



# SAWSTON PARISH COUNCIL

**MINUTES of the PLANNING & ENVIRONMENT COMMITTEE MEETING  
HELD VIRTUALLY ON 28 JULY 2020 - Meeting commenced at 7.30pm**

**PRESENT:**

**Parish Clerk** Jo Keeler

**Councillors**

Kevin Cuffley

Rajni Padia

Jayne Merrick

David Bard

Neil Reid

Anand Pillai

Brian Milnes

+ Mr Colin Miles  
Ms Maxime Albert

**1 APOLOGIES FOR ABSENCE**

Stephen Drew – Personal  
Ray Matthews – Personal  
Tony Fell - Personal

**2 DECLARATIONS OF INTEREST FOR THIS MEETING**

None

**3 MINUTES OF THE MEETING HELD ON 23 JUNE 2020**

The minutes of the meeting held on 23 June 2020 were read, confirmed and signed.

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

**VOTE: 6 FOR : 0 AGAINST (UNANIMOUS)**

**4 MATTERS ARISING – NEW INFORMATION ONLY**

None

**5 PLANNING APPLICATIONS**

Mr Colin Miles attended the meeting to give some detail regarding his application for 80 High Street. He explained that the site has a lot of history which he has looked into and has been given information from the Sawston History Society as well as the Challis Trust. In 2017 the rear of the building was refurbished which they are using as offices for his multi award winning creative agency. They currently employ 20 staff. He also explained that when the Co Op sold the building there was a restrictive covenant so the building could not be used as a supermarket.

Councillor Rajni Padia joined the meeting 7.36pm

The plan is to keep the offices at the back of the building and have retail and a café at the front. And bring the building back as an amenity in the village. This will also create jobs locally and the application is being supported by the Cambridge & Peterborough combined authority.

The retail part is undecided at present although they already have the permission for retail and hope to open in spring next year.

Councillor David Bard thanked them for attending the meeting and they left the meeting.

<a href="#">20/02814/FUL</a>	Change of use to enable mixed use as a cafe (A3), shop (A1), and offices (B1a) including external alterations to the frontage at 80 High Street.  It was <b>proposed</b> by Councillor Jayne Merrick and <b>seconded</b> by Councillor Brian Milnes to <b>support</b> this application.	<b>Support/No objection</b>  <b>Vote: 6 For 1 Abs</b>
<a href="#">20/03083/CL2PD</a>	Certificate of lawfulness for a proposed loft conversion with rear dormer, Juliet balcony and roof windows to front at 12 Brookfield Road.	<b>Noted, No Comment</b>

### Planning Decisions - Noted

#### 6 TO DISCUSS ZERO CARBON COMMUNITIES GRANT SCHEME

The Clerk explained that she has not yet heard back from the Co Op regarding having car charging points in the car park. The committee discussed in detail the options regarding the scheme and what it could be used for. Cycling, community buildings and tree planting. It was agreed we should discuss this in more detail at the 'Masterplan' meeting in August.

#### 7 TO AGREE PADDOCK WAY TREE QUOTE

The Clerk explained that an arboriculturist came to look at the tree as requested by the Parish Council and said the tree is not yet mature and just needs to be cut back.

The Assistant Clerk obtained four quotes for reducing the tree so it doesn't overhang the residents house:

- Eastern Trees £255.00 + vat
- Shire Trees £295.00 + vat
- Anglia Tree Contractors £300.00 + vat
- Acacia Trees £725.00 + vat

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Jayne Merrick to **accept** the quote by Eastern Tree Surgery at £255.00 + vat

**VOTE: 7 FOR : 0 AGAINST (UNANIMOUS)**

#### 8 TO DISCUSS BONFIRE NIGHT

The Clerk asked the Council whether we are going ahead with the event this year. She has not seen any guidance with regards to public fireworks displays.

This was discussed and agreed for the Clerk to get clarification from the road closure and fireworks company with regards to cancellation fees if we needed to cancel the event because of the Covid-19 pandemic.

Councillor Anand Pillai left the meeting for work commitments (8.28pm)

#### 9 TO DISCUSS THE CHAIR'S REPORT COSTS

It was agreed at July's full parish meeting to go ahead with the Chair's annual report and the Clerk wanted to check the detail regarding the Annual Parish meeting. The costs have been agreed in the last 6 months so still stand. It was agreed to take out the details of the Annual Parish meeting as we are still unsure it will go ahead because of the Covid-19 pandemic and to get the report printed and delivered.

**10 CORRESPONDENCE**

None

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

None

**Meeting Closed at 8.40pm**