



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 25 OCTOBER 2022
Held at Spicers Pavilion, Cambridge Road - Meeting commenced at 7.15 pm

PRESENT:

Parish Clerk Jo Keeler

Councillors

Kevin Cuffley

Ian Reeves

Neil Reid

Paul Smith

Colin Groves

Inspector Shane Fasey
Sergeant Jack Hughes
Tom Ruzala – CCC
Michaela Briggs – Redrow
Chole Howkins – Redrow
Alice Kirkham - Redrow

+ 5 members of public

Councillor Kevin Cuffley welcomed everyone to the meeting and explained that as Inspector Shane Fasey and Sergeant Jack Hughes were present, he would bring forward item 211 in case they got called away.

199 REPRESENTATIVES TO DISCUSS CONSULTATION APPLICATION TO STOP A PUBLIC FOOTPATH AND REPLACE WITH A BRIDLEWAY AND TWO FOOTPATH CONNECTIONS

Councillor Kevin Cuffley welcomed them to the meeting but as the representative from Cambridge County Council hadn't yet arrived they were happy to wait and allow the police to give their update first.

200 APOLOGIES FOR ABSENCE

Kieran Cooper – Personal
David Bard – Personal
Anand Pillai – Work commitments
Jayne Merrick – Personal
Brian Milnes – Work commitments
Patrick Thouroude – Work Commitments

201 DECLARATIONS OF INTEREST FOR THIS MEETING

None

211 TO DISCUSS SAWSTON POLICE STATION

Councillor Kevin Cuffley welcomed him to the meeting and asked them to give a brief update on Sawston.

Inspector Shane Fasey explained:

-There are no plans to change significantly the overall function of the Police station, it is used as base for some of the local policing team, these are not your 24/7 policing team, they are a specialist team who have responsibility for partnership working and problem solving.

-We use Parkside as a response hub for 24/7 policing but it's important to understand that officer only use this to book on, they do not respond from each call from Cambridge.
-Response times for emergency calls to Sawston remains within the accepted time frames.
-I acknowledge concerns about visibility, I recently held a series of online presentation co-ordinated by SCDC to help explain how we focus our patrols work.

So, although Sawston police station is not open to the public it is still used for example the PCSO's work from there and they are still heavily engaged within the community.

There are engagement meetings every 3 months in South Cambs and he encourages everyone to complete the surveys. The previous survey received 102 responses and only 6 were from Sawston so he has asked for this to be publicised more. From the 6 Sawston responses, only 2 raised issues.

They are hoping to increase the one to one surgeries for South Cambs.

Currently there are 3 PCSO's and 5 officers which they are hoping to increase by 2 one the training has been completed.

They also have specialist constabulary going out to do speeding checks and dealing with ASB.

Kevin thanked them for attending and any questions councillors have should be directed through the clerk or direct to Inspector Shane Fasey.

Councillor Kevin Cuffley thanked them for attending and they left the meeting.

199 REPRESENTATIVES TO DISCUSS CONSULTATION APPLICATION TO STOP A PUBLIC FOOTPATH AND REPLACE WITH A BRIDLEWAY AND TWO FOOTPATH CONNECTIONS

Tom Ruzala - Asset Information Definitive Map Officer, had arrived and was welcomed to the meeting along with Michaela Briggs, Chole Howkins and Alice Kirkham from Redrow.

Tom explained that the County Council received an application from Redrow to divert the footpath 9 and 12 and replace with a bridleway and a couple of new connections to existing footpaths. There were concerns regarding the original footpaths being removed even though they are well used and access to the new footpaths.

Sawston footpath 12 will be replaced with a new route around the edge of the site which will be 4 meters wide and will also incorporate a bridleway so it will be used for pedestrians, cyclists and equestrians. There will be additional links that will be formal public footpaths and there will be footpaths throughout the estate.

The adopted paths on the estate will be well lit but the unadopted route around the edge will not be lit due to wildlife and the impact on residents nearby.

This was discussed and there were safety concerns with all the means of transport travelling on the same pathway, ie mobility scooters, pedestrians, equestrians etc.

Councillor Kevin Cuffley thanked them for attending.

It was **PROPOSED** by Councillor Kevin Cuffley and **SECONDED** by Councillor Ian Reeves to support the proposal.

