



# SAWSTON PARISH COUNCIL

**MINUTES of the FULL COUNCIL MEETING HELD ON 24 MARCH 2026**  
**Held at Spicers Pavilion - Meeting commenced at 7.15 pm**

**PRESENT:**

Assistant Clerk: Clare Speed

**Councillors**

Kevin Cuffley

Colin Groves

Kevin Deeming

Deborah Alderwick

Neil Reid

Ian Reeves

Anand Pillai

Paul Allen

Patrick Thouroude

David Bard

+ 4 members of public

County Councillor Peter Fane

Ian Medicott and Theresa Roberts -  
SCDC

**361 APOLOGIES FOR ABSENCE**

Councillor Paul Smith (Work Commitments)

Councillor Kieran Cooper (Personal)

Councillor Katie O'Bryan (Personal)

Councillor Simon Ward (Personal)

**362 TO DISCUSS COMMUNITY INFRASTRUCTURE LEVY DRAFT CHARGING SCHEDULE CONSULTATION (CIL)**

Councillor Kevin Cuffley welcomed Ian Medicott and Theresa Roberts from the Greater Cambridge Partnership to the meeting.

The Greater Cambridge on behalf of Cambridge City Council and South Cambridgeshire District Council intends to submit a Community Infrastructure Levy (CIL) Draft Charging Schedule for examination under Section 212 of the Planning Act 2008 and the Parish Council has been asked to comment on the consultation.

CIL is a charge which can be levied by local authorities on new development in their area. It is an important tool local authorities use to help them deliver the infrastructure needed to support development in their area. The Councils propose adopting CIL to help pay for the strategic transport infrastructure required in Cambridge and South Cambridgeshire with 15% of the funds given to parish councils (25% if they have a neighbourhood plan).

It was made clear that CIL is not replacing the S106 contributions which will still be available. CIL is perceived as a bonus on top of the S106 money.

The presentation can be found on the parish council website:  
[www.sawstonparishcouncil.gov.uk](http://www.sawstonparishcouncil.gov.uk)

Councillor Kevin Cuffley thanked them for attending.

**363 PUBLIC PARTICIPATION TIME (15 Minutes allowed) \***

Councillor Kevin Cuffley invited Mr Reg Cullum to speak.

Reg Cullum explained the recently published Parish Impact Assessment by the Cambridgeshire and Peterborough Association, indicates a reduction of services provision that have potential areas of concern for the village residents of Sawston. What help will the present parish councillors require, in terms of finance and people power, in order to negate the worst effects of the new unitary authority's transition period?

Councillor Kevin Cuffley explained that the parish council does not have an answer at present but do have similar concerns especially what services will be devolved down to the parish council and will keep the council updated when he can.

**364 DECLARATIONS OF INTEREST FOR THIS MEETING**

Councillor David Bard (Non Pecuniary) – as Vice Chair of Sawston Village History Society.

Dr Wreghitt and Mary Dickens attended the meeting to discuss their proposal for historical plaques in the village. This was on the agenda and the council was asked if they wished to bring this item forward.

It was **proposed** by Councillor Ian Reeves and **seconded** by Councillor Colin Groves to bring item 370 forward.

**VOTE: 10 FOR : 0 UNANIMOUS**

**370 TO DISCUSS VILLAGE HERITAGE PLAQUES**

The Parish Council has been asked if they would consider a collaboration with The AM Challis Trust and the Sawston Village History Society to help celebrate several residents of Sawston in the past who are worthy of recognition and to celebrate them, Mary Challis, John Huntingdon, John Crampton, John Falkner and Henry Morris. The idea is to establish a working group with a couple of Councillors and members of Mary Challis Trust and SVHS to start a Sawston Heritage plaque scheme. These would be slate plaques about 14" wide which could be done over a period of time, proposed 5 in total to create a historical walk to coincide with these proposed plaques. The plaques cost £375.00 each and Dr Wreghitt asked for a donation of £500 from the parish council towards the cost of these. This was discussed.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Anand Pillai to **support** the proposal and donate £500 towards the cost of the plaques as and when they are ordered.

