



SAWSTON PARISH COUNCIL

MINUTES of a FULL PARISH COUNCIL MEETING HELD ON 12 MARCH 2019
At SPICERS PAVILION - Meeting commenced at 7.15 pm

PRESENT:

Parish Clerk Jo Keeler

Councillors

Kevin Cuffley (Chairman)

Jayne Merrick

Janet Martin

Rob Grayston

Colin Groves

Tony Fell

Ray Matthews

Mr Mallows

David Bard

Brian Milnes

Beck Laxton

Neil Reid

Tony Orgee

Rajni Padia

Anand Pillai

Members of the Public

David Williams

Marc Kerr

Jean Osbourne

Clare Delderfield

Stephen Drew

215 APOLOGIES FOR ABSENCE

Kieran Cooper

216 PUBLIC PARTICIPATION TIME (15 MINUTES ALLOWED)

No members of public wished to speak

217 DECLARATIONS OF INTEREST FOR THIS MEETING

None

218 CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH MEETING – 12 FEBRUARY 2019

The minutes of the Full Parish held on 12 February 2019 were presented.

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Janet Martin to **accept** the minutes.

VOTE: 14

FOR :

1 ABS

219 CONFIRM AND SIGN THE MINUTES OF THE FINANCE & GENERAL PURPOSES MEETING HELD ON 19 FEBRUARY 2019

The minutes of the Finance & General Purposes meeting held on 19 February 2019 were presented.

6 – To adopt the draft Co Option Policy

VOTE: 15 FOR : UNANIMOUS

8 – To adopt the draft pension discretion policy

VOTE: 15 FOR : UNANIMOUS

9 – Not to go ahead with alterations to the Parish Council office and continue to hold the Full Parish meetings at Spicers Pavilion.

VOTE: 14 FOR : 1 AGAINST

11 – To adopt the Equal Opportunities Policy.

VOTE: 15 FOR : UNANIMOUS

It was ***proposed*** by Councillor Jayne Merrick and ***seconded*** by Councillor Janet Martin to ***accept*** the minutes.

VOTE: 15 FOR : UNANIMOUS

220 CONFIRM AND SIGN THE MINUTES OF THE PLANNING MEETING HELD ON 26 FEBRUARY 2019

9 – To agree to go ahead with the 20mph feasibility study at a cost of £500.

VOTE: 15 FOR : UNANIMOUS

The minutes of the Planning meeting held on 26 February were presented.

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

VOTE: 15 FOR : UNANIMOUS

221 CONFIRM AND SIGN THE MINUTES OF THE CEMETERY MEETING HELD ON 5 MARCH 2019

5 – To go ahead with the risk assessment on the graves at Cambridge Road cemetery at a cost of up to £1,000.00.

VOTE: 15 FOR : UNANIMOUS

The minutes of the Cemetery meeting held on 5 March 2019 were presented.

It was ***proposed*** by Councillor Neil Reid and ***seconded*** by Councillor Janet Martin to ***accept*** the minutes.

VOTE: 15 FOR : UNANIMOUS

222 MATTERS ARISING – NEW INFORMATION
None

223 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

Noted

224 ACCOUNTS FOR FEBRUARY 2019

The accounts for February 2019 were presented.

It was **proposed** by Councillor Tony Fell and **seconded** by Councillor Neil Reid to accept the accounts for February 2019.

VOTE: 15 FOR : UNANIMOUS

225 TO DISCUSS QUOTES FOR SEED/FERTILISER ETC FOR GROUNDS FOR 2019/2020

The Groundsman and Clerk obtained quotes for seed, fertiliser etc needed for all our grounds for 2019/2020 (all costs plus VAT)

Seed (10 bags T14 seed)

- £745.20
- £910.00
- £950.00

Fertiliser (Summer)

- £101.20
- £116.00
- £134.00

Fertiliser (Winter)

- £78.80
- £104.00
- £106.00

Weed Killer (general) 20 litres

- £80.00
- £94.00
- £107.25

Selective weed control (for Cemetery)

- £125.20
- £146.20
- £157.30

Worm Control x 5 litres

- £148.00
- No other quotes

Worm control - 2 x bags of purity

- £58.00
- No other quotes

Outfield Fertiliser

- £1640.00
- £2100.00
- No third quote

Binders Cricket Soil

- £607.88 + vat
- No other

Councillor Brian Milnes asked what the different fertilisers were used for as there was a significant difference in price.

