



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 28 MARCH 2023
Held at Spicers Pavilion, Cambridge Road - Meeting commenced at 7.15 pm

PRESENT:

Assistant Parish Clerk Clare Speed

Councillors

Jayne Merrick
Ian Reeves
Patrick Thouroude
Neil Reid
David Bard

Colin Groves
Kieran Cooper
Paul Smith
Deborah Alderwick
Brian Milnes

396 APOLOGIES FOR ABSENCE

Michael Mallows – Personal
Anand Pillai – Work Commitments
Kevin Cuffley – Work Commitments

397 DECLARATIONS OF INTEREST FOR THIS MEETING

Colin Groves/Ian Reeves/Jayne Merrick/Paul Smith – item 410 as on the Kings Coronation Committee.
David Bard– item 411 a member of the PCC St Marys Church
Ian Reeves – item 402 as a member of the cricket club
Patrick Thouroude – item 411 St Marys Church

398 PUBLIC PARTICIPATION

None

399 CONFIRM THE MINUTES OF THE FULL PARISH MEETING HELD ON 21 MARCH 2023

The minutes of the Full Parish meeting held on 21 March 2023 were read confirmed and signed.

It was **proposed** by Councillor Deborah Alderwick and **seconded** by Councillor David Bard to **accept** the minutes.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

400 MATTERS ARISING – NEW INFORMATION ONLY

None

401 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

23/00910/HFUL	Ground floor front entrance area extension and replacement first floor cladding to front and rear elevations at 10 Hall Crescent. Proposed by Councillor David Bard and Seconded by Councillor Deborah Alderwick to support to this application.	Support/No Objection Vote: 10 For Unanimous
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23/00939/S73	<p>S73 to vary conditions 2 (Approved plans) and 3 (Materials) of planning permission 21/04978/HFUL (Demolition of existing single storey rear projection and conservatory, construction of Single storey rear extension and conversion of garage into habitable space) External finish to SW Elevation to be revised from facing brick to render. Render colour, application and texture to match existing render at 14 Eccles Close.</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Deborah Alderwick to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 10 For Unanimous</p>
23/00940/FUL	<p>Erection of a detached dwelling including new vehicular crossover at Land Rear Of 19 High Street.</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Deborah Alderwick to object to this application.</p>	<p>Objection/Do Not Support</p> <p>Vote: 8 For 1 Against 1 Abs</p> <p>Comment: Objection due to loss of parking from the layby.</p>
23/00966/PRIOR	<p>Prior approval for the demolition of an old dairy barn located on agricultural premises at Huntingdon Farm High Street.</p> <p>Proposed by Councillor Kieran Cooper and Seconded by Councillor David Bard to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 10 For Unanimous</p>
22/04453/HFUL	<p>Single storey front, side and rear extensions at 1 Lynton Way.</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Deborah Alderwick to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 10 For Unanimous</p> <p>Comment: Support as long as you can demonstrate adequate parking on site.</p>
23/00984/HFUL	<p>Porch to front at 36 Evans Way.</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Deborah Alderwick to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 10 For Unanimous</p>

Information only and planning decisions noted

402 SPORTS CLUB MATTERS

No one from the sports clubs was at the meeting. Councillor Ian Reeves spoke on behalf of the cricket club, the flagpole is rotten and been removed. The cricket club are getting quotes to replace. They are also getting quotes to service the clock as it keeps sticking. He asked if the council would contribute towards the cost for the flagpole and clock, Councillor Jayne

Merrick asked Councillor Ian Reeves to get quotes and bring to the next meeting and the clerk will make it an agenda item for the next meeting.

403 TO DISCUSS CIVIL PARKING ENFORCEMENT

Cambridgeshire County Council (CCC), in partnership with South Cambridgeshire District (SCDC) and the Greater Cambridge Partnership (GCP) have resolved to bring Civil Parking Enforcement (CPE) to the District of South Cambridgeshire. CPE, is a system of parking governance that allows the Highway Authority, CCC, the power to carry out parking enforcement using its own agents rather than relying on the Constabulary to provide that function. In order to be able to carry out this service, surveys have been undertaken of the condition of the regulatory signs and lines on the highway within the district. The signs and lines need to be in an enforceable condition.

The Assistant Clerk confirmed that Sawston was not on the list of this work. This was discussed and Councillor Brian Milnes said he would look into this and report back to the council.

404 TO DISCUSS MILL LANE PAVILION DAMP

It was agreed at a previous meeting to invite builders to investigate the damp at Mill Lane Pavilion and quote for the recommended work. The Facilities Administrator has contacted nine companies and only received one quote, the builders hope this will solve the problems but there is no guarantee.

- £375+vat

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David Bard to accept the quote for £375+ vat from Emerald Builders.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

405 TO DISCUSS DISABLED ACCESS AT MILL LANE PAVILION

We recently agreed to install push buttons on the main two doors at Mill Lane pavilion to make it easily accessible. When the Clerk received the quote, she didn't realise that this was to provide and install the push buttons only, we need to have some electrical work done to allow the doors to work properly. We need to have electronic closers fitted to operate the new system which is not something Cambridge Lock & Safe can do. They reckon this could be an additional cost of around £2k per door.

Councillor Kieran Cooper suggested contacting a charity or organisations for advice on disability access at the pavilion, he will look into this and report back to the council.

406 TO DISCUSS FIRE RISK ASSESSMENT REPORTS

The Assistant Clerk explained that a fire risk assessment has been completed on all sites and a list of recommendations had been sent to all the councillors, this is a new company we have agreed to use on a three-year contract and these recommendations have not been flagged up before with previous companies.

Councillor Kieran Cooper suggested the Assistant Clerk circulates all the reports to Councillors and puts on the next agenda to discuss again. The council can then see if the recommendations are high or low risk, if the council decide not to complete the recommendations the clerk will need to discuss with our insurance company.

407 TO DISCUSS ANNUAL PARISH MEETING

The Assistant Clerk explained who she has contacted/invited to the Annual Parish Meeting and who has confirmed their attendance.

She asked how the council wish to have the format of the meeting which was discussed.

It was **PROPOSED** by Councillor Kieran Cooper and **SECONDED** by Councillor Ian Reeves to have an informal meeting with wine and nibbles, to invite charities the council has donated

to this year, advertise and the council will do a review of the last year. Councillor Kieran Cooper will coordinate with all councillors.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

408 TO DISCUSS TWO TREES ON WOODLAND ROAD

The Assistant Clerk explained that two residents have contacted the council regarding trees near their properties.

The first tree was from a resident regarding a large tree on the green at Woodland Road the tree is tall and shadowing over their house blocking their solar panels, the council agreed that the tree was there before the solar panels were installed.

The Assistant Clerk asked a tree surgeon to have a look at the tree and he said it was healthy but could do a crown reduction reducing the height and spread of the tree up to 5 metