



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 09 APRIL 2024
Held at Mill Lane Pavilion - Meeting commenced at 7.15 pm

PRESENT:

Clerk: Jo Keeler

Councillors

Kevin Cuffley

Ian Reeves

Brian Milnes (arrived 19.43)

Colin Groves

Kieran Cooper

Jayne Merrick

Patrick Thouroude

Deborah Alderwick

Paul Smith

Neil Reid

+ 2 members of public

356 APOLOGIES FOR ABSENCE

Anand Pillai (Work Commitments)

David Bard (Personal)

357 PUBLIC PARTICIPATION TIME (15 Minutes allowed) *

Marc Kerr asked if the parish council was interested in a dark sky chart which would encourage people to be more energy efficient for example timing their sensor lights in the gardens and the parish council turning off street lights from midnight – 5am etc. This was discussed and he was asked to look into this and provide more information. Councillor Kevin Cuffley agreed once he had more information a meeting would be arranged in the office with the Chair, Vice Chair and Clerk to discuss and then take to a meeting of the full parish.

358 DECLARATIONS OF INTEREST FOR THIS MEETING

None

359 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 26 MARCH 2024

The minutes of the Full Parish Council meeting held on 26 March 2024 were read, confirmed, and signed.

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Kieran Cooper to accept the minutes.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

360 TO CONFIRM AND SIGN THE MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 02 APRIL 2024

The minutes of the Finance & General Purposes Committee meeting held on 02 April 2024 were presented.

Item – 5 Microsoft Backup

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

Item 6 – Grace Support

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

Item 9 Records Management Policy with amend regarding minutes.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

Item 10 Retention and Disposal Policy

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

It was **proposed** by Councillor David Bard and **seconded** by Councillor Neil Reid to accept the minutes.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

361 MATTERS ARISING – NEW INFORMATION ONLY

None

362 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

24/00908/HFUL	First floor extension over existing garage at 33 Lynton Way. Proposed by Councillor Kevin Cuffley and Seconded by Councillor Neil Reid to object to this application.	Objection/Do Not Support Vote: 9 For Unanimous Comment: The council object to this application because of the concerns with overshadowing, it is close to the other two houses and will block their light. The council acknowledge the neighbours comments concerning the loss of light from extension and garden. The council request for a Daylight Sunlight Assessment to be taken.
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363 ACCOUNTS FOR THE MONTH OF MARCH 2024

The accounts for the month of March 2024 were presented.

It was **proposed** by Councillor Ian Reeves and **seconded** by Councillor Colin Groves to accept the accounts for March 2024.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

364 TO DISCUSS PARISH COUNCIL RISK ASSESSMENTS

The council were presented with updated risk assessments for all buildings owned by them.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Colin Groves to accept the updated risk assessments.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

365 TO DISCUSS CENTENARY OF SPICERS SPORTS GROUND

The centenary of Spicers Sports Ground was discussed as it was recently in a magazine as this year but some thought it to be next year. Councillor Ian Reeves explained that Sawston Bowls Club believe it is next year and will be doing something to commemorate this. After much discussion it was agreed that the Coronation Committee would be contacted to see if they are interested in organising something for next year to

commemorate this. Councillor Ian Reeves agreed to contact the committee and this will be made an agenda item for September to discuss.

366 TO DISCUSS COSTS FOR CEMETERY MAPPING TO IMPORT ALL DATA

This item will be deferred to next meeting.

Councillor Brian Milnes arrived 19.43

367 TO DISCUSS CEMETERY EXTENSION

Councillor Brian Milnes explained he is in conversation with the County Council regarding the land and will let the Clerk know when to make this an agenda item.

368 TO DISCUSS SCDC TRADING POLICY

The parish council was asked to review the updated SCDC Trading policy and make comment.

This was noted with no comments.

369 TO DISCUSS SCDC GAMBLING ACT POLICY

The parish council was asked to review the updated SCDC Gambling Act Policy and make comment.

This was noted with no comments.

370 UPDATE FROM COUNTY COUNCILLORS

No update, next one will be at the Annual parish meeting.

371 UPDATE FROM DISTRICT COUNCILLORS

No update, next one will be at the Annual parish meeting.

372 CORRESPONDENCE

None

373 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

None

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 Colin Groves to go into camera.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

374 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 26 MARCH 2024 (NON PUBLIC)

The minutes of the Full Parish Council meeting held on 26 March 2024 (Non Public) were read, confirmed, and signed.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Deborah Alderwick accept the minutes.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

Meeting Closed at 20:02pm

Sawston Parish Council
Mar-24

	Description	TO PAY	S137
Honest Employment Law	Staff - Compliance Advice	£114.00	
Lanham & Co	F&GP - Tax investigation service renewal	£168.00	
Currys	F&GP - Samsung phone for Facilities Administrator	£179.00	
Sawston Library	Donation - Agreed at Full Parish 26 March	£250.00	
Cammack & Wilcox Limited	Rec - Empty septic tank at Spicers	£262.82	
David Richardson	Cemetery - Work to cemetery railings and wall (Cambridge Road)	£290.00	
Altone Limited	F&GP - Printing of Annual Chair report	£294.00	
Grace Solutions	F&GP - IT Support/ recurring charges for month	£316.51	
Fleet	Rec -White line marker paint for pitches	£327.96	
Lanham & Co	F&GP - Book keeping	£357.60	
Core Amenity	Rec - Weedkiller/roundup etc	£392.38	
Dor-2-Dor	F&GP - Delivery of Chair report	£408.00	
SSE	Rec - Spicers Gas 02/02 - 28/02	£456.92	
Opus Energy	Planning - Street Light energy 01 Feb - 29 Feb	£473.27	
Active with Parkinsons Cambs	F&GP - Donation agreed at FP 24 October	£500.00	
Earth Anchors	Ranger seat agreed at FP 12 March O/N 20 (resident invoiced)	£738.00	
Nurture Landscapes Ltd (CGM)	Planning - Contract cutting March 2024	£777.07	
SSE	Rec - Mill Lane gas 06/09/23 - 29/02/2024	£984.75	
Thurlow Nunn Standen Ltd	Rec - Mounted folding brush	£1,181.93	
CAPALC	F&GP - Affiliation Fee 2024-2025	£1,204.66	
Avocet Cleaning	F&GP - Cleaning contract	£1,348.20	