



Bourn Parish Council

Minutes

21st July 2021

Present – Cllr D O’Brien (Chairman), Cllr L Rolfe, Cllr B Jaques, Cllr S Jagers, Cllr N Stutchbury, Cllr H Heginbotham, Cllr T Hawkins (joined via zoom).

Clerk and Financial Officer for Bourn PC – Miss E Moore

26/07/2021

01/07/2021 Public Participation.

No members of the public joined the meeting.

02/07/2021 Reports from County & District Councillors.

- Covid 19 infections are still increasing
- Zero Carbon Grant Scheme consultation date closes on 30th July @5pm.
- Cllr Hawkins advised she will see if she can get an update on Section 106.

03/07/2021 To receive and approve apologies for absence.

No apologies were received.

04/07/2021 To receive declaration of interest.

No Members of the Council declared any interest on this agenda.

05/07/2021 To receive and approve minutes of the previous meeting held on 23rd June 2021.

All were in favour, and it was **RESOLVED** to approve the minutes of the 23rd June 2021.

06/07/2021 To approve accounts for payment.

Payee	Description	Amount £
Buchans	Grass Cutting - Invoice 2605	£381.53
Frank Haxton	Reimbursement for timber	£45.76
Opus Energy	Electricity Bill - 28th May - 26th June 21	£156.22
O2	Clerk mobile - June 21	£9.73
Clerk	Payroll July 21	£837.62
HMRC	Tax & NI	£5.54
Clerk	Reimbursement for newsletter printing	£211.91

D2D	Delivery of newsletter	£282.00
Cambridge Water Business	10th Nov - 11th May 2021	£71.21
O2	Clerk Mobile - July 21	£9.73

All were in favour, and it was **RESOLVED** payments would be made.

07/07/2021 Financial Officers Report.

Members had before them a budgetary control statement for the Revenue (Precept) Account as at 15.07.2021 showing expenditure of £16,237.45 and income of £19,103.66 compared with budgets, along with a bank reconciliation statement.

It was **RESOLVED** that the Financial Officers report was approved, and **ALL** were in favour.

08/07/2021 Planning Applications and Tree Works update.

21/02468/HFUL – New Zealand Toft Road Bourn: Replacement roof over part of an existing dwelling to form habitable accommodation within the roof. – No comment

21/02689/HFUL – 15 Alms Hill, Bourn CB23 2SH: Demolish a rear conservatory to construct a two-storey rear extension. – No comment

21/02949/FUL – PAUS Bourn, Toft Road, Bourn: Change of use from agricultural to F.2 and development consisting of 2 cabins, 6 hot tubs, and a portable sauna together with portable showers and toilets for outdoor spa use, with access and parking - Resubmission of 21/01514/FUL. – The PC are concerned this will bring more traffic into Bourn and wish for the planning department to do a traffic report.

09/07/2021 Health and Safety update.

- Bourn PC had obtained two quotes from Buchans and J.Woods Construction for the works to instal a second gate at Jubilee Playground. It was approved for Buchans to carry out the works.
- The PC are looking at installing a second gate for an exit which will lead onto a private road at the Broadway play area. The clerk advised she would contact David Bracey to confirm the rules and regulations for this.
- Bourn PC agreed to instal two bollards at the top of Alms Hill.

10/07/2021 Defibrillator Purchase

It was approved for the PC to purchase a defibrillator and cabinet to instal in the Broadway telephone kiosk. It was approved for the defibrillator to be the same device as the one installed at the Village Hall and Pavilion.

11/07/2021 Grass verges.

Cllr Jaggars advised she is seeking quotes for seeding on Caxton End and she has proposed to change the cutting schedule with Buchans from three cuts to four cuts per year. It was raised for Alms Hill verge to be cut and to cut the overhanging

branches. Cllr Jagers and Cllr Rolfe advised they will be setting up a meeting with Buchans to discuss these proposals.

