



BOURN PARISH COUNCIL

**Wednesday 19th May 2021,
7:30pm online via Zoom**

Minutes

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), two members of the public.

Clerk and Financial Officer for Bourn PC – Miss E Moore

Comments and Observations from Members of the Public – Members of the public raised their concerns regarding:

Extra Gate in children’s play area at Jubilee Playground – Cllr O’Brien advised it had been agreed in a previous meeting to install an extra gate in the play area and works will be underway soon.

Speed Limit on Caxton End – Cllr O’Brien advised that this will be added to June’s agenda for discussion. Cllr Rolfe advised he has been discussing this with the police and we have got an agreement to put the MVAS on Caxton End from time to time, this will help gather data on speeding and the volume of cars.

Verge Cutting in Caxton End – Very disappointed that the contractors had cut down the cowslips on the verge as these provide food for wildlife, there were no safety issues with the banks or verges so please can the PC reconsider cutting these verges. Cllr Jagers advised this will be added as an item on June’s agenda for discussion.

Reports from County and District Councillors – Cllr T Hawkins’ report was circulated prior to the meeting. She advised she had a meeting with Countryside about East West Rail. She advised East West Rail have underestimated the impact of their stated preferred routes through Highfields because of the potential effect on Bourn Airfield. Countryside is looking very closely at this and will be making their own representation.

Cllr O’Brien requested a separate meeting could be set up with Cllr Jones and Cllr Hawkins as this is a detailed discussion.

1. To receive and approve apologies for absence.

No apologies were received.

2. Declarations of Interest

No Members of the Council declared any interest.

3. To receive and approve the minutes of the previous meeting held on 21st April 2021 and 5th May 2021 (EGM)

21st April 2021 Minutes - Cllr Heginbotham asked for minute 9.8 to be amended.

Cllr Rolfe approved the minutes with the amendment on minute number 9.8 and Cllr

Stutchbury seconded.

5th May 2021 Minutes (EGM) – Cllr O’Brien approved minutes and Cllr Jones seconded.

4. Matters arising from the previous meeting including items deferred.

4.1 Understanding your Carbon Footprint – Cllr Jaques attended a zoom meeting with a company called Event Right called Understanding Your Carbon Footprint. He advised they are concentrating on small and medium size Enterprises. Cllr Jaques advised he asked a question at the meeting as how a parish council like ourselves can find our carbon footprint and he advised Gamlingay Parish Council advised they have done this and they can help. He advised he has sent an email to the clerk of Gamlingay Parish Council regarding this but has not received a response yet. He also advised he is in touch with Emma Fletcher regarding Zonal Heating and hoping to progress shortly.

4.2 Improving Footpaths – The Parish Council are looking to improve footpaths in Bourn within the next year.

Cllr Jaques advised there are 5 points in our footpath map, and he has recommended the following.

(Please see attached map with these minutes for reference)

FP10 (wet area) – which is very wet below the newly built steps has not so far been resolved. It is difficult to know quite what to do. It is quite a long way from the brook, and we suspect that it is a spring. This would have to be drained underground to solve.

Kissing gate opposite Lalbach (FP19) – Excavate 7m² between wooden planks and gate area to 100mm lay Taram or similar to excavated areas back fill with MOT Type 1 spoil to be 'lost' in field verges.

FP13 (wet area) - This footpath is from the allotment up to Bourn Wood. This is being dealt with by Will Bevan and Bourn Hall, this will not be completed till the Autumn because of bird nesting.

Kissing Gate opposite surgery (FP21) - Excavate 7m² to 100mm depth lay Taram or similar in excavated area back fill with 125mm MOT Type 1 spoil to 'lost' in field verges.

Kissing Gate from Willow Tree to Meadow (FP22) - Excavate 5 m² to 100mm depth lay Taram or similar to excavated area and back fill with 125mm MOT Type 1. Spoil to be 'lost' in field verges.

Cllr O’Brien advised in principle we should propose for these works to be carried out providing there are no land ownership issues or no technical issues. It was agreed to get three quotes for this work to be carried out. Cllr Jagers seconded this proposal.

