



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 26 MARCH 2024
Held at Mill Lane Pavilion - Meeting commenced at 7.15 pm

PRESENT:

Clerk: Jo Keeler

Councillors

Kevin Cuffley

David Bard

Brian Milnes

Colin Groves

Kieran Cooper

Jayne Merrick

Patrick Thouroude

Deborah Alderwick

Paul Smith

Neil Reid

+ 3 members of public

+ Representatives for the Sawston Village College proposal

339 APOLOGIES FOR ABSENCE

Anand Pillai (Work Commitments)

Ian Reeves (Personal)

340 PUBLIC PARTICIPATION TIME (15 Minutes allowed) *

A resident would like to speak about the planning application – 24/S00980/FUL, Councillor Kevin Cuffley explained she could talk when they discussed this plan.

341 DECLARATIONS OF INTEREST FOR THIS MEETING

David Bard item 350 non pecuniary

Patrick Thouroude item 350 non pecuniary

342 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 12 MARCH 2024

The minutes of the Full Parish Council meeting held on 12 March 2024 were read, confirmed, and signed.

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Colin Groves to accept the minutes.

VOTE 10 FOR : UNANIMOUS

343 MATTERS ARISING – NEW INFORMATION ONLY

None

344 TO DISCUSS SAWSTON VILLAGE COLLEGE PROPOSED PLAN – CONSULTANTS ATTENDING

Councillor Kevin Cuffley introduced the consultants and invited them to do a short presentation regarding the plans. <http://sawstonvillagecollegeplans.co.uk>

Councillor Kevin Cuffley opened up for questions and thanked them for attending.

345 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

<p>24/00980/FUL</p>	<p>Sub-division of existing residential site to create a new site for a one and a half storey detached dwelling with associated onsite parking and private rear residential garden, following demolition of the existing detached single storey garage and car port at 2 Common Lane.</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Paul Smith to object to this application.</p>	<p>Objection/Do Not Support</p> <p>Vote: 10 For Unanimous</p> <p>Comment: The proposed development would have an overbearing effect on the immediate neighbours at 2 and 1a Queen’s Cottages resulting in significant loss of light to the rear gardens of No.2 and to a lesser extent that of No.1a and thus be in conflict with Policy HQ/1n of the adopted Local Plan. It should be noted that the Daylight Sunlight Assessment and Overshadowing plans submitted in support of this application only relate to June, i.e. the Summer Solstice, when any overshadowing effects would be expected to be at a minimum. These show a complete loss of evening sunlight to the rear garden of No. 2, Queen’s Cottages and substantial shadowing to the garden of No.1a. If the Planning Authority is minded to approve this application, we request that Daylight Sunlight Assessment and Overshadowing plans showing the effects in December (Winter Solstice), March and September (Spring and Autumn Equinoxes) are provided and taken into account before a final decision is made.</p>
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TTRO and information only plan was noted

The resident who is a neighbour of this property wanted to express their concern regarding the application. She explained that this will change the whole aspect of her view as a neighbour and will affect the light into her property/garden. The car port also looks like it is in a conservation area and will be an overdevelopment of this area. She therefore objects to this planning application. This was discussed and she was asked to look at the planning objections and local plan on the SCDC website. Councillor Kevin Cuffley thanked her for attending.

346 TO DISCUSS SPORTS CLUB MATTERS

No one was present

347 UPDATE FROM HEAD GROUNDS KEEPER

Will Cook explained that the new grounds keeper is settling in well and knows what he is doing and is keen and they work well together. The weather is getting better so their work will increase, and the cricket season will be starting soon.

348 TO DISCUSS REPLACEMENT MOWERS AND TRAILER FOR GROUNDS KEEPERS

Will Cook explained about upgrading some machinery as two of the hand mowers need replacing in the cemetery which he is looking into moving from petrol to battery. Battery mowers will be less noisy so they would be able to continue to work in the cemetery without having to stop like they do now when public visit the cemetery out of respect because the petrol mowers are noisy. He also explained that the trailer we have does not tip, we originally got this trailer to transport a mower from our different sites but as we have now replaced that mower with a road mower we do not transport. The grounds keeper would ideally to replace this trailer with a tipper trailer which would benefit them and save time as at present anything they put onto the trailer to transport to Huckeridge Hill has to be manually removed taking up time. A tipper trailer would make their time more productive. He is in the process of getting quotes and the Clerk will make this an agenda item once the quotes have been received. The Clerk asked all councillors if they had any questions regarding new machinery so that the Head Grounds Keeper could respond. Councillor Kevin Cuffley thanked him for his time.