The Clerk will ask the Head Groundsman to confirm what the fertilisers are used for and defer to April's Full Parish meeting.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Rob Grayston to accept all the lower quotes but not for any of the fertilisers until this has been confirmed.

VOTE: 15 FOR : UNANIMOUS

226 TO DISCUSS THE REQUEST FROM SAWSTON & BABRAHAM CRICKET CLUB TO RUN A CHILDREN'S EASTER CRICKET CAMP

Sawston & Babraham Cricket Club has requested the use of Spicers Sports Ground for two weeks in April to run a Junior Cricket Easter Camp. April 8th – 12th and April 15th – 18th. The Head Groundsman does not have a problem with this but they will not be able to use the outfield on Friday 12th April as he will be preparing the pitches for football as it is still the football season.

It was **proposed** by Councillor Rob Grayston and **seconded** by Councillor David Bard to allow them to use Spicers for the Easter Camp explaining they cannot use the outfield on Friday 12th April as it is still football season and the pitches will be being prepared.

VOTE: 15 FOR : UNANIMOUS

227 TO DISCUSS S137 DONATION REQUEST FROM SAWSTON AIR CADETS

The Parish Council has a request from Sawston Air Cadets for a donation of £200.00 to go towards the overall cost of purchasing squadron radios, charges and headphones as the current ones they use do not meet regulations.

The Clerk explained the money would have to come out of next year's budget (April 2019)

It was **proposed** by Councillor Tony Fell and **seconded** by Councillor David Bard to donate £200.00 from next year's budget.

VOTE: 13 FOR : 2 ABS

228 TO DISCUSS S137 DONATION REQUEST FROM SAWSTON LIBRARY

The Parish Council has a request from the Sawston Library for a donation of £200.00 to contribute towards the Summer Reading Challenge.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Rob Grayston to donate £200.00 from next year's budget.

VOTE: 15 FOR : UNANIMOUS

229 TO DISCUSS THE CHAIRMAN'S REPORT QUOTES FOR PRINTING AND DELIVERY

The Assistant Clerk obtained quotes for printing and delivery of the Chairman's report for 2018/2019. (All costs plus VAT).

It was **proposed** by Councillor Rob Grayston and **seconded** by Councillor Brian Milnes to accept the quote for £241.00 for design and print and £220 for delivery.

VOTE: 15 FOR : UNANIMOUS

230 TO DISCUSS THE NEIGHBOURHOOD PLAN LEAFLET AND BANNER QUOTES FOR DESIGN, PRINT AND DELIVERY

Design & Print (3500 leaflets) Neighbourhood Plan leaflets

- £170.00
- £232.00
- £292.00

It was **proposed** by Councillor Brian Milnes and **seconded** by Councillor Neil Reid to accept the quote for £170.00.

VOTE: 15 FOR : UNANIMOUS

Delivery of Neighbourhood Plan leaflets

- £220.00
- £336.00
- £340.00

It was agreed to get the Neighbourhood Plan leaflet delivered the same time as the Chairman's report by the same company to save money. This can be done under Chairman's actions.

Design and produce a Neighbourhood Plan Banner

- £31.00
- £60.00
- £70.00

There was a query regarding the size of the banner so it was agreed to get this checked and defer to April's Full Parish.

231 TO DISCUSS THE CEMETERY RISK ASSESMENT QUOTES

This was a recommendation to Full Parish from the Cemetery committee.

