



Bourn Parish Council

Parish Clerk/Financial Officer – Mrs Jo Perez

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

AGENDA

9th September 2026.

**Bourn Parish Council's Meeting will be held on Wednesday 9th September 2026 at 7.30 pm
at the Community Hall, Hall Close, Bourn CB23 2SN**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Jo Perez

Jo Perez – Parish Clerk

04/09/2026

- | | |
|-----------------|--|
| 26/27-84 | To receive and approve apologies for absence. |
| 26/27-85 | To receive any declarations of interest.
Comments and observations from members of the public - (comments should be relevant to items on this agenda only) |
| 26/27-86 | To approve minutes of the parish council meeting held on 22nd July 2026. |
| 26/27-87 | To receive reports from County & District Councillors. |
| 26/27-88 | To update the PC on the application for Grantscape Funding through Mick George for the new play equipment, and to ratify the decision that the PC will cover the CTP donation if the grant application is successful. |
| 26/27-89 | To review the Footpath report, update on steps on the footbridge on Footpath 22, and discuss setting up a working party to consider and complete the Rights of Way improvement plan. |
| 26/27-90 | To discuss and decide on the quotation received for work required for the fencing around the playpark. |
| 26/27-91 | To review the previous agreement and finalise a new agreement between the Parish Council and the Sports Committee, to include responsibilities, costs and schedule review date. |
| 26/27-92 | To update on the order for a new defibrillator. |
| 26/27-93 | To update on repairing the faulty MVAS. |
| 26/27-94 | To discuss any further information on the possibility of a Community Pantry in Bourn. |
| 26/27-95 | To update on the maintenance work around the playpark, including the replacement of broken patio slabs, additional Tree work around the perimeter of the play park. |
| 26/27-96 | To discuss and decide on the recommendation of species of Tree to be purchased for planting behind the Tennis Courts. |

- 26/27-97 To update on a meeting with CCC highways team to discuss the safety concerns on Caxton Road and additional request to consider LHI for junction B1046/A1198. LHI application window 10th November 2026 -16th January 2027.
[Local Highway Improvement funding | Cambridgeshire County Council](#)
- 26/27-98 To discuss Bourn PC Facebook page, admin, responsibility and whether it should be used for communication purposes.
- 26/27-99 To discuss the EV usage and ways in which to promote it.
- 26/27-100 To discuss the Wild Flower area on Gills Hill, and whether it should remain or be included in the annual grass cutting contract.
- 26/27-101 To discuss communications with High Bourn and whether to hold the October meeting at the Community Hub.
- 26/27-102 To discuss the purchase of a Poppy Wreath at the beginning of October if the School are unable to provide a recyclable Wreath made by them.
- 26/27-103 To discuss the possibility of a local Football Team using the Jubilee Sports Field over the coming months.
- 26/27-104 To review and discuss the results of the Village survey and decide on the next steps.
- 26/27-105 Planning Applications received for comment and ratify decisions made when PC did not meet:- [Simple Search](#)
105.1 Reference: Proposal: S/3440/18/COND12D Submission of details required by condition 12 (remaining areas design code) - Partial discharge of outline planning permission S/3440/18/OL Site address: Bourn Airfield St Neots Road Bourn Cambridge CB23 2TQ
105.2 Reference: 26/0892/TTCA Site address:26 Alms Hill Bourn Cambridgeshire CB23 2SH Proposal: T1- Ash- crown raise over entrance driveway to a height of 3.5 meters removing 3 meters. T2- Lime- crown raise over lawn to a height of 3 meters removing 2 meters to maintain in their current locations
105.3 Reference: 26/0915/TTPO Site address:Bourn Hall High Street Bourn Cambridgeshire Proposal: Lime (T160) - Fell due to Ganoderma
105.4 Reference: Proposal: 26/02264/REM Reserved matters application for the approval of access, appearance, landscaping, layout and scale for the pumping station and partial discharge of conditions to address conditions 1, 7, 9, 10, 25, 35, 39, 41 and 47 in connection with outline permission S/3440/18/OL. Outline planning application was EIA development Site address: Bourn Airfield St Neots Road Bourn Cambridgeshire
105.5 Reference: Proposal: 26/03080/S73 S73 to vary condition 2 (Floodlights) of planning permission S/1171/01/F (Variation of Condition 3 of Planning Permission S/1495/97/F to Allow Extension to the Restriction on the Use of Tennis Court Floodlighting to 9.30 PM on Weekdays and 8.00 PM on Sundays Between April and October Each Year) for modification to the lighting and change Sunday usage to extend to 9.00pm in Winter and 9.30pm in the summer. Site address: Jubilee Playing Fields Alms Hill Bourn Cambridgeshire
- 26/27-106 Finance.
106.1 To approve bank reconciliation 31.07.2026 & 31.08.2026
106.2 To ratify the approval of payments made in August and to approve the payment schedule for September 2026

