



Bourn Parish Council

Minutes

23rd June 2021

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

Clerk and Financial Officer for Bourn PC – Miss E Moore

29/06/2021

01/06/2021 Public Participation.

No members of the public joined the meeting.

02/06/2021 Reports from County & District Councillors.

- Zero Carbon Grant Scheme - Community groups can bid for grants between £1000 and £15000 for projects to tackle climate change. Go to <https://www.scams.gov.uk/applications-open-for-cash-for-climate-change-projects> to apply - Closing date for applications is 30th July @5pm.
- Covid 19 infection rates are still going up and covid case in the city are at 98 per hundred thousand people. Cambridgeshire City have the lowest vaccine rate @ only 52% of the population have had their first dose and 32% of the population have had their second dose.
- Consultation on Cycling and Walking – the consultation ends on 13th July 2021. For more information and to respond, go to <https://consultcambs.uk.engagementhq.com/cc-local-cycling-and-walking-infrastructure-plan-consultation-2021>
- Willow Tree – they have a permitted development under covid 19 guidelines, this covers movable structures for specified uses. This ends on 1st January 2022.

03/06/2021 To receive and approve apologies for absence.

No apologies were received.

04/06/2021 To receive declaration of interest.

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

05/06/2021 To receive and approve minutes of the previous meeting held on 19th May 2021.

All were in favour, and it was **RESOLVED** to approve the minutes of the 19th May 2021.

06/06/2021 To appoint Emily Moore as the new clerk of Bourn PC.

All were in favour and approved Emily Moore as the new clerk and Financial Officer of Bourn Parish Council.

07/06/2021 To approve accounts for payment.

Outgoing Payments

Payee	Description	Amount £
Canalbs Ltd	Internal Audit - 20-21	£177.70
B. Jaques	Reimbursement of goods for PC	£19.98
A J Ward	Reimbursement of flowers for Bourn War Memorial	£40.00
Buchans	Invoice 2573	£749.75
Apex Landscapes	Invoice 228 - Fitting new field rails to existing post	£1,656.00
Morelock	MVAS and spare battery purchase	£3,177.00
Opus Energy	27th April - 27th May 2021 Electricity	£175.57
O2	Clerk phone bill	£9.73
Clerk	Wages 17th May - 30th June 2021	£1,380.91
HMRC	Tax and NI	£179.47
Viking	Ink and Stationery	£59.34
SSE	26th Feb - 7th June 2021 (Bourn Sports Club)	£23.37
SSE	26th Feb - 7th June 2021 (Bourn Sports Club)	£94.84
N Stutchbury	Reimbursement of Defib Pads	£123.59
	Total	£7,867.25

Income payments

Payee	Description	Amount £
Cambridgeshire CC	CCC contribution towards village maintenance (grass cutting)	£1,475.00
Bourn Sports Hall	Invoice from 26th Feb - 7th June 2021 (SSE invoice)	£15.58
Bourn Sports Hall	Invoice from 26th Feb - 7th June 2021 (SSE invoice)	£63.23
	Total	£1,553.81

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

- 08/06/2021 Financial Officers Report.**
Members had before them a budgetary control statement for the Revenue (Precept) Account as at 16.06.2021 showing expenditure of £14,107.52 and income of £19,053.81 compared with budgets, along with a bank reconciliation statement.
It was **RESOLVED** that the Financial Officers report was approved, and **ALL** were in favour.
- 09/06/2021 To approve internal auditor.**
All were in favour and approved Canalbs Ltd as the internal auditor for Bourn PC for year end 2020-2021.
- 10/06/2021 Planning Application and Tree Works update.**
21/01833/OUT – Bourn Golf Club: Change of use of land within the Bourn & Country Club site to class sui generis to provide up to 25 holiday lodges. – No objections but the PC raised there will be an increase of traffic and will ask if Highways will be completing a traffic volume assessment.
21/01834/OUT – Bourn Golf Club: Demolish existing single- storey barn and provide up to 16 holiday lodges. Change of use from class B8 to sui generis within the Bourn & Country Club site. - No objections but the PC raised there will be an increase of traffic and will ask if Highways will be completing a traffic volume assessment.
21/0680/TTPO – 161A Caxton End Bourn CB23 2ST: (T1) Ash – reduce lowest Easterly lateral limb by 3.5 meters back to a small lateral to reduce the risk of end loading over car park area. – No objections
20/04907/COND7 – Knapwell Water Reservoir St Neots Road: Submission of details required by condition 7 (disposal of surface water) of planning permission 20/04907/FUL. – No objections.
- 11/06/2021 Health and Safety update.**
- Works on the Broadway is completed but there has now been more damage done to the old fence and rails. The Health and Safety inspector has advised to instal a second gate to stop residents jumping over the fence. Cllr Heginbotham and Cllr Jaques will contact Mr Ward to see if a second gate would be considered.
- 12/06/2021 Options for storage container – Jubilee Playing Field.**
Cllr O’Brien advised members that the Jubilee Playing Field container has now been removed and there is ongoing discussion with the sports club about different options for a replacement. He advised one option is for a brick building to be built, which would be used for storage and a tennis and football wall. Cllr Stutchbury pointed out that, based on experience with the previous practice wall which fell down, he felt not many would use it for practice and it tends to cause balls to bounce back into the court which is annoying for players.

- 13/06/2021 Telephone Kiosk Refurbishment.**
Bourn PC would like to give a special thanks to Stuart and Paula Whitt for their help in cleaning the telephone box. It will be agreed at July's meeting to purchase a defibrillator.
- 14/06/2021 Enhancement to Website.**
Hay + Rice will start development work on the website W/C 28th June and will take two days. Updates on the website will not be allowed until tests have been completed.
- 15/06/2021 Parking around the War Memorial and additional bollards.**
Installation and costs of bollards will be agreed at July's meeting.
- 16/06/2021 Parking associated with The Willow Tree.**
Cllr O'Brien advised he had a meeting with the landlord of the Willow Tree, and she confirmed the igloos will remain in place for the foreseeable future. The village hall has agreed for the overflow of parking for the Willow Tree but only until September.
- 17/06/2021 Dog bin to an existing road sign.**
An additional dog bin which has been donated by a resident will be installed at the bottom of Church Street.
- 18/06/2021 Grass verges.**
Cllr Jagers advised the Wildflower group had a meeting and has come up with three new proposals –
- The cutting schedule for all the roadside grass verges along Caxton End to be revisited. Suggestions for amendment, where appropriate and as per Plant Life guidance, to be forwarded for consideration to July PC meeting.
 - The Caxton End/Meadow Rise verge to be added to the wildflower scheme and the area stripped and planted in September with low lying wildflower seeds.
 - That we affix "wildflower" signs to the wildflower verges to notify residents that the area is deliberately growing and has not been neglected by the PC.
- It was agreed for Cllr Jagers and Cllr Rolfe to have a meeting with Buchans to discuss a quote for cutting back the verge and overhanging branches blocking the footpath down Alms Hill, protected verges and the three new proposals.
- 19/06/2021 Operation London Bridge.**
A final draft will be prepared and will be approved at July's meeting.
- 20/06/2021 S106 contribution to Broadway cycle way & footpath.**
Cllr O'Brien advised there is no new update.
Cllr O'Brien, Cllr Stutchbury and Cllr Jones will respond to the consultation for cycleways around the area.

- 21/06/2021 Quotation for installation of Gladson Gateways.**
Installation and costs of Gladson Gateways will be agreed at July's meeting.
- 22/06/2021 Stile at junction of FP 17 and Alms Hill.**
Cllr Jaques will investigate a possibility to fit a kissing gate that comes off footpath 17.
- 23/06/2021 Venue for July's meeting.**
It was agreed Bourn Parish Council meetings will be face to face from July 2021 following government guidelines. A venue will be confirmed for July's meeting in due course.
- 24/06/2021 Correspondence and Communication received.**
- Application for Temporary Road Closure at Bourn Road, Caxton: Application been approved and will come into operation on 12th July 2021.
 - Employment committee will meet to discuss previous clerks missed appraisal and options for a retrospective resolution.
 - Electoral Boundaries Changing – information regarding these changes is on the Bourn PC website and to contact the clerk if residents have any concerns.
- 25/06/2021 Items for next agenda.**
District Heating Group Update.
- 26/06/2021 Bourn PC's achievements.**
EWR consultation was submitted within the deadline.

Closure of meeting – 21:30

Proposed date for next Parish Council meetings – 21st July 2021