232 TO DISCUSS THE GCP (GREATER CAMBRIDGESHIRE PARTNERSHIP) CONSULTATION

Councillor Janet Martin explained the timings for the consultations are not great, they should be aimed for everyone not just at peak times. It is important they engage with everyone.

233 LLF UPDATE ON A1307

Update attached to these minutes.

234 TO AGREE THE CALENDAR OF MEETINGS FOR THE PARISH COUNCIL 2019-2020

It was **proposed** by Councillor Tony Fell and **seconded** by Councillor David Bard to accept the calendar of meeting dates which will be advertised on our website.

VOTE: 15 FOR : UNANIMOUS

235 TO DISCUSS THE REQUEST FOR THE USE OF SPICERS SPORTS GROUND FOR THE EASTER SUNRISE SERVICE

Rev Bruce Waldron has requested the use of Spicers Sports field for his Easter Sunrise Service at 6am on Easter Sunday.

It was **proposed** by Councillor Beck Laxton and **seconded** by Councillor Rob Grayston to allow the use of the sports ground and pavilion for the service.

VOTE: 15

FOR :

UNANIMOUS

236 UPDATE FROM COUNTY COUNCILLORS

On Parish Council website

237 UPDATE FROM DISTRICT COUNCILLORS

On Parish Council Website

238 CORRESPONDENCE

None

239 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

The Clerk received an email from the Head Teacher at Icknield Primary School explaining they are struggling to recruit governor for the school and asked if any Parish Councillors would be interested in joining the schools governing body.

The Clerk asked if anyone was interested to let her know.

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

Members of the public left the meeting 8.55pm

Cambridge South East Transport Study (CSE TS)

Update from Tony Orgee, Chair, CSE TS Local Liaison Forum

The A1307 Local Liaison Forum (LLF) was set up in January 2017, the name later being changed to the Cambridge South East Transport Study (CSETS) Local Liaison Forum to reflect better that the work was not confined to a narrow A1307 corridor.

Over time there has been consultation on a number of relatively small scale but locally important improvements (interventions) along the A1307 and on developing a public transport strategy for movement between the A11 and the Cambridge Biomedical Campus.

The February - April 2018 consultation included the delivery of about 22,000 12-page leaflets to residents in villages along or near to the A1307, setting out a range of 17 possible local improvements and three possible public transport strategies.

The local improvements constitute Phase 1 of the overall project and developing a public transport strategy Phase 2.

The outcomes of the February – April 2018 consultation were discussed at Local Liaison Forum meetings, and subsequently at meetings of the Greater Cambridge Partnership (GCP) Executive Board where decisions were made.

At the GCP Executive Board meeting on **4 July 2018** the Board approved *'the implementation of Phase 1 Quick Wins and the development of other Phase 1 options for delivery from summer 2018.'*

The local improvements are projected to cost about £14 million. The first one completed is at the entrance to Dalehead Foods, and extra cycle racks at the Babraham Road Park and Ride site and improvements to the traffic lights at the entrance to Linton Village College will be implemented very shortly.

The improvement of most concern to Sawston residents is likely to be at the Babraham Crossroads since many Sawston residents access the A1307 at these crossroads which have a poor accident record.

As Chair of the LLF I have emphasized to the Executive Board the importance of involving local councillors and residents at an early stage of drawing up each detailed improvement.

All the local improvements are scheduled to be completed by March 2021.

At its **11 November 2018 meeting**, the GCP Executive Board **agreed** *'to the adoption of Strategy 1, the off-road strategy, as the preferred strategy for the A1307 corridor and requested that officers developed detailed proposals for delivery of the scheme including detailed route alignment, park and ride and review of environmental impact'.*

There is expected to be a consultation on this further work in early Autumn this year, and the outcomes reported to the Executive Board in late 2019 /early 2020.

Extracts from the minutes of the two relevant Executive Board meetings are set out below.

The GCP Transport Director presented the report which set out the results of the public consultation on the Cambridge South East Transport Study and sought approval for the implementation of Phase 1 Quick Wins and the development of other Phase 1 options for delivery from summer 2018.