**VOTE: 9 FOR : 1 ABS**

It was **proposed** by Councillor Deborah Alderwick and **seconded** by Councillor Anand Pillai to nominate Councillor Kevin Cuffley for the steering group.

**VOTE: 10 FOR : 0 UNANIMOUS**

**365 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 10 MARCH 2026**

The minutes of the Full Parish Council meeting held on 10<sup>th</sup> March 2026 were read, confirmed, and signed.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor Kevin Deeming to accept the minutes.

**VOTE: 9 FOR : 1: ABS**

**366 TO REPORT ON THE TASK & FINISH MEETING HELD ON 17 MARCH 2026**

The notes from this meeting were noted.

**367 TO REPORT ON THE MASTERPLAN MEETING HELD ON 17 MARCH 2026**

The notes from this meeting were noted.

**368 MATTERS ARISING – NEW INFORMATION ONLY**

None

**369 PLANNING APPLICATIONS AND ASSOCIATED MATTERS**

<a href="#">26/00452/FUL</a>	Retrospective erection of single storey side and rear extensions to the existing café with associated alterations to the fenestration and materials and relocation of bin store at The Brick House Link Road	<b>No Comment</b>
<a href="#">26/01008/PRIOR</a>	Prior notification (less than 150sqm) under Class R of the General Permitted Development Order for the change of use of an agricultural building to Class B8 at Unit 5 Deal Business Park  It was <b>proposed</b> by Councillor David Bard and <b>seconded</b> by Councillor Kevin Deeming to support.  <b>Vote 10: FOR UNANIMOUS</b>	<b>Support, No objection</b>
<a href="#">26/00938/HFUL</a> <a href="#">26/00939/LBC</a>	Repair and conversion of dovecote to home office at 9 Hammonds Road  It was <b>proposed</b> by Councillor David Bard and <b>seconded</b> by Councillor Deborah Alderwick to support.  <b>Vote 10: FOR UNANIMOUS</b>	<b>Support, No objection</b>
<a href="#">26/00926/FUL</a>	External Alterations at Deal Business Park Cambridge Road	<b>No Comment</b>
<a href="#">26/00683/CLUED</a>	Certificate of lawfulness under S191 for the existing installation of 11no process equipment vents located to the north-west facade of Unit 3 building. The vents provide extract to process equipment at Unit 3 Cambridge South 3 West Way	<b>FOR INFORMATION ONLY - Noted</b>

**371 TO DISCUSS SETTING UP A WORKING GROUP WITH STAPLEFORD PARISH COUNCIL RE CAMBRIDGE ROAD**

With the recent accident on the bridge on the A1301 where car left the road and ended up flying over the public footpath under the bridge from Sawston to Stapleford the parish council has been asked if they would like to be part of a working group with Stapleford Parish Council to discuss the safety of this road.

The following Councillors agreed to be on the working group:

Councillor Anand Pillai, Councillor Deborah Alderwick, Councillor Patrick Thouroude and Councillor Paul Allen.

**372 TO DISCUSS FOOTPATH FROM SAWSTON TO WHITTLESFORD**

Whittlesford Parish Council has recently paid for the footpath to be replaced on a stretch of footpath from Sawston to Whittlesford and the Parish Council discussed the Sawston part of this footpath which is in need of repair. This footpath is the responsibility of the County Council but the parish council felt they should take action on this and no current repairs have been actioned by the County Council. This was discussed and Councillor Paul Allen agreed to investigate the costs and funding for this work.

**373 TO DISCUSS SPORTS CLUB MATTERS**

The Clerk explained that the Parish Council has contacted the sports clubs to remind them of this monthly item and to encourage them to attend and no one responded. She went on to explain that if there are issues, they are usually put on as an agenda item anyway so felt this item can now be removed from future agenda's.

It was agreed to remove this from future agendas.

**374 TO DISCUSS QUOTES FOR THE CEMETERY WALL ON CAMBRIDGE ROAD**

The Assistant Clerk has obtained quotes for repair options to the cemetery wall as discussed at a previous meeting. Four companies were contacted and all had the same brief.

