



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 22 July 2025
Held at Mill Lane Pavilion - Meeting commenced at 7.15 pm

PRESENT:

Clerk: Jo Keeler

Councillors

Kevin Cuffley (Chair)

Kieran Cooper

Patrick Thouroude

Brian Milnes

Paul Allen

Paul Smith

Deborah Alderwick

Colin Groves

Neil Reid

+ 2 members of public

+ County Councillor Peter Fane

99 APOLOGIES FOR ABSENCE

Ian Reeves - Personal

Kevin Deeming – Personal

Anand Pillai – Work Commitments

David Bard - Personal

100 PUBLIC PARTICIPATION TIME (15 Minutes allowed) *

None

101 DECLARATIONS OF INTEREST FOR THIS MEETING

None

102 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 08 JULY 2025

The minutes of the Full Parish Council meeting held on 08 July 2025 were read, confirmed, and signed.

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

VOTE: 6 FOR

ABS: 3

103 MATTERS ARISING – NEW INFORMATION ONLY

As County Councillor Peter Fane was present Councillor Kevin Cuffley asked if he had any updates. He explained any updates will be on his next report unless anyone had any questions.

Councillor Kevin Cuffley questioned the recent work Highways completed on Dale Way. They resurfaced the paths but covered the access covers to the houses so they can't reach the stop cox.

He also asked if the traffic lights on Babraham Road/Cambridge Road could be changed to a 4-way system.

Councillor Brian Milnes reported there is a blocked gulley on Link Road.

Councillor Peter Fane will investigate these.

Catherine Merrick from CamSwift attended the meeting to discuss item 108 so it was agreed to bring this item forward.

108 TO DISCUSS DONATION REQUEST FROM CAMSWIFT

Newly constituted in Jan 2025, CamSwift is a wildlife and biodiversity action group that seeks to increase the numbers of swifts and house martins in the villages of Great and Little Shelford, Stapleford, and Sawston.

Having surveyed Sawston village for active swift nest sites, and confirmed small colonies (approx. 2 pairs each) in New Road & Babraham Road they plan to purchase swift boxes to be offered for installation on adjacent houses. Some local residents have already expressed interest, and if granted, they plan to canvas all adjacent houses about hosting a box, installed free-of-charge. CamSwift will then continue to monitor swift nesting success in coming years. They have requested a donation of £800 to purchase and install 20 new boxes.

Catherine Merrick (Sawston rep for CamSwift) was present and Councillor Kevin Cuffley thanked her for attending and asked if any Councillors had questions regarding this request.

Councillor Deborah Alderwick asked if this donation was just for Sawston which Catherine confirmed it was.

She also explained that about a third of the boxes in Sawston are being used.

This was discussed.

It was **proposed** by Councillor Brian Milnes and **seconded** by Councillor Paul Smith to donate the requested £800.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Neil Reid to donate £400 as they have not yet approached other organisations for funding.

£800.00

VOTE: 6 FOR : 0

£400.00

VOTE: 3 FOR : 0

Therefore £800.00 will be donated.

The Clerk thanked Catherine Merrick for attending.

104 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

25/02523/HFUL	Single storey front and rear extensions at 28 Common Lane. Proposed by Councillor Kieran Cooper and Seconded by Councillor Kevin Cuffley to support to this application.	Support/No Objection Vote: 9 For Unanimous
25/02595/HFUL	Single storey rear extension, internal alterations and change sitting room doors to a window at 12 Meadowfield Road. Proposed by Councillor Kevin Cuffley and Seconded by Councillor Patrick Thouroude to support to this application.	Support/No Objection Vote: 9 For Unanimous
25/02576/HFUL	Single Storey Side-Infill Extension, Erection of Front Porch, External Alteration, Removal of Chimney, Internal	Support/No Objection Vote: 9 For Unanimous