VOTE: 4 FOR : 1 AGAINST

202 PUBLIC PARTICIPATION (15 MINUTES ALLOWED)

None

203 CONFIRM THE MINUTES OF THE FULL PARISH MEETING HELD ON 11 OCTOBER 2022

The minutes of the Full Parish meeting held on 4th October 2022 were read confirmed and signed.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor Ian Reeves to **accept** the minutes.

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

204 REPORT OF THE MASTERPLAN MEETING HELD ON 04 OCTOBER 2022

The notes of the masterplan meeting were noted.

205 MATTERS ARISING – NEW INFORMATION ONLY

None

206 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

Appeal

[22/01878/PRIOR](#) Installation of a 15.0m Phase 9 super slimline Monopole and associated ancillary works at Land At London Road

This application was noted with no comments.

207 TO DISCUSS SPORTS CLUB MATTERS

Connor Scott – Sawston Phoenix, asked if the new roller at Lynton Way could be kept in a different position as it is making it difficult to get the goals out where it is left at the moment. The Clerk will speak to the Sports Grounds Keeper regarding this. He also asked if it was possible that when the pitches are marked out a small mark could be painted where the goals need to go as sometimes when they are put in the wrong position people tend to drag the goals sideways which can cause damage to the goals, again the Clerk will speak to the Sports Grounds Keeper.

208 TO DISCUSS A FIRST AID ROOM & STRETCHER AT LYNTON WAY PAVILION

Connor Scott – Sawston Phoenix, explained they have now become an accredited club and want to get on top of all the rules and regulations that come with it. It had been recommended to them that they have a first aid room and a stretcher at Lynton Way pavilion. This was discussed. The Clerk suggested the three clubs that use Lynton Way Pavilion clear out their belongings in the referees room next to the kitchen so this can be used as a first aid room/refs room which he was happy with. It was also suggested that when we re build Lynton Way pavilion we incorporate a first aid room which was also acceptable.

209 TO DISCUSS BASKETBALL AREA AT DEAL GROVE

The parish council has been asked to consider a more hardwearing base at the goal end on Deal Grove as it is well used and the grounds keepers have to maintain it by re seeding which doesn't always work. This was discussed and it was agreed that we would maybe look into putting wetpour down but will leave for now until we have resolved the current issue with the wetpour. The grounds keepers will re seed and keep as nice as we can for now.

210 TO DISCUSS MEMORIAL TREE AT CEMETERY AND MEMORIAL LEAVES

The Clerk asked the parish council what sort of pathing they would like for the footpath to the tree and around it so she could get some quotes and also asked the parish council to delegate to the Grounds Keeper what will go underneath the tree as in planting.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Ian Reeves to get quotes for a tarmac path and also paving and to delegate to the Grounds Keeper what will go under the tree.

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

The Clerk then explained that we have the leaves for engraving which will cost £50.00 and asked what we will charge residents who wish to purchase one, also do we ask residents to pay again if they wish to keep the leaf on the tree after 10 years in case the tree gets full up. This was discussed.

It was **proposed** by Councillor Ian Reeves and **seconded** by Councillor Kevin Cuffley to charge what we pay for the leaves and to have these renewed every ten years.

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

212 TO DISCUSS TREE QUOTES

At a previous meeting some trees in the village were discussed and the Clerk was asked to get quotes.

Tree Quotes

Tree 1

A lime tree outside 11 Deal Grove please can you quote to make new pollard at 50%.

£695 + vat

£1025 + vat

£800 + vat

Tree 2

A lime tree outside 71 Woodland Road please can you quote to fell to ground level and remove all risings.

£750 + vat

£1200 + vat

£650 + vat – below ground level grind out stump £200 extra

Tree 3

An Ash Tree overhanging 7 Wakelin Avenue please can you do 2 quotes first to fell to ground level and remove all risings and the second to make new pollard at 50%.

Fell

£795 + vat

£1800 + vat

£1100 + vat

Pollard

£650 + vat

£1500 + vat

£800 + vat

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Colin Groves to accept all three quotes from Shire Trees Ltd and for the third tree to be felled. These will need to be replaced with appropriate trees in the near future.

