



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 11 JANUARY 2022
Held at Spicers Pavilion, Cambridge Road - Meeting commenced at 7.15 pm

PRESENT:

Parish Clerk Jo Keeler

Councillors

Kevin Cuffley

David Bard

Tony Orgee (Arrived 7.22pm)

Michael Mallows

Kieran Cooper

Jayne Merrick

Anand Pillai

Paul Smith

Sue Whitney

Brian Milnes

Councillor Kevin Cuffley welcomed everyone to the meeting and wished a Happy New Year.

162 APOLOGIES FOR ABSENCE

Beck Laxton (Personal)

Ian Reeves (Personal)

Colin Groves (Personal)

Tony Fell (Personal)

Neil Reid (Personal)

163 PUBLIC PARTICIPATION TIME (15 MINUTES ALLOWED)

No public

164 DECLARATIONS OF INTEREST FOR THIS MEETING

Councillor Kieran Cooper – Item 168 accounts re Xmas gifts for staff as he paid for them and item 171 as he is a trustee of one of the land owners.

165 CONFIRM THE MINUTES OF THE FULL PARISH MEETING HELD ON 14 DECEMBER 2021

The minutes of the Full Parish meeting held on 14th December 2021 were read confirmed and signed with the above amends.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Paul Smith to **accept** the minutes.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

166 MATTERS ARISING

None

167 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

| | | |
|-------------------------------|---|--|
| 21/05272/HFUL | Two storey side extension at 15 Queensway. Proposed by Councillor David Bard and Seconded by Councillor Kevin Cuffley to support to this application. | Support/No Objection Vote: 8 For 1 Abs |
| 21/05334/HFUL | Single storey rear extension, conversion of garage and added storey over garage at 20 Eccles Close. Proposed by Councillor David Bard and Seconded by Councillor Paul Smith to support to this application. | Support/No Objection Vote: 8 For 1 Abs PC Comment: No objection providing they can demonstrate/clarify another parking space as they only show 1 parking space and the loss of the garage. |
| | Councillor Tony Orgee arrived 7.22pm | |
| 21/05180/FUL | Change of use from land to residential curtilage at Land At The Back Of 41-49 Brookfield Road. Proposed by Councillor Kevin Cuffley and Seconded by Councillor Brian Milnes to object to this application. | Objection/Do not support Vote: 9 For 1 Abs PC Comment: Do not support due to lack of information regarding biodiversity and local green space. Is the water contaminated and more information needed on why this request has been made. |
| 21/05453/FUL | Formation of first floor single storey two-bedroom apartment (Re-submission of 21/04002/FUL) at 85 High Street. Proposed by Councillor David Bard and Seconded by Councillor Brian Milnes to support to this application. | Support/No Objection Vote: 9 For 1 Abs |
| 21/05217/HFUL | Two storey side and single storey rear extensions at 20 Plantation Road. Proposed by Councillor David Bard and Seconded by Councillor Kevin Cuffley to support to this application. | Support/No Objection Vote: 9 For 1 Abs |

| | | |
|--|---|---|
| 21/05427/HFUL | First floor side and single storey rear extensions at 44 Sunderlands Avenue. Proposed by Councillor David Bard and Seconded by Councillor Jayne Merrick to support to this application. | Support/No Objection Vote: 9 For 1 Abs |
| Appeal 21/02365/HFUL | Retrospective two storey rear extension. Proposed single storey front and first floor side extensions, and conversion of garage to habitable space at 79 Babraham Road. | OBJECTION on the grounds that the design of the proposed extension is out of keeping with the existing dwelling and its immediate neighbours. |

Planning decisions - noted

168 ACCOUNTS FOR DECEMBER 2021

The accounts for the month of December 2021 were presented.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David Bard to **accept** the accounts for December 2021.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

169 TO DISCUSS ACV ON KINGS HEAD

Councillor Kevin Cuffley explained that last year we put in an application for an ACV (Asset of Community Value) on the Kings Head public house but it was not accepted by SCDC and we agreed to review it. The pub has since been refurbished and is now a thriving business so there was no concern to review at present.

170 TO AGREE CALENDAR OF MEETINGS FOR 2022 - 2023

The Assistant Clerk has produced a calendar of meetings for 2022-2023.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to **accept** the calendar of meetings.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

171 TO DISCUSS RESPONSE FROM BARTON WILMORE REGARDING H1C

Councillor Kevin Cuffley explained that we received a response from Barton Wilmore regarding questions we asked last year on the H1C site on Babraham Road. There was a long discussion regarding the time it's taken to respond, the transport assessment, energy and sustainability. It was felt the response was now out of date.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to respond to Barton Wilmore and explain that consideration should be given to installing heat pump based heating systems, rather than gas based ones which will become obsolete within a few years, well before the end of their functional life. Also, request an updated Transport Assessment with regards to the analysis of accidents on Babraham Road. When the assessment/survey was done this section of road was undeveloped so the information is irrelevant as there are now residents living on the H1b site so we require an updated assessment of this section.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

172 TO DISCUSS QUOTE FOR REPLACING LIGHTS AT SPICERS PAVILLION

The Clerk explained that there are several lights that need replacing at Spicers pavilion but suggested the light fittings/bulbs are replaced with LED lights. It was suggested that once one bulb has gone in a changing room, we get them all replaced in that room to save money on labour costs. This was discussed and the Clerk was asked to get a quote to replace all the lights to LED in the pavilion to save money on labour costs. The Clerk agreed to try and get a quote for the Recreation meeting and this will be made an agenda item.

173 UPDATE FROM COUNTY COUNCILLORS

Attached to these minutes and on Parish Council website – www.sawston.org.uk

174 UPDATE FROM DISTRICT COUNCILLORS

Councillor Brian Milnes has not produced a District Council report for this meeting.

175 CORRESPONDENCE

None

176 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

Councillor Tony Orgee made a suggestion regarding the previous minutes. On December's full parish minutes, item 153 (Pat Testing) we contacted three companies but only obtained one quote. We should minute that although we failed to get three quotes, we went with the quote we had as the work was urgent and needed doing. This was taken on board by the Clerk.

Councillor Kieran Cooper asked for JHC Update to be put on February's agenda and asked if we should arrange a meeting with Towgood Trustees regarding the H1C site as they are a land owner. The Clerk was asked to invite them to a planning meeting.

Councillor Jayne Merrick explained that on 18th December she planted 6 trees with the help of Brownies and there are 2 more planting days with the help of Scouts, Beavers and Rangers. She also explained there are a few dead trees around the village which have been spotted by the new grounds keeper so she is going to meet with him this week to discuss replacing them.

She explained that a resident has asked to plant two trees on a grass verge outside their property on Lynton Way and another in Churchfield Avenue. This was briefly discussed and agreed to be an agenda item for the next planning meeting.

Councillor Kevin Cuffley explained that we need to send two representatives of the Parish Council when the panel discusses the LHI application we recently put in. It was agreed that Councillor Kevin Cuffley and Councillor David Bard will attend this meeting and the Clerk will let County Council know.

He also explained that an informal meeting has been arranged on site with Cambridge City Football Club to discuss the woodland area and another to discuss the Grove Road footpath development. The Chair, Vice Chair, Clerk, Chair of Planning and two grounds keepers will be attending this meeting and will report back to full parish. This will be an agenda item.

He explained that the two new grounds keepers have now started. The Clerk explained that they have spent quite a bit of time sorting out the groundstore and the machinery. There is a lot of items in the groundstore that needed to be disposed of like old/damaged play equipment that has been replaced, old damaged signs, bikes, tins of old paint etc. The Clerk explained she has ordered a skip which will show on next month's accounts.

Meeting closed 8.20pm

Sawston Parish Council
Dec-21

| | Description | TO PAY | S137 |
|----------------------------|---|------------------|-------------|
| Petty Cash | F&GP - Petty Cash - stamps, xmas cards, office supplies, padlocks | 106.35 | |
| Honest Employment Practice | Staff Management - Compliance Advice | 114.00 | |
| NVPC Ltd | F&GP- PAT Testing | 123.12 | |
| SCDC | Cemetery - Rates | 132.00 | |
| Chris Watson Plumbing | F&GP - Supply and fit new flue to boiler at office | 150.00 | |
| SSE | Rec - Mill Lane gas - F&GP Office gas 7 Sept - 29 Nov | 190.90 | |
| Screwfix | F&GP - protective boots and trousers for new grounds keepers | 219.90 | |
| Jaggard Projects | Rec - Fix boiler at Mill Lane pavilion - new ignitor supplied & fitted | 246.00 | |
| City Workwear | F&GP - Embroidered clothing for new grounds keepers (O/N 75) | 316.00 | |
| A James (Jewellers) Ltd | F&GP - Inspect and adjust parish clock | 336.00 | |
| Mercer Tree Services | Rec - Tree stakes, ties and wood chip mulch for new trees planted | 336.90 | |
| Chris Watson Plumbing | Rec - investigate and adjust blender valves at Spicers and fix outside tap at groundstore | 360.00 | |
| Tomlinson Steel | Rec - Dig out post and re concrete to fix gate at Mill Lane (entrance gate) | 370.56 | |
| SCDC | Rec - Spicers Rates | 399.00 | |
| SCDC | Rec - Mill Lane Rates | 424.00 | |
| Parkinson Partnership | F&GP - VAT Advice O/N 61 Agreed FP Sept 2021 | 600.00 | |
| Chubb Fire & Security | F&GP - Fire Ext Service (Contract) | 651.24 | |
| Lanham & Co | F&GP - Book keeping for month | 696.00 | |
| S&P Services | F&GP - Cleaning for month | 700.00 | |
| SCDC | F&GP - Office Rates | 736.00 | |
| Initial | F&GP - service of sanitary bins office and all pavilions (years contract) | 998.49 | |
| CGM | Planning - Verge/grass cutting/strimming 28/09 & 14/09 | 1,445.71 | |
| Shire Trees | Rec - Tree work agreed | 1,470.00 | |
| CGM | Planning - Extra work as agreed for November | 2,833.00 | |
| CGM | Planning - Extra work as agreed for December | 2,833.00 | |
| MH Goals | Rec - New goals for Lynton Way - agreed Recreation Nov 2021 | 4,214.40 | |
| PWLB | F&GP - Loans for office and Spicers pavilion | 11,394.10 | |