



Bourn Parish Council

Parish Clerk/Financial Officer – Mrs Emily Pacey

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MINUTES

19th April 2023

A meeting of Bourn Parish Council was held on 19th April 2023 at 19:30pm at The Village Hall, Short Street, Bourn, CB23 2SG.

Present – Cllr D O’Brien (chairman), Cllr L Rolfe (vice chairman), Cllr G Smith, Cllr H Heginbotham, Cllr S Jagers, Cllr B Jaques, Cllr N Stutchbury, Cllr M Howell (county), Cllr A Emmerson (via zoom) and 8 members of the public.

Emily Pacey – Clerk and Financial Officer

20/04/2023

01/04/2023 Public Participation.

Seven members of the public attended the meeting to discuss their concerns regarding planning application - 23/00904/OUT, one member of the public attended the meeting to discuss planning application - 23/01083/HFUL.

02/04/2023 Reports from County & District Councillors.

Cllr M Howell advised –

- The route of the proposed Cambourne to Cambridge (C2C) bus route has been agreed to run south of the Madingley Rd through Coton Orchard.
- Congestion charge through Cambridge is still being decided by Cambridge County Council. Update expected in June.
- Potholes remain a problem all round and is the responsibility of Highways. Mark Howell, our Cambridge County Councillor, offered to visit Bourn and, together with a parish councillor, record every pothole and report them. Residents are encouraged to do the same [here](#).

- 03/04/2023** **To receive and approve apologies for absence.**
No apologies were received.
- 04/04/2023** **To receive declaration of interest.**
Cllr D O'Brien, Cllr N Stutchbury, Cllr A Emmerson – Planning application 23/00991/HFUL.
- 05/04/2023** **To receive and approve minutes of the previous meeting held on 15th March 2023.**
It was agreed to approve the minutes of the previous meeting held on 15th March 2023,

Cllr B Jaques proposed, Cllr N Stutchbury seconded, all were in favour.
- 06/04/2023** **To approve accounts for payment.**

Payee	Description	Amount £
E Pacey	Payroll April 2023	£983.30
HMRC	Payroll April 2023	£31.09
SCDC	Allotment Lease (DD)	£50.00
CAPALC	Bourn PC membership	£388.49
SCDC	General waste collection for Pavilion	£252.20
Buchans	Grass cutting - invoice 3240	£272.45
SSE	Sports Pavilion Electricity Bill Dec - March (DD)	£805.08
SSE	Sports Pavilion Electricity Bill Dec - March (DD)	£196.10
Opus	Electricity Bill -April (DD)	£77.49
O2	April bill - clerk mobile	£14.08
	Total	£3,070.28

It was agreed and approved to pay the above schedule of payments; it was agreed for the clerk to investigate a debit card for Bourn PC.

Cllr L Rolfe proposed, Cllr H Heginbotham seconded, all were in favour.

07/04/2023 **Consideration and approval of Annual Governance Statement Part 1 (AGAR 2022/2023)**

The Annual Governance Statement sets out the assurances that Members are required to attest to in Section 1 of the Annual Governance & Accountability Return 2022/23 (otherwise known as the AGAR), together with qualification of each section to enable the Council to provide the required assurance over the signatures of the Chairperson and the Clerk.

This was considered and approved in advance of the Accounting Statements- Section 2 of the AGAR.

It was **RESOLVED** that: -

The Annual Governance Statement as detailed was considered and approved by the Members for signature by the Chairman and the Clerk prior to the approval of the accounting statements.

Cllr D O'Brien proposed, Cllr S Jagers seconded, all were in favour.

08/04/2023 Consideration and approval of Accounting Statements Part 2 (AGAR 2022/2023)

The purpose of this report was to recommend approval of the Accounting Statements -Section 3 of the Annual Governance & Accountability Return for 2022/23 (otherwise known as the AGAR 2022/23)

The Accounting Statements (Section 2 of the AGAR) was to be considered and approved after the approval of The Annual Governance Statement (Section 1 of the AGAR).

It was **RESOLVED** that: -

[i] The detailed accounts and analyses for 2022/23, as submitted, was approved.

[ii] The Accounting Statements Section 3 of the AGAR was certified by the Financial Officer and endorsed by the Chairman on approval after the approval of the Annual Governance Statement Section 1 of the AGAR.

The financial statements and how the parish council spent the precept last year will be presented at the annual general meeting on 17 May 2023.

Cllr D O'Brien proposed, Cllr S Jagers seconded, all were in favour.

09/04/2023 Planning Applications and Tree Works update.

