



# SAWSTON PARISH COUNCIL

**MINUTES of the FULL COUNCIL MEETING HELD ON 12 OCTOBER 2021**  
**Held at Spicers Pavilion, Cambridge Road - Meeting commenced at 7.15 pm**

**PRESENT:**

**Parish Clerk** Jo Keeler

**Councillors**

Kevin Cuffley

David Bard

Ian Reeves

Beck Laxton

Neil Reid

Brian Milnes

Jayne Merrick

Kieran Cooper

Paul Smith

Sue Whitney

Michael Mallows

Councillor Bridget Smith – Leader of South Cambs District Council

Karen Reid – Scam Partnership

+ 1 member of public

**76 PRESENTATION BY COUNCILLOR BRIDGET SMITH ABOUT THE INFRASTRUCTURE WORKSHOPS**

Councillor Kevin Cuffley welcomed and introduced Councillor Bridget Smith, Leader of South Cambridgeshire District Council to the meeting.

Councillor Bridget Smith gave an update and explained that there are currently infrastructure workshops being held at SCDC discussing all the schemes currently going on at present in South Cambs.

Local Plan – there are proposed policies and sites for another 11,500 houses on top of the current Local Plan assessing the need now for housing and predicted growth. They are looking at the environment and affordability so they can provide decent homes for everybody. They haven't put any housing in greenbelt and 4% of the total homes will go in villages with the best public transport. The rest of the housing will go in big areas like Landbeach, Cambridge City and the Cambridge fringe.

There will be public consultation at the beginning of November which will be advertised.

Councillor Kevin Cuffley thanked Councillor Bridget Smith for attending.

**77 PRESENTATION FROM SCAM PARTNERSHIP**

Councillor Kevin Cuffley introduced Karen Reid from the Scam Partnership who gave a brief presentation on scams and how to prevent them. The presentation can be found on the parish council website or contact the Parish Clerk to obtain a copy.

Councillor Kevin Cuffley thanked Karen Reid for attending.

**78 APOLOGIES FOR ABSENCE**

Tony Orgee (Work Commitments)

Anand Pillai (Work Commitments)

Colin Groves (Personal)

Tony Fell (Personal)

**79 PUBLIC PARTICIPATION TIME (15 MINUTES ALLOWED)**

Mark Kerr explained there is a problem when football is on at Spicers with the traffic parking in Westmoor Avenue and along Cambridge Road on the verges and asked if the parish council would consider writing to the football clubs asking them to ask parents not to park in these areas.

Councillor Kevin Cuffley asked the Clerk to write to the clubs.

**80 DECLARATIONS OF INTEREST FOR THIS MEETING**

Councillor Ian Reeves – item 85 – application 21/04239/FUL as he is Chairman of Sawston and Babraham Cricket Club.

Councillor Brian Milnes – item 89 – license application as he is a member on the licensing committee at SCDC.

**81 CONFIRM THE MINUTES OF THE FULL PARISH MEETING HELD ON 14 SEPTEMBER 2021**

The minutes of the Full Parish meeting held on 14<sup>th</sup> September 2021 were read confirmed and signed with the above amends.

It was **proposed** by Councillor Ian Reeves and **seconded** by Councillor David Bard to **accept** the minutes.

**VOTE: 10 FOR : 0 AGAINST ABS: 1**

**82 REPORT OF THE PLANNING AND ENVIRONMENT COMMITTEE HELD ON 21 SEPTEMBER 2021**

The minutes of the planning & environment committee meeting held on 21 September 2021 were read confirmed and signed.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Ian Reeves to **accept** the minutes.

**VOTE: 10 FOR : 0 AGAINST ABS: 1**

**83 REPORT OF THE TASK & FINISH MEETING HELD ON 21 SEPTEMBER 2021**

All the proposal were taken at once.

It was **proposed** by Councillor Paul Smith and **seconded** by Councillor Kevin Cuffley to **accept** all the recommendations.

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

The notes of the Task & Finish group meeting held on 21 September 2021 were read confirmed and signed.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Neil Reid to **accept** the notes.