1 – To completely take sections of the wall down between the piers and rebuild to the height it is already.

- £22,019.77 + vat
- £37,000 + vat
- Third company - No Response
- Fourth company - Not able to assist

2 - To completely take sections of the wall down between the piers and rebuild to the height of the middle piers – would need planning permission.

- £24,335.97 + vat
- £42,300 + vat
- Third company - No Response
- Fourth company - Not able to assist

3 - To knock the whole wall down and rebuild to current height of the lower part of wall, this would include removing all piers and gates.

- £28,761.97 + vat
- £55,600 + vat
- Third company – No Response
- Fourth company – Not able to assist

The Clerk confirmed there was £26,506.00 in reserves which has been ringfenced for the cemetery wall/maintenance. All options were discussed at length.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Allen to accept the quote of £22,019.77 for option 1 and use the money from reserves.

**VOTE: 10 FOR : 0 UNANIMOUS**

**375 TO DISCUSS CEMETERY EXTENSION**

The Parish Council discussed the current policy from the County Council regarding purchasing land to extend the cemetery and agreed it would be beneficial to proceed with the purchase under their current policy. This involves the Parish Council obtaining 2 independent valuations on the land.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Anand Pillai to obtain two independent quotes and bring back to another meeting.

**VOTE: 10 FOR : 0 UNANIMOUS**

**376 TO DISCUSS 20MPH SPEED LIMIT APPLICATION**

Councillor Paul Allen explained that he and Councillor Deborah Alderwick have almost completed the application form and it will need to be submitted this Friday (27<sup>th</sup> March).

It was **proposed** by Councillor David Bard and **seconded** by Councillor Anand Pillai to submit the application.

**VOTE: 8 FOR : 2 ABS**

Councillor Kevin Cuffley thanked them both for all their hard work on this application.

**377 TO DISCUSS GRASS VERGES ON CAMBRIDGE ROAD**

The Parish Council has been asked by a resident if the verge on Cambridge Road (between the foot/cycle path and road) can be mowed less frequently to allow longer periods of wildflower growth and blossom.

The Clerk explained that we have done no mow may in the past and received many complaints about the state of the verges when they were not cut. She also spoke to the Head Grounds keeper who explained that the parish council now has many wild areas throughout the village where they are left to grow and wild flowers have been planted. The Clerk confirmed that these areas are not cut whilst flowering with daffodils. This was discussed.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Anand Pillai to continue to cut the verges along Cambridge Road.

**VOTE: 10 FOR : UNANIMOUS**

**378 TO REVIEW RISK ASSESSMENT POLICY**

The Parish Council reviewed the current risk assessment policy and had no amends.

It was **proposed** by Councillor Ian Reeves and **seconded** by Councillor Colin Groves to adopt the policy with no changes.

**VOTE: 10 FOR : UNANIMOUS**

**379 TO DISCUSS LGR (LOCAL GOVERNMENT REVIEW) REPORT**

Councillor David Bard has put together a response based on the parish council's discussions at the previous meeting. This was sent out to all councillors who are happy for it to be submitted.

Councillor Kevin Cuffley thanked him for producing the response.

**380 CORRESPONDENCE**

None

**381 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING**

Councillor Kevin Cuffley explained he attended an online webinar with the police who confirmed that crime has increased. He is arranging a meeting in person with the local police to discuss local issues.

**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 Paul Allen and ***seconded*** by Councillor Deborah Alderwick to go into camera.

**VOTE: 10 FOR : UNANIMOUS**

**382 TO DISCUSS LYNTON WAY PROJECT – ARCHITECTS QUOTES**

The Parish Council discussed the three quotes they had received for this project.

It was ***proposed*** by Councillor Kevin Cuffley and ***seconded*** by Councillor Colin Groves to go with Wilby & Burnett for the Lynton Way project.

**VOTE: 10 FOR : UNANIMOUS**

**Meeting Closed 8.50pm**