



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 25 JULY 2023
Held at Mill Lane Pavilion - Meeting commenced at 7.15pm

PRESENT:

Parish Clerk Jo Keeler

Councillors

Jayne Merrick

Patrick Thouroude

Neil Reid

Colin Groves

Ian Reeves

David Bard

Deborah Alderwick

Paul Smith

John Greaves - SSYI
+ 2 members of public

91 PRESENTATION FROM SSYI

Councillor Jayne Merrick welcomed John Greaves from SSYI to give an update of the youth work.

John Greaves is the Treasurer and Trustee of SSYI explained that the youth club has been going for 25 years and in the last ten years the work in Sawston has increased. The main youth centre is in Great Shelford and they also use the pavilions in Sawston for some clubs which currently have around 200 members. They also do outreach work supported by JHC and SVC and now more one to one work with youths. The youth centre in Great Shelford sees between 50/60 youths from Sawston which is why they are asking for extra funding. SSYI provided an online presentation of the work they do which can be found on our website.

Councillor Jayne Merrick thanked him for coming to the meeting and said we appreciate what they do in the village for our youths. She then asked if councillors had any questions. The parish council have budgeted £3k for this financial year which they have not yet claimed and asked that he puts in a donation request so this can be paid. They are asking for £15k but this has not been budgeted for so the council agreed to assess this when they come to set the budgets in November for the next financial year to see if they are able to donate more.

92 APOLOGIES FOR ABSENCE

Kevin Cuffley - Personal

Anand Pillai – Work Commitments

Michael Mallows - Absent

Brian Milnes – Personal

Kieran Cooper – Personal

93 PUBLIC PARTICIPATION

None

94 DECLARATIONS OF INTEREST FOR THIS MEETING

Councillor David Bard – item 108 as member of church and planning application 23/02461 as he knows the applicant.

Councillor Patrick Thouroude – item 108

Councillor Ian Reeves – Item 99

- 95 CONFIRM THE MINUTES OF THE FULL PARISH MEETING HELD ON 11 JULY 2023**
The minutes of the Full Parish meeting held on 11 July 2023 were read confirmed and signed.

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

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

- 96 REPORT OF THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING HELD ON 04 JULY 2023**

The minutes of the Finance and General Purposes Committee held on 04 July 2023 were read.

Item – 11 To adopt the Publications Policy

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

It was **proposed** by Councillor David Bard and **seconded** by Councillor Colin Groves to **accept** the minutes.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

- 97 MATTERS ARISING – NEW INFORMATION ONLY**

None

- 98 PLANNING APPLICATIONS AND ASSOCIATED MATTERS**

23/02461/FUL	<p>Additional storage building on the existing compound next to the present store at North Farm West Way</p> <p>Proposed by Councillor Deborah Alderwick and Seconded by Councillor Patrick Thouroude to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 8 For Unanimous</p>
23/0725/TTPO	<p>Quercus Robur - To undertake an all around crown reduction by up to 2 metres, back to the previous pruning points. Remove deadwood, crown lift up to 3m over the foot path and up to 5m over the road, by removing tertiary branches no more than 100mm in diameter at 11 Babraham Road</p> <p>Proposed by Councillor Deborah Alderwick and Seconded by Councillor David Bard to support to this application</p>	<p>Support/No Objection</p> <p>Vote: 8 For Unanimous</p>

Information only and planning decisions noted

- 99 TO DISCUSS SPORTS CLUB MATTERS**

The Clerk updated the council with regards to the break-in at Spicers pavilion on 14th July. She has met with a couple of builders to get like for like quotes to repair the damage and is gathering the paperwork for items that need to be replaced. She hopes to have all the

information and send to the insurance company by the end of this week and will keep everyone updated.

100 TO DISCUSS QUOTES FOR ADDITIONAL GATE AT HUCKERIDGE HILL

The Clerk explained we are waiting for one more quote so will defer to next full parish meeting in September.

101 TO DISCUSS HIRE CHARGES

The Clerk asked for the parish council to review the hire charges for the pavilions due to utilities etc increasing significantly. The council had a spreadsheet showing what other villages charge for hire so they could compare. This was discussed.

It was **proposed** by Councillor Patrick Thouroude and **seconded** by Councillor David Bard to increase the pavilion hire charges by 50% immediately to the following:

Sawston Residents - £10 increase to £15 per hour

Non Sawston residents - £15.00 increase to £22.50 per hour

Commercial - £20 increase to £30 per hour

VOTE: 7 FOR : 1 NO VOTE

102 TO DISCUSS QUOTE FOR SIGNS AT LYNTON WAY AND THE ALLOTMENTS

The Clerk explained that the allotment holders have made a request to have a no dogs sign at the allotments as this is currently a problem. They have asked for one at each of the two entrances.

