



SAWSTON PARISH COUNCIL

**MINUTES of the FULL COUNCIL MEETING HELD ON 25 NOVEMBER 2025
Held at Spicers Pavilion - Meeting commenced at 7.15 pm**

PRESENT:

Clerk: Jo Keeler

Councillors

Kevin Cuffley (arrived 7.34pm)

Patrick Thoroude

Kevin Deeming

Deborah Alderwick

Neil Reid

Kieran Cooper

Paul Smith

Anand Pillai (7.34pm)

Paul Allen

David Bard

+ 6 members of public

+ M Pankhurst & M Soules – Wellcome Genome
Campus

Councillor Kieran Cooper chaired the meeting until Councillor Kevin Cuffley arrived.

212 APOLOGIES FOR ABSENCE

Councillor Brian Milnes

Councillor Kevin Cuffley

Councillor Colin Groves

Councillor Ian Reeves

213 PUBLIC PARTICIPATION TIME (15 Minutes allowed) *

A member of public requested to speak and asked questions about the proposed 20MPH scheme in Sawston.

Councillor Kieran Cooper invited him to speak.

Kerrin Compton asked when the deadline is for responses to the consultation and about the funding.

The funding starts January – March 2026 and is from a specific 20MPH County Council scheme which is what the parish council is aiming for. Councillor Kieran Cooper explained the funding for some 20MPH schemes are 100% funded from the County Council but there are a number of schemes that are viable if the parish councils part fund.

If the result of the consultation is not to support then the parish council would probably not proceed.

Kerrin Compton asked if the parish council can publish the tally/numbers of responses for transparency. He also explained that the online form is slightly different to the paper form sent to every house, this will be taken into account. He asked if the parish council has thought about incremental schemes. Previous schemes have been successful on the whole village scheme which is why the parish council has opted for this but they need to evaluate the responses.

Councillor Kieran Cooper thanked him for attending.

3 members of public left the meeting 7.30pm.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Deborah Alderwick to move item 218.

214 DECLARATIONS OF INTEREST FOR THIS MEETING

Councillor David Bard – Item 227 as knows resident

VOTE: 8 FOR : UNANIMOUS

218 PRESENTATION FROM MELANIE PANKHURST FROM WELLCOME GENOME CAMPUS

Councillor Kieran Cooper introduced Melanie Pankhurst to the meeting.

Melanie Pankhurst and Matt Soules gave a brief presentation/update on the Wellcome Genome Campus. This can be found on the parish council website or from the parish council office.

Councillor Anand Pillai and Councillor Kevin Cuffley arrived 7.34pm

Councillor Kieran Cooper asked if any councillors had questions regarding the presentation.

Councillor Kevin Deeming explained he has concerns regarding schools and health. Melaine explained they are working with SCDC and County Council on this and there will be money and allowance in the S106 money. They have allocated a school site and if they need to, they can build a GP centre but finding GP's will be the issue.

They also explained they have some money to work on the road by the McDonalds roundabout/A505 and are working with local government about improving this. Maybe possible signally on the roundabout.

The houses are being built and they are installing two bridges from the houses to the campus specifically for walking and cyclists.

Councillor Kieran Cooper thanked them for attending.

Councillor Kevin Cuffley now chaired the meeting.

215 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 11 NOVEMBER 2025

The minutes of the Full Parish Council meeting held on 11 November 2025 were read, confirmed, and signed.

It was **proposed** by Councillor Deborah Alderwick and **seconded** by Councillor Anand Pillai to accept the minutes.

VOTE: 10 FOR : UNANIMOUS

216 TO CONFIRM AND SIGN THE MINUTES OF THE FINANCE & GENERAL PURPOSES MEETING HELD ON 18 NOVEMBER 2025

The minutes of the Finance & General Purposes Committee meeting held on 18 November 2025 were presented.

7 – Agreed to increase Fidelity Insurance to £1m at an annual cost of £831.80 per annum.

VOTE: 10 FOR : UNANIMOUS

8 – Adopt Risk Management Policy

VOTE: 10 FOR : UNANIMOUS

9 – To accept the new pension rate of 16.8%

VOTE: 10 FOR : UNANIMOUS

217 MATTERS ARISING – NEW INFORMATION ONLY
None

219 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

25/03740/S73	<p>S73 to vary condition 2 (approved drawings) of ref 23/00595/FUL (New roof and canopy over outside seating areas) to show the following: changes to roof material, windows to replace shutters, new doors and removal of bin store at The Brick House Link Road.</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Kevin Cuffley to object to this application.</p>	<p>Do Not Support/Objection</p> <p>Vote: 10 For Unanimous</p> <p>Comment: Do not support until the objections of the comments from the conservation officer are met/addressed and want to see a satisfactory bin area.</p>
25/04152/HFUL	<p>Rear extension, garage conversion and enlargement of existing dormer at 49 Church Lane.</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Deborah Alderwick to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 10 For Unanimous</p> <p>Comment: Need to demonstrate they can provide two parking spaces on the drive.</p>
<p><u>Tree</u></p>		
25/1271/TTPO	<p>T1 - Oak in neighbouring garden: raise crown section overhanging to property to 4.5ms to lessen significant canopy overhang at Tudor House London Road.</p> <p>Proposed by Councillor Deborah Alderwick and Seconded by Councillor Anand Pillai to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 10 For Unanimous</p>

TTRO Church Lane **Noted**

TTRO Footpath 21 Paddock Way **Noted**

220 TO DISCUSS SPORTS CLUB MATTERS
No sports club matters

221 UPDATE ON BUDGET SETTING

Councillor Kieran Cooper explained that the Finance & General Purposes committee went through the budget for each committee but as SCDC had not yet sent the tax base information the final precept figures could not be agreed. The Clerk will ask SCDC when the information can be expected.

