<b>79.54</b>

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

### **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)** – - 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.- Cllr DOB confirmed Cambourne PC supported the North station option which will go into North Cambridge station. The proposals are a.) South Cambourne/Caxton across Broadway and through villages to South Cambridge. b.) North Cambourne to North Cambridge via Northstowe. Cllr NS confirmed Eversden PC supported option b.

Bourn PC proposed that EWR assess a north northerly route into Cambridge North on the same level and to the same extent as they are looking at the current route E. This was unanimously agreed— updates are on website.

**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 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 – Cllr DOB confirmed that there is a planning committee meeting 19<sup>th</sup> February.

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

**8.1 Parish Council website** (SJA, LR, NS) - Website update re auto notifications (NS) – Cllr NS have met with Yowly to implement a sign-on feature so residents can choose to be alerted to news updates on Bourn website. The cost is £250. (proposed DOB, 2<sup>nd</sup> NS, unanimous)

## **9. Members requested subjects for discussion.**

**9.1 Agree Budget for 2021/2022** – see separate report – Budget was agreed with an increase of 7% on 2019/2020 budget. Insurance for next year to be reviewed in September in time for renewal. (proposed LR, 2<sup>nd</sup> BJ)

**9.2 Speedwatch & MVAS signs & PHFI Fox Road 30mph alterations** (LR)-Cllr LR confirmed speed watch suspended due to Covid 19. Residents are asked to notify Council if they notice MVAS not working.

**9.3 Footpaths & kissing gate maintenance** (DOB)- Cllr NS confirmed the removal of a fallen tree, Cllr DOB thanked NS & B Fryer for removing tree and freeing up the gate.

**9.4 Rubbish Amnesty** (BJ) – this item to be discussed at March meeting.

**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.

**9.6 Telephone Box on Broadway renovation (defibrillator?)** (NS) – Cllr NS requested the refurbishment of the phone box to convert it into a communal facility and to install a defibrillator. Cost of £2500 agreed (proposed DOB, 2<sup>nd</sup> LR)

**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**

**9.8 Drainage Issues at Alms Hill** (DOB) – Bourn PC to look into setting up a flood group to deal with these issues.

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

## **10. Correspondence/communications received.**

**10.1 Merrybourn Club grant application** – application approved.

**10.2 Bourn School Association grant application** – application refused as amount requested is larger than PC is allowed by law to approve.

**10.3 Bourn Golf Club Juniors grant application** – application refused as all members are not Bourn residents.

## **11. Planning and tree work applications and any related matters**

### **11.1 Planning applications**

**11.1.1 20/04644/HFUL, Davids Lodge Old North Road Bourn, First floor extension to bungalow and garage extension to create storage space.** - No Comment

**11.1.2 20/05129/FUL, Chapmans Farm Alms Hill Bourn CB23 2SZ, Conversion of agricultural building to 3 No. dwellings and associated work** -Objection raised as in a conservation area/parking inadequate/street view undesirable.

**11.1.3 S/3440/18/OL, Bourn Airfield St Neots Road Bourn Cambridge CB23 2TQ, See Point 7**

### **11.2 Tree works applications.**

**11.2.121/0014/TTPO, 30 Riddy Lane Bourn CB23 2SP, TPO 0005 (1973) A113: T1 Field Maple** - Reduce the height to 8m above ground level. (Reason - To remove weight and wind sail effect as a limb split out and wrote off a neighbour's car

last year.) T2 Field Maple - Reduce the height to 8m above ground level. (Reason - To remove weight and wind sail effect as a limb on an adjacent tree (T 1) split out and wrote off a neighbour's car last year.) - Tree warden has no objection

**11.2.221/0034/TTCA**, Rose Cottage 160 Caxton End Bourn, 5-day notice - T1 Crack Willow - pollard to two metres (The crack willow has a failed limb and the extent of decay the rest is very likely to fail in strong winds. The tree is located adjacent to the summer house and the branch has sort of peeled away but the remaining bit appears to be putting strain on the tree (a good portion of the trunk of which is hollow and possibly rotten?) – Tree warden has no objection

**11.3 SCDC planning decisions and appeal notices – to note.**

**11.3.1** 20/03467/LBC, 151 Caxton End Bourn CB23 2ST, Increase the height of the chimney stack by 82cm, application was Granted Permission on 23 December 2020.

**11.3.220/04422/HFUL**, Meadowcroft Fox Road Bourn CB23 2TY, Single storey side and rear extension (Retrospective window changes) Resubmission of Planning application 20/02770/HFUL, application was **Granted Permission** on 22 December 2020

All applications (proposed DOB, 2<sup>nd</sup> SJA, unanimous)

**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 – Cllr BJ read an article in Times newspaper detailing a village that had converted to ground source heat pump systems. Cllr BJ to investigate further.

**13. Closure of meeting @ 9:55pm**

**SIGNED ELECTRONICALLY DUE TO COVID 19 PANDEMIC**

Approved *D O'Brien* Chairperson

Date 21<sup>st</sup> January 2021