



Bourn Parish Council

Parish Clerk/Financial Officer – Mrs Emily Pacey

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MINUTES

16th November 2022.

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

Present – Cllr D O’Brien, Cllr L Rolfe, Cllr S Jagers, Cllr N Stutchbury, Cllr H Heginbotham, Cllr B Jaques, Cllr G Smith, Cllr S Jones (via zoom) Cllr M Howell (County), Laura Latham (Headteacher of Bourn Primary School), Alistair Emerson & one member of the public.

Emily Pacey – Clerk & Responsible Financial Officer.

29/11/2022

01/11/2022 To co-opted Alastair Emerson as Councillor for Bourn PC

It was agreed to co-opt Alastair Emerson as Councillor for Bourn PC, all were in favour.

02/11/2022 Public Participation.

One member of the public joined the meeting for planning application - 22/04486/HFUL - 7 Baldwins Close Bourn Cambridgeshire.

03/11/2022 Reports from County & District Councillors.

Cllr M Howell reported on the following –

- He advised he has been speaking to the police regarding the speeding on the A1198 between Longstowe Hall and Wayside, Old North Road and their thoughts on reducing the speed limit from 40mph to 30mph. The police have advised there is very little they can do and if a proposal is put forward to reduce this restriction by signage alone, the police would not be able to offer support and may be forced to consider a formal objection. He also advised he has been speaking with Simeon Carroll (Highways Officer, Cambridgeshire CC) regarding current proposals for the grass verge along this road.
- Caxton End remains a problem for flooding, he advised CCC have been out to clear the drains and gullies. He advised they are looking into making the

gullies and drains bigger to prevent further flooding. CCC will keep clearing the drains on a regular basis until the drain works are completed.

04/11/2022 To receive and approve apologies for absence.

Cllr T Hawkins sent her apologies.

05/11/2022 To receive declaration of interest.

No members declared any interest on this agenda.

06/11/2022 Primary School/Bourn Parish Council Relationship

The Headteacher (Laura Latham) of Bourn Primary School attended the PC meeting and reported on the following –

- She has been working at Bourn Primary for three years and she has over twenty years teaching experience.
- Bourn Primary School supported families during covid by having staff in school for key worker children. Also, staff worked remotely for children that weren't in school. She advised there are no guidelines / rules in place for schools and it is starting to feel like a more normal school year. She advised there has been extra support from staff for the children that have fallen behind due to covid.
- She advised the biggest challenge this year is funding, she advised their budgets have been set but it still doesn't cover the pay rise for staff and the ongoing crisis of cost of living.
- She advised they were down teaching assisting positions and hours and have asked for parent's support / volunteers to listen to children read in school.
- All children that applied for the school that live in Bourn received a space. She advised their admission policy is a standard class size which holds 30 pupils and there is one class per each year group.
- Parking at the drop off zone is a big issue and wants to apologies to residents of Bourn, she advised the school is monitoring this but there is little they can do. She has contacted the PCSO to monitor the situation, but they haven't been out to the school yet.
- The School and Bourn Church have built a good relationship.
- A big Thank you to the Parish Council for their donation towards the Bourn Book Bus.
- She would like to set up a working group of volunteers to help with the School / maintenance.

It was agreed for Cllr B Jaques and Cllr G Smith to be the Liaison Officers to Bourn Primary School. - Cllr D'OB proposed and Cllr LR seconded.

07/11/2022 To receive and approve minutes of the previous meeting held on 19th October 2022.

It was agreed to approve the minutes of the meeting held on the 19th October 2022.
– Cllr BJ proposed and Cllr SJ seconded.

08/11/2022 To approve accounts for payment.

Payee	Description	Amount £
E Pacey	Payroll November + backpay April – Oct	£1,334.26
HMRC	Payroll deductions	£123.95
Beam	Grass Cutting - Invoice 3121	£679.30
Hay + Rice	Website Support	£140.00
Clerk	Reimbursement for Poppy Wreath	£23.98
Clerk	Tap sign for pavilion	£16.99
Hay+Rice	Email hosting	£40.44
o2	Clerk mobile Oct	£10.49
	Total	£2,369.41

It was agreed and approved to pay the above schedule of payments. – Cllr NS proposed, and Cllr SJ seconded.

The clerk advised the website hosting is due for renewal, she advised the cost of this would be £302.04 + VAT and this is with Siteground. It was agreed for Cllr Smith to see if a cheaper quote could be obtained and if not then it was agreed to go ahead with Siteground.

09/11/2022 Financial Officers Report.

Appended is a budgetary control statement for the Revenue (Precept) Account as at 11/11/2022 showing expenditure of £30,849 and income of £36,434.29 compared with budgets, along with a bank reconciliation statement.

The Financial Officers report was agreed and approved. – Cllr D’OB proposed, and Cllr SJ seconded.

10/11/2022 To approve pay scale update 2022-2023 as advised by NALC.

The clerks pay scale updated / backpay for 2022-2023 as advised by NALC was agreed and approved. - Cllr D’OB proposed, and Cllr BQ seconded.

11/11/2022 Draft Budget 2023/2024.

It was agreed to review the draft budget for 2023/2024 prior to a final decision being made at January’s meeting.

12/11/2022 Sports Pavilion.

- Cambridge Council for Voluntary Service Membership – it was agreed for Bourn PC not to sign up to Cambridge Council for Voluntary Service Membership.
- It was agreed for the clerk to seek clarification if the Sports Club would require planning permission for the new floodlights and to request the original planning application from the planning department.

- 13/11/2022 Local Highways Initiative 2023/2024.**
Bourn PC discussed ideas for the LHI application for 2023/2024. It was agreed for Cllr O'Brien to contact the Highways Officer to see if they have any ideas and then apply before the closing date of the Friday 6th January 2022.
- 14/11/2022 Planning Applications and Tree Works update.**
- 22/04296/FUL - Old Runway Bourn Airfield St Neots Road - Temporary change of use of part of the former runway as a depot for the external storage and hire of lorry trailers for up to 45 months (part retrospective) – **Bourn PC have no comment.**
 - 22/04486/HFUL - 7 Baldwins Close Bourn Cambridgeshire - Two storey front extension, single storey porch. Changes to the garage door and additional hardstanding for parking. – **Bourn PC support this application; however they are concerned about the drainage. They wish for clarification of the hardstanding driveway.**
- It was agreed for Basil to take over from Hilary as Tree Officer for Bourn PC
The chairman thanked Hilary for all her hard work.
- 15/11/2022 Footpaths Works Update.**
The clerk advised Buchan's are completing the works on FP19& FP20 in the next few weeks, it was scheduled in for early November, but they are behind on their schedule.
- 16/11/2022 Playground area Work Update.**
It was agreed for Reids to carry out the works on the Cyclone Spinner at Jubilee Play area for the cost of £185.00 + Vat and to replace the basketball net for the cost of £70.00 + Vat.
- 17/11/2022 Speedwatch.**
Due to the wet and dark weather it was agreed it wasn't the right time of year to set up a speedwatch session. It was agreed for a session to be set up again in the early spring.
- 18/11/2022 Speed limits A1198 and B1046.**
Following on from the report from Cllr M Howell (item 03/11/2022), it was agreed for Cllr D O'Brien to contact Barbara Cooper Chairman of Longstowe Parish Council.
- 19/11/2022 Correspondence & Communications.**
No correspondence received.
- 20/11/2022 Items for next agenda.**
- Budget / Precept 2023/2024.
- 21/11/2022 Bourn PC achievements.**
None this month.

Closure of meeting – 22:00 *Proposed date for next PC meeting – 18th January 2023.*