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

213 TO DISCUSS QUOTES FOR HEDGE CUTTER

The Clerk explained that the flail (cutter that attaches to the tractor) has broken and could not be fixed by our grounds keepers. They rang round several companies to get a cost for repairs and have been told it will cost around £3k to repair. Ideally a smaller hedge cutter would be required so it can fit onto the smaller tractor we already have then we would be able to consider selling the larger tractor in the future as it would not be used.

Three companies were contacted and two quotes received:

£7,000.00 + vat

£8,250.00 + vat

£8,850.00 + vat

The new Bomford Wren 3.5m hedge cutter retails at £15,750.00 and the above costs includes discount and the trade in of our current broken hedge cutter.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Paul Smith to trade our old one in and purchase a new cutter as we have had the old one over 15 years and should now be replaced. It was agreed to purchase from TNS at £7,000.00 + vat.

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

214 TO DISCUSS SAWSTON FUN RUN FOR 2023 – SUNDAY 7 MAY

The Parish Council tentively agreed the date for the fun run 2023 but wanted to check it will still go ahead if this is the date for the Kings Coronation. Gerry Holloway confirmed that the fun run will still go ahead.

215 TO DISCUSS S137 REQUEST FROM CHRIST CHURCH

Christ Church Cambridge has made a request for £140 to use to pay for pavilion hire. Councillor Kevin Cuffley explained that we would not be able to donate them funds for payment back to the parish council for room hire so on this occasion we would not be able to help them although we appreciate and support all the work they do in the village.

216 TO DISCUSS S137 REQUEST FROM SSI

SSI (Shelford & Stapleford Youth Initiative) has requested funding for the parish council of £19k which will go towards the overall cost for 2022-2023 of SSI activities focused on those specifically benefiting young people from Sawston. This was discussed.

It was **PROPOSED** by Councillor Kevin Cuffley and **SECONDED** by Councillor Paul Smith to donate £3k to SSI. We wouldn't be able to fund £19k without putting up the precept considerably.

VOTE: 5 FOR : 0 AGAINST : UNANIMOUS

217 TO DISCUSS 20MPH ZONES WITHIN VILLAGE

As Councillor Brian Milnes was not present this item is to be deferred as we was waiting for information from him.

218 TO DISCUSS WALL AT ST MARYS CHURCH

Councillor Kevin Cuffley explained that we are currently trying to get quotes for repairing the wall at St Marys but recently part of the wall is damaged and parts of the wall had fallen into the road which has now been moved. Councillor Jayne Merrick is trying to establish the age of the wall etc to see if funding is available for the work that needs doing. In the meantime, it was suggested we put up some orange netting and a sign for now to make the public aware that the wall isn't safe.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Colin Groves to put up netting and a sign.

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

219 TO DISCUSS SPEED CAMERA AT MILL LANE

Councillor Colin Groves explained he has looked into solar speed cameras which would be easier to maintain and he can download the data via Bluetooth. He also explained we should

have more cameras and make them more visible. The cost for a solar speed camera is around £3k. This was discussed and Councillor Colin Groves was asked to get quotes for 2 cameras, one for Mill Lane and one for Cambridge Road. When he has the quotes let the Clerk know and she will make it an agenda item.

220 TO DISCUSS BUS STOPS ON BABRAHAM ROAD

The Parish Council has been asked by SCDC in relation to the discharge of condition for the implementation of bus stop shelters at the two nearest bus stops to Sawston Trade Park, what type of bus shelter we require. They had suggested wooden bus shelters but these will need maintenance so the other option would be a metal bus shelter with seats as recently installed on Babraham Road. This was discussed.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Ian Reeves to agree to have the metal bus shelters installed.

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

221 UPDATE FROM JHC

This item will be deferred to the next meeting.

Councillor Kevin Cuffley thanked the members of the public for attending and they left the meeting.

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 Colin Groves and **seconded** by Councillor Neil Reid to go into camera.

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

222 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH MEETING HELD ON 27 SEPTEMBER 2022 (NON PUBLIC)

The (non public) minutes of the Full Parish meeting held on 27 September 2022 were read confirmed and signed.

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

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

223 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH MEETING HELD ON 11 OCTOBER 2022 (NON PUBLIC)

The (non public) minutes of the Full Parish meeting held on 11th October 2022 were read confirmed and signed.

