



# SAWSTON PARISH COUNCIL

**MINUTES of the PLANNING & ENVIRONMENT COMMITTEE MEETING  
HELD 03 OCTOBER 2017  
At Link Road Parish Council Offices - Meeting commenced at 7.30pm**

**PRESENT:**

**Assistant Parish Clerk** Jo Keeler

**Councillors**

Janet Martin (Chairman)

Neil Reid (Vice Chairman)

Brian Milnes

Rajni Padia

Ray Matthews

Beck Laxton

David Bard

Tony Fell

11 Members of the public  
Mr Colin Groves

Cllr Janet Martin explained that there had been a problem sending out the agenda for this meeting and that some of the councillors had not received the summons. The Clerk confirmed all the councillors were aware of the meeting and the agenda was put on the public noticeboards and the Parish Council website and that the meeting could go ahead providing all councillors agree.

It was ***proposed*** by Councillor David Bard and ***seconded*** by Councillor Neil Reid to go ahead with the meeting.

**VOTE: 8 FOR : 0 AGAINST UNANIMOUS**

**1 APOLOGIES FOR ABSENCE**

Councillor Rob Grayston – work commitments  
Councillor Kevin Cuffley – work commitments

**2 DECLARATION OF INTERESTS FOR THIS MEETING**

None

**3 MINUTES OF THE MEETING HELD ON 25 JULY 2017**

The minutes of the meeting held on **25 July 2017** were read, confirmed and signed.

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

**VOTE: 8 FOR : 0 AGAINST UNANIMOUS**

**4 MATTERS ARISING – New information only**

None

**5 PRESENTATION BY KIRSTY HUMAN, PROGRAMME MANAGER, SCDC – RURAL TRAVEL HUB**

Janet welcomed Kirsty to the meeting and she proceeded to update the committee on where they were at with the Rural Travel Hub.

The work is currently at project stage and the project team were working on a feasibility study to identify possible locations and facilities. The aim was to improve connectivity

between villages and with public transport. Issues raised included the need to improve transport generally, site security and links with train lines. Kirsty confirmed that the size and purpose of hubs may vary e.g. from bus turning places to small car parks accessing particular villages. In working on this the project was linked to other projects e.g. Greenways and the A1307. Kirsty will update us at a further meeting and there will be further local consultations. Meanwhile Kirsty could be emailed further comments.

Councillor Janet Martin thanked Kirsty for her presentation and input.

## 6 PLANNING APPLICATIONS

Planning Application Ref	Location	SPC Comment:
<a href="#">S/2993/17/RM</a>	Residential development of 48 new dwellings with associated works, including landscaping and open space at land off Mill Lane  It was <b>proposed</b> by Councillor Beck Laxton and <b>seconded</b> by Councillor Neil Reid not to support this application.	<b>Do not support for various reason, please see attached</b>  Vote 7 For 1 no votes
<a href="#">S/2979/17/FL</a>	Proposed alterations and extensions to convert one maisonette to three self-contained units at 52 High Street  It was <b>proposed</b> by Councillor Tony Fell and <b>seconded</b> by Neil Reid to support this application.	<b>Support – no objection</b>  Vote 4 For 3 Against 1 no votes

### For information only:

[S/2703/17/LD](#) 17 Westmoor Avenue Lawful Development Certificate for a proposed side extension granted.

[S/3119/17/PA](#) Prior approval for conservatory at 19 Uffen Way

[S/3171/17/LD](#) Certificate of lawful development for a proposed two storey extension at 26 London Road

### Tree Application for information only

[S/3199/17/TP](#) Large willow – complete removal of overhanging branches and trunk down to as close to ground level at Sawston Hall, Church Lane. Consent given as a 5-day notice.

All the above were noted.

## 7 UNAUTHORISED ENCAMPMENT PROTOCOL – DRAFT ATTACHED

The committee had a copy of a draft policy of what action the parish council should take if there is an illegal encampment in the village and the process that should be followed. Cllr Beck Laxton offered to review the policy and it will be an agenda item for the next Planning meeting when she will report back.

## 8 ZEBRA CROSSING, LONDON ROAD. FOLLOW UP FROM FULL PARISH MEETING 11 JULY

The Parish Council has received a response from County Council regarding the possibility of making this crossing a signalled crossing. Firstly, to work in line with their policy they would need evidence that it is fully justified. There are requirements and the Clerk will advertise these and the County Council's comments on the Parish Council website. Councillor Beck Laxton suggested this is something we maybe should be looking into in line with the Neighbourhood Plan.

