



# Bourn Parish Council

Parish Clerk/Financial Officer – Mrs Emily Pacey

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## Minutes

16<sup>th</sup> March 2022

A meeting of Bourn Parish Council was held on 16<sup>th</sup> March 2022 at 19:30pm at The Village Hall, Short Street, Bourn, CB23 2SG

Present – Cllr D O’Brien (chairman), Cllr L Rolfe (vice chairman), Cllr B Jaques, Cllr S Jagers, Cllr N Stutchbury, Cllr S Jones (via zoom) & Cllr H Heginbotham (via zoom)

Clerk and Financial Officer – Emily Pacey

30/03/2022

- 01/03/2022**     **Public Participation.**  
No members of the public joined in the meeting.
- 02/03/2022**     **Reports from County & District Councillors.**  
No reports were given at the meeting.
- 03/03/2022**     **To receive and approve apologies for absence.**  
Cllr T Hawkins sent her apologies.
- 04/03/2022**     **To receive declaration of interest.**  
No members declared any interest on this agenda.
- 05/03/2022**     **To receive and approve minutes of the previous meeting held on 16<sup>th</sup> February 2022.**  
It was agreed to approve the minutes of the meeting held on the 16<sup>th</sup> of February 2022. (Cllr O’Brien proposed and Cllr S Jagers seconded, and all were in favour.)

**06/03/2022 To approve accounts for payment.**

Payee	Description	Amount £
E Pacey	Payroll March	£897.98
HMRC	Tax & NI - March payroll	£37.88
E Pacey	Backdated pay due to pay grade increase from May 21 - March 22	£161.46
Opus Energy	Electricity Bill - 28th Jan - 24th Feb	£79.31
O2	Clerk mobile - March	£9.73
Cambridgeshire CC	Fox Road, Bourn - Works carried out to instal set of dragon's teeth	£564.55
	Total	£1,750.91

It was agreed and approved for the schedule of payments to be paid. (Cllr O'Brien proposed and Cllr L Rolfe seconded, and all were in favour.)

**07/03/2022 To approve pay scale update and backdated pay for clerk from April 2021 as per agreement reached with the National Joint Council for Local Government Services.**

It was agreed and approved for the pay scale update of 1.75% and backdated pay for the clerk as per agreement reached with the National Joint Council for Local Government Services. (Cllr B Jaques proposed, and Cllr D O'Brien seconded, and all were in favour.)

**08/03/2022 To appoint Jacquie Wilson (Canalbs Ltd) as the internal auditor for 2021/2022-year end accounts.**

It was agreed and approved to appoint Canalbs Ltd as the internal auditor for 2021/2022-year end accounts. (Cllr L Rolfe proposed, and Cllr N Stutchbury seconded, and all were in favour.)

**09/03/2022 Planning Applications and Tree Works update.**

- **22/0287/TTCA** : 32 Caxton End, Bourn, Cambridge – T1: Norway Spruce – To remove to ground level. – **The PC took advice from the tree inspector and has no objection to the tree works.**
- **22/0208/TTCA**: 1 Alms Hill, Bourn, Cambridge – Old Apple Tree in front garden has fallen. – **No Comment**
- **22/00481/HFUL**: 17 Caxton End, Bourn, CB23 2SS – Erection of a fence on the front border of the property. – **No objection.**
- **22/00480/HFUL**: 1 Baldwins Close, Bourn, CB23 2TH – Rear dormer, ridge height raised and front extension. - **The PC have no objection to this planning application however the PC would like to put on record Bourn PC have great concern about the loss of Bungalows in the village. With an ageing population downsizing to bungalows is likely to increase and we risk losing all our single storey housing stock.**

- **22/00936/SCOP:** Bourn Airfield, St Neots Road, Bourn – request for a formal scoping opinion for 3 units providing up to 16,317 sqm GIA of commercial floorspace at phases 2 and 3 of the proposed scheme. Phase 1 remains unchanged from that approved under the 2020 application and does not form part of the scope of the application. – **No Comment**

**10/03/2022 Bourn Platinum Jubilee Festival Update.**

- Cllr B Jaques advised he has now received 7 commercial prizes for the Jubilee Festival.
- A tea and cake stall will be set up so if anyone wishes to bake a cake for this event then please contact Cllr Jaques.
- A bank account for the festival will hopefully be ready in the next four weeks.
- A grant application has been started pending the opening of the bank account and the approval of the Jubilee Committee.
- Cllr N Stutchbury advised he will set up a separate page on the Bourn PC website so any information about this event can be uploaded.

