



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

Katie O'Bryan

Kieran Cooper

Simon Ward

Paul Allen

Brian Milnes (7.22pm)

David Bard

+ 9 members of public

County Councillor Laurence Damary-Homan

342 APOLOGIES FOR ABSENCE

Councillor Anand Pillai (Work Commitments)

Councillor Ian Reeves (Personal)

Councillor Paul Smith (Work Commitments)

Councillor Patrick Thouroude

343 PRESENTATION ON THE EXPANSION OF DUXFORD IWM

Presentation on the parish council website and available from the parish council office

344 PUBLIC PARTICIPATION TIME (15 Minutes allowed) *

Seven residents attended the meeting who live down Lynton Way to discuss the new pavilion on Lynton Way recreation ground and the plan which is on our website. One resident explained their concerns are the large car park which is at the back of their house on the plan, they asked if the parking area needed to be so large and take up so much up green space, the parking will be blocking access which is at the back of their house. The chair explained it is still early days, and no plans have been decided the one on the website is just for illustration purposes. The council will do public consultations, and all residents will be invited to attend and give feedback on the pavilion, at this stage the parish council are looking to appoint an architect for the project.

Councillor Brian Milnes arrived 7.22pm

345 DECLARATIONS OF INTEREST FOR THIS MEETING

None

346 UPDATE FROM COUNTY COUNCILLORS

The update is on the parish council website and available from the parish council office.

Seven members of the public left the meeting 8.15pm

347 UPDATE FROM DISTRICT COUNCILLOR

There was no written update, District Councillor Brian Milnes explained the items he would talk about are on the agenda.

348 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 24 FEBRUARY 2026

The minutes of the Full Parish Council meeting held on 24th February 2026 were read, confirmed, and signed.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor Neil Reid to accept the minutes.

VOTE: 11 FOR : UNANIMOUS

349 MATTERS ARISING – NEW INFORMATION ONLY

None

350 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

26/00401/S73	S73 to vary condition 2 (approve plans)of S/0289/13/FL (Erection of industrial building (for processing of skins and hides and own vehicle servicing) following demolition of existing) to regularise development at Unit A Rear Of 12 Common Lane. Proposed by Councillor David Bard and Seconded by Councillor Deborah Alderwick to support to this application.	Support/No Objection Vote: 9 For 2 Abs Comment: No objection – but the parish council have concerns regarding the state of the road and parking down Common Lane as both are already an issue.
26/00452/FUL	Retrospective erection of a single storey side extension to the existing café with associated alterations to the fenestration and materials and relocation of bin store at The Brick House Link Road.	Noted

351 TO DISCUSS ACCOUNTS FOR FEBRUARY 2026

The accounts for February 2026 were presented.

Councillor Deborah Alderwick explained there is a duplicate on the bacs sheet line 29 as it is on the direct debit sheet as well.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor David Bard to accept the accounts for February 2026 with the one amend to remove off the direct debit sheet.

VOTE: 10 FOR : 1 ABS

352 TO DISCUSS CORRESPONDANCE RE PROPOSED NEW PAVILION AT LYNTON WAY
Item discussed under public participation

353 TO DISCUSS CAMBRIDGESHIRE DEVELOPMENT CORPORATION CONSULTATION
The parish council got asked to comment on the Cambridgeshire Development Corporation Consultation, this was discussed at length, and it was suggested Councillor Kevin Cuffley and Councillor David Bard to produce a draft response and email to all councillors before submitting.

354 TO DISCUSS LOCAL GOVERNMENT REORGANISATION
The councillors discussed local government reorganisation and the webinar South Cambridgeshire District Council hosted online last week. The parish councillors discussed this at length and are concerned with option b regarding the council tax but economically option b is same.

It was proposed by Councillor Kevin Cuffley and seconded by Councillor David Bard to support option b for the local government reorganisation.

VOTE: 10 FOR : 1 AGAINST

County Councillor Laurence Damary-Homan and one member of public left the meeting at 9.00pm

355 TO DISCUSS REMOVAL OF DISABLED BAY IN NEW ROAD

County Council contacted the parish council to explain the disabled parking bay on new Road is no longer needed and asked for any comments.

It was proposed by Councillor Kevin Cuffley and seconded by Councillor David Bard that the parish council has no objection for county council to remove the parking bay at New Road.

VOTE: 11 FOR : UNANIMOUS

356 TO DISCUSS HMRC TAX INVESTIGATION SERVICE RENEWAL

The parish council's insurance company Lanham & Company Limited contacted the clerk to ask if we would like to renew the tax investigation service, the fee is £180.00.

It was proposed by Councillor Kevin Cuffley and seconded by Councillor Kieran Cooper to renew the tax investigation service for another year for £180.00.

VOTE: 11 FOR : 0 UNANIMOUS

357 TO DISCUSS BARRIER INSTALLATION AT THE OFFICE

The Assistant Clerk has been obtaining quotes to place a barrier at the office as the staff have problems parking at the office, we have spoken to Mordante House, JHC and Cambridgeshire County Council who are happy for us to install a barrier. The Assistant Clerk has contacted five companies only two have gotten back.

One can only supply the barrier and does not install for £1669.57, and the other quote can supply and install and install bollards on the grass verges the cost is £8,150.00.

The parish council discussed this and asked the Assistant Clerk to obtain more quotes and bring back to another meeting.

358 TO DISCUSS SAFEGUARDING POLICY

The Parish Council reviewed the Safeguarding policy.

Councillor Deborah Alderwick explained that the website link doesn't work, on item 12.1 she suggested changing 'and' instead of 'or'.