222 TO DISCUSS UPDATED MILL LANE STRUCTURAL REPORT

The Clerk distributed the updated structural report for Mill Lane pavilion. She explained that flooring is now being monitored by lasers to see how much movement there is. All the relevant paperwork has been sent to the lawyer and is awaiting a response.

223 TO DISCUSS ALARM AT THE GROUNDSTORE

The Clerk explained that after a recent service on the alarm at the Ground store she was told that the alarm panel installed is now obsolete and therefore spare parts cannot be obtained. She received a quote to replace the panel at a cost of £737.99 Inc. VAT.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Smith to accept the quote and get the alarm panel upgraded.

VOTE: 10 FOR : 0 UNANIMOUS

224 TO DISCUSS QUOTES FOR THE REMOVAL OF IRON FENCE AND HEDGE ON CORNER OF SPICERS SPORTS GROUND

The Clerk explained that the metal railing/fence in the hedge on the corner of Spicers Sports Ground is damaged and points towards the footpath. The railings have pointed spikes which could be dangerous. The railings have been like this some time as they are not loose but has become apparent due to the hedge being dead and dying back.

The Head Grounds Keeper has ground off the metal spikes and then put up some safety fencing. The Facilities Administrator obtained three quotes to get the railings and dead hedge removed and replaced – totalling 40m.

- £8080.00 + vat
- £6,600.00 + vat
- £5,200.00 + vat

The Clerk confirmed that all three companies had the same brief and the two lower quotes would be able to start the work within a week.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Kieran Cooper to go ahead and get the work done at a cost of £5,200.00 + vat

VOTE: 10 FOR : 0 UNANIMOUS

225 TO DISCUSS QUOTES FOR FIRE RISK ASSESSMENT & SERVICES ON ALL 5 SITES

The Clerk explained she is still waiting for some quotes so this will be deferred.

226 TO AGREE SAWTON FUN RUN EVENT DATE SUNDAY 10 MAY – ROAD CLOSURE & ROUTE

The Parish Council reviewed the route for the Fun Run and the date.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to accept the route and agree the date of Sunday 10th May 2026.

VOTE: 10 FOR : 0 UNANIMOUS

227 TO DISCUSS TREE ON GOSLING WAY

The Clerk explained that there is a large tree on Gosling Way that is causing problems for the residents nearby with regards to lack of signal, light and reports it is also growing into a resident's drain.

The tree report has no action for this tree. It has recently come to light that the tree is the responsibility of the Parish Council and not County Council who had previously taken responsibility although were not prepared to action any works to rectify this. The Clerk asked what the Parish Council wanted to do about this and it was discussed.

Councillor Deborah Alderwick asked how the resident knows it is that specific tree that is damaging the drains as there are two trees close together.

If Anglia Water believe their sewer/drain is being compromised by the tree(s) then they should approach the parish council and the request would be considered.

The parish council need evidence of the report the resident has received and ideally CCTV images to show the tree roots in the drain.

Once this information is received it will be discussed again.

228 UPDATE ON ST MARYS CHURCH WALL

The Clerk explained that after meeting with the structural engineer, Vicar and a stone mason on site, the Vicar reported that the drain has collapsed near the main gate into the church which they are going to get repaired. It was then advised that the Parish Council should wait for the drain to be repaired before doing any works to the wall in case there is more damaged caused. The vicar will let the Clerks know when this work is completed.

229 NOTIFICATION OF COMPLAINTS

Councillor Kevin Cuffley explained that there have been two complaints regarding the Chair (himself) which all councillors had been sent copies of with regards his conduct at the previous full parish meeting with regards to the County Councils works in Church Lane. He asked if anyone had any comments to make.

Councillor Deborah Alderwick explained she thought there was a lot of people feeling uncertain about what was happening and that they did not understand how much it is out of the control of the parish council. She wanted to make it clear that all parish councillors are volunteers, donate a lot of time to the parish council and does empathise with them and understands why conversations can get tense.

She went on to say she was impressed with how the meeting was held.

Councillor Paul Smith expressed how well the Chair handled the meeting.

Councillor Kevin Deeming asked how we respond to the two complaints, he did not feel it warranted an apology from the Chair but we must respond.

Councillor Kieran Cooper felt the Chair did not necessarily reduce the temperature.

Councillor Patrick Thoroude appreciates the work the Chair does but did agree with the comment Councillor Kieran Cooper made.

It was **proposed** by Councillor Paul Allen and **seconded** by Councillor Anand Pillai to note their complaints.

FOR : 5 AGAINST : 1 ABS : 3 NO VOTE : 1

230 CORRESPONDENCE

None

231 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

The Clerk was asked if the parish council will be offering free Christmas tree recycling this year. She confirmed that the parish council will be offering this service at Orchard Park again and will advertise nearer to Christmas.

Councillor Patrick Thoroude asked if the parish council can talk to the Village College about the children doing a video of 'Life in the Village'. It was agreed to approach the Village College.

Councillor Keivn Cuffley thanked the parish councillors for their support.

Meeting Closed 9.20pm