12/07/2021 Operation London Bridge.

The PC were presented with a final draft protocol for consideration and approval. Cllr Jaques advised the church is aware of London Bridge Protocol and will buy the black cloth, book of condolences and photograph. The clerk advised she will speak to Hay + Rice so they can prepare a webpage in advance.

Members of the PC approved Operation London Bridge protocol.

13/07/2021 Quotation for installation of Gladson Gateways.

The PC agreed and approved the quotation for installation of Gladson Gateways at Fox Road / Gills Hill.

14/07/2021 Stile at FP17

Cllr Jaques advised he has spoken with Peter Gaskin from Cambridgeshire County Council, and he has advised County Council would remove the stile and make good of the entrance on FP17. He also advised they would provide materials and a wooden kissing gate. However, Bourn PC would need to pay for the installing of the posts and the gate.

15/07/2021 Tree Issues – Gills Hill, Bourn

Cllr Jaques advised there is space for 6 trees to be planted down Gills Hill, he advised that a Rowan Tree would be the best suited as they don't grow too big, and they have flowers in the spring and berries in the autumn. He advised the trees are roughly £70.00 each.

16/07/2021 Update on Alms Hill, LHI traffic calming speed cushions.

Bourn PC have had the outline design for the type and position of two sets of speed bumps on Alms Hill. One set will be placed after the junction with Caxton Road and the second set will be replace the old 30 mph roundels on the road just after Lalbagh Restaurant and just before Brook Farmhouse. Following a formal consultation these works should start in December 2021.

17/07/2021 BPC response to the Cambridgeshire Local Cycling and Walking Infrastructure Plan consultation.

Bourn PC submitted their response to the Cambridgeshire Local Cycling and walking infrastructure plan consultation. Please contact the clerk if you wish to see their response.

18/07/2021 Climate Change Survey

The Climate Change group held a meeting on 24th June 2021. A report of the meeting will be put on the Bourn PC website.

19/07/2021 Lockdown Changes – to remove Covid 19 signage.

It was announced by the government that lockdown ended on 19th July and all social distancing measures ended. It was approved to remove Covid 19 signage at Jubilee Playing ground.

- 20/07/2021 Previous clerk's appraisal update.**
The impact of the coronavirus pandemic meant that a review and appraisal was overlooked into the previous clerk's appraisal. Following guidance from CAPALC it was agreed and approved by the PC to pay a retrospective payment to the previous clerk.
- 21/07/2021 To approve Emily Moore to complete CILCA qualification level 3.**
It was agreed and approved by the PC for Emily Moore to complete CILCA level 3 qualification.
- 22/07/2021 Change of date for September PC meeting.**
It was agreed for the September PC meeting to be moved to 22nd September.
- 23/07/2021 Correspondence and Communication received.**
- It has been brought to the PC attention that the gullies/drains on the High Street haven't been cleared. Cllr O'Brien advised he will email Cllr Mark Howell to see if he can advise why this has been overlooked by County Council.
 - Bourn Airfield Development – 530 houses will be built by year 2027 - 2028 and an extra 2,070 house will be built after year 2034.
 - Electoral Boundary Changes – the boundary commission is reviewing the parliamentary constituency boundaries and concluding their review in 2023. The proposals make a change to our constituency, South Cambs. If you would like to comment, then please go to <https://www.bcereviews.org.uk> the consultation ends on 2nd August.
 - It was raised that a cable survey was being completed from the Sub Station, up Broadway to Caxton End. The clerk advised she will email the planning department to see if they can provide any more information on this.
- 24/07/2021 Items for next agenda.**
- LHI 2022-2023
 - Traveller Report
 - Climate Change
 - Grass Verges
- 25/07/2021 Bourn PC's achievements.**
The PC had their first face to face meeting since the start of the pandemic.

Closure of meeting – 21:30

Date for next Parish Council meetings – 22nd September 2021