Councillor Kieran Cooper said there is a typo on page 30 the email address 'Cambridgeshire'.

Councillor Paul Smith is the lead on the policy but wasn't present so Councillor Kevin Cuffley volunteered.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor Deborah Alderwick to adopt the current policy with the above amends and review in a year.

VOTE: 11 FOR : UNANIMOUS

359 CORRESPONDENCE

Noted

360 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

Councillor Deborah Alderwick asked to add speed limit on Sawston side of the Stapleford bridge to the next agenda.

Councillor Deborah Alderwick asked if Sports Clubs Matter is staying on the full parish agenda, this was discussed and will stay on the next agenda for the council to discuss.

Councillor Paul Allen explained there is only two weeks left to apply for the 20MPH blanket on the village and he explained he met with Pampisford Parish Council, and they are close to submitting.

Councillor Kevin Cuffley asked to add the path to Whittlesford on the next agenda, following the new path on Whittlesford side of the bridge.

Meeting Closed 9.30pm

Sawston Parish Council		
Feb-26		
	Description	TO PAY
CoOp	F&GP - Office supplies	£2.00
Talk Mobile	F&GP - Mobile phone contract -staff	£5.95
Talk Mobile	F&GP - Mobile phone contract -staff	£5.95
Talk Mobile	F&GP - Mobile phone contract -staff	£5.95
Amazon	F&GP - Subscription	£8.99
Clerks & Councils direct	Subscription Renewal	£15.00
Mrs C Speed	F&GP - travel expenses (deliver Chair report to delivery company)	£15.30
Unity Bank	F&GP - Bank Charges for February	£15.90
Talk Talk	Rec - Mill Lane internet	£19.74
ESPO	F&GP - Hand towels for pavilions	£28.74
CoOp	F&GP - Office supplies	£32.07
SCDC	Rec - Recycling bin at Spicers Pavilion	£32.72
XLN	Rec - Spicers Internet	£67.33
EMG Stapleford	Rec - Fuel for month	£82.18
Lee's Garden Machinery	Rec - Chain saw service	£92.50
Red Graphic	Printing of maps to A4 for new grass cutting contractors O/N 21	£100.80
Grace Solutions	F&GP - Domain name .gov.uk 2-year renewal	£104.54
Honest Employment Law	Staff - HR Compliance for month	£114.00
Engie	Rec - Lynton Way pavilion electricity February	£122.56
Engie	Rec - Lynton Way pavilion electricity January	£122.56
Lee's Garden Machinery	Rec - Stihl FS460 strimmer service - replaced clutch housing/parts and labour	£124.00
ADT	F&GP - Office alarm monitoring 23/2/26 - 22/3/26	£127.50
YPG	F&GP - Office Gas 16/01 - 16/02/2026	£135.10
CAPALC	F&GP - CAPALC Councillor Training for 2 new councillors Co-Opted (O/N 17)	£150.00
Lee's Garden Machinery	Rec - Iseki mower service	£150.00
TV Licence	Rec - TV Licence for Spicers	£174.50
Progreen Lawncare	Rec - 10kg saponin soil conditioner (for all areas)	£180.00
Pestagon	Pest control contract	£235.20
Mr S Jones	Pavilion hire deposit return	£250.00
Thera Trust	Pavilion hire deposit return	£250.00
Thera Trust	Pavilion hire deposit refund	£250.00
Cromwell Fire Ltd	Rec - Additional work at Mill Lane pavilion - replace beacon (o/n 8)	£258.00
ADT	Rec - Groundstore alarm monitoring 17/2/26 - 16/5/26	£276.31
YPG	Rec - Spicers Gas 16/01 - 16/02/2026	£295.18
Grace Solutions	F&GP - Adhoc labour and charges	£310.67
Altone Limited	F&GP - Annual Chair report 2026 (Design and print) agreed FP O/N 5	£320.00
Lanham & Co	F&GP - Accounts for month	£334.50
Grace Solutions	F&GP - Adhoc labour and charges	£336.34
Thalia Waste	Cemetery Skip O/N 12	£362.04
Sovereign Play	Rec - Tighten tension ropes on space net at Deal Grove (O/N 84)	£497.36
Sovereign Play	Rec - replace swing shackle at Lynton Way (O/N 84)	£803.48
Sovereign Play	Rec - Supply and replace pull up rope on climber at Lynton Way	£1,003.56
Avocet	F&GP Cleaning contract for the month	£1,030.40
Tayplay Limited	Rec - Anchor covers for Deal Grove agreed FP O/N 10	£1,089.53
The Cambridge Sign Company	Rec - Supply and install new sign at Spicers Sports Ground (o/n 2 agreed FP)	£1,160.40
CAPALC	F&GP - CAPALC & NALC Affiliation fee	£1,272.99
NB Plumbing	Rec - Replace 5 taps at Spicers pavilion agreed FP O/N 3 and additional emergency work at office and Lynton Way	£1,343.00
Core Amey	Rec - Sports Rye 20 x 20kg for all grounds	£1,810.00
Lee's Garden Machinery	Rec - Toro tractor service - replaced engine oil/hydraulic filters/repared lift ram/etc	£2,282.50
Nurture Landscapes	Planning - Final invoice - contract ended (Payments for the year 2025)	£10,107.06
Acorn Truck Sales Ltd	New Electric Van for Grounds Keepers	£21,939.00
Betongpark	1st Installment of the delivery of the new Skate Park on Lynton Way recreation ground	£46,800.00
Staff Costs for month	Staff costs for month	£18,797.04