



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 10 March 2020
At SPICERS PAVILION - Meeting commenced at 7.15 pm

PRESENT:

Assistant Parish Clerk Clare Speed

Councillors

Kevin Cuffley
Brian Milnes
Beck Laxton
Neil Reid
Colin Groves

David Bard
Kieran Cooper
Tony Orgee
Jayne Merrick

Members of the Public + 7

Reg Cullum
David Wilkinson
Caroline Parmenter
John Godwood
Martin Pollard
David Williams
+1

245 APOLOGIES FOR ABSENCE

Rajni Padia (Personal)
Stephen Drew (Personal)
Tony Fell (Personal)
Ray Matthews (Personal)
Anand Pillai (Personal)
Mike Mallows (Personal)
Clare Delderfield (Personal)

246 PUBLIC PARTICIPATION TIME (15 MINUTES ALLOWED)

Mr Reg Cullum explained and showed photos of fly tipping in the Co op car park and explained his concerns as there looks like dangerous substance, Councillor Beck Laxton asked Councillor Brian Milnes to look into this as he is a district Councillor. The Clerk will write a letter to the Co op asking them to contact South Cambs District Council to organise the collection of the waste.

Councillor Tony Orgee arrived at 7:20pm

Mr David Wilkinson is a Sawston Timebank member and is involved in village litter picking. There is a Sawston spring clean event taking place on 26th April and asked for as many Councillors to attend, it starts at 9:30am meeting at the Council office, there will be cake and hot drinks available.

247 DECLARATIONS OF INTEREST FOR THIS MEETING

None

**248 CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH MEETING –
11 FEBRUARY 2020**

Councillor Kieran Cooper explained the street naming for the new development has been agreed after a poll and it is Railway. The Parish Council need to decide if it will be Close or Drive. Once the Council have agreed the full name, the Clerk will let the developers know.

The minutes of the Full Parish meeting held on 11 February 2020 were read confirmed and signed.

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Jayne Merrick to **accept** the minutes.

VOTE: 9 FOR : UNANIMOUS

**249 REPORT OF THE FINANCE & GENERAL PURPOSES COMMITTEE HELD ON 18
FEBRUARY 2020**

Item 6 – Defer to April Full Parish

Item 8 – Defer to April Full Parish

Item 9 – Defer to April Full Parish

Item 10 - It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Kevin Cuffley to agree to **accept** the H&S Policy with relevant amends

VOTE: 9 FOR : UNANIMOUS

Item 14 - Defer to April Full Parish. Councillor Kieran Cooper explained tender has gone out to four companies and wait to get the quotes back.

Item 15 - It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Kevin Cuffley to agree to **accept** the signatories on the bank accounts to remain the same.

VOTE: 9 FOR : UNANIMOUS

The minutes of the Finance & General Purposes Committee Meeting held on 18 February 2020 were read, confirmed and signed.

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Kieran Cooper to **accept** the minutes.

VOTE: 9 FOR : UNANIMOUS

250 MATTERS ARISING – NEW INFORMATION

None

251 PLANNING APPLICATIONS & ASSOCIATED MATTERS

20/01197/HFUL	Single storey rear extension at 118, Woodland Road Proposed by Councillor David Bard and seconded by Councillor Kieran Cooper to support to this application.	Support/ No Objection Vote: 8 For 1 No Vote
S/3775/19/AD	Signs for new business park at Sawston Trade Park and adjacent vacant land A1301/London Road Pampisford	Do Not Support/Object Vote: 8 For 1 No Vote PC Comment: Even with the slight amendment the

	Proposed by Councillor David Bard and seconded by Councillor Kieran Cooper to object to this application.	measurements are to high and it is on the green belt.
	TTRO at Babraham Road/Sawston Road Hill Housing. Proposed by Councillor Kieran Cooper and seconded by Councillor Brian Milnes to support to this application.	Support/ No Objection Vote: 9 For

252 ACCOUNTS FOR THE MONTH OF FEBRUARY 2020

The accounts for the month of February 2020 were presented.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Neil Reid to **accept** the accounts for February 2020.

VOTE: 9 FOR : UNANIMOUS

253 TIMEBANK UPDATE – EMMA FORDHAM

Attached to the end of these Minutes

254 TO DISCUSS LAND ON SOUTH SIDE OF CHURCH LANE

A resident attended the meeting and explained to the Council the area in Church Lane has always been in the green belt and is part of the Sawston historic site. He showed the Council maps which showed evidence of this and explained that the green belt can only be moved in exceptional circumstances. The Council discussed this at great length and suggested the residents who are objecting to the land being removed from the green belt for housing development should write to South Cambs District Council with their objections. We will make this a planning agenda item in six months when we can discuss it again and will invite the residents. Councillor Kevin Cuffley thanked the residents for attending the meeting.

255 TO DISCUSS FROM CAMBRIDGE COUNTY COUNCIL TO EXTEND SPEED LIMIT ON BABRAHAM ROAD

Already discussed under plans

256 TO DISCUSS QUOTES FOR SOIL/SEED/FERTILISER/SPRAYING CHEMICALS FOR 2020/2021

The Groundsman obtained quotes for seed, fertiliser etc needed for all our grounds for 2020/2021 (all costs plus VAT)

Seed (10 bags T14 seed)

- £746.20
- £880.00
- £830.00

Fertiliser (Summer)

- £101.20
- £106.80
- £106.40

Fertiliser (Winter)

- £78.80
- £86.80
- £88.40

Weed Killer (general) 40 litres

- £160.00
- £219.90
- £215.88

Selective weed control (for Cemetery)

- £131.20
- £144.00
- £148.58

Worm control - 4 x bags of purity

- £117.16
- £121.15
- £125.20

Outfield Fertiliser

- £1640.00
- £2150.00
- No third quote

Binders Cricket Soil

- £743.95 + vat
- No other

Top Soil – 20 Ton all Areas

- £490.00
- £790.00
- £1600.00

Spraying of grounds

- £1134.00
- £1258.00

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Beck Laxton to go with all the lowest quotes on each item.

VOTE: 9 FOR : UNANIMOUS

257 TO DISCUSS PROJECT MANAGER FOR S106 PROJECTS – MILL LANE ARCHITECT
To defer to April Full Parish to come back with three quotes.

258 TO DISCUSS ECO GREEN FUNDING
Councillor Kevin Cuffley explained that Sawston Parish Council were too late and had missed the opportunity to applying for the Eco Funding. Councillor Kevin Cuffley explained that Sawston needs a car changing point in the Co Op car park and suggested all Councillors e-mail the Clerks with other ideas for Sawston and to bring the list back to Full Parish to discuss.

259 TO DISCUSS QUOTES FOR RESIDENTS DAMAGED FENCES/WALL DOWN CHURCH LANE
Councillor Kevin Cuffley explained the residents had obtained their quote for the work to be carried out on the damaged fences and wall and the Clerk has also obtained a quote for each residents required work.

The quote for the resident with the fence repairs is, their quote was £138.51 and the Councils quote was £690.00 plus vat.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Beck Laxton to agree to go with the lowest quote which was the residents.

VOTE: 9 FOR : UNANIMOUS

The quote for the removal of the unsafe wall and replacing with a fence around the whole garden is, their quote was £4820.00 plus vat and our quote was £3430.00 plus vat.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Beck Laxton to go with the lowest quote which was obtained by the Parish Clerk.

VOTE: 9 FOR : UNANIMOUS

Councillor Kevin Cuffley explained one of the residents had sent an email and approached him before the meeting to explain that they could not pay for this work to be carried out and asked if the Council would pay for the work instead of them paying and then being reimbursed like agreed at February Full Parish.

The Council agreed only if the invoice was in the resident's name and payment would go to them from the Council and then they pay the contractor.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Beck Laxton to agree to pay the resident for the work to be completed.

VOTE: 9 FOR : UNANIMOUS

The Assistant Clerk to write a letter to both residents explain the outcomes.

Councillor Brian Milnes left the room at 8:20pm

260 TO DISCUSS RESIDENTS REQUEST TO REMOVE A BUSH OUTSIDE THEIR PROPERTY

The Assistant Clerk explained to the Council that a resident has contacted the office on a number of occasions about an overgrown bush outside the resident's gate, it causes difficulty getting in and out of her property. The bush is on the recreation ground and is the Parish Councils responsibility. The Assistant Clerk has discussed this with the Head Groundsman who said that it is healthy and in good condition and is not over hanging the pathway. Councillor Kevin Cuffley said the bush has been their longer than the resident's fence and gate.

Councillor Brian Milnes returned at 8:25pm

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to not remove the bush as it is healthy.

VOTE: 9 FOR : UNANIMOUS

Assistant Clerk to write to the resident to let them know.

261 TO UPDATE ON SOUTH CAMBS PLANNING DELEGATIONS

Councillor Brian Milnes gave an update on the situation at South Cambs District Council planning department. The department is struggling with employment, the problems are continuing and are nationwide. The planning department are experiencing additional delays due to this delegation.

262 UPDATE FROM DISTRICT COUNCILLORS

Councillor Brian Milnes explained he had met with the County Council Floods Officer, walked the complete course of the ditches that provide drainage between Common Lane and the bypass. And that between County Highways, District Awarded Ditch maintenance team and other Riparian responsible owners, work would be performed to clear blockages and ensure the ditches were working as required. This is particularly important with the Croudace and new Common Lane developments which will feed their SUDs output into the ditch.

Councillor Brian Milnes along with Councillor Kevin Cuffley, have written to the County officer to have them clear the footpath on the northern side of Mill Lane, as it is almost impassable and down to 9" wide at some points.

Councillor Brian Milnes explained that the footpath to the rear of Town Close is due to have decontamination works prior to part of the Land being transferred to an adjacent house owner.

Councillor David Bard asked that the state of the District's soakaway on Churchfield Avenue be checked as it is prone to cause flooding.

263 CORRESPONDENCE

Thank you from Owl Papworth Trust for the use of Mill Lane Pavilion.

264 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

Councillor Neil Reid explained there is a street light left unused down the Link Road to Church Lane pathway, Councillor Brian Milnes will look into this.

Councillor Colin Groves explained the speed camera is working and no data was lost, he will produce a report at April Full Parish.

Councillor Beck Laxton explained it is hard to read the notices, as the plastic is unclear, on the noticeboard at the Co Op. After discussions it was suggested the Clerk finds out who owns the board and if it is the Parish Council's then it will be made an agenda item to discuss replacing it.

Councillor Kevin Cuffley mentioned the Coronavirus and we need to be aware of the protection of our staff, Councillor Brian Milnes suggested take each day as it comes and take the necessary precautions as they arise and to follow the health and safety guidelines.

Councillor Kevin Cuffley thanked the members of public for attending and they left the meeting – 8.50pm

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

It was ***proposed*** by Councillor Kevin Cuffley and ***seconded*** by Councillor Kieran Cooper to go into camera.

VOTE: 9 FOR : UNANIMOUS

265 TO DISCUSS STAFF SALARIES

It was ***proposed*** by Councillor Brian Milnes and ***seconded*** by Councillor Jayne Merrick to defer to April Full Parish

VOTE: 9 FOR : UNANIMOUS

Meeting Closed 9.20pm

Sawston Timebank Update - March 2020

Key Aims: maintaining, developing and evaluating the service

October 2019

Beginning of March 2020

Membership		Membership	
Current adult members	50	Current adult members	62
Current Members over 65	25	Current members over 65	30
Current members under 18	2	Current members under 18	2
Organisational members	7	Organisational members	10
Total members	59	Total members	74
In process to become members	5	In process to become members	18
In pipeline to become member	18	In pipeline to become member	12
Exchanges		Exchanges	
Number of exchanges	241	Number of exchanges	350
Total time exchanged	830 hours	Total time exchanged	1205 hours
Offers/Requests		Offers/Requests	
Current Offers	11	Current Offers	5
Current Requests	22	Current Requests	21
Facebook		Facebook	
Likes on page	48	Likes on page	86
Follows on page	50	Follows on page	90

Current Plans

- **Recruiting and supporting people and organisations to become Timebank Members (TBM)**
- **Encouraging exchanges: a variety of offers and requests**
- **Holding social events**
- **Time Credits: can change hours for credits**
- **Advertising: Sawston Scene, posters and leaflets around village, Facebook page**
- **Challenges: money, time, TBM putting offers/requests up, finding the most at need people**
- **Every quarter reporting to Parish Council and County Council**

Events

- **Weekly coffee mornings – usually have between 12-20 people.**
- **Friday morning sessions – board games, Christmas crafts, skills share, seeds swap**
- **Syringe driver bags making sessions and collaboration event – aim for 100 and made over 240!**
- **Scams talk at a coffee morning – 24 attended including 6 non Timebank people**
- **Games Night at East Roast Coffee**
- **Attended SVC parents evening with display board and leaflets**
- **Attended coffee morning at Chaplefield Community Centre**
- **Assembly at Icknield Primary School then stall after school to talk to students/parents**
- **Remembrance Service**
- **Winter Fair stall**
- **Christmas coffee morning and evening get together for Timebank Members**

- **Consultations with Timebank Members**

Partnership Working

Cambridgeshire and Peterborough NHS Foundation Trust – syringe driver bags, **SVC** – shared event posters/Timebank info to all parents and attend parents evenings, **Footprints Café** – Chatty Café community table and Mood Cafe, **Hope into Action** Sawston Group, **Greener Sawston** and **2G3S**, **Sawston Boys and Girls Brigade**, **Granta Medical Practice** – Patient Forum (Chatty Cafes)/referrals and signposting from 2 social navigators, **Orchard House Care Home**, **Bircham House Retirement Living**, **Care Network**, **JHC**, **Our Lady of Lourdes Roman Catholic Church**, **St Mary's Church**, **Chaplefield Community Centre**, **East Roast Coffee** – host Games Night, **Red Graphic** – Leaflets, **East of England Coop Funeral Services** – donating coffee morning refreshments

Extras

- **Helped set up the Chatty Café at Footprints**
- **Signed up as a Dementia Friend**
- **Completed the online training for both Friends Against Scams and as a Scam Champion**
- **Case study in the Cambridgeshire Time Exchange Newsletter**
- **Timebanking UK have asked if they can use the case study on their new website**
- **Shared about Kettle's Yard pilot programme called 'Talking Together' initiated by COPE (Cambridgeshire Older People's Enterprise). People take part in a series of 'courses' which take place through a conference telephone call.**

Future Plans and Ideas

Arranged Events

- **Monday coffee mornings and Friday morning sessions**
- **Assemblies at SVC – 5 in total – 1 for each year group**
- **Arranging a Foodbank collection for JHC**
- **With Greener Sawston - a litter pick and general village clean-up on in April.**
- **Another Games Night at East Roast Coffee**
- **Repair café – with 2G3S and Greener Sawston in May.**
- **East Anglian Air Ambulance - Go Yellow Day in June. Raise money: doing activities/wear yellow.**
- **Sawston Fete Stall**
- **Summer Children's Event**

Partnerships working

- **Continue work with current contacts**
- **More projects with Challis Gardens and joining as a Timebank Member Organisation**
- **Whittlesford Girlguiding District – including Whittlesford, Sawston and Duxford Rainbows, Brownies and Guides joining as Timebank Member Organisations**
- **Promotion and joint working – To attend/meet more groups/clubs/organisations in Sawston**

Emma Fordham - Sawston Timebank Co-ordinator

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