	Reconfiguration and All Associated Works at 1 Hayfield Avenue. Proposed by Councillor Kevin Cuffley and Seconded by Councillor Paul Allen to support to this application.	
25/02526/S73	S73 to remove condition 2 (the occupation of the dwellings shall be limited to persons employed locally in agriculture as defined in Section 29 of the Town and Country Planning Act 1971 or in forestry and the dependants of such persons) of SC/73/369/F (Erection of pair of semi-detached houses and garages) at 58 Cambridge Road. Proposed by Councillor Deborah Alderwick and Seconded by Councillor Kieran Cooper to no comment to this application.	No Comment Vote: 7 For 2 Against
25/01896/HFUL	Roof extension with front inverted dormer and roof terrace and 3 skylights to front elevation at 2 Railway Close. Proposed by Councillor Kieran Cooper and Seconded by Councillor Kevin Cuffley to Support to this application.	Support/No Objection Vote: 8 For 1 Abs
25/02609/S73	S73 to vary condition 2 (Approved plans) and remove condition 8 (Biodiversity Net Gain) of planning permission 23/03186/FUL (Erection of a single dwellinghouse and garage with studio/annex in the grounds of the existing house with independent vehicle access) amendments to design of dwelling and annexe, with changes to external materials at Guildens Catleys Walk. Proposed by Councillor Brian Milnes and Seconded by Councillor Kieran Cooper to object to this application.	Objection/Do Not Support Vote: 9 For Unanimous Comment: Unanimously do not support because of their attempt to dispense with the Biodiversity Net Gain

105 TO DISCUSS SPORTS CLUB MATTERS

None

106 TO PASS RESOLUTION TO SIGN UP TO THE NATIONAL CIVILITY AND RESPECT PLEDGE STATEMENT THROUGH NALC AND SLCC

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By the parish council signing up to the civility and respect pledge they are demonstrating that the council is committed to treating Councillors, Clerks, employees, members of the public, representatives of partner organisations and volunteers, with civility and respect in their role.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Kevin Cuffley to sign up to this pledge.

VOTE: 7 FOR : 2 AGAINST

107 TO DISCUSS QUOTES TO REPLACE FLOORING IN MILL LANE PAVILION STORAGE CUPBOARD

The Clerk explained the laminate flooring is lifting in the storage cupboard which gets caught when pulling the tables and chairs in and out.

Three quotes were received to replace the flooring:

- £459.38 + vat
- £582.46 + vat
- £665.92 + vat

This was discussed and it was agreed to get the grounds keepers to remove the current laminate flooring and not replace it.

It was **proposed** by Councillor Deborah Alderwick and **seconded** by Councillor Brian Milnes to remove and not replace but monitor.

VOTE: 9 FOR : 0 UNANIMOUS

109 TO DISCUSS IVY REMOVAL FROM THE PARISH OFFICE TO VINDIS

The Clerk explained there is a substantial amount of ivy growing from behind the parish council office over the wall/fence to the Vindis site. Vindis has recently approached the parish council asking for this ivy to be removed as it is growing into their building which they want to start using.

The council were sent images of the ivy from both sides.

The Assistant Clerk received a quote from a tree surgeon to remove this ivy, to be severed to prevent further growth and felling of sycamore saplings in this area.
The cost is £1,000.00 + vat.

The Clerk explained that she had not managed to get any other quotes to date. This was discussed.

It was **proposed** by Councillor Brian Milnes and **seconded** by Councillor Kevin Cuffley to get the work done after September (birds nesting) and spend up to a maximum of £1,000.00 but try to obtain two other quotes before September.

VOTE: 8 FOR : 1 ABS

110 TO DISCUSS FIDELITY INSURANCE VALUE

Councillor Kieran Cooper explained this will be deferred and discussed at the next Finance & General Purposes Committee Meeting.

111 CORRESPONDENCE

None

112 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

Councillor Brian Milnes explained the District Council discussed the 4-day working week at SCDC and they have had consistent or better service levels, a healthier working environment and has saved money with service unaffected.

Councillor Kevin Cuffley thanked everyone for attending and said to have a nice summer and the meetings will be back in September.

Meeting Closed 8.20 PM

DRAFT