

install. Cllr LR to order gates and store until installation has been agreed. Cllr DOB advised that the HGV limitation is a long and involved procedure and will make the application after liaising with J Toombs from CCC.

4.3 (4.5) A Marcham & G Bruce to draw up a list of footpaths/kissing gates in order of priority for repairs.

ACTION= List of priority works and quotes to be discussed at March meeting (see appendices. ACTION = list of priority works to be carried forward to April meeting. **The report was discussed, and it was decided that Cllrs NS & BJ to prioritise the order of works and report back at the May meeting.**

4.4 (9.5) Brook Walk Report (DOB) Work on clearing the banks and cutting trees to start tomorrow. The container behind the pavilion is not legal which Cllr LR confirmed was owned by the PC. Container holds items from when doctors was flooded, goalposts, spare kits etc. A suggestion of replacing it with a shed at the back of the pavilion was made. ACTION = Clerk to obtain names and costs of removing container. The Clerk and Cllr BJ both confirmed that they could not find a company to remove the container. Cllr DOB to refer the matter to SCDC for assistance in either removal or refurbishment (proposed BJ, 2nd SJA). Cllr DOB confirmed that the brook clearance has been cleared by SCDC.

4.5 (9.7) Innovate and Cultivate Fund from County Council (DOB)- **this is to be carried forward and Cllr DOB to report back at May meeting**

4.6 (9.8) Operation Forth Bridge – Clerk to circulate instructions for Operation London Bridge and Operation Forth Bridge, Clerk circulated information, **decisions on responsibilities to move to May meeting**

4.7 (10.3) Request for financial support for the Parish magazine from the church. Cllr DOB received an email requesting funding to enable the magazine to keep publishing. ACTION = carry forward to April meeting. Cllrs BJ & SJA to work together on this. After a full discussion it was noted that the PC cannot donate funds to the church. It was decided that a letter is sent to support their application for grant funding for the magazine.

4.8 (12) There is a need to replace the 2nd gate in the Jubilee playground area (Frank Haxton report) ACTION = Clerk to contact Frank Haxton for spec for gate and obtain quotes. This was discussed and as this is a H&S issue, it was agreed to purchase the gate. (unanimous)

4.9 (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. The PC discussed the issue with some reservations concerning the placing of bollards by the war memorial. It was agreed to install 2 bollards, 1 by the shop and 1 by the high street and to leave the war memorial to see if they are needed. Cllr LR to organise purchase and installation. (proposed SJA, 2nd NS)

4.10 (9.5) THIS IS A DUPLICATE ITEM – see 4.4

4.11 (4.8,9.6) Carbon Free Zonal heating (BJ) – THIS IS A DUPLICATE ITEM – see 4.1

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 –

Date	Description	Supplier	Net	VAT	Total
29/04/21	Clerk's phone	O2	8.11	1.62	9.73
30/04/21	Clerk's salary	Michele Hutton	791.84	0.00	791.84
31/03/21	Grass Cutting	Buchans	747.20	149.43	896.63
02/04/20	Covid 19 letters for volunteer group	Mission Computers	50.84	0.00	50.84
12/04/21	Street Lighting	Opus Energy	210.97	10.56	221.53
21/04/21	Employers Tax & Ni month 10	HMRC	69.36	0.00	69.36
21/04/21	Employers Tax & NI month 11	HMRC	69.40	0.00	69.40
21/04/21	Employers Tax & NI month 12	HMRC	69.40	0.00	69.40
21/04/21	Membership renewal	CAPALC	370.38	0.00	370.38
30/04/21	membership renewal (Zoom)	Michele Hutton	119.90	23.98	143.88
		Totals	2507.40	185.59	2692.99

The financial report was accepted, and payment of invoices was approved (proposed DOB, 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. We have received a request to set up a fighting fund (Cambridge Approaches), need to find out how much the other PC's have funded. Cllr NS advised that 8 PC's have pledged funds. We need to be careful as Cambridge Approaches is a business and we need to find a procedural way to donate. The PC agree in principle but Cllrs NS & SJO to report back at April meeting to the PC re northern approach. An EGM to discuss the PC's response to the EWR consultation has been called for Wednesday 5th May.

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. Cllr DOB raised a code of conduct complaint and having received a draft report exonerating the Councillor concerned, replied to SCDC to state PC is unhappy with outcome. Cllr DOB awaiting a reply. **Carry forward to May meeting.**

8. Reports on the progress of ongoing projects/issues – none to report

9. Members requested subjects for discussion

9.1 Rubbish Amnesty (BJ) SCDC was asked for charges/costs, it was decided to leave this for now.

9.2 Tree Ring to Commemorate Covid Losses – a resident had asked if this was possible, Cllr BJ suggested a row of trees on Gills Hill as a commemoration, however the distance from the road for the planting will need investigating. Cllr BJ to investigate further, liaising with Cllr SJA. (proposed DOB, 2nd SJA)

9.3 North Cambourne <https://we.tl/t-fKW5XpZBFJ> proposed development (DOB). Cllr DOB reported that the local plan for houses north of Cambourne have been increased from 4000 to 6000 and if EWR station is to the north this will probably go ahead.

