



Bourn Parish Council

Parish Clerk/Financial Officer – Mrs Emily Pacey

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MINUTES

22nd September 2021 – 19:30pm

A meeting of Bourn Parish Council was held on 22nd September 2021 at 19:30pm at The Village Hall, Short Street, Bourn, CB23 2SG

Present – Cllr O’Brien (chairman), Cllr Rolfe (vice chairman), Cllr Jagers, Cllr Heginbotham, Cllr Stutchbury, Cllr Jones (via zoom), Gill Pountain (sports club), Jo Baker & Laura Gates (Greater Cambridgeshire Partnership)

27/09/2021

01/09/2021 Public Participation.

No members of the public attended the meeting.

02/09/2021 Reports from County & District Councillors.

- The case rate for Covid 19 is 316 per 100,000 in Cambridgeshire, 0.1% decrease on the same time last week.
- EWR company announced that they received 190,000 individual comments to their non-statutory consultation that finished recently.
- SDC Business Support team is working on a new website to promote everything there is to see and do in South Cambridgeshire to support the local economy by encouraging tourists to visit the area and local people to spend more time in the district.
- South Cambridgeshire District Council has agreed to support three Afghan families by providing homes for them in the district.
- The maintenance work on Bourn Brook by the Environment Team at South Cambs. continues in liaison with the Bourn PC. It is good to see the good working relationship now established between the PC and South Cambs. team.

03/09/2021 To receive and approve apologies for absence.

Cllr B Jaques sent his apologies.

04/09/2021 To receive declaration of interest.

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

05/09/2021 Update on Cambourne to Cambridge Project.

Jo Baker and Laura Gates from Greater Cambridge Partnership attended Bourn PC meeting to give members of the council an update on Cambourne to Cambridge project. They advised the following-

- Three public consultations have taken place and an outline business case has been developed.
- In December 2020 the GCP executive board agreed to undertake an independent audit review of the C2C Scheme. The results of the audit were discussed on the 1st July at an executive board meeting. The outline business case was approved at that meeting and the committee asked the project team to go ahead with the next stage of the application process which is to undertake a full environmental impact assessment.
- They will continue to work closely with the CPCA and EWR to make sure that their projects are aligned with their emerging strategies and proposals.
- Cambridge economy will be monitored before a decision is made.
- A new public consultation will be initiated in the summer of 2022.

06/09/2021 To receive and approve minutes of the previous meeting held on 21st July 2021.

All were in favour, and it was **RESOLVED** to approve the minutes of the 21st July 2021.

07/09/2021 To approve accounts for payment.

| Payee | Description | Amount £ |
|-----------------------|---|-----------|
| Buchans | Grass Cutting - Invoice 2641 | £749.75 |
| Frank Haxton | Reimbursement for tools | £15.00 |
| Opus Energy | Electricity Bill - 27th June - 27th July 21 | £159.29 |
| O2 | Clerk mobile - August 21 | £9.73 |
| E Moore | Payroll August 2021 | £837.62 |
| HMRC | Tax & NI | £113.66 |
| NC Plumbing & Heating | Invoice 56248 - Repair leaking tap | £69.60 |
| NC Plumbing & Heating | Invoice 56075 - Removal of urinals | £300.00 |
| Hay + Rice | Invoice 00270 – Website | £240.00 |
| UK Debt Management | Loan repayment | £1,762.90 |
| David Bracey | Annual Play Inspections | £210.00 |
| S Cambs | Communal Room Hire | £12.50 |
| Viking | Stationery + ink | £69.53 |
| M Hutton | Retrospective payment to cover income shortfall | £446.79 |
| Signomatic | Sign for sports field | £174.91 |
| Parish Online | Yearly invoice | £42.00 |
| Community Heartbeat | Defib + Cabinet | £2,040.00 |

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|----------------------------------|---|------------|
| Opus Energy | Electricity Bill - 28th July - 27th Aug | £66.15 |
| SSE Swalec | Sports Pavilion Elec bill - 8th June - 24th Aug | £119.30 |
| Cambourne Town Council | Installation of Glasdone Gateways | £441.50 |
| Buchans | Invoice 2676 - Revised invoice Grass Cutting | £422.65 |
| E Moore | Wildflower Seeds | £170.00 |
| SDC | Invoice 80032132 - Waste collection | £182.00 |
| Buchans | Invoice 2677 - August Grass Cutting | £485.23 |
| E Moore | September Payroll | £1,018.72 |
| CAPALC | CILCA Training | £400.00 |
| Cambridge Past, Present & Future | Grant application - approved march 2021 | £250.00 |
| Came & Company | Insurance renewal | £2,074.60 |
| o2 | Clerk mobile - September 2021 | £9.73 |
| | | |
| | Total | £12,893.16 |

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

08/09/2021 Financial Officers Report.