August 2026 Schedule of Payments

<u>Payee</u>	<u>Description</u>	<u>Payment Method</u>	<u>Net Amount</u>	<u>VAT</u>	<u>Total</u>
Drax	Street Lighting - 01.07.2026 -31.07.2026	DD	£83.54	£4.18	£87.72
EDF	Sports Pavilion - A-90896713	DD	£62.26	£3.11	£65.37
Clerk	August Payroll	BACS	£1,168.79		£1,168.79
Pension	Nest	DD	£115.86		£115.86
Lloyds Bank	Service Charge	PAY	£4.25		£4.25
-	Total	-	£1,434.70	£7.29	£1,441.99

September 2026 Schedule of Payments

<u>Payee</u>	<u>Description</u>	<u>Payment Method</u>	<u>Net Amount</u>	<u>VAT</u>	<u>Total</u>
Drax	Street Lighting - 01.07.2026 -31.07.2026	DD	£83.54	£4.18	£87.72
EDF	Sports Pavilion - A-90896713	DD	£62.26	£3.11	£65.37
O2	Clerk Mobile	DD	£14.86	£2.97	£17.83
Clerk	September Pay - new payscale & backdated to April 2026	BACS	£1,341.07		£1,341.07
Clerk	Expenses WFH & INK (August)	BACS	£26.49		£26.49
Clerk	Expenses WFH & INK (September)	BACS	£26.49		£26.49
HMRC	PAYE/NI August	BACS	£197.47		£197.47
HMRC	PAYE/NI September	BACS	£306.58		£306.58
Pension	Nest	DD	£138.67		£138.67
Amarilla Molnar	Caretaker Duties (4 hours - July)	BACS	£80.00		£80.00
Amarilla Molnar	Caretaker Duties (3.5 hours - August)	BACS	£70.00		£70.00
Parish Council Websites	Monthly Charge (July-August)	BACS	£25.00	£5.00	£30.00
Parish Council Websites	Monthly Charge (August-September)	BACS	£25.00	£5.00	£30.00
The Sign Shed	CCTV A4 signage	BACS	£16.09	£3.22	£19.31
MC Maintenance	Grass Cutting	BACS			£0.00
Lloyds Bank	Service Charge	PAY	£4.25		£4.25
-	Total	-	£2,417.77	£23.48	£2,441.25

106.3 To approve the national PayScale increase for the Clerks salary and to back date to April 1st 2026

106.4 To review the external audit, except for matters and any action required.

106.5 To discuss the Insurance Renewal 1st October.

106.6 To confirm the switch over of Street Lighting electricity supply to Suffolk Street Lighting from 15th September as per the proposal made last year.

26/27-107 Payments received – July/August

- **£56.00 Gaming Club (July/August)**
- **£215.00 Scouts/Cub/Beavers (July/August)**
- **£925.00 Donations to Defibrillator**
- **£112.00 Pavilion Hire**

26/27-108 Items for next agenda.