



# SAWSTON PARISH COUNCIL

MINUTES of an EXTRA FULL PARISH COUNCIL MEETING HELD ON 24 JULY 2018  
At SPICERS PAVILLION, CAMBRIDGE ROAD -Meeting commenced at 7.15 pm

## PRESENT:

**Parish Clerk** Joanne Keeler

### Councillors

Kevin Cuffley (Chairman)

Janet Martin

Neil Reid

Tony Orgee

Jayne Merrick

Mike Mallows

Colin Groves

David Bard

Brian Milnes

Rajni Padia

Rob Grayston

Tony Orgee

Tony Fell

### Members of the Public

+ 3 members of public

## 79 APOLOGIES FOR ABSENCE

Beck Laxton  
Kieran Cooper  
Anand Pillai  
Clare Delderfield

## 80 PUBLIC PARTICIPATION TIME (15 minutes allowed)

None

## 81 DECLARATIONS OF INTEREST FOR THIS MEETING

None

## 82 CONFIRM AND SIGN THE MINIUTES OF THE EXTRA FULL PARISH MEETING – 10<sup>th</sup> JULY 2018

The minutes of the Full Parish held on 10<sup>th</sup> July 2018 were presented.

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

**VOTE: 13**

**FOR :**

**UNANIMOUS**

## 83 MATTERS ARISING – NEW INFORMATION

None

## 84 CONFIRM AND SIGN THE MINIUTES OF THE NEIGHBOURHOOD PLAN MEETING – 3<sup>RD</sup> JULY 2018

The minutes of the Extra Full Parish held on 25 June 2018 were presented and agreed they should be confirmed at the next Neighbourhood Plan meeting and then presented to the following Full Parish meeting for information only.

Planning Application Ref	Location	SPC Comment:
<a href="#">S/2232/18/FL</a>	To block up existing door way and provide the following. New disabled entrance door way to office. New fire escape doorway, New personnel access doorway at Unit F, Dales Manor, Babraham Road.  <i>Proposed</i> by Councillor David Bard and <i>Seconded</i> by Councillor Rob Grayston to <i>Support</i> .	<b>Support/No Objection</b>  <b>Vote: 12 For 1 Abs</b>  <b>Subject to comments from the local fire authority and any disabled groups.</b>
<a href="#">S/2442/18/FL</a>	Change of use of existing building from storage to motor vehicle repair & MOT testing at KJL Motors, Unit 1S Eastern Countries Leather Industrial Estate, Langford Arch, London Road, Pampisford.	<b>No comment as it is in Pampisford not Sawston.</b>
<a href="#">S/2627/18/FL</a>	Remove existing roof to construct first floor for additional seating area for the café at The Brick House, Link Road, Sawston  <i>Proposed</i> by Councillor David Bard and <i>Seconded</i> by Councillor Neil Reid <i>Do not Support</i> .	<b>Object/Do not Support</b>  <b>Vote: 6 For 1 Abs 5 Against 1 No Vote</b>  <b>Object on design grounds. The impact on the listed building next door would be significant and there would be an impact on the street scene.</b>

Information Only

19a Sunderland Ave – noted  
52 High Street - noted

**85****TO DISCUSS A POTENTIAL PARISH BOUNDARY REVIEW**

Councillor Kevin Cuffley explained that a meeting was held with members from SCDC to discuss a potential boundary review. Pampisford and Babraham Parish Councils were also invited.

Having a boundary review was discussed and Councillor Cuffley pointed out that if a member of the public could request a boundary review by applying to the Civic Affairs Committee and the local member can also make a request to the Civic Affairs Committee.

A petition can be raised of which it would have to be signed by 7.5% of the electorates which equates to 570 people and this can also be presented to the Civic Affairs Committee.

If the Inspector thinks the boundary is not logical they could ask to review this. As new houses are built across the boundaries resulting in people being in different parishes from their neighbours the council should consider undertaking a community governance review, the terms of reference Section 2 Undertaking community governance review.

In considering this guidance, the impact on community cohesion is linked specifically to the identities and interests of local communities. Size, population and boundaries are linked to both but perhaps more specifically to community governance being effective and convenient.