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

VOTE: 5 FOR : 0 AGAINST UNANIMOUS

Meeting closed 8.55pm

Sawston Parish Council					
Accounts October 2022					
Supplier Name	Description	Net	Vat	%	Gross
ADT	Rec - Groundstore alarm	£228.36	£45.68	20.00%	£274.04
Honest Employment Law	Staff - Compliance Advice	£95.00	£19.00	20.00%	£114.00
C Watson Plumbing	F&GP - Fix leak on toilet at office/unblock shower trap LY pavilion and blender	£100.00	£20.00	2000.00%	£120.00
Camb's Lock & Safe	Rec - 10 x Salto key fobs for pavilions	£102.00	£20.40	2000.00%	£122.40
LexisNexis	F&GP - New edition of Charles Arnold Baker Book	£131.99			£131.99
SCDC	Cemetery - rates	£132.00			£132.00
SCDC	Rec - Additional recycling bins at Spicers (Agreed FP)	£146.85			£146.85
JHC	Rec - Orchard Park rent	£150.00			£150.00
Swarco	F&GP - Speed camera brackets & tool(Agreed FP 27 Sept)	£145.28	£29.06	2000.00%	£174.34
GMA	F&GP - Grounds Management Association Subscription	£164.35	£10.65	2000.00%	£175.00
Gog Magog	Rec - Service and new blades to Hayerette mower	£152.61	£30.52	2000.00%	£183.13
Electrical Technik Ltd	Rec - investigate and replace 2 faulty PIR's at Spicers	£221.98	£44.40	2000.00%	£266.38
Grace Solutions	F&GP - Anti Virus/Email spam filtering/Microsoft etc	£246.79	£49.36	2000.00%	£296.15
Fleetline Markers	Rec - 10 x 10ltr Line marking paint	£260.20	£52.04	2000.00%	£312.24
Thurlow Nunn Ltd	Rec - 18 ltr sprayer and replacement blades and spare tool kit for ground store	£274.52	£54.91	2000.00%	£329.43
Travis Perkins	Rec - Bulk sand - for goal mouths and bonfire night	£290.90	£58.18	2000.00%	£349.08
SCDC	Rec - Spicers rates	£399.00			£399.00
Adams Harrison Solicitors	F&GP - Professional charges re dispute with RTC Limited	£343.00	£68.60	2000.00%	£411.60
MED-PTS	Reserves - Ambulance service for bonfire night (event medical cover)	£420.00			£420.00
SCDC	Rec - Mill Lane rates	£424.00			£424.00
Mick George Skips	Prec - 2 x skips for allotments	£400.00	£80.00	20.00%	£480.00
Bryan Lecoche Ltd	F&GP - Attendance and eviction of GRT on 5th August 2022	£450.75	£90.15	2000.00%	£540.90
SSE	Rec- Spicers electric 25 June 2022 - 19 Sept 2022	£460.34	£92.06		£552.40
Lanham & Co	F&GP - Monthly book keeping	£605.00	£121.00	2000.00%	£726.00
Earth Anchors	Planning - Bench for Lynton Way (agreed FP - resident paying)	£607.00	£121.40	20.00%	£728.40
SCDC	F&GP - Office rates	£736.00			£736.00
Scotsdales	Rec - Hedging for Spicers by bowls club (Agreed FP April 2022)	£641.20	£128.24	2000.00%	£769.44
CGM	Planning - Grass/verge cutting 7/10/22	£647.56	£129.51	2000.00%	£777.07
Trevor Page Marquees	Reserves - Marquee hire for bonfire night	£720.00	£144.00	2000.00%	£864.00
Avocet	F&GP - Cleaning contract for month	£1,123.50	£224.70	2000.00%	£1,348.20
East Anglia Leisure Ltd	Reserves - Power, PA and lights for bonfire night	£1,200.00	£240.00	2000.00%	£1,440.00
Chevron Events	Reserves - Road closure for bonfire night & Additional vehicle (Agreed FP June)	£1,220.00	£244.00	20.00%	£1,464.00
Sports Labs	Rec - Independent inspection of play areas (wetpour) and review of documents	£1,450.00	£290.00	2000.00%	£1,740.00
Chevron Events	Reserves - Road closure for remembrance day & additional vehicle (Agreed FP)	£1,835.00	£367.00	20.00%	£2,202.00
SSYI	Rec - Youth provisions (Agreed FP 25 Oct)	£3,000.00			£3,000.00