



Bourn Parish Council

Parish Clerk/Financial Officer – Mrs Emily Pacey

Telephone – 07701339765 / Email parish.clerk@bourn.org.uk

MINUTES

27th September 2023.

Bourn Parish Council's meeting was held on 27th September 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 S Jagers, Cllr B Jaques, Cllr N Stutchbury, Cllr G Smith, Cllr Lynn Dean, Cllr Phil Winch-Furness, Cllr Lynne McClure, Cllr T Hawkins (District) David Macdonald, Ben Evans (Cambridgeshire County Club), 4 members of the public.

03/10/2023

01/09/2023 Co-Option for Bourn PC.

It was agreed by members of Bourn Parish Council to co-opt Lynn Dean, Phil Winch-Furness, and Lynne McClure to Bourn Parish Council.

02/09/2023 Public Participation.

Four members of the public attended this meeting to advise members of the PC of their objections to the planning application 23/02752/OUT.

David Macdonald and Ben Evans from Cambridgeshire Country Club introduced themselves to members of the PC. Cllr D O'Brien raised issues of burning waste at the Country Club, David Macdonald confirmed there has been burning of waste, but this will now stop. It was agreed there would be further discussions between the PC and the Country Club for a public footpath from the Bourn Village to the Club.

03/09/2023 Reports from County & District Councillors.

Cllr T Hawkins Septembers monthly report was circulated to members of the PC prior to the meeting.

Members of the PC raised their concerns of SCDC trialling the 4-day week. She advised SCDC are not looking at the number of hours their employees do but the productivity of their employees, she advised the planning department are hitting their KPI's. There was concern of the bin collection dropping down to a 4-day week as well, she advised SCDC have increased their staff and vehicles, and this is why they can achieve the emptying of the bins in 4 days. She advised this will be kept

under review and it is a trial until March 2023. She also advised the bin lorry vehicles will be changing from petrol to electric in the future.

She advised if any residents or Councillors experience poor customer service from SCDC then to please keep record and to contact her.

04/09/2023 To receive and approve apologies for absence.

No apologies were received.

05/09/2023 To receive declaration of interest.

No declarations of interest were received on this agenda.

06/09/2023 To receive and approve the minutes of the meeting held on the 19th of July 2023.

It was agreed to approve the minutes of the meeting held on the 19th of July 2023, Cllr D O'Brien proposed, and Cllr G Smith seconded, and **ALL** were in favour.

07/09/2023 To approve accounts for payment.

August 2023 Schedule of Payments.

Payee	Details	Payment Method	Total
o2	Clerk mobile	DD	£14.08
OPUS	Electricity Bill August	DD	£58.76
E Pacey	August Payroll	SO	£983.30
HMRC	August Payroll	BACS	£31.09
Buchans	Grass Cutting - 3367	BACS	£1,139.17
EDF	July electricity bill	DD	£159.00
PWLB	Loan	DD	£1,762.90
Solopress	Newsletter printing	Debit Card	£259.95
DT Architects	Sports Pavilion Design	BACS	£3,456.00
Hay and Rice	Website Support	BACS	£140.00
D2D	Distribution of newsletters	BACS	£318.00
PKF Littlejohn	External Audit 2022-2023	BACS	£252.00
Hahn Plastics	Sandpit	BACS	£806.40
	Total		£9,380.65

September 2023 Schedule of Payments.

Payee	Details	Payment Method	Total
o2	Clerk mobile	DD	£14.08
OPUS	Electricity Bill September	DD	£57.49
E Pacey	September Payroll	SO	£983.30
HMRC	September Payroll	BACS	£31.09
Buchans	Grass Cutting - 3404	BACS	£920.06
EDF	August electricity bill	DD	£125.00

Parish Online	Annual Membership	BACS	£54.00
Apex Landscapes	Fencing at the pavilion	BACS	£1,845.00
DT Architects	Sports Pavilion Design	BACS	£3,456.00
Bourn Village Hall	Hire of Cherry Tree	BACS	£100.00
SLCC	Membership	BACS	£146.00
Shipleby	Deposit of delivery of sandpit	CARD	£45.00
B Jaques	Reimbursement of delivery of sandpit	BACS	£189.00
Hiscox	Renewal of Insurance	BACS	£2,743.12
Vicking	Ink and Paper	BACS	£66.97
N Stutchbury	Reimbursement for defib pads	BACS	£380.40
	Total		£11,156.51

It was agreed to approve the schedule of payments for August 2023 and September 2023, Cllr D O'Brien proposed, and Cllr S Jagers seconded, and **ALL** were in favour.