**86 TO DISCUSS THE VINDIS LEASE**

Councillor Kevin Cuffley explained the Clerk and Councillor Kieran Cooper met with the surveyor on site who will shortly be sending a valuation report for this piece of land. As the lease was due to be renewed on 23<sup>rd</sup> September it was suggested that the Parish Council agree in principle to renew the lease and delegate the Chairman and Vice Chairman of the Parish Council and the Chairman and Vice Chairman of the F & GP committee and anyone else wanting to be involved have the power to agree commercial terms and then report to the Full Parish meeting in September.

It was **proposed** by Councillor Tony Fell and **seconded** by Councillor David Bard to delegate the powers. Councillor Jayne Merrick and Councillor David Bard also asked to be involved.

**VOTE: 13 FOR : UNANIMOUS**

**87 TO DISCUSS CLEANING OF WAR MEMORIAL**

The Clerk explained that we had previously agreed a company to clean the war memorial but have since been told that they are now unable to carry out the work.

The Clerk contacted other Parish Councils and was given the details of a company another Parish Council has recently used who are very happy with the work and highly recommend them. The two quotes we have are:

- £1740.00 + vat
- £1825.00 + vat

The higher quote is the recommend company.

It was **proposed** by Councillor Rob Grayston and **seconded** by Councillor David Bard to accept the slightly higher quote of £1,825.00 + vat from the Independent Memorial Inspection company as they have been recommended.

**VOTE: 13 FOR : UNANIMOUS**

**88 TO DISCUSS CENTENARY WW1 POSSIBILITY OF A BEACON**

At the last meeting Rev Alan Partridge explained it would be nice if the Parish Council could do something to mark this special occasion and the possibility of maybe having a beacon on Huckeridge Hill.

After a discussion Councillor Rob Grayston offered to look into the costs and possibility of having a beacon and will report back to the Full Parish meeting in September.

**ACTION: ROB GRAYSTON**

**89 TO DISCUSS FERTILISER QUOTES**

The Clerk had three quotes for the fertiliser required for all our grounds:

- £1765.44 + vat
- £1800.00 + vat
- £2054.40 + vat
-

It was **proposed** by Councillor Brian Milnes and **seconded** by Councillor Tony Fell to accept the quote of £1,800.00 + vat from GB & AL Fordham as they kindly spread the fertiliser on our grounds for us.

**VOTE: 12                      FOR : 0                      ABS: 1**

**90 TO DISCUSS THE LIGHTING AT SPICERS PAVILION**

The Clerk explained that three of the seven lights in the hall way at Spicers pavilion do not work and the electrician that came out said the actual light units are discontinued and we cannot get any spare parts for them. The Clerk asked the electrician to quote for replacing all seven lights as they would now be changed to LED lights and eventually the other lights will become faulty.

- £1152.80 inc vat and labour to replace all 7.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Jayne Merrick to accept this quote and get all seven light units replaced.

**VOTE: 13                      FOR :                      UNANIMOUS**

**91 UTTLESFORD UPDATE**

Councillor Kevin Cuffley introduced Mrs Caroline Hunt – SCDC Planning Policy Manager, who kindly came to the meeting to answer any questions regarding the new Uttlesford Local Plan which we have been asked to comment on.

Caroline gave a brief update of where the plan was and explained that Uttlesford District Council are preparing their Local Plan for 2033 and are proposing a new settlement on the A11. Questions were raised with regards to transport, landscape impact, water impact, education etc. They are consulting on this pre-submission local plan and this is the last opportunity for anyone to make comments.

This was discussed at length and agreed there must be a substantial upgrade to the A505 in this area to mitigate the issues around the A505 but there is currently no commitment from the highways authority to upgrade this.

The landscaping impact is significant as the rising land south of the A11 is essentially where the new settlement is proposed and this will have an impact on South Cambridgeshire.

Councillor Kevin Cuffley thanks Caroline Hunt for attending the meeting.

The Parish Council's response is attached to these minutes.

**92 CORRESPONDENCE**

Thank you letter from Sawston Fun Run - Noted

**93 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING**

Councillor Tony Fell explained that the hedge around the Baulks green area is now making the footpath impassable. The Parish Council has written to the owners several times and the Clerk has been asked to see what action can be taken.

