



# SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 27 JUNE 2023  
Held at Mill Lane Pavilion - Meeting commenced at 7.15 pm

**PRESENT:**

Parish Clerk Jo Keeler

**Councillors**

Jayne Merrick

Patrick Thouroude

Deborah Alderwick

Neil Reid

David Bard

Brian Milnes

Kieran Cooper

+ 1 member of public

**55 APOLOGIES FOR ABSENCE**

Michael Mallows – Absent  
Anand Pillai – Work Commitments  
Paul Smith – Work Commitments  
Colin Groves – Personal  
Kevin Cuffley – Personal  
Ian Reeves - Personal

**56 PUBLIC PARTICIPATION**

None

**57 DECLARATIONS OF INTEREST FOR THIS MEETING**

None

**58 CONFIRM THE MINUTES OF THE FULL PARISH MEETING HELD ON 13 JUNE 2023**

Item 29 – Councillor Patrick Thouroude’s surname omitted.

The minutes of the Full Parish meeting held on 13 June 2023 were read confirmed and signed with the above amend.

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

**VOTE: 7 FOR : 0 AGAINST UNANIMOUS**

**59 MATTERS ARISING – NEW INFORMATION ONLY**

None

**60 PLANNING APPLICATIONS AND ASSOCIATED MATTERS**

<a href="#">23/01960/HFUL</a>	Replace hanging tiles with hardie board planks to front and rear at 1 Resbury Close.	<b>Support/No Objection</b>  <b>Vote: 7 For Unanimous</b>
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	<b>Proposed</b> by Councillor Deborah Alderwick and <b>Seconded</b> by Councillor Kieran Cooper to <b>support</b> to this application.	
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Information only and planning decisions noted

**61 TO DISCUSS SPORTS CLUB MATTERS**

None

**62 TO DISCUSS QUOTES FOR CEMETERY MEMORIAL TREE SIGN**

The parish council obtained three quotes for a memorial tree sign for the cemetery.

- £269.60 + vat
- £522.50 + vat
- £575.00 + vat

All three quotes were for the same specification.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Neil Reid to accept the quote of £269.60 + vat from The Cambridge Sign Company.

**VOTE: 10 FOR : 0 AGAINST UNANIMOUS**

**63 TO DISCUSS TREE QUOTES (ORCHARD PARK/MILL LANE)**

The Assistant Clerk strived to obtain three quotes for tree work.

To fell and replant tree outside the ground store, Mill Lane as the Grounds Keeper believed it to be dead.

- No response
- £700.00 + vat – replant £220.00 + vat
- £1,100.00 + vat – replant £185.00 + vat
- One company did not quote as the tree is budding and suggested leaving it for at least another 6 months.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Neil Reid to leave the tree for another 6 months and monitor.

**VOTE: 10 FOR : 0 AGAINST UNANIMOUS**

A resident requested a tree to be cut back from their property on Chamois Close (tree on Orchard Park). The Assistant Clerk asked tree surgeons to quote for the one tree that the resident has complained about and also a quote to cut back the trees along 4 properties including the one above as they will eventually need to be done. This was discussed.

- No response
- £950.00 + vat
- £1,500.00 + vat

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David Bard to have the work done along all four houses at a cost of £950.00 + vat by Mercer Tree Services.

**VOTE: 7 FOR : 0 AGAINST UNANIMOUS**

**64 TO DISCUSS PREVENTING ATM RAM RAID**

The Parish Council has been contacted by SCDC with regards to an ATM Protection Project they are proposing in conjunction with the police. They are working together to try and reduce the number of ATM attacks by making it harder and less attractive way for offenders to access money. This involves the installation of anti-ram bollards or heavy-duty planters which make a feature of the obstacle. They have asked the parish council their view on the cash machines at the Post Office and Co-Op. This was discussed at length.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Brian Milnes to reply to SCDC to say we do not wish to go ahead with any deterrents as we have concerns they would obstruct traffic turning out of Mill Lane and obstruct the area as there is already a post box and telegraph pole there and concerned about the aesthetics for this area.

**VOTE: 5 FOR : 1 AGAINST 1:ABS**

**65 TO DISCUSS CEMETERY EXTENSION**

Councillor Brian Milnes is investigating this and asked for the item to be deferred. The Clerk asked him to let her know when he has the information so it can be added to a relevant agenda.