4.3. Innovate and Cultivate Fund from County Council – To be carried forward for June’s Agenda.

4.4. Operation Forth Bridge – it was agreed to be finalised at June’s meeting.

4.5. Tree Ring to Commemorate Covid Losses – Cllr Jaques advised to install Cherry Trees at the upper end of Gills Hill where on both sides the verges are wide. The Cherry Trees are roughly 10-12 feet in size and cost between £25.00 - £30.00 per tree. He advised we would need roughly 10 – 12 trees. Cllr Jaques advised he will check legal requirements and will discuss at June’s meeting.

4.6. Bourn Airfield S106 funding for Broadway cycle and footpath – To be carried forward for June’s agenda.

4.7. High Street Road closure for Open Reach works 7th – 11th June 2021 – BT Open Reach are carrying out works between 7th – 11th June 2021. The junction of Gills Hill and Fox Road and High Street near the war memorial and the entrance of Caxton End will be affected. BT have advised it will not be closed every day, but they have advised they do have a licence to close at any time between 9.00am and 3.00pm. Cllr Stutchbury advised he will put this information on the Bourn PC website.

5. Finance, Procedure and Risk Assessment including considering any urgent work required because of health and safety or risk.

5.1 Financial Report and Payment of bills

Date	Description	Supplier	Net	VAT	Total
06/05/2021	leaflet printing	Digital Printing,co,uk	75.57	0.00	75.57
07/05/2021	bollards & dog bins	Glasdon UK Ltd	513.08	102.62	615.70
12/05/2021	Street Lighting Electricity charge	Opus Energy	7.12	0.36	7.48
12/05/2021	Street Lighting Electricity charge	Opus Energy	4.20	0.21	4.41
12/05/2021	Street Lighting Electricity charge	Opus Energy	161.28	8.06	169.34
12/05/2021	Street Lighting Electricity charge	Opus Energy	0.00	0.00	0.00
12/05/2021	Street Lighting Electricity charge	Opus Energy	0.00	0.00	0.00
12/05/2021	Street Lighting Electricity charge	Opus Energy	0.00	0.00	0.00
19/05/2021	leaflet distribution	D2D Distribution Ltd	235.00	47.00	282.00
19/05/2021	Grass Cutting	Buchans	404.36	80.87	485.23
20/05/2021	bollards & dog bins post concrete	Basil Jaques	11.98	0.00	11.98
28/05/2021	Clerk's salary	Michele Hutton	750.19	0.00	750.19
		Total	2,162.78	239.12	2,401.90

Financial Officers report and payment of invoices were approved.

5.2 Cllr O’Brien proposed for removal of container on Jubilee Playing field. He advised that for the Brook to be cleared by South Cambs the container will need to be removed. He advised he has been in contact with a company who will take the container away for scrap with a charge of £250.00. Cllr O’Brien advised the sports club are happy for the container to be removed and the container has already been emptied. There are ongoing conversations with the sports pavilion for a replacement. Cllr Jagers seconded this proposal.

6. East/West Rail Route – Cllr O’Brien advised we need to agree the Parish Council’s outline response to the EWR consultation. It was agreed for the Parish Council to be in favour of North Cambourne Station.

The following points were raised -

- The infrastructure is in place to support commuter traffic into a North Cambourne station in the form of the A428, A1198; with future infrastructure development planned for the A1 Black Cat to Caxton.
- The land available North of Cambourne provides sufficient space for the: station, sidings, maintenance roads, storing trains, parking for commuters.
- Cambourne and Bourn already have noise reducing banking in place for the A428, negating some of the noise created by the station.
- Given the space available, the site could be developed into a commuter hub for: Cambourne to Cambridge Metro and the Cambourne to Cambridge Park and Ride.
- Footpaths and cycle paths over and around the A428 would provide surrounding villages with environmentally friendly routes to the station.
- Public rights of way are protected and developed to ensure commuters to the station have an environmentally friendly way to commute between the villages and to the new station.

It was agreed for a Cllr Stutchbury, Cllr O’Brien and Cllr Jones to draft the final consultation and send to fellow Councillors by 3rd June.