**ACTION: CLERK**

Councillor Tony Fell also has concerns regarding a couple of trees also on this land which had deadwood. As we are having our trees surveyed in August the Clerk will ask the tree surgeon to have a look at these trees so we can write to the owner with recommendations.

**ACTION: CLERK**

It was reported there is a damaged area around a manhole cover outside Budgens. This has been reported but still not been repaired. This will be chased.

Clerk to write to Budgens asking them to tidy up the car park as it is looking very untidy.  
**ACTION: CLERK**

Councillor Tony Orgee explained the next Local Liaison Meeting is on 12<sup>th</sup> September.

Councillor Kevin Cuffley and Councillor Janet Martin recently attended the Romsey Mill award presentation. This was a great night and heartening to see how the youngsters have grown and achieved things. The Parish Councils was also acknowledged for their continuing support and donation.

**Meeting closed 9.15pm**

# Comments on Uttlesford Local Plan (NUGC); response to Regulation 19 consultation

## OBJECTION

### Transport/Roads

- Link Stress: (Technical Note 8, Table 3) notes that: *'most links have stress values over 100%'* The conclusion that *'adding the local plan development results in relatively small increases in % stress at all locations'* is not supported by the data for Link 2 (A505 E of M11 J 10 – increase from 166% to 189% - 193% - approx 15%), Link 8 (A505 W of A1301, to 166% 189%- 193% - approx 15% Link 7 (A1301 s of A505 118% to 146%-151% ~ 26%) and Link 9 (, A1307 NW of A11, 98% to 127% ~ 30%). All the links cited in the report apart from 3 (M11 S of J10), 5 (A1301 N of A505, 9 (see above) and 12 (A11 SW of A1307) have current stress levels of over 100%. One of these, Link 9, shows the largest percentage increase as a consequence of proposed UDC Local Plan developments.
- The employment growth chart submitted in support (Appendix 4d, p.13) grossly underestimates the likely growth at the Wellcome Genome Campus, Location 6. (700 as opposed to 6,000 in the current Wellcome proposals;  
<https://www.wellcomegenomecampus.org/aboutus/futureplans.html> )
- Public transport solution is heavily reliant on the Greater Cambridge Partnership (GCP) SE Strategy 1. No decision has yet been taken on this option and the funding source has not been fully identified. Uttlesford District Council (UDC) and Essex County Council (ECC) have no direct input to the decision making process. Should this project not proceed, the more optimistic modal shift assumption of 15% away from car may not be realisable.(Bidwells, Transport Vision & Strategy, pp.51-6)
- In the absence of one of the GCP SE Strategies being realised, the main direct public transport link to Central Cambridge and Addenbrookes appears to rely on an upgraded CIT17 service. Currently timings on this service between Gt. Chesterford and Cambridge are:

Gt Chesterford to:	Peak	Off Peak
Addenbrookes	65 min	65 min
Emmanuel St	85 min	75 min

These timings are likely to increase if the service is diverted into the NUGC site.

The current cost of a return journey (7 Day Megarider Plus is: £25.00, a monthly Megarider Plus Extra (Cheapest Option) is: £96. Thus the minimum annual cost of a bus commute to Cambridge (Emmanuel St or Addenbrookes) at current prices would be £1,152. It is thus unlikely to prove a particularly attractive option.

- The rail strategy acknowledges the very limited capacity for improvement of Gt. Chesterford station (Bidwells' Transport Vision & Strategy, p.57). It is therefore heavily dependent on Whittlesford Parkway being the primary point of access to the rail network. This option would place additional pressure on the A505/A1301 junction. The reports accompanying the transport strategy take no account of the work being currently undertaken by GCP to prepare a master plan for the development of Whittlesford Parkway.
- [http://scambs.moderngov.co.uk/documents/s104340/Item%2011\\_Appendix%202\\_Whittlesford%20Masterplan%20Brief.pdf](http://scambs.moderngov.co.uk/documents/s104340/Item%2011_Appendix%202_Whittlesford%20Masterplan%20Brief.pdf)
- Secondary school provision not until 1,500 dwellings reached (Bidwell Report 'Community Infrastructure Strategy'. p46, Section 7.23) According to UDC Housing Trajectory (Reg 19

