



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 28 APRIL 2026
Held at Mill Lane Pavilion, Mill Lane - Meeting commenced at 7.15 pm

PRESENT:

Clerk: Jo Keeler

Councillors

Kevin Cuffley

Katie O'Bryan

Kevin Deeming

Neil Reid

Brian Milnes

Patrick Thouroude

Anand Pillai (8.10pm)

Deborah Alderwick

Paul Allen

Simon Ward

David Bard

+ 1 member of public
Meghan Bonner – KWA
Emma Thompson – Cheffins
Dan Rowson – Concilio
Charles Norbury – Owers Warwick
Architects

402 APOLOGIES FOR ABSENCE

Councillor Kieran Cooper (Work Commitments)
Councillor Ian Reeves (Personal)
Councillor Colin Groves (Personal)
Councillor Paul Smith (Work Commitments)

403 PUBLIC PARTICIPATION TIME (15 Minutes allowed) *

None

404 DECLARATIONS OF INTEREST FOR THIS MEETING

None

405 PRESENTATION REGARDING PROPOSED DEVELOPMENT AT DALES MANOR BUSINESS PARK

Councillor Kevin Cuffley welcomed Emma Thompson, Dan Rowson and Charles Norbury to the meeting and invited them to present on the proposed development at Dales Manor Business Park. The presentation can be found on the Parish Council website – www.sawstonparishcouncil.org.uk or from the Parish Council office.

406 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 14 APRIL 2026

The minutes of the Full Parish Council meeting held on 14th April 2026 were read, confirmed, and signed.

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

VOTE: 6 FOR : 4 ABS

407 MATTERS ARISING – NEW INFORMATION ONLY
None

408 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

<p>26/0378/TTCA</p>	<p>Proposal: Tree 197 (Blue Atlas Cedar) - Remove limb with loose dead bark on upper side that is in the northwest side of the tree at 6 metres above ground level. Remove limb that has previous torn out that faces southwest then veers south at 6 metres above ground level. Site address: St Marys Church, Church Lane, Sawston</p> <p>It was proposed by Councillor David Bard and seconded by Councillor Deborah Alderwick to support.</p> <p>Vote 10: FOR UNANIMOUS</p>	<p>Support/No objection</p>
<p>26/01362/FUL</p>	<p>Proposal: Change of use and conversion of existing hair salon to form residential unit (Class C3). Site address: 94 High Street, Sawston</p> <p>It was proposed by Councillor David Bard and seconded by Councillor Deborah Alderwick to support.</p> <p>Vote 10: FOR UNANIMOUS</p>	<p>Support/No objection</p>
<p>26/01160/FUL</p>	<p>Proposal: Change of use to residential and erection of 2no 4bed dwellings (1no single storey and 1no two storey) and associated works. Site address: 28 Cambridge Road, Sawston</p> <p>It was proposed by Councillor David Bard and seconded by Councillor Patrick Thouroude to support with conditions</p> <p>Vote 10: FOR UNANIMOUS</p>	<p>Support as long as the Highways and drainage issues are rectified</p>

409 TO DISCUSS AIR CONDITIONING QUOTES FOR OFFICE (3-YEAR CONTRACT)

Three quotes were obtained for the air conditioning service at the office.

- £120.00 + vat
- £128.00 +vat
- £167.00 + vat

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Neil Reid to accept the quote for £167.00 + vat on a three-year contract with Adcocks.

VOTE: 9 FOR : 1 AGAINST

410 TO DISCUSS INSTALLING EXTRA BINS AT LYNTON WAY RECREATION GROUND (BY SKATE PARK)

The Clerk obtained a quote for new bins to install on Lynton Way Recreation Ground as there is increased litter. The quote is from the company that provides the green bins so they match.

- £649.00 + vat each
- £616.00 +vat each (for 2 or 3 bins)
- £48 delivery charge (for up to 4 bins)

The Clerk confirmed we have the money in the 26/27 budget for two bins.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Kevin Deeming to order two bins at £616.00 each and £48.00 for delivery.

VOTE: 10 FOR : UNANIMOUS

411 CORRESPONDENCE

None

412 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

Councillor Kevin Cuffley explained a resident has asked if a footpath can be installed down Wakelin Avenue towards the entrance to Broadmeadow as there is only a footpath on one side of the road. This was discussed and could be considered in the next round of LHI although it was felt it is the responsibility of the County Council.

Councillor Deborah Alderwick noticed a damaged branch in the tree at the back of the pavilion. The Clerk agreed to contact the Head Groundskeeper to investigate.

The member of public left the meeting.

Councillor Anand Pillai arrived 8.10pm

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 Deborah Alderwick and **seconded** by Councillor Brian Milnes to go into camera.

VOTE: 11 FOR : UNANIMOUS

413 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING (NON PUBLIC) HELD ON 14 APRIL 2026

The minutes of the Full Parish Council meeting (non-public) held on 14 April 2026 were read, confirmed, and signed.

It was **proposed** by Councillor Kevin Deeming and **seconded** by Councillor Paul Allen to accept the minutes.

VOTE: 6 FOR : 5 ABS

Meeting Closed 8.25pm