SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 27 JANUARY 2026
Held at Spicers Pavilion - Meeting commenced at 7.15 pm

PRESENT:

Assistant Clerk: Clare Speed

Councillors

Kevin Cuffley	Kieran Cooper (arrived 7.32pm)
Colin Groves	Paul Smith
Kevin Deeming	Ian Reeves
Deborah Alderwick	Paul Allen
Neil Reid	David Bard
Brian Milnes	

+ 4 members of public

275 APOLOGIES FOR ABSENCE
Councillor Anand Pillai (personal)

276 PUBLIC PARTICIPATION TIME (15 Minutes allowed) *
Kerrin Compton introduced himself and explained he would like to volunteer to be involved in collating the 20 mph responses.

277 DECLARATIONS OF INTEREST FOR THIS MEETING
Councillor Colin Groves item 289 neighbour

278 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 13 JANUARY 2026
The minutes of the Full Parish Council meeting held on 13th January 2026 were read, confirmed, and signed.
Councillor Deborah Alderwick said Councillor Neil Reid left the meeting for item 262 planning application 25/0403/HFUL.
Councillor Deborah Alderwick objected to item 264.
Councillor Brian Milnes said there is a spelling mistake on item 255 arboriculturist should be arborist.

It was ***proposed*** by Councillor Kevin Cuffley and ***seconded*** by Councillor David Bard to accept the minutes with these amends.
VOTE: 10 FOR : 0 UNANIMOUS

279 MATTERS ARISING – NEW INFORMATION ONLY
None

Councillor Kieran Cooper arrived at 7.32pm

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280 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

25/04955/HFUL	Single storey rear extension and removal of wall between 2no. existing attached garages. Alterations including replacement of roof tiles, all existing windows and fascias, soffits and barge boards at 33 Springfield Road. ***Proposed*** by Councillor David Bard and ***Seconded*** by Councillor Neil Reid to ***support*** to this application.	**Support/No Objection** **Vote: 11 For Unanimous**
25/04912/HFUL	First floor flat roof amended to pitched roof, first floor rear extension, conversion of existing garage to habitable living space and side extension, erection of detached garden studio to rear, alterations to doors and fenestration, external render, installation of roof lantern to rear and front porch canopy at 101 Mill Lane. ***Proposed*** by Councillor Kevin Deeming and ***Seconded*** by Councillor David Bard to ***support*** to this application.	**Support/No Objection** **Vote: 11 For Unanimous**

Information only plans noted

281 TO DISCUSS SPORTS CLUBS MATTERS

None as no one from the sports clubs was present.

282 TO DISCUSS 20 MPH RESPONSES

The chair explained we had a good response from the 20MPH leaflet drop. The Assistant Clerk has gone through the responses and has a rough tally of numbers for and against but there is a lot with conditions. It was suggested to have a group of councillors to go through the responses together before applying for the funding.
Councillor Paul Allan, Councillor Deborah Alderwick and Councillor Kevin Cuffley all offered to go through the responses including the resident present Kerrin Compton. The Assistant Clerk will contact them all to organise a date before the next meeting. Councillor Kevin Deeming suggested bringing options to the next meeting as we are running out of time to get the application completed and submitted.

283 TO DISCUSS LAND AT MILL LANE HOUSING SURVEY

The parish council have been contacted by Cambridge ACRE on behalf of Carter Jonas to ask if the parish council would do a letter to support the housing survey and if they would add a letter to go in the survey packs for delivery to every house in Sawston. Cambridge ACRE sent the parish council a draft letter, the parish council discussed this and did not agree with sending a letter to be included in the survey packs. The councillors would like more clarity on the housing survey and suggested the assistant clerk invites them to attend a meeting.

Resident left 7.55pm

284 TO DISCUSS TAPS AT SPICERS

The facilities administrator received quotes to replace 15 taps at Spicers back in September 2025 but the quote that was agreed was for single taps, and we actually need

double mixer ones. The facilities administrator as obtained quotes again for 5 mixer push taps as follows:

- £1,140 including vat
- £2,310 no vat

It was ***proposed*** by Councillor Kevin Cuffley and ***seconded*** by Councillor Kieran Cooper to accept the quote for £1,140 including vat to replace 5 double taps at Spicers Sports Pavilion.