Draft Local Plan, Appendix 2, p.298b) this figure will not be reached until 2031-2. In the meantime secondary education would be provided at the four nearest schools:

School	Approx. Distance from Site (straight line)/m	Approx. Distance from site (shortest road route)/m	OFSTED rating
Saffron Walden High School (SWHS)*	6,600	7,400	Outstanding (2013)
Sawston Village College (SVC)	6,500	6,800	Good (2017)
Linton Village College (LVC)	5,700	11,500	Outstanding (2012)
Joyce Frankland Academy, Newport* (JFA)	10,000	10,700	Good (2016)

\*VI Form

Although Gt.Chesterford is in the catchment of SWHS, due to capacity issues at SWHS and LVC, it is likely that during the initial phases of development a significant proportion of pupils will attend Sawston. The travel implications do not appear to have been factored into peak time traffic flows.

We share the concerns of SCDC (Para. 48 of the SCDC Report to Cabinet, 26/07/2018, Agenda item 8) that additional pressure on the road network South of Cambridge caused by NUGC could constrain future economic growth in this area. There are a number of major proposals in South Cambridgeshire, close to the border with Uttlesford, approved or in pre application discussion which will all contribute to pressures on the already inadequate road system serving the area, in particular the A505 and A1301. There is an urgent need for a holistic cross-border policy which can take into account all these pressures and produce a coherent policy framework for the area. This would best be achieved through a cross border Area Action Plan (AAP) with development jointly managed by the two authorities. This is a model which has worked successfully in managing cross-border developments between South Cambridgeshire and Cambridge City.

## Flooding/Water cycle

The site drains into the Cam upstream from Sawston. Although a system of SUDS is proposed by the developer, if the capacity of these is exceeded, flooding risk would increase for villages downstream including Sawston. The geology of the site consists of Cretaceous chalk formations overlaid uncomformably by the Lowestoft Formation, (boulder clay) mostly above the 90m contour. (BGS, 1:50,000 Series, Sheet 205, referred to generally in Water Cycle Study, Apr.2018, p.11) Since the latter is largely impermeable, water drains through the lower re-entrants where it is envisaged, for landscape reasons, most of the built up development would be located, reducing the natural permeability of the chalk. Thus run off would be likely to increase significantly and with it, risk of flooding. The updated Water Cycle Study notes (Section.7.3, p.44) that :*"The low permeability of the Boulder Clay, which overlies the majority of the District, may preclude the use of shallow infiltration SuDS techniques."* NUGC would also require a major upgrade of the Gt. Chesterford waste water recycling centre (WRC) which would also drain into this watercourse(Also see Para 97 of draft SCDC response).

The proposed site is located over a major aquifer identified as being of High (1) to Intermediate (1) vulnerability (NRA Groundwater Vulnerability Map 1:100,000 series, Sheet 32). This aquifer currently supplies most of the Cambridge sub-region and is already vulnerable to a run of three or more dry winters. Planned developments in South Cambs will increase existing pressures. It is essential that it is not further compromised by the extensive urban development proposed at NUGC.

The study submitted in support of this application is limited to river catchments within Uttlesford and does not take into account the cumulative effect of drainage from developments permitted or proposed downstream in Cambridgeshire. The most recent large scale drainage studies of the Upper Cam catchment (Essex County Council, Local Flood Risk Management Strategy and Cambridgeshire and South Cambridgeshire Level 1 Strategic Flood Risk Assessment) date from 2013 and 2010 respectively and the current Anglian River Basin Flood Risk Management Plan from 2015. None of these documents therefore

takes into account the impact of the significant urban development proposed at NUGC or other recent proposals such as the major expansion of the Wellcome site which would drain into the same watercourse. This is another example of piecemeal planning and an issue which would be best addressed through a cross border area action plan.

## Landscape

- SPC notes the concerns of the landscape officer. The site is on rising ground within a relatively flat landscape. The escarpment facing the A11 is clearly visible from the rising land to the East of Stapleford, a distance of just over 8km. See Fig.1:



**Fig. 1**

View of Site from GR. TL 48483  
52388

(highest point of farm track running  
SE from Haverhill Rd., Stapleford)  
Facing 162° SSE.