349 TO DISCUSS NO MOW MAY AND GRASS VERGES AT WOODLAND ROAD/WINDMILL CLOSE

The council discussed No Mow May and agreed that they would not cut the green areas in the village for May with the exception of our recreation/sports grounds.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Colin Groves to only cut our recreation/sports grounds for the month of May.

VOTE: 9 FOR : 1 AGAINST

350 TO DISCUSS QUOTE TO REPAIR ST MARYS CHURCH WALL

The Clerk explained that at the previous meeting the councillors asked for the clerks to try to get more quotes and recommended some companies. Four companies were contacted in total and still only one quote has been obtained.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor Kieran Cooper to accept this quote for £1,950.00 (no vat) and get the work done.

VOTE: 9 FOR : 1 NO VOTE

351 TO DISCUSS CEMETERY FEES

The Clerk suggested we review our cemetery fees and do this annually moving forward so we are in line with other parish councils in our area and so we cover the costs of maintaining the cemetery.

The fees were discussed and suggested fees are:

EROB Burial from £120 – £220

EROB Ashes from £120 - £150

Interment Burial from £120 – £220

Interment ashes from £60 - £100

Removal of human remains £300

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Colin Groves to increase the fees and review annually.

VOTE: 9 FOR : 1 AGAINST

352 TO DISCUSS BENCH AT THE CEMETERY

The Clerk explained we have recently had a request from a resident to install a bench at the cemetery in memory of a loved one.

There was a discussion about the quantity of benches already at the cemetery and it was agreed to offer them to install a green bench on Orchard Park with a plaque.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Colin Groves to contact the resident and offer this option.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

353 TO DISCUSS DONATION REQUEST FROM SAWSTON LIBRARY

Sawston Library has requested a donation of £250.00 towards their Summer Reading Challenge. This donation would contribute towards supporting this event and activities which add value to the Summer Reading Challenge.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Brian Milnes to agree this donation.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

354 TO CONFIRM UNITY BANK REGISTERED AUTHORISATION USERS

The Clerk explained that most of our bank transactions are now from the Unity Bank and wanted to confirm the registered users.

Councillor Kevin Cuffley
Councillor Kieran Cooper
Councillor Jayne Merrick
Councillor Neil Reid
Councillor David Bard
Councillor Ian Reeves

These registered users were noted.

355 TO DISCUSS QUOTES FOR PLANTERS IN THE HIGH STREET

The Clerk obtained a quote for the planters in the High Street to be filled with summer plants. The one quote received was for £810.00 + vat for the three planters. She went on to explain she had contacted SHOUT the local community group to ask if this is something they would be interested in doing if the parish council purchases the plants and they agreed. It was made clear that they would only be required to plant them, the parish council will maintain them.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to purchase the plants and have them planted by the community group.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

356 TO DISCUSS RENEWAL OF CAPALC MEMBERSHIP

CAPALC has sent through the affiliation fees for 2024/2025. The cost for the full membership including a DPO officer is £1,240.66.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Brian Milnes to sign up for 2024/2025 as they do provide a valuable service along with helpdesk and training for all staff and keep the parish council up to date with changing regulations.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

357 CORRESPONDENCE

Letter From Age UK advising that the Community Warden Services in South Cambs was at risk of closure due to a shortfall in funding. SCDC has since agreed to meet the shortfall for 2024/2025.

358 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

Councillor Jayne Merrick wanted to thank SCDC for their recent help with her reports of fly tipping and abandoned vehicles in the village which have now been dealt with.

Councillor Kevin Cuffley explained that the RBL are looking into lighting beacons to commemorate D-Day. This will be on the next agenda to discuss.

It is also the centenary of Spicers Sports Ground, and it was suggested we discuss this at the next meeting too.

Councillor Kevin Cuffley thanked the public for attending and they left the 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.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David bard to go into camera.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

342 TO CONFIRM AND SIGN THE MINUTES OF THE STAFF MANAGEMENT MEETING HELD ON 18 MARCH 2024

The Clerk left the room due to the nature of the item.

Item 6 – Agree pay scales

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Brian Milnes to agree the proposed pay scales.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

The Clerk came back into the meeting.

The minutes of the Staff Management meeting held on 18 March 2024 were read, confirmed, and signed.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Colin Groves to accept the minutes.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

Meeting Closed at 21.15pm