VOTE: 9 FOR : 2 Abs

285 TO DISCUSS CHAIR REPORT QUOTES FOR PRINTING AND DELIVERY

The Assistant Clerk contacted three companies for both the printing and the delivery of this year's chair report. She managed to get three quotes for the printing but only one replied regarding the delivery.

Printing

- £320.00 no vat includes our bonfire night posters
- £375.00 no vat
- £295.00 no vat

Delivery

- £350 + vat

It was ***proposed*** by Councillor Kevin Cuffley and ***seconded*** by Councillor Paul Allen to accept the quote for £320 from Altone for the printing and £350 + vat from Dor 2 Dor for the delivery.

VOTE: 11 FOR : 0 UNANIMOUS

286 TO DISCUSS ANCHOR COVERS AT DEAL GROVE

Item deferred to next meeting as waiting for more information.

287 TO DISCUSS CEMETERY FEE FOR NON-RESIDENT

The parish council have been contacted by a Sawston resident who had a Ukraine refugee live with them in 2023 before later moving to Cambridge and sadly have passed away and would like their ashes to be interred in Sawston cemetery at the Sawston discounted price. Following discussion, the Council has confirmed that under the Cemetery Fees and Charges Policy, they are considered a resident for the purposes of interment fees. Although they subsequently moved away from the parish, the policy states that a person is only classed as a non-resident after having left the parish for a period of five years. As this period has not elapsed, the resident (discounted) fee applies. The Council therefore agrees that the interment may proceed at the resident rate, in accordance with current policy.

288 TO DISCUSS CEMETERY WALL ON CAMBRIDGE ROAD

The cemetery wall on Cambridge Road has been damaged in several places due to tree root growth, mostly along the left-hand side. As a result of this damage, sections of the railings have snapped and were removed by the Head Groundskeeper due to health and safety concerns. The Parish Council discussed options for remedial works, including whether to replace the wall on a like-for-like basis or to rebuild the wall to a greater height without reinstating the railings. Councillors agreed that the railings and gates are not necessary, as the cemetery always remains open. It was agreed that the Assistant Clerk should obtain two quotations: One to rebuild the wall to its current height, retaining the existing pillars and one to rebuild the wall with the removal of the pillars. It was also suggested that consideration be given to installing a single railing along the top of the wall.

289 TO DISCUSS ADDITIONAL COST FROM TREE SURGEON FOR TREE WORK AT THE CEMETERY

The assistant clerk explained that a tree surgeon removed two trees at the end of 2025 in the cemetery which were damaging the wall. The tree surgeon has asked for an additional £500 as the job took him longer than anticipated due to having to stop due to the number of visitors to the cemetery and public on the footpath. The parish council felt that the tree surgeon attended the site and quoted knowing it is close to the public footpath and have already paid the invoice for £1550.00.

It was proposed by Councillor Kevin Cuffley and seconded by Councillor Paul Smith to not pay the additional £500 to the tree surgeon.

VOTE: 7 FOR 2 : AGAINST 2 : ABS

290 TO DISCUSS QUOTES TO FELL TREE AT GOSLING WAY

The parish council discussed removing the Leyland Cypress tree at Gosling Way on the last agenda and the assistant clerk has obtained three quotes.

- £1350.00 + vat
- £1500.00 + vat
- £1650.00 + vat

It was proposed by Councillor Kevin Cuffley and seconded by Councillor Kieran Cooper to accept the quote for £1350.00 + vat to remove the tree at Gosling Way

VOTE: 8 FOR 1 : AGAINST 1 : ABS

291 TO DISCUSS ARCHAEOLOGICAL SURVEY BY CAMBRIDGE WATER ON HUCKERIDGE HILL

The parish council have been contacted by Anglia Water Services as they would like our support for them to conduct archaeological survey on the Huckeridge Hill Site. This was discussed and noted.

292 TO DISCUSS DONATION REQUEST FROM ROYSTON & DISTRICT COMMUNITY TRANSPORT

The parish council received a donation request from Royston & District Community Transport for a donation of £400.00 to go towards transport for people in the community who do not have access to public transport or use of a car. The service covers Sawston and currently there are 15 residents which use this service.

It was proposed by Councillor Kieran Cooper and seconded by Councillor Kevin Cuffley to donate £400 to the Royston & District Community Transport in the next financial year.