Distance to ridge = 8110 m

A recent appeal (APP/W0530/W/17/317976 Land Off Back Road, Linton, 14/03/2018) in relation to a proposal for a development of 95 dwellings on a rising chalk escarpment, a landscape very similar to the view of the NUGC site from the A1301, was dismissed on landscape grounds, the inspector concluding that the NPPF presumption in favour of sustainable development was outweighed “*by the environmental harm that would arise from the proposal due to the landscape harm*”. We also refer to the comments at Para. 57 of the SCDC Report to Cabinet, 26/07/2018, Agenda item 8, which question the possibility of achieving appropriate mitigation for the negative environmental impacts of development on this site.

## Wellcome Proposals

No account appears to have been taken of Wellcome proposals to construct 1,500 dwellings on their site to the NE of Stump Cross. Part of the aspiration for NUGC is ‘*a particular focus on maximising economic links to the Wellcome Genome Campus*’ (reg. 19 Local Plan Policy SP7, p.49). Since the pre-application discussions of the Wellcome proposals appear to envisage a largely self-contained community on the Wellcome site, it is difficult to see how these economic links would function. The apparent lack of coordination between these two proposals is of concern. Since the implication is that NUGC would provide accommodation for workers at the Wellcome Genome Campus, should the design size of NUGC be reduced to take account of accommodation provided for this purpose on an adjacent site or *vice versa*? The aspiration of Wellcome, as indicated at recent consultation events (27<sup>th</sup>, 28<sup>th</sup> & 30<sup>th</sup> June, 2018) is to submit an outline application to South Cambridgeshire District Council (SCDC) in early Autumn, 2018. Consideration of this application is therefore likely to overlap the UDC Local Plan EIP. It may well be determined before the UGC Local Plan Inspectors’ Report is issued, making a number of assumptions in the UGC evidence base out of date.



## **Electricity supply**

According to the Uttlesford Local Plan Appendix 8b – Infrastructure Delivery Plan Section 3.9 pp.63-67, Fig.10, the two nearest primary (33/11MVA) substations to the NUGC site in Uttlesford are Saffron Walden and Acrows Primary (Saffron Walden), which according to Table 8 have current spare capacity of 1.6 MVA and 3.3 MVA respectively. Since the report suggests a maximum Winter household consumption of around 2.75 kVA, these spare capacities would cater for around 580 and 1200 new dwellings respectively. This includes all development within the relative catchments including windfalls, not just NUGC. Further 33/11 MVA capacity will therefore be needed within the plan period. The average cost of providing a new primary substation is £3-4 million which does not appear to have been included in the viability study.

The developers admit that a further 33/11 MVA primary substation will be needed to complete the full build out of 5,000 dwellings plus commercial and public buildings, but do not accept that this facility will be needed within the plan period. In the meantime, they assume that additional capacity can be met by substations within South Cambridgeshire (Sawston and Linton) (North Uttlesford Garden Community Vision Statement: Utilities and Infrastructure Technical Report, PBA, March, 2018, Section 5) this, however, ignores the additional load required for SCDC Local Plan residential allocations at Sawston (up to 670 dwellings), the approved development at the employment sites at Granta Park, Babraham Institute, Unity Campus, Pampisford, renewed activity within existing permissions on the Spicers site and a proposed major expansion of the Wellcome Genome Campus including 1,500 dwellings.

In its Regional Development Plan (2014) UK Power Networks rejected a scheme to build a new 132 kV network South of Cambridge. Unless this policy is reviewed, the 132 kV supply to NUGC would be from Bishops Stortford, which currently supplies the Western part of Uttlesford as well as parts of NE Hertfordshire. Winter demand from this facility currently stands at 99MVA out of a total capacity 114 MVA. Peak residential demand alone from 5,000 dwellings at NUGC would be around 14 MVA. So significant upgrades to the 132 kV network would also be needed to enable the completion of NUGC, though probably not within the Local Plan period.