9.4 AGAR end of financial year accounts (Clerk) The Clerk presented the end of year figures for the AGAR return which was discussed and agreed (proposed LR, 2nd BJ)

9.5 Confirm EGM for Wednesday 5th of May to discuss Bourn Parish Council's response to the EWR consultation on their plans for route alignment and station location between Bedford and Cambridge (DOB) This was agreed. Cllr HH to design leaflet for all villagers advertising the meeting and to arrange printing and distribution.

9.6 In light of the May 7th deadline, and the government's reluctance to extend the law covering remote meetings, the PC need to review our plans for face-to-face PC meetings. (DOB) It was agreed to wait until official confirmation from CAPALC before returning to F2F meetings considering Covid restrictions. (Proposed DOB, 2nd LR.) It was agreed to renew the zoom membership at a cost of £119.90 + VAT (Proposed SJA, 2nd NS)

9.7 Bourn Airfield S106 funding for Broadway cycleway and footpath (DOB) Move to May meeting as waiting for feedback.

9.8 LHI Alms Hill speed cushion update (DOB) Cllr DOB confirmed that funding has been agreed, Feedback on Broadway roadworks was given by Cllr HH (waste of money/cars speeding over the humps/children using them for their BMX bikes) Cllr DOB suggested looking at cobbling Short Street to slow down vehicles.

9.9 High Street road closure for Open Reach overhead works 7 - 11 June (DOB) Cllr DOB to source further information as existing plans closes the road for 4 days between 9.30 and 3.30. **Carry forward to May meeting.**

9.10 Announcement on recruitment of Emily Moore as our new clerk/RFO (DOB) Cllr DOB confirmed that Emily Moore will be in place on 17th May 2021.

9.11 Set day for PC AGM (DOB) The Annual Parish Meeting for 15th September has been pencilled in (Proposed DOB, 2nd NS, unanimous)

9.12 Application for a Definitive Map Modification Order to record a Public Footpath - S 53 Wildlife and Countryside Act 1981. This footpath should be reinstated however Cllr LR confirmed that landowners can close footpaths if no one uses them which is hard to prove. Cllr SJA confirmed the footpath is open, it was agreed to publicise the footpath.

10. Correspondence/communications received – none received

11. Planning & tree work applications and any related matter

11.1 Planning applications

11.1.1 21/00711/HFUL, 68 High Street Bourn CB23 2TR, Single storey infill/side extension following demolition of the conservatory, insertion of new window to the side of the existing rear wing, a new patio with level access to the extension and a minor rearrangement of the fence by the proposed extension. No Comment

11.2 Tree works applications –

11.2.121/0477/TTCA, 158 Caxton End Bourn CB23 2ST, asT1 Crab Apple: crown lift to 3m over driveway to improve driveway access, T2 Ivy-covered Field Maple by brook: sectional fell close to ground level - low amenity value and overshadowed by neighbouring Ash, T3 Twin-stemmed Ash: remove lowest branch over phone line and low dead wood over driveway, T4 + T5 Limes at side of back garden: crown lift to 3m over garden to improve access, T6 Hornbeam: fell close to ground level and remove from site due to overcrowding with neighbouring trees, T7 Hornbeam: crown lift to 4m and reduce laterally away from house by 2.5m, T8 +T9 Limes close to house: crown lift to 4m and reduce laterally away from house by 2.5m, T10 + T11 + T12 Limes: crown lift to 4m to improve access beneath – **Tree Warden stated This application is for a lot of tree work at Brook Cottage, Caxton End (Giles and Helen Nelson). The cottage is in the Conservation area, but there are no TPOs. The west side of the garden is on footpath 8. Just checked that the two trees they want to fell are not worth a TPO. They are T2 (field maple) and T6 (hornbeam). T2 is very poor and T6 looks quite a small tree so should not be a problem. Otherwise, the work is raising crown or pruning dead or overhanging branches.**

11.3 SCDC planning decisions and appeal notices – to note - none received.

(all applications=proposed BJ, 2nd LR)

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. Bourn Parish Council Achievements –

- Footpath 10 new steps
- Recruitment of new Clerk
- 400+ trees to arrive in next few weeks.
- New LHI funding for speed humps in Alms Hill

14. Closure of meeting @ 9:40pm

Approved.....Chairperson

Date.....