**11/03/2022 Develop Purchasing Protocol.**

It was agreed and approved for Frank Haxton (Health and Safety Playground Inspector for Bourn PC) to meet with contractors to establish what works are required at the playground and then to liaise with the clerk regarding the cost.

The clerk advised members she will contact John Vickery to see what protocol Cambourne Town Council have in place for playground inspections.

It was agreed and approved for the quote of £487.50 + VAT from Cambourne Town Council to lay, level and compact road planings under the stiles.

**12/03/2022 Report on the first A428 Bourn Airfield Community Forum held on the 9th March.**

Cllr O’Brien advised he attended the community forum meeting that was held on the 9th of March and advised he was very disappointed. He advised it wasn’t effective or helpful in anyway. He felt the PC are not engaged in anyway and he will be withdrawing from the forum process unless there are concurrent meetings run at similarly regular intervals with representatives from the Parishes.

It was agreed to invite the developer of Bourn Airfield to a Parish Council meeting.

**13/03/2022 Sports Pavilion update.**

- Cllr O’Brien and Cllr S Jagers will be having a meeting with the Sports Club in April to discuss future plans for the pavilion.
- The Sports Club have requested to use the pavilion for Ukraine refugees, the PC have declined this request on the basis that the pavilion is not equipped to house refugees.

**14/03/2022 Update on the Broadway footpath/cycleway.**

Cllr O’Brien advised there is no new update regarding the Broadway footpath / cycle way apart from that the path will go all the way down to the drift.

- 15/03/2022 East West Rail Updated / Approve the PC vote on the EWR business case letter to Grant Schapps.**  
 Cllr Stutchbury reported back from a meeting EWR hosted for parish councillors on 24 February. There was little new information apart from EWR expecting that it will be able to produce the report from last year's consultation in "late summer", summarising the feedback and EWR's response. A formal statutory consultation will follow in 2023 to consult on the final route alignment, location of stations, design of viaducts and embankments etc.  
 It was agreed and approved for the PC to support the East West Rail letter from Cambridge Approaches to The Secretary of State for Transport, Grant Shapps asking for the publication of a positive business case for the Bedford to Cambridge section of the railway or cancellation of the project. The letter is not linked to any particular route, nor does it express any opinion about whether the railway should happen, it is simply asking for the publication of a positive business case, a justification for the blight our residents are suffering and the public money that is to be spent.
- 16/03/2022 Update on the speed cushions on Alms Hill.**  
 Cllr O'Brien advised members he has been in contact with James Toombs for an update regarding the speed cushions on Alms Hill. He advised James is still discussing the cost of the scheme with their contractor and is hoping it soon will be resolved and then an order can be raised.
- 17/03/2022 Update on complaints about County Broadband / meeting with them.**  
 Several residents have complained regarding the works that have been completed by County Broadband. Cllr O'Brien advised he is trying to get a meeting set up with Thomas Simonds (Project Co-ordinator for County Broadband) to try and resolve the issues that has been raised.
- 18/03/2022 Wildflower Verges – Works from UK Power Network**  
 The clerk advised members of the council she has been in contact with UK Power network regarding the wildflower verges that have been destroyed from the installation of new power cables that have been laid by them. UK Power Network have advised their response time to emails / complaints are 6-8 weeks.
- 19/03/2022 NALC Star Council Awards 2022.**  
 The PC agreed they do not wish to apply for NALC's council of the year award.
- 20/03/2022 Correspondence & Communications.**
- The clerk asked members for approval to buy a four-draw filing cabinet to store confidential documents. – All were in favour and approved the purchase.
  - The clerk advised she had received an email from Gill Pountain regarding the works for removal of the willow and the removal of the hanging branches on the poplar tree at the Jubilee Playing Field. It was agreed for the clerk to obtain three quotes for these works.

**21/03/2022**    **Items for next agenda.**

- Widen footpath on Alms Hill
- Aircraft Stacking over Bourn
- End of Year accounts

**22/03/2022**    **Bourn PC achievements.**

- Two trees blocking rights of way on Water Lane and the byway leading to the Drift have been removed.

Closure of meeting – 21:00

*Proposed date for next Parish Council meeting – 20<sup>th</sup> April 2022*