Tony Orgee, Chair of the Cambridge South East Transport Study LLF, was invited to address the Assembly. He provided an update following the 6th June meeting of the LLF:

- There was more support for the proposed interventions than there was opposition. There had been no comments opposing the principle of any of the interventions.
- There was concern that closure of the central reservation at the Dean Road crossroads would lead to HGVs diverting to unsuitable roads through local villages in order to access the A1307 towards Cambridge. There were similar views about having no right turn (except for buses) out of Linton High Street with roads that might be used for rat-running such as the Back Road for example, considered completely unsuitable to deal with increased traffic. The LLF therefore welcomed that the Dean Road crossroads proposal would be given further consideration and that the Linton High Street no right turn proposal would be re-evaluated.
- The LLF wanted further consideration to be given to speed limits along the A1307 and there was much support for a single speed limit outside villages.
- It was felt that further work would be necessary in relation to safety at the Babraham crossroads and in cycleway access to Granta Park. The consultation included cycleways and a greenway that went close to Granta Park, but with gaps of hundreds of yards to the actual site entrance. The LLF felt that it was important that local councillors and stakeholders should also be involved in the further work on these matters.
- There was a plea for landscaping to be an integral feature of designs and for ecological matters to be given appropriate consideration.
- There were particularly adverse comments about the greenway, focussed on a small section of the cycleway between Wandlebury and the roundabout entrance to the Babraham Research Campus. It was felt that this narrow section of cycleway immediately next to the A1307, a 60mph road, did not meet the principles of a greenway and was dangerous for cyclists.
- The LLF was pleased to see progress and that some interventions could be implemented this financial year. The LLF strongly requested that local councillors and stakeholders were actively involved in working up the details of the interventions.
- A representative of the Trumpington Residents Association made a statement at the LLF meeting that was strongly critical of the delay in making decisions on the strategies in the consultation.
- The view of the LLF was that all possible developments in the area should be included in consultation material. This comment was made in relation to the Agritech Hub, which had been included in consultation material but had since been refused planning permission. [**Note** A decision on the Agritech Park planning application had not been made when this consultation began.]

The Executive Board acknowledged the important role the LLF had played regarding this study. The Transport Director confirmed that the issues raised by the LLF were reflected in the report presented to the Executive Board

The Executive Board:

1) **NOTED** the results of the public consultation.

2) **APPROVED** the implementation of Phase 1 Quick Wins and the development of other Phase 1 options for delivery from summer 2018.

The Chairperson of the South East Transport Study Local Liaison Forum (LLF), Tony Orgee, was invited to speak. He made the following points:

- The LLF had met on 12 September 2018 and had looked at the outcome of the public consultation, which was in line with the views of the LLF.
- The LLF broadly supported the adoption of Strategy 1 as the way forward.
- There was some support for not ruling out light rail.
- If Strategy 1 could not be taken forward then the LLF would support Strategy 2 or 3 going forward.
- Ecological enhancement should be an integral part of the process.
- Work on minor interventions along the A1307 was also discussed at the meeting and useful discussions with the consultants had taken place. The importance of involving local people, local councillors and parish councils was emphasised.
- The Executive Board was informed that representatives from local villages were regular attendees at the LLF meetings; the development of the proposals kept in mind the need for the scheme to benefit the villages around it.

The Executive Board Chairperson thanked Tony Orgee for chairing an effective LLF which had played a major role in developing the options.

The Executive Board:

a) **NOTED** the outcome of the public consultation and final consultation report.

b) **AGREED** the adoption of Strategy 1, the off-road strategy, as the preferred strategy for the A1307 corridor and requested that officers developed detailed proposals for delivery of the scheme including detailed route alignment, park and ride and review of environmental impact.

c) **REQUESTED** that officers drew up landscaping and ecological design proposals which could add enhancements to the area, maximising the potential of the off-road option including considering the possibility of a linear park alongside the development of the off-line solution.

d) **NOTED** the updated programme for the project.