- 23/00767/HFUL - Homecroft The Drift Bourn - Creation of a new driveway and workshop. – **Bourn PC object to this planning application, Bourn PC wish to have more information on this application as they can't understand what the purpose would be to build a workshop without any windows, also why they would want to create a driveway that leads to nowhere.**
- 23/00904/OUT - Street Record Gills Hill (B1046) Bourn - Outline planning application of 5 self-build plots, with all matters reserved except for access. – **Bourn PC STRONGLY OBJECT to this planning application on the basis it is a health and safety issue and has environmental impact. The proposed access to this land is very close to the village junction with the B1046. The existing junction already has reduced visibility in both directions. There is often speeding traffic both along the B1046 and from Bourn village down Gills Hill. We need wild spaces to support biodiversity and to provide habitat. There are many small mammals such as voles and mice. There are significant numbers of bats. There are small deer's, foxes, and numerous birds of prey. Bourn PC we would like to raise the issue to the planning**

department that not all neighbouring properties were notified of this planning application and there wasn't a significant amount of time to raise objections.

- 23/00991/HFUL - 167 Caxton End Bourn Cambridgeshire CB23 2ST - Conversion of existing outbuildings, gym, stores, woodshed to form a granny annex. – **Bourn PC have no objection to this planning application.**
- 23/01016/FUL - Land and Buildings At Fairways Toft Road Bourn - Change of use from short term visitor accommodation (sui generis) to no. 2 residential dwellings. **Bourn PC object to this planning application on the basis it has never been a holiday let so it shouldn't get approved for the change of use and it is an over development.**
Members of the PC raised there has been a large brasier waste bin on fire on the building site to Fairways. The clerk advised she will raise this with Highways.
- 23/01083/HFUL - 100 Alms Hill Bourn Cambridgeshire - Two storey rear extension and ancillary development. – **Bourn PC support this planning application.**

10/04/2023 Sports Pavilion update.

Cllr S Jagers advised she has been in contact with Leon Delegate who is designing the plans for the refurbishment / extension of the pavilion. These designs will be in stages, Leon is attending the PC meeting in May to present his designs / costs for the first stage of the project. Once the Parish Council have an idea of cost etc then they will seek grants / funding.

It has been raised there are a few maintenance issues with the guttering at the pavilion, the clerk advised she will contact Frank Haxton.

There has been vandalism reported at the pavilion, the PC did look into CCTV but this has been put on hold until the refurbishment at the pavilion has been completed.

A representative of the Lawn Tennis Association (Mark Sanders) is visiting the sports pavilion on Thursday 27 April to inspect the tennis playing facilities and explore how the LTA can support Bourn Sports Club.

11/04/2023 Playground Inspection / Annual Playground Inspection.

The clerk advised members David Bracy has conducted the annual playground inspection on the 18th of April. His report will be circulated to members by the 31st of April.

12/04/2023 Neighbourhood Plan.

Cllr G Smith advised he is at the early stage of setting up a working group to design a neighbourhood plan for Bourn. This project is for residents to give their views / ideas of how they wish for their neighbourhood to look in the next 5 -10 years. It could include new housing, path, and cycle ways, employment, landscape etc. With a NHP it also gives the PC more control with planning applications. There are grants available and it would also need the approval from SCDC.

13/04/2023 Net Zero Now.

Applications are now open for residents of South Cambridgeshire to take part in a net zero now, a free community climate action course. The move towards net zero is a unique opportunity to build sustainable, healthier, happier, and more resilient communities. This six-week course, run by Cambridge Carbon footprint with the support of South Cambridgeshire DC. Net Zero Now will provide you with the knowledge and confidence to support your local community on its way to net zero. Applications close on Sunday 30th April - [Net Zero Now - Cambridge Carbon Footprint](#)

14/04/2023 Correspondence & Communications.

- The clerk to speak with Buchan's to cut back the buddleia at the rec and the grass cutting of the verge outside 27-33 Alms Hill.
- The PC newsletter will be published at the end of April.
- Standing water at Caxton End, the drain needs unblocking, this needs to be reported to highways.
- To purchase another No Dog In Play Area sign.

15/04/2023 Items for next agenda.

- Community Orchard
- Waste Bins
- PC meeting dates

16/04/2023 Bourn PC achievements.

- Cambs District Council have planted apple trees, all local varieties, to create a small community orchard in the grassed area near the playground close to the school.

Closure of meeting – 21:20pm

Proposed date for next Parish Council meeting APM - 24th May 2023.