08/09/2023 Planning Applications and Tree Works update.

- 23/02752/OUT - Land North of Davids Lodge Old North Road Bour -Outline application for the erection of up to 5 No. self-build dwellings with some matters reserved except for access off Fox Road. – Bourn Parish Council strongly object this planning application due to several issues. Please click on the below link to see Bourn PC full response to this application - <https://applications.greatercambridgeplanning.org/online-applications/applicationDetails.do?activeTab=documents&keyVal=RXY4JODXIO400>
- 23/02908/FUL - Brooklands Farm Caxton End Bourn - Change of use from storage/maintenance of agricultural and grass cutting machinery with ancillary sales to Class B8 storage and distribution use with ancillary assembly and showroom uses (Class E) for use by D C Norris & Co Ltd. - Brooklands Farm Industrial Unit Caxton Road Bourn. – **Bourn PC approve this planning application.**
- 23/03235/S73 - Land And Buildings At Fairways Toft Road Bourn - S73 to vary condition 1 (Approved plans) of planning permission 23/01016/FUL (Conversion of former B8 Storage and Distribution Barns into 2no. dwelling houses (part retrospective)) the creation of private amenity garden areas with on plot parking for each of the units, relocation of the entrance door for Unit 1 to ensure a better relationship with Unit 2, rearranging the internal living accommodation with consequential fenestration changes and the addition of chimneys to each of the units. - **Bourn PC have no comment on this to this planning application. Bourn PC would like to comment they are still concerned this application has been approved from a holiday let to a residential property.**

09/09/2023 Sports Pavilion Refurbishment update.

Cllr S Jagers advised she has applied for a grant for £40,000 for the refurbishment project at the sports pavilion from Cambridgeshire County Council. She also advised

DT Architects have provided three plans for the pavilion upgrade and it will be discussed at October's meeting.

Due to the ongoing vandalism at the pavilion, it was agreed for the clerk to seek quotes for supplying and installation of CCTV.

An email has been received from Frank Haxton regarding Legionella testing at the sports pavilion. The clerk advised she will follow this up with him.

10/09/2023 Grass Cutting Maintenance Contract.

Cllr L Rolfe advised he will review the grass cutting maintenance contract with Buchans and confirm that they have added the extra cuts to their schedule the PC have requested. Cllr S Jagers asked if Buchans could cut the wildflower verge at the appropriate time of the year. It was raised if Buchans could make sure they cut the footpath on Riddy Lane, cut the hedges on Alms Hill, and grass verge on Caxton End. It was agreed for the clerk to contact Mark Proud to request he could cut the hedge past Manor Farm up to Willow House as this is his land.

11/09/2023 Maintenance of Footpaths / Overgrown Weeds.

Cllr B Jaques advised he will create a document that confirms who is responsible for the maintenance of the footpaths in Bourn Village

12/09/2023 Bourn Neighbourhood Plan Update.

It was agreed by Members of Bourn PC to not commit to a joint Neighbourhood plan with Longstowe PC and for Bourn PC to apply solely. Cllr G Smith advised he will confirm the next steps at October's meeting.

13/09/2023 Speedwatch.

This will be added to October's agenda.

14/09/2023 Correspondence & Communications.

- It has been reported of burning of waste at 109 Caxton End. - If residents are concerned about any abuse of the environment such as fly tipping or burning illegal waste then please make a record of the time(s) and date(s) of the alleged offence(s), take photos or, ideally, provide video evidence to the Parish Council, County Council, or The Environment Agency.

15/09/2023 Items for next agenda.

- Sports Pavilion Refurbishment
- CCTV Quotation
- Speedwatch
- Bourn NHP Update

16/09/2023 Bourn PC achievements.

- Bourn PC would like to give a special thank you to Cllr B Jaques for organising the purchase and installation of the sandbox at the play area at the Jubilee Recreation ground.

Closure of meeting – 22:15

Proposed date for next Parish Council meeting – 18th October 2023