To supply and install £325.80 + vat for two signs

The Clerk also obtained a quote for a sign for Lynton Way to be installed by the pavilion stating the address and to keep dogs on a lead. There are more dog walkers using this entrance now the new housing estate has been built on Babraham Road but no sign.

To supply and install £231.20 + vat

The Clerk explained she only obtained one quote as this company now has our colour match etc for our signs and asked if we can use this company for future signs to save additional costs with another supplier as we are now set up with them.

It was **proposed** by Councillor Ian Reeves and **seconded** by Councillor David Bard to order all three signs and use this company moving forward for all our signs.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

103 TO DISCUSS BUSINESS RATES

The Clerk explained that the parish council has recently been informed by SCDC that our business rates have doubled from 1st April 2023, this increase has come from the Valuation Office Agency. This is going to cost the parish council an extra £21,378.86 per year which has not be budgeted for. We can challenge our rateable value which was discussed at a previous meeting and the Clerk was asked to obtain quotes for this.

Three companies were contacted.

- No response
- Initial fee of £200.00 and 15% commission on the business rates reductions.
- Online company could not assist.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Ian Reeves to go ahead and challenge the business rates using MyBusinessRates.org who quoted £200.00 plus 15% commission on the business rates reductions achieved.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

104 TO DISCUSS A COUNCILLOR TO ATTEND THE ONLINE COMMUNITY ENGAGEMENT MEETINGS WITH THE POLICING TEAM

The Clerk explained there are regular meetings with the policing team which we are invited to, to discuss issues within the village. In-light of the recent break in the Clerk felt someone from the parish council should attend each meeting so we can report issues and get feedback. Councillor Deborah Alderwick and Councillor Paul Smith have signed up to attend and will report back to council.

105 TO DISCUSS ELECTRICAL WORK FROM RISK ASSESSMENT

The Clerk explained there was some electrical work outstanding from the recent risk assessment.

- Supply and install 2x emergency light fittings for external escape routes
- Re-wiring of disabled WC and the installation of an emergency light fitting – the existing fitting is not an emergency light and they will need to reconfigure the wiring to make it an emergency light.
- Request from parish council to Install a motion detections flood light to illuminate the car park area

The Clerk explained she only had the one quote which is the company that does all our emergency electrical work so has access to the pavilions. This was discussed.

It was **proposed** by Councillor Ian Reeves and **seconded** by Councillor Neil Reid to go ahead and get the work completed at a cost of £614.99 + vat.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

106 TO DISCUSS TREES ON ORCHARD PARK

The Clerk explained that there is a large tree on Orchard Park which needs to be cut back from the resident's property in Chamois Close. The council also had a quote to cut back some more trees adjacent to this property but they are not overhanging so the quotes below are for the one tree.

- £400.00 + vat
- £500.00 + vat
- £550.00 + vat
- No response from fourth company

It was **proposed** by Councillor Deborah Alderwick and **seconded** by Councillor Neil Reid to have the work done at a cost of £400.00 + vat by Mercer tree Services.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

107 TO DISCUSS QUOTES FOR AN AUTOMATIC FIRE ALARM SERVICE AT SPICERS PAVILION

The Clerk explained that since the fire risk assessment we have been informed we need to replace the fire alarm system at Spicers pavilion with an automatic fire alarm system as the current one is not suitable for a public place. The Clerk was obtaining quotes but waiting for one more so the council asked her to defer it to September's meeting.

108 TO DISCUSS ST MARYS CHURCH WALL

The parish council previously asked the Clerk to obtain an engineer's report for the state of the church wall at St Marys.

She met with a local engineer who suggested they open up two trial holes to inspect the foundations. They also think it would be worthwhile inspecting the surface water drainage as the sub-soil is known to be sand and gravel which can suffer as a result of damage below ground pipework.

- Drainage inspection – Around £400.00 + vat
- Trial Holes - £250.00 + vat
- Inspection and report - £475.00 + vat

They have since said that they have been told they cannot inspect the drains and suggested we approach Anglian Water. This was discussed.

The clerk was asked to defer to get another quote and ask the church if they can get the drain inspected.

109 CORRESPONDANCE

None

110 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

Meeting closed 8.05 pm