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

**84 MATTERS ARISING**

None

85 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

<a href="#">21/04239/FUL</a>	<p>Single storey extension of existing sports pavilion to the East to create new grounds maintenance store and scorers box at Pavilion And Community Rooms Spicers Sports Ground New Road.</p> <p><b>Proposed</b> by Councillor David Bard and <b>Seconded</b> by Councillor Kieran Cooper to <b>support</b> to this application.</p>	<p><b>Support/No Objection</b></p> <p><b>Vote: 10 For 1 No vote</b></p>
<a href="#">21/04154/HFUL</a>	<p>Single storey side and rear extension at 17 Edinburgh Avenue.</p> <p><b>Proposed</b> by Councillor David Bard and <b>Seconded</b> by Councillor Jayne Merrick to <b>support</b> to this application.</p>	<p><b>Support/No Objection</b></p> <p><b>Vote: 9 For 2 Abs</b></p>
<a href="#">21/04002/FUL</a>	<p>Formation of first floor single storey two bedroom apartment at 85 High Street.</p> <p><b>Proposed</b> by Councillor Beck Laxton and <b>Seconded</b> by Councillor David Bard to <b>support</b> to this application.</p>	<p><b>Support/No Objection</b></p> <p><b>Vote: 10 For 1 Abs</b></p>
<a href="#">21/03134/HFUL</a>	<p>Erection of garage in rear garden at 3 New Road.</p> <p><b>Proposed</b> by Councillor David Bard and <b>Seconded</b> by Councillor Kevin Cuffley to <b>object</b> to this application.</p>	<p><b>Support/No Objection</b></p> <p><b>Vote: 9 For 2 Abs</b></p>
<a href="#">21/04302/FUL</a>	<p>Installation of a New temporary external diesel generator and self bunded fuel tank at Unit 1 Dales Manor Business Park West Way.</p> <p><b>Proposed</b> by Councillor Beck Laxton and <b>Seconded</b> by Councillor David Bard to <b>object</b> to this application.</p>	<p><b>Objection/Do not Support</b></p> <p><b>Vote: 10 For 1 Abs</b></p> <p><b>PC Comment:</b> We have concerns regarding the close proximity to residential housing particularly at night disturbing the neighbours. Councillor Brian Milnes has requested an assessment of the sound. We want a condition on the level of noise and also the time specified for this temporary generator.</p>
<a href="#">Trees</a>		
<a href="#">21/1246/TTPO</a>	<p>T.1 - Area of elm saplings, hawthorn Saplings, Elder Mountain Ash - fell to ground level mixture of low amenity scrub on footpath. Mixture of trees and 1X fallen mountain ash due to area</p>	<p><b>Support/No Objection</b></p> <p><b>Vote: 10 For 1 Abs</b></p>

	<p>becoming untidy and dominated by bramble. Re plant with 2 Silver Birch and hawthorn whips between the trees to enhance area at Groundsmans Building Recreation Ground Mill Lane.</p> <p><b>Proposed</b> by Councillor David Bard and <b>Seconded</b> by Councillor Brian Milnes to <b>support</b> to this application.</p>	
<p><a href="#">21/1172/TTCA</a></p>	<p>G.1 Sycamore/s group - Crown Lift to provide 5 metres clearance from ground level and reduce back overhang to outbuilding by 1.5M only  T.1 Purple beech - Reduce lower lateral branches by 2M to shape lower crown only with the rest of the crown and remove dead wood  G.2 Mixed species of trees and hedge - Crown Lift to provide 6 metres clearance from ground level to clear pathway and highway (mainly Ash, Sycamore, Beech, Locust ect) ***request by local Parish council***  T.2 0- Sycamore - Fell to ground level (covered in creeper) and stack logs in woodland for habitat piles.  G.5 - Sycamores - Cut growth back to trunk (as previously done) overhanging vicarage driveway.  T.3 - Horse chestnut - Cut back overhanging lateral branches by 2.5 M to reduce overhang to house (Vicarage) roof and crown lift to 6M from ground level for new patio installation for The Old Vicarage  G.4 -Sycamore/s - Cut back lower overhang(6 from ground level) by 4M over pathway and to clear neighbouring house at no 7 Church Lane  T.5 -Ash - Fell tree because of multi stemmed union at lower base and heavily weighted parts of the tree growing over garage. Bigger driveway to be installed and re plant with another hardwood on boundary.  G.3 - Sycamores - Crown Lift to provide 6 metres clearance from ground level  G.4 - Holly group - Fell trees to allow more light and re landscape area and make more room for established Monkey Puzzle. Grind stump/s below ground level and re plant area with more suitable trees at The Old Vicarage Church Lane  <b>Proposed</b> by Councillor David Bard and <b>Seconded</b> by Councillor Paul Smith to <b>support</b> to this application.</p>	<p><b>Support/No Objection</b></p> <p><b>Vote: 11 For Unanimous</b></p>

For information applications - noted

**86 ACCOUNTS FOR SEPTEMBER 2021**

The accounts for the month of September 2021 were presented.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David Bard to **accept** the accounts for September.

**VOTE: 10 FOR : 0 AGAINST ABS: 1**

**87 TO DISCUSS S137 REQUEST FROM FRIDAY NIGHT CLUB**

This will be deferred to November's full parish and the Clerk to invite them to the meeting as they have some question they would like to be answered before agreeing to the funding.