VOTE: 7 FOR 1 : AGAINST 2 : ABS

293 TO DISCUSS RESIDENT REQUEST TO PURCHASE A BENCH WITH A PLAQUE AT ORCHARD PARK

A resident has been in contact with the assistant clerk as they would like to purchase a bench and add a memorial plaque in memory of their son. The assistant clerk spoke to the head groundskeeper, and he suggested a suitable area near three new trees which are going to be planted. The parish council suggested to let the resident know when the bench needs repair or needs removing the parish council will act.

It was proposed by Councillor Kevin Cuffley and seconded by Councillor Colin Groves to order and invoice the resident to purchase a bench for Orchard Park.

VOTE: 11 FOR : 0 UNANIMOUS

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294 TO DISCUSS ROAD SAFETY REVIEW, SHELFORD AND STAPLEFORD/SAWSTON

The parish council has been contacted by district councillor Peter Fane to attend a meeting with Cambridgeshire County council's road safety manager on Wednesday 18 February with other local parish councils. It was agreed for councillor Paul Allen and Councillor Deborah Alderwick to attend on behalf of the parish council.

295 TO DISCUSS POLICING ISSUES IN THE VILLAGE

Councillor Kevin Cuffley explained he has spoken to our MP Pippa Hayling regarding policing issues in Sawston and she suggested the parish council writes a letter outlining the issues. councillor Kevin Cuffley asked the parish council for a list.

- Lack of PCSCs (closed police station)
- Drugs
- Antisocial behaviour
- Burglary's
- Shop lifting
- Speeding in the village
- Illegal parking
- Graffiti

296 JHC UPDATE

Councillor Kieran Cooper gave an update from JHC which you can find at the bottom of these minutes.

Resident left 8.37pm

297 CORRESPONDENCE

None

298 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

Councillor Deborah Alderwick explained she attended a virtual climate committee meeting regarding the deposal of plastic bags for the compost caddies, once she receives the written confirmation she will share the information with the parish council.

The assistant clerk explained that the county councillor Peter Fane has invite a parish councillor to attend Openreach meetings every Monday virtually at 4pm, councillor Paul Allen volunteered to attend the meetings.

Meeting Closed 8.50pm

JHC Support Service information for Parish Council meeting

This information relates to the year of 2025 from 1st January to 31st December

* 357 clients were seen so very similar numbers to 2024.
* Just over 800 food bags have been given out, so less than 2024 when we gave out 956. £ almost £1000 co-op vouchers have been issued, down on 2024 when £1300 were given out.
* 137 Christmas Hampers were delivered, 5 more than in 2024. £3435 supermarket vouchers were also included with the hampers.
* Enquiry type – our top enquiry is Grants (684) and has been for the last few years. Benefits are second highest enquiry (218), followed by housing which remained static at 100 enquiries Debt (50) which has doubled since 2024,
*Individual grants – Total grants given to individuals was in excess of £90,000. Some of these grants were from other sources not just the JHC grant pot. This included Staywell for help with utility bills, Cambridgeshire Local Assistance Scheme & the Household Support Fund.

*Organisational grants given out to the value of £28, 246.
Other JHC info
Team update – Our apprentice business administrator has settled in well, and we recruited a new family worker who started at the beginning of December as Corinne retired just before Christmas. Donna has settled in well and is currently working in all Sawston schools as well as William Westley & Stapleford.
We are extremely busy with appointments being booked at least 3-4 weeks in advance.
We are seeing a considerable increase in Clients who have gambling debts and are referring to agencies who specialise in this area of support. This is a quite serious issue and is affecting both sexes and people from all income brackets.
We continue to see lots of people with health conditions, and the number of clients over the age of 80 has increased significantly in the last couple of years.
Property & land - Redrow communicated with us just before Christmas informing us that following the merger between Barratt, David Wilson and Redrow, David Wilson are now building some of our units on the Tudor meadows site, they will be building the Redrow design house types so there is no change. This is the next phase of 5 x one-bedroom properties due to be completed by October 2026.
6 new residents moved into JHC properties in 2025.
Mordante house had a fire in March, fortunately no one was hurt and damage was limited to one bedroom and the communal lounge. A long process followed eventually agreeing contractors and a price in December. Work started early January 2026.

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