Members had before them a budgetary control statement for the Revenue (Precept) Account as at 20.09.2021 showing expenditure of £29,347.07 and income of £19,451.74 compared with budgets, along with a bank reconciliation statement.

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

09/09/2021 Planning Application and Tree Works update.

21/0781/TTPO – 1 Baldwins Close, Bourn, CB23 2TH – the clerk advised she will send this application to Hilary Gretton (tree warden for Bourn) for inspection.

10/09/2021 Health and Safety update.

The clerk advised members that Buchan's are still waiting on delivery for the second gate at Jubilee Gate.

11/09/2021 Gypsy & Traveller Awareness Report.

Cllr. Heginbotham advised that she attended an awareness training course on protocols for supporting Gypsy, Roma & Traveler communities. She advised the PC should have in place a policy in the event of visitors coming to the village. A short-term working group has been set up to write this policy for the PC to adopted at November meeting.

12/09/2021 Bourn Book Bus Grant Application.

The PC agreed and approved Bourn Book Bus grant application for £250.00.

- 13/09/2021 Bollards & Street Furniture.**
The PC agreed and approved to purchase four bollards, two full size gates and one-half gate.
- 14/09/2021 Local Highways Initiative 2022/2023.**
The LHI application for Alms Hill has been agreed and a safety audit will be completed in October.
Cllr. O'Brien advised he will submit the LHI application for 2022/2023 before the deadline date.
- 15/09/2021 Barrier Labelling & Benches – Jubilee Playing Field.**
Bourn PC approved a new barrier label and a new picnic bench at Jubilee Playing Field.
- 16/09/2021 Review on Sports Pavilion.**
A working group for the sports pavilion has been set up (Cllr O'Brien, Cllr Jagers and Cllr Stutchbury). This will help decided on the best options for the review on current and future uses of the pavilion, maintenance, broadband and the replacement of the storage unit.
- 17/09/2021 Greater Cambridge Local Plan – Update.**
There are no new plans for a new settlement site near Bourn. However, the Greater Cambridge Planning Partnership is considering an extra 1950 houses to be built within the existing Cambourne area.
- 18/09/2021 Bourn Brook & Flooding Issues.**
A renewed Bourn Flood Action Group has been set up and will liaise with Bourn PC and keep them updated regarding flooding issues.
- 19/09/2021 Cost for preparing the Brook bank area.**
The PC agreed and approved the quotation from South Cambridgeshire District Council for £399.40 + VAT for removal of debris to allow suitable surface for topsoil application and planting at the rear of the sports pavilion.
- 20/09/2021 East West Rail Update.**
There is no update on the East West Rail and still no decision has been made a station will run North or South of Cambourne.
- 21/09/2021 Climate Change Working Group Update.**
No update and will be added to October's agenda.
- 22/09/2021 Website Update.**
The new noticeboard functionality was made live at the end of July. This new functionality allows more complex news items to be created to include images. News items that have in the past 'dropped off' the home page can now be browsed. Bourn PC have 47 people subscribed to email notifications for new news items. Bourn PC are exploring whether we can use the web site to alert villagers to imminent flood risk, using the Environmental Agency monitoring data: <https://flood-warning-information.service.gov.uk/station/6262>.
- 23/09/2021 Speed watch and MVAS.**
Due to Covid 19 restrictions Speedwatch group were not allowed to operate.

However, since the latest restrictions have been eased, the team have been able to restart and there are new sessions already planned. The MVAS data for the installation just outside the Lalbagh Restaurant reported a top speed of 61 mph in a 30mph zone. Speeding in the village remains a very real concern

24/09/2021 Grass Verges.

Cllr. Jagers advised members that herself and Cllr. Rolfe had a meeting with Buchan's last week and Buchan's have agreed to add one extra cut to their grass cutting schedule. It was agreed to Buchan's to strip each patch then seed with wildflower seeds.

25/09/2021 Mobile Home – Caxton End

It has been brought to the PC attention a mobile home is parked on Caxton End. The clerk advised members she will discuss this with the planning department.

26/09/2021 Insurance Renewal for Bourn PC.

The PC agreed and approved the quotation from Came & Company Local Council Insurance for the renewal of Bourn PC insurance for 2021-2022.

27/09/2021 Items for next agenda.

- Footpaths
- Community Gritting Volunteers
- Purchase of picnic bench at the sports pavilion
- Flowers around the gates

28/09/2021 Bourn PC's achievements.

A big thank you to all the volunteers that have helped work on the telephone kiosk, sanding down and cleaning the windows and interior. Great example of local volunteers working together to benefit their community.

Closure of meeting – 21:45

Proposed date for next Parish Council meetings – 20th October 2021