- 9 CCC ROAD CLOSURE IN HIGH STREET FOR REPAIRS TO MANHOLE IN THE ROAD**  
The Parish Council has been informed of a road closure in the High Street at the junction with Shingay Lane, closed for 35m north for repairs to a manhole in the road. This work will be done on 14<sup>th</sup> December between 8am and 5pm.  
This was discussed and the committee support the road closure but insist that there is coning the whole way down Mill Lane otherwise the road will get blocked.

It was **proposed** by Cllr David Bard and **seconded** by Cllr Neil Reid to **support** this road closure with the above comments.

**VOTE: 8 FOR : 0 AGAINST UNANIMOUS**

As there was a member of public at the meeting to discuss the Kings Head Public House community bid, the Clerk suggested we bring this item forward.

It was **proposed** by Cllr Tony Fell and **seconded** by Cllr David Bard to bring this item forward.

**VOTE: 8 FOR : 0 AGAINST UNANIMOUS**

**16 UPDATES ON KINGS HEAD PUBLIC HOUSE COMMUNITY BID**

A resident of Sawston and the Camera Group is intending to get a community group together to hopefully keep the Kings Head as an asset of community value. He will keep SCDC and the Parish Council informed of any changes and he believes there is enough interest in the pub.

Councillor Janet Martin thanked the resident for updating the Council and asked that we be kept informed of progress.

**10 GRASS CUTTING CONTRACT – CONSIDERATION FOR ADDITIONAL CUTS FOR THE YEAR**

Councillor Janet Martin explained that she attended a meeting with our grass contractors recently along with the Clerk, Cllr Neil Reid, Cllr David Bard and Cllr Kevin Cuffley to discuss various issues with the grass cutting currently being carried out. The Clerk has received quite a few complaints and efforts were being made to improve verge cutting but was told the contractors had recommended more cuts which would allow for a better job and the grass wouldn't get so long in between cuts and leave so much cuttings to clear. The parish council currently has a contract for up to 12 cuts per year and it was suggested by the current contractors that we should look at up to 17 cuts per year.

The current cost per annum for twelve cuts is £6,860.28 and the cost for 17 cuts is £9,350.00

This was discussed and it was felt that if we are looking at paying for more cuts we should get another 2 quotes for the same. The Clerk will obtain another two quotes and ask how many cuts they would recommend. This will be an agenda item to discuss again.

It was **proposed** by Cllr Tony Fell and **seconded** by Cllr Beck Laxton for the Clerk to obtain another two quotes.

**VOTE: 8 FOR : 0 AGAINST UNANIMOUS**

**11 NEIGHBOURHOOD PLAN – UPDATE**

Councillor Janet Martin gave an update based on the notes circulated to Councillors of the last meeting and let the Council know that the next Neighbourhood Plan meeting is at the Parish Council office on 19<sup>th</sup> October at 10am, everyone welcome.

**12 CONSIDERATION OF A VILLAGE SIGN**

The consideration of having a village sign was discussed and Councillor Beck Laxton said she already has information which she has collated from previous discussions. Councillor Beck Laxton offered to gather the information and report back to the next planning meeting.

**13 CONSIDER DONATION FROM REDMAYNE ARNOLD & HARRIS TO DISPLAY BANNER AT FIREWORKS**

The Clerk explained that Redmayne Arnold & Harris would like to support our bonfire event and has offered £100 donation. In return they would like to display one of their banners on the evening.

It was **PROPOSED TO RECOMMEND TO FULL** by Cllr Beck Laxton and **seconded** by Cllr Neil Reid that we accept their kind offer.

**VOTE: 8 FOR : 0 AGAINST UNANIMOUS**

**14 CHANGES TO LOCAL HIGHWAYS IMPROVEMENTS INITIATIVE – APPLICATIONS TO BE SUBMITTED BY 13 OCTOBER**

The Parish Council has been asked to submit any highways improvements they feel would benefit the village. None were ready to formulate at this time and the Clerk will make it an agenda item in the near future to discuss so we can prepare for the next round of applications.

**15 CONSIDERATION OF REQUEST FROM RESIDENT TO DONATE A REPLACEMENT BENCH AT THE BOTTOM OF CHURCH LANE TO CELEBRATE THEIR 60<sup>TH</sup> WEDDING ANNIVERSARY**

The Clerk explained that a resident had contact her to ask if they could donate a bench in the village to replace the one at the bottom of Church Lane. This was discussed and the Clerk did say it would be difficult to remove the bench already there as it was set in concrete. It was suggested a bench is put by Jones Place in Link Road near the bus stop as this is well used. The Clerk to contact the resident with this suggestion.

**17 PLANNING DECISIONS**

Noted.

**18 CORRESPONDENCE**

None

**19 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING: CONCERNING P & E ONLY**

The meeting closed at 9.25pm

Response on planning Application [S/2993/17/RM](#)

Residential development of 48 new dwellings with associated works, including landscaping and open space at land off Mill Lane