## **Housing Allocation**

It is anticipated that a significant proportion of the residents of NUGC would be employed within Cambridge City or South Cambridgeshire. Uttlesford, however, falls outside the Cambridgeshire and West Suffolk Housing Market Area. Residents of South Cambridgeshire would not therefore be eligible to bid for affordable housing on this site. Part of the justification for this is pressure from employment sites in South Cambridgeshire. It would, however, be of little benefit to lower paid workers in South Cambridgeshire whilst putting significant additional pressure on South Cambridgeshire transport infrastructure.

**Sawston Parish Council**

**July**

<b>Supplier Name</b>	<b>Description</b>	<b>TO PAY</b>
Honest Employment Law Practice Ltd	Staff Management - Compliance Advice	£ 114.00
Cambs Lock & Safe Ltd	Rec - New key fobs for Pavillions	£ 116.40
Merlin Mica	Rec - Replacement padlock, cable ties etc	£ 124.57
SCDC	Cemetery - Rates for Cemetery	£ 127.00
Murketts	Rec - June Fuel	£ 129.05
John Huntingdons Charity	Rec - Orchard Park Lease	£ 137.50
Petty Cash	F & GP - Petty Cash	£ 139.82
CAPALC	Staff - CAPALC Shape for the future event June 2018	£ 144.00
ADT	Rec - Office Alarm	£ 178.10
Murketts	Rec - July Fuel	£ 188.56
ADT	Rec - Groundstore Alarm	£ 206.24
ASL	F&G - Office Copier	£ 217.36
Travis Perkins	Cemetery - New fence post, bolts & concrete to repair cemetery fence	£ 244.18
AmeyCespa (East) Limited	Cemetery - Skip	£ 268.94
Cambridge Water Business	Rec - Spicers Water	£ 298.82
Cambridge Asbestos Removal Limited	Rec - Removal of asbestos on the allotments	£ 384.00
SCDC	Rec - Rates for Spicers Pavillion	£ 384.00
SCDC	Rec - Rates for Mill Lane	£ 408.00
CGM Group	Planning - Mowing of verges 19 July	£ 522.00
Cambs Lock & Safe Ltd	Rec - Replace door lock at Mill Lane Pavilion	£ 547.68
Rentokil	Rec - Replace fly zapper unit & cleanse of kitchen at Spicers Pavillion	£ 619.87
SCDC	F&G - Rates for Office	£ 674.00
Lanham and Company	F&G - Book Keeping for Month	£ 682.80
S&P Services	F&G - Cleaning Contract	£ 700.00
CGM Group	Planning - Kerb spraying (agreed Dec 2017)	£ 756.00
CGM Group	Planning - Mowing of verges 6/25 June	£ 1,044.00
GB & AL Fordham	Rec - Fertiliser	£ 2,160.00
IMI (Independent Memorial Inspection)	Cemetery - Clean war memorial and surrounding area	£ 2,344.80

**Sawston Parish Council**

**August**

<b>Supplier Name</b>	<b>Description</b>	<b>TO PAY</b>
Honest Employment Law Practice Ltd	Staff Management - Compliance Advice	£ 114.00
Wybone Ltd	Rec - Replacement solid wheels for street barrow	£ 115.99
SCDC	Cemetery - Rates for Cemetery	£ 127.00
ESPO	F&G - Envelopes, noticeboards for the Pavillions	£ 130.21
Adcock Refrigeration & Air Conditioning Ltd	F&G - Routine maintenance of air conditioning units in office	£ 174.00
St John Ambulance	Staff - First aid course for assistant clerk	£ 360.00
SCDC	Rec - Rates for Pavillion	£ 384.00
SCDC	Rec - Rates for Mill Lane	£ 408.00
Shire Trees Limited	Rec - Emergency tree work at Orchard Park	£ 594.00
SCDC	F&G - Rates for Office	£ 674.00
Lanham and Company Limited	F&G - Book-Keeping for month	£ 682.80
S&P Services	F&G - Cleaning Contract	£ 700.00
Shelford Energy	Rec - Gas Oil	£ 731.94
Robinson Layer	F&G - Surveyor to value SPC land at Vindis	£ 1,050.00
QRS Electrical	Rec - replace lights at Spicers pavilion (Agreed FP July)	£ 1,175.82
PKF Littlejohn	F&G - External Audit fees for year ended 31 March 2018	£ 1,200.00