



SAWSTON PARISH COUNCIL

MINUTES of the EXTRA FULL COUNCIL MEETING HELD ON 24 AUGUST 2021
at Spicers Pavilion - Meeting commenced at 7.00 pm

PRESENT:

Parish Clerk Jo Keeler

Councillors

Kevin Cuffley

David Bard

Neil Reid

Michael Mallows

Tony Fell

Tony Orgee

Kieran Cooper

Paul Smith

Colin Groves

Ian Reeves (arrived 7.04pm)

+ 1 member of public

47 APOLOGIES FOR ABSENCE

Councillor Sue Whitney (Personal)

Councillor Jayne Merrick (Personal)

Councillor Beck Laxton (Personal)

Councillor Brian Milnes (Work Commitments)

Councillor Anand Pillai (Work Commitments)

48 PUBLIC PARTICIPATION TIME (15 MINUTES ONLY)

Mr Roger Richmond questioned what is happening with the state of the roads in the village, especially the High Street/Hill Side. Councillor Brian Milnes was not present at this meeting so could not respond. Councillor Kevin Cuffley explained that the County Council are looking into this but we currently do not have an answer.

Councillor Tony Fell felt that Shelford seem to get all their highways work done but Sawston doesn't.

Councillor David Bard suggested we write to our MP showing our representation for the village with regards to the state of our roads.

Councillor Kevin Cuffley agreed he would write a letter to the MP from the Parish Council.

Councillor Ian Reeves arrived 7.04pm

49 DECLARATIONS OF INTEREST FOR THIS MEETING

None

50 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 13 JULY 2021

The minutes of the meeting held on 13 July 2021 were presented.

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Colin Groves to accept the minutes.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

51 TO CONFIRM AND SIGN THE MINUTES OF THE RECREATION & OPEN SPACES COMMITTEE MEETING HELD ON 20 JULY 2021

The minutes of the meeting held on 20 July 2021 were presented.

It was **proposed** by Councillor Paul Smith and **seconded** by Councillor Neil Reid to accept the minutes.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

52 REPORT OF THE TASK & FINISH MEETING HELD ON 20 JULY 2021

The notes of the meeting held on 20 July 2021 were presented and noted.

53 TO DISCUSS GROUNDS KEEPERS REMOVING HANGING BASKETS

The Clerk asked if the hanging baskets should be removed by the grounds keepers before they leave the Parish Council on 10th September as we will have no one to remove them after this date.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Kevin Cuffley to ask the grounds keepers to remove all the hanging baskets before 10th September.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

54 TO DISCUSS QUOTES FOR LAPTOP FOR THE ASSISTANT CLERK

Councillor Kieran Cooper explained he has got quotes for a new laptop for the Assistant Clerk.

- Laptop Direct £698.00 + vat (doesn't include 3 year warranty)
- Dell Direct £718.00 + vat (out of stock until October)
- GSL - £742.00 + vat (includes 3 year next business day on-site warranty)

Our current IT support company (GSL) are able to configure the laptop/computer which can only be done at a cost of up to £221.00 + vat.

This was discussed and Councillor Kieran Cooper suggested we go for the one from GSL as they have stock and it includes the 3 year warranty.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Kevin Cuffley to accept the quote for £742.00 + vat from GSL and pay up to £221.00 + vat to get the laptop set up and configured.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

55 TO ADOPT TRAINING AND DEVELOPMENT POLICY

The Clerk sent out a Training and Development policy for the Parish Council for adoption.

Councillor Kieran Cooper asked for a slight amendment so it included that the staff training is during Parish Council time.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Kevin Cuffley to adopt this policy with the above amend. The policy will be added to our website.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

56 CORRESPONDENCE

None

57 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

Councillor Paul Smith asked who's responsible for the bus shelter on Cambridge Road opposite the police station. The Clerk explained that we have repaired the benches before in the shelter so must be the responsibility of the Parish Council. The roof is currently leaking and the Clerk was asked to get quotes to have this repaired.

Councillor Colin Groves explained he will try and move the speed camera in the next couple of weeks. He also explained that the traffic coming into Sawston is down 30% against pre Covid.

Councillor Kieran Cooper explained that JHC has a vacancy for a two-bedroom flat in Sawston if anyone knows of someone that is in need of housing and can apply.

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 Kieran Cooper and **seconded** by Councillor Neil Reid to go into camera.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

58 REPORT OF THE STAFF MANAGEMENT COMMITTEE MEETING HELD ON 12 AUGUST 2021

The minutes of the meeting held on 12 August 2021 were presented.

Councillor Kevin Cuffley asked if everyone had read the minutes and if anyone had any questions.

Councillor Tony Orgee asked that we change the colour of the border on our Staff agenda and minutes to red not green. The Clerk agreed to change this.

5 – We extend the contract with timebank for 3 months.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Paul Smith to accept the minutes.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

Meeting closed 7.52pm