
SAWSTON PARISH COUNCIL

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Dear All

ANNUAL PARISH COUNCIL MEETING

You are summoned to the meeting of the Annual Parish Council to be held **at Spicers Pavilion on Cambridge Road Tuesday 13 May 2025 at 7.15pm** for the transaction of the undermentioned business.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Joanne Keeler'.

Joanne Keeler (Mrs)
Parish Clerk
08 May 2025

A G E N D A

- 1 To elect a Chairman of the Parish Council for the ensuing year. Declaration of Acceptance of Office
- 2 To elect a Vice-Chairman of the Parish Council for the ensuing year. Declaration of Acceptance of Office
- 3 Apologies for absence
- 4 Public Participation Time (15 Minutes allowed) *
- 5 Declarations of Interests for this meeting
- 6 To appoint members to the following Committees for the ensuing year:
 - 6.1 Finance and General Purposes
 - 6.2 Staff Committee (2 members)
- 7 To confirm and sign the minutes of the Full Parish Council meeting held on 22 April 2025
- 8 Matters arising – new information only
- 9 Planning Applications and associated matters

[25/01266/FUL](https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01266/FUL) Change of use of land to residential/private amenity use, construction of brick wall and pedestrian access gate at the side adjacent to the highway, with the removal of the existing garden brick wall and replacing fencing to the rear at 1 Park Road

[https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01266/FUL](https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/00945/HFUL)
[25/00945/HFUL](https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/00945/HFUL) Dropped kerb at 8 High Street

<https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/00945/HFUL>

Tree

[25/0423/TTCA](https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/0423/TTCA) T1 - Silver Birch - Reduce height by 4m to contain size of tree beside property at 152 High Street <https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/0423/TTCA>

Information Only

[25/01524/CLUED](https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01524/CLUED) Certificate of lawfulness under S191 for the existing breach of agricultural occupancy conditions on properties 58 and 64 Cambridge road for a period in excess of 10 years at 58 And 64 Cambridge Road
<https://applications.greatercambridgeplanning.org/online-applications/PLAN/25/01524/CLUED>

- 10 Accounts for the month of April 2025
- 11 To confirm eligibility of the General Power of Competence
- 12 To review Terms of Reference for committees
- 13 To review Standing Orders
- 14 To review Financial Regulations
- 15 To review Complaints Procedure
- 16 To review Media Policy
- 17 To review Asset Register
- 18 To discuss cricket being played at Orchard Park
- 19 To discuss quotes for ramp at Lynton Way
- 20 To discuss replacement play equipment at Lynton Way
- 21 To review Risk Assessments
- 22 Correspondence:
- 23 Councillors issues and Agenda items for next meeting

Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings Act 1960 – it is resolved that because of the confidential nature of the business to be transacted, the public and press are asked to leave the meeting during consideration of the sensitive items in reserved matters.

- 24 To confirm and sign the minutes of the Staff Management Committee meeting held on 28 April 2025

* Members of the public and media are welcome to attend. Members of the public are able to speak for 3 minutes during the allocated 15 mins Public Participation session with preference given where it relates to any item of business on the agenda. Those wishing to speak are strongly advised to contact the Clerk ahead of time in order to secure a place on the first come, first served basis. *