**88 REPORT OF THE EXTERNAL AUDIT REPORT 2020/2021**

The Clerk confirmed the external audit has now been completed with no actions. The Clerk thanked Councillor Kieran Cooper for all his help with this.

**89 TO DISCUSS PREMISES LICENCE APPLICATION**

The Green Room in Sawston has applied for a licence for alcohol and music which was discussed.

It was **PROPOSED** by Councillor Kieran Cooper and **SECONDED** by Councillor Paul Smith to support the application for the ground floor but not the first floor because of the potential for noise pollution.

**VOTE: 7 FOR ABS: 2 AGAINST: 1 NO VOTE: 1**

**90 TO DISCUSS SPEED SIGNS ON BABRAHAM ROAD**

Hills residential has offered two speed signs to the parish council to put along Babraham Road. The parish council accepted their kind offer at the last meeting but it has since come to light that there is an additional cost to the parish council to have Bluetooth and the ability for the cameras to record speeds. The additional cost per sign is £575.00. This was discussed at length.

It was **PROPOSED** by Councillor Beck Laxton and **SECONDED** by Councillor Kevin Cuffley to pay the additional cost of £1,150.00 for two signs.

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

**91 TO DISCUSS BONFIRE NIGHT**

The parish council need to decide whether to go ahead with this year's bonfire night because of the current situation with Covid. Councillor Brian Milnes explained that Covid cases in this area are increasing and holding this event may escalate the transmission and it is not possible for us to police the event. We could consider holding the event another night when it is easier for gatherings.

It was **PROPOSED** by Councillor Jayne Merrick and **SECONDED** by Councillor Kevin Cuffley to reluctantly cancel this year's event.

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

**92 TO AGREE SAWSTON FUN RUN DATE AND ROAD CLOSURE**

Sawston Fun run has asked the parish council to agree to the road closure and date for next year's fun run. The event will be held on Sunday 8<sup>th</sup> May 2022.

It was **PROPOSED** by Councillor Kevin Cuffley and **SECONDED** by Councillor Ian Reeves to accept the date and road closure.

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

**93 TO DISCUSS EXTERNAL LOCKS AT MILL LANE PAVILION**

The Clerk explained there are an additional 3 external doors at the new Mill Lane pavilion and asked if we should install the key fob locks so that only one key was needed for all users and staff. The cost per lock is approximately £500 + vat including fitting but we would only need to install on two additional doors and not the main doors to the hall.

It was **PROPOSED** by Councillor Paul Smith and **SECONDED** by Councillor Neil Reid to install these locks.

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

**94 UPDATE ON LOCAL PLAN**

Councillor Brian Milnes explained there wasn't much of an update at present except none of the sites put forward were accepted and we already have a lot of new housing going up in Sawston. We can expect the application for the 280 houses on Babraham Road December/January time. There is nothing significant in the local plan for us to consider.

**95 UPDATE FROM COUNTY COUNCILLORS**

Attached to these minutes.

**96 UPDATE FROM DISTRICT COUNCILLORS**

Attached to these minutes.

**97 CORRESPONDANCE**

None

**98 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING**

Councillor Paul Smith asked that we write to the Scams Partnership showing our support. He also asked if we can push Huawei for a crossing from Whittlesford to London Road.

Councillor Brian Milnes explained we need to urgently decide on a S106 wishlist for the H1/c site with regards to Lynton Way. We have already expressed a desire for a skate park, tennis courts, outdoor gym equipment and to rebuild the pavilion. This was discussed and the following councillors agreed to meet to discuss the requirements and take to the next planning meeting to be agreed.

Councillor Kevin Cuffley  
Councillor Brian Milnes  
Councillor Sue Whitney  
Councillor Jayne Merrick

Councillor Kieran Cooper declared an interest on this conversation as he is on Wards Charity who are one of the land owners for this development.

Councillor Kevin Cuffley explained the first meeting for the Queens Platinum Jubilee has now gone ahead and explained that there will be some money required to start up and pay for up front costs like insurances and marquees. They are hoping for £10k but the Clerk explained this has to be an agenda item to be discussed. It will be on the next Recreation meeting.

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

**99 REPORT OF THE STAFF MANAGEMENT COMMITTEE MEETING HELD ON 09 SEPTEMBER 2021**

These minutes were ratified at a previous meeting.

**100 REPORT OF THE STAFF MANAGEMENT COMMITTEE MEETING HELD ON 23 SEPTEMBER 2021**

4 – Employ and advertise for Grounds Keeper and Sports Grounds Keeper

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

7 – Employ and advertise for a part time Bookings Clerk

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

It was *proposed* by Councillor Kieran Cooper and *seconded* by Councillor Brian Milnes to *accept* the minutes.

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

**Meeting closed 9.30pm**