**66 TO DISCUSS FIRE ALARM AT SPICERS PAVILION**

In January the parish council had a risk assessment carried out on all sites. Following the risk assessment, it was recommended to have an automatic fire alarm system installed at Spicers pavilion as the current one is not appropriate for a public building (installed 2009). At the beginning of June, the parish council had routine tests performed on all sites for the fire alarm, emergency lights and fire extinguishers. All the smoke and heat detectors at Spicers are out of date and need replacing. Quotes were obtained from Cromwell Fire who carried out the tests.

Replace all smoke and heat detectors at Spicers pavilion - £1,520.00 + vat  
To install an automatic fire alarm system at Spicers Pavilion £5,059.00 + vat  
This was discussed.

It was **PROPOSED** by Councillor Jayne Merrick and **SECONDED** by Councillor Kieran Cooper to go ahead and replace the smoke and heat detectors at Spicers pavilion but question what is included with the automatic fire alarm system and take back to another meeting.

**VOTE: 7 FOR : 0 AGAINST UNANIMOUS**

**67 TO AGREE TWO COUNCILLORS TO RESPOND TO PLANNING APPLICATIONS DURING AUGUST**

As there are no scheduled meetings for August two councillors are to be nominated to respond to planning applications during this period.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Kieran Cooper to nominate Councillor David Bard and Councillor Deborah Alderwick to respond to planning applications during August.

**VOTE: 6 FOR : 0 AGAINST 1: ABS**

**68 TO AGREE TWO COUNCILLORS TO RESPOND TO PLANNING APPLICATIONS IF MEETINGS ARE CANCELLED OR NOT QUORATE**

The Clerk explained that sometimes meetings are cancelled but there are plans that need to be responded too and could the parish council nominate two councillors to do this.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Kieran Cooper to nominate Councillor David Bard and Councillor Deborah Alderwick to respond to planning applications during August.

**VOTE: 6 FOR : 0 AGAINST 1: ABS**

**69 TO DISCUSS GRASS VERGES ON WOODLAND ROAD/WINDMILL CLOSE UNTIL THE MIDDLE OF AUGUST NEXT YEAR**

The Parish Council has been contacted by a resident asking for the grass verges on Woodland Road/Windmill Close not to be cut until the middle of August due to the Bee Orchids that are in this area. This was discussed and Councillor Deborah Alderwick offered to speak to residents in this area to get their view on cutting this time of year. A resolution maybe to ask this resident to maintain that area. This will be made an agenda item for March 2024 to discuss again.

**70 TO DISCUSS WET POUR AT DEAL GROVE**

There is a circular area of wetpour at Deal Grove that has come away and is a trip hazard. This was discussed.

It was agreed for the Clerk to investigate alternatives for all our play areas and ask the grounds keeper to fill in the hole at Deal Grove with a patching kit.

**71 TO DISCUSS ALLOTMENT SECURITY**

The Clerk explained there has been a number of shed burglaries recently and a few allotment holders have asked if they can install a camera 'trap' to cover their sheds. This would be at no cost to the parish council. They also asked if the Parish Council has any other deterrent plans to deal with this issue. This was discussed.

It was **PROPOSED** by Councillor Brian Milnes and **SECONDED** by Councillor David Bard to allow the allotment holders to install camera traps as long as they take on the responsibility of GDPR with the footage they capture.

**VOTE: 7 FOR : 0 AGAINST UNANIMOUS**

**72 CORRESPONDANCE**

None

**73 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.**

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

**VOTE: 7 FOR : 0 AGAINST UNANIMOUS**

**74 TO CONFIRM AND SIGN THE MINUTES OF THE ANNUAL PARISH MEETING HELD ON 13 June 2023 - (Non Public)**

The minutes of the Annual Parish meeting held on 13 June 2023 (Non Public) were read confirmed and signed.

It was ***proposed*** by Councillor Kieran Cooper and ***seconded*** by Councillor Brian Milnes to ***accept*** the minutes.

**VOTE: 7 FOR : 0 AGAINST UNANIMOUS**

**Meeting closed 8.04pm**