



Bourn Parish Council

Parish Clerk/Financial Officer – Mrs Emily Pacey

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MINUTES

25th January 2023.

A meeting of Bourn Parish Council was held on 25th January 2023 at 19:15pm at The Village Hall, Short Street, Bourn, CB23 2SG

Present – Cllr D O’Brien (chairman), Cllr S Jagers, Cllr N Stutchbury, Cllr G Smith, Cllr H Heginbotham, Cllr A Emerson (via zoom).

Emily Pacey – Clerk and Financial Officer

28/01/2023

- 01/01/2023** **David MacDonald – Cambridge Country Club Update.**
Unfortunately, David Macdonald did not attend the meeting.
- 02/01/2023** **Public Participation.**
No members of the public attended the meeting.
- 03/01/2023** **Reports from County & District Councillors.**
No reports received from County or District Councillors.
- 04/01/2023** **To receive and approve apologies for absence.**
Cllr B Jaques, Cllr S Jones and Cllr L Rolfe sent their apologies.
- 05/01/2023** **To receive declaration of interest.**
No members of the PC declared an interest on this agenda.
- 06/01/2023** **To receive and approve minutes of the previous meeting held on 16th November 2022.**
It was agreed to approve the minutes of the meeting held on the 16th of November 2022. – Cllr O Brien proposed, Cllr G Smith seconded.

07/01/2023 To approve accounts for payment.

December 2022

Payee	Description	Amount £
E Pacey	Payroll December	£983.30
HMRC	Payroll deductions	£31.09
Buchans	Works on FP19	£367.20
Capalc	Planning Training - G Smith	£50.00
o2	Clerk mobile Nov (direct debit)	£10.49
Opus Energy	Dec electricity bill (direct debit)	£73.25
	Total	£1,515.33

January 2023

Payee	Description	Amount £
E Pacey	Payroll January 2023	£983.30
HMRC	Payroll January 2023	£31.09
Buchans	Maintenance in Village on 13th Dec - Inv 3178	£550.91
Highlights Floodlights Ltd	Deposit for floodlights	£3,583.20
Bourn Village Hall	Hire of Cherry Tree Room - May - Dec 2022	£120.00
Opus Energy	Jan Electric bill 2023	£79.52
SWALEC	Pavilion Electric Bill	£119.63
Pennon Water Services	Pavilion Water Bill	£95.54
o2	Clerk mobile Dec + Jan	£20.98
Reids	Cyclone Spinner (safety checks) & take down damaged net	£246.00
	Total	£5,830.17

It was agreed to approve the above schedule of payments for December 2022 and January 2023. -
Cllr G Smith proposed, Cllr N Stutchbury seconded.

08/01/2023 Financial Officers Report.

Appended is a budgetary control statement for the Revenue (Precept) Account as at 21/01/2023 showing expenditure of £38,628.41 and income of £36,434.29 compared with budgets, along with a bank reconciliation statement.

It was agreed to approve the Financial Officers Report.

Cllr O Brien proposed, Cllr S Jagers seconded.

09/01/2023 To approve Budget / Precept 2023/2024.

Due to the cost-of-living crisis members of the PC agreed the precept would not be increased for the financial year 2023 – 2024. The precept will remain at £33,000. The budget for 2023/24 has been set at £48,025 (£50,055 in 2022/23). Income, including the precept is £38,000. The balance of £10,025 will be funded from the surplus held by the Parish Council, which currently stands at £74,798. Details of the budget can be found at [Documents - Bourn Parish Council](#)

Cllr O Brien proposed, Cllr S Jagers seconded.

10/01/2023 Planning Applications and Tree Works update.

- 22/05219/FUL - 13 Gills Hill Bourn Cambridgeshire - Construction of a two-storey dwelling and associated driveway attached to 13 Gills Hill. – **Bourn PC object this planning application, the current plans don't reflect the existing property and Highways will need to complete a full safety report as the new entrance appears to be too close to the corner of the highway.**
- 22/05330/HFUL - Brooklands Barn 165A Caxton End Bourn - Refurbishment of existing listed barns to provide habitable accommodation with the reconfiguration of the existing living accommodation. – **Bourn PC approve this planning application.**
- 22/05331/LBC - Brooklands Barn 165A Caxton End Bourn - Refurbishment of existing listed barns to provide habitable accommodation with the reconfiguration of the existing living accommodation. - **Bourn PC approve this planning application.**
- 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 have no comment on this planning application; however, please can the planning authority take into consideration Baldwins Close was built on a meadow and there were several constraints on future development included in the original approved plans ref S/0307/77/D.**
- 22/05582/FUL - Units 4, 5 And 6 Bourn Quarter Bourn Airfield - Reconfiguration to internal layout and external alterations to units 4, 5 and 6 at Bourn Quarter Phase 1 to create additional floorspace at first floor level. – **Bourn PC have no comment.**
- 23/00077/PRIOR - Golders Farm Fox Road Bourn - Change of use of agricultural building to 1no dwellinghouse (Use Class C3) with partial demolition as required to carry out building operations as reasonable required (Re-submission of 22/04386/PRIOR) – **Bourn PC object to this planning application due to the site will be too dense, inappropriate rural development and are concerned about the access to the site.**
- 23/0025/TTCA - 38 Caxton End Bourn Cambridgeshire - T1 Acadia: Fell and grind out stump. Infested with honey fungus and is dying. T2 Oak: Prune lateral branches by 4m to appropriate growth point to reduce overhang to neighbour's driveway. Lift crown to 3-4m from ground level to allow clearance for high-sided vehicles on the public road and to give 2m clearance to streetlamp. – **Bourn PC agree to these tree works.**

11/01/2023 Pavilion Project Update.

Cllr Jagers advised she is meeting with an architect on the 7th of February to discuss options regarding the redesign and possible extension of the pavilion. She advised once we know the possibilities, ideas and costs we can investigate possible funding / grants for the project. Cllr O'Brien advised he is meeting with the insurance company on Thursday regarding the subsidence that has occurred at the pavilion.

12/01/2023 To Review and Approve Expenditure for the Pavilion Exterior Light (and if applicable CCTV).

Cllr Stutchbury and Cllr Rolfe advised that they met with an electrician on Tuesday evening, along with members of the Sports Club to discuss lighting and CCTV. The electrician is going to provide a quote for the installation of two exterior lights with motion detectors on wall facing the car park and on the lamp post in front of the sports pavilion. The CCTV system donated by the Cambridge Country Club is also going to be tested to see if it is worth installing. The purpose is to improve security and to illuminate the area for tennis players and other sports club users in the winter.

13/01/2023 Correspondence and Communications.

- A Freedom of Information request has been received regarding temporary encampment and eviction statistics of travellers. – the clerk advised SCDC has received the same request and is waiting on a response from them before she replies.
- A thank you email has been received from Catherin O'Toole regarding the work the PC have done regarding the cutting and clearing of the top part of Crow End byway.
- In response to a question about frequent flooding around the ford area, Cllr O'Brien advised he checks Bourn Brook frequently and the brook is in good condition.
- Cllr Jagers advised she has sent an email to Cllr Hawkins requesting further information regarding an article that was issued in the Cam Valley Forum regarding water supplies and new development. Cllr Jagers advised when she receives a response, she will update Councillors.

14/01/2023 Bourn PC Achievements

15/01/2023 Items for Next Agenda.

Waste Bins / Western Caxton End – 20mph speed limit / MVAS data.

Closure of meeting – 21:15 *Proposed date for next PC meeting – 15th February 2023.*