7. Bourn Airfield Development – Cllr O’Brien advised he will arrange a meeting with Countryside to discuss EWR.

8. Reports on the progress of ongoing projects/issues – Cllr Jaques advised he has dug up the post on the corner of Church Lane for the dog fouling bin. It has been agreed before the other two dog fouling bins are installed to ask residents of where the most convenient place would be for them.

9. Members requested subjects for discussion

9.1 Agree purchase of 2nd MVAS – it was agreed to purchase the 2nd MVAS (as per the budget that was agreed in January 2021) and to get a quote for a spare battery.

9.2 Telephone Box refurbishment – Cllr Stutchbury advised 3 or 4 people will be needed to clean the telephone box and he is now just waiting on a date for this to be done.

10. Correspondence / Communication received –

10.1 – Parking in the vicinity of The Willow Tree – it was raised that there are issues regarding parking at The Willow Tree and it is now a health and safety issue. It was agreed for Cllr O’Brien to write a letter to the owner of The Willow Tree to see how she is going to resolve the parking issue. The Clerk will check with the planning department to see if The Willow Tree has the correct license and if there are any restrictions on outdoor entertainment and car parking.

11. Planning and Tree work applications and any related matters.

11.1 Planning applications

11.1.1 21/01238/HFUL, 165 Caxton End Bourn Cambridge, Erection of boundary walls, repair and alteration of existing west front boundary wall and installation of a vehicular gate to existing driveway.

– No comment.

11.1.2 21/01253/S73, Bourn Golf Club Toft Road Bourn, S73 to vary condition 2 of S/2403/19/FL (Proposed development of 4 chalets) to read: 'The holiday lets hereby permitted shall be occupied for holiday purposes only and shall not be occupied as a person's long term or permanent residential accommodation. Lets will be limited to no longer than 4 weeks at a time. The owners/operators shall maintain an up-to-date register of the names of all owners/occupiers of individual lodges on the site, and of their main home addresses and shall make this information available at all reasonable times to the local planning authority.

– No Comment.

11.1.3 21/01196/S73, Land To The West Grafton Drive Highfields Caldecote, Variation of condition 10 (tree protection) of reserved matters application S/3835/19/RM (Approval of matters reserved for appearance landscaping layout and scale following outline planning permission S/2764/16/OL for residential development of up to 58 dwellings with associated infrastructure landscaping and public open space. The outline application was not subject to an Environmental Impact Assessment (EIA).) due to a larger root impact than what was previously detected.

– No Comment

11.1.4 21/01195/S73, Land To The West Grafton Drive Highfields Caldecote, Variation of condition 1 (approved plans) and 2 (External Materials) following reserved matters application S/3835/19/RM (Approval of matters reserved for appearance landscaping layout and scale following outline planning permission S/2764/16/OL for residential development of up to 58 dwellings with associated infrastructure landscaping and public open space. The outline application was not subject to an Environmental Impact Assessment (EIA).) to change roof tiles. – No Comment

11.1.5 21/01514/FUL, Bourn Paus. 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 at Bourn PAUS. (the former Bourn Leisure Club).

- Bourn Parish Council are concerned about traffic generation to the PAUS site. Could we ask that that a full transport assessment be undertaken to help determine the additional traffic that will be generated by the 50 car parking spaces on site. We are particularly concerned with the cumulative effect on traffic volumes on the B1046 of this development together with the re-opening of Cambridge Country Club/ Bourn Golf Club.

Cllr Rolfe advised he has seen on the planning application website that Bourn Golf Club have applied for an extra 41 Holiday Lodges on 21st April. It was agreed for the Clerk to email the planning department for more information about this planning application.

11.2 Tree works applications – None received.

11.3 SCDC planning decisions and appeal notices – None received.

12. Members Reports and any other items which need consideration. – None Received

13. Bourn Parish Council Achievements – Bourn Parish Council have planted 1500 trees and shrubs in the village in the last year.

Bourn Parish Council held an extra meeting for residents last month for the consultation of East West Rail.

Bourn Parish Council wants to thank their previous clerk Michele for all her hard work over the past two years and wish Michele all the best for the future.

14. Closure of Meeting – 21:30