



# SAWSTON PARISH COUNCIL

MINUTES of the ANNUAL PARISH COUNCIL MEETING HELD ON 4 MAY 2021  
VIRTUAL - Meeting commenced at 7.15 pm

**PRESENT:**

**Parish Clerk** Jo Keeler  
Assistant Parish Clerk – Clare Speed

**Councillors**

Kevin Cuffley  
David Bard  
Ian Reeves  
Michael Mallows  
Neil Reid

Jayne Merrick  
Kieran Cooper  
Paul Smith  
Sue Whitney  
Brian Milnes (arrived 7.28pm)

+ 2 members of public

**1 TO ELECT A CHAIR OF THE PARISH COUNCIL FOR THE ENSUING YEAR.  
DECLARATION OF ACCEPTANCE OF OFFICE**

It was **proposed** by Councillor David Bard and **seconded** by Councillor Paul Smith to nominate Councillor Kevin Cuffley as Chair of the Parish Council for the ensuing year.

**VOTE: 9 FOR : 0 AGAINST UNANIMOUS**

Councillor Kevin Cuffley is now Chairman for the Parish Council for the ensuing year and signed his Declaration of Acceptance of Office and took the Chair.

**2 TO ELECT A VICE CHAIR OF THE PARISH COUNCIL FOR THE ENSUING YEAR.  
DECLARATION OF ACCEPTANCE OF OFFICE**

It was **proposed** by Councillor David Bard and **seconded** by Councillor Neil Reid to nominate Councillor Jayne Merrick as Vice Chair of the Parish Council for the ensuing year.

**VOTE: 9 FOR : 0 AGAINST UNANIMOUS**

**3 APOLOGIES FOR ABSENCE**

Councillor Tony Fell (Personal)  
Councillor Tony Orgee (Work Commitments)  
Councillor Colin Groves (Personal)  
Councillor Anand Pillai (Work Commitments)  
Councillor Beck Laxton will be late

**4 PUBLIC PARTICIPATION TIME (15 MINUTES ALLOWED)**

Mr Reg Cullum asked for an update on the terrible state of the Co Op car park and it's maintenance. Councillor Kevin Cuffley asked the Clerk to write to SCDC enforcement officer and ask him to come out to take a look.

**5 DECLARATIONS OF INTEREST FOR THIS MEETING**

None

**6 TO APPOINT MEMBERS TO THE FOLLOWING COMMITTEES FOR THE ENSUING YEAR:**

- 6.1 CEMETERY
- 6.2 FINANCE & GENERAL PURPOSES
- 6.3 PLANNING & ENVIRONMENT
- 6.4 RECREATION & OPEN SPACES

The Assistant Clerk explained that we have one too many members on the Recreation & Open Spaces committee and the Finance & General Purposes Committee and asked if anyone would be prepared to drop out. Councillor Sue Whitney offered to drop out of the Finance & General Purposes Committee and Councillor David Bard offered to drop out of the Recreation & Open Spaces Committee.

**7 TO CONFIRM AND SIGN THE MINUTES OF THE EXTRA FULL PARISH MEETING HELD ON 27<sup>TH</sup> APRIL 2021**

The minutes of the Extra Full Parish meeting held on 27 April 2021 were read confirmed.

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

**VOTE: 9 FOR : 0 AGAINST UNANIMOUS**

Councillor Brian Milnes arrived 7.28pm

**8 MATTERS ARISING**

None

**9 PLANNING APPLICATIONS AND ASSOCIATED MATTERS**

<a href="#">21/00319/FUL</a>	Construction of a two bedroom bungalow at Land On The North Side Of 121 Old Forge Way  <b>Proposed</b> by Councillor David Bard and <b>Seconded</b> by Councillor Kevin Cuffley to <b>object</b> to this application.	<b>Objection/Do Not Support</b>  <b>Vote: 8 For 2 Abs</b>  <b>PC Comment:</b> - The proposed siting, design and materials of this residential garden development is out of character with the local area (Adopted Local Plan Policy H/16 b i & iii)  - The development would result in the loss of two on road parking spaces and thus result in a direct and on-going impact on the residential amenity of nearby properties. (Adopted Local Plan Policy H/16 ii).
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		<p>- The development would have a direct and long term impact on the amenity of No.121 Old Forge Way due to its close proximity to the existing building and result in some loss of light to the garden of 36, Hillside. (Adopted Local Plan Policy H/16 ii)</p> <p>The Parish Council requests a referral to the Planning Committee should officers be minded to grant permission.</p>
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TTRO Westmoor Avenue and Springfield Road were noted.

Clare Speed left 7.34pm

**10 ACCOUNTS FOR THE MONTH OF APRIL 2021**

The accounts for the month of April were presented.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Jayne Merrick to accept the accounts for April 2021.

**VOTE: 10 FOR : 0 AGAINST UNANIMOUS**

**11 TO AGREE QUOTES FOR THE VILLAGE TREE SURVEY**

The Clerk explained that we have contacted three companies for a quote to complete a survey on the trees we are responsible for within the village but only received two quotes.

£1,750.00 + vat

£2504.50 + vat

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Smith to accept the quote for £1,750.00 from Roavr Environment.

**VOTE: 10 FOR : 0 AGAINST UNANIMOUS**

**12 TO DISCUSS ROAD SAFETY ISSUE CURRENTLY WITHIN THE BOUNDARIES OF BABRAHAM PARISH COUNCIL**

A resident that has recently moved onto the new housing estate on Babraham Road has concerns regarding the speed of traffic along that road. This was discussed and the Clerk was asked to write back to the resident with more evidence and asking for other residents to sign a letter for us to be able to put pressure on the County Council. We will then write to the County Council asking for this whole stretch of road from Sawston to Babraham to be made 30mph. It was also pointed out that with the rural hub on this stretch of road will cause more traffic.

**13 TO DISCUSS REQUEST TO HIRE GROUNDS AND PAVILION**

Christ Church South Cambs has asked if they are able to hire Spicers Pavilion on Friday mornings for a new support group for parents/carers and babies/toddlers. The Clerk confirmed that the Head Grounds Keeper has confirmed this will be ok. They would like to

possibly hire it between 9.30am – 12pm to allow for set up and cleaning and they have confirmed they will produce a Covid risk assessment and follow government guidelines. They have also asked if they would be able to use some outdoor space for a group of up to 15 parents/carers. This was discussed.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Kevin Cuffley to offer them the use of Spicers Pavilion after 21<sup>st</sup> June because we currently only have the kitchen and toilet facility open at Spicers between 9.30am-12pm and review their hire after 6 months. They are welcome to use Orchard Park as an open recreation ground with no charge.

**VOTE: 10 FOR : 0 AGAINST UNANIMOUS**

**14 UPDATE FROM COUNTY COUNCILLORS**

No update

**15 UPDATE FROM DISTRICT COUNCILLORS**

No update

**16 CORRESPONDANCE**

None

**17 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING**

Councillor David Bard explained that the High Court has now issued its supplementary ruling on public participation in the case of Hertfordshire County Council v Secretary of State for Housing, Communities etc. In short, after 7th May, decision making meetings not only have to be held physically, but the public must be admitted. Apparently, a live stream is insufficient.

Councillor Ian Reeves asked for an agenda item to discuss the reopening of pavilions/changing rooms following government guidelines.

Councillor Brian Milnes asked for an agenda item to discuss Deal Grove/Broadmeadow open space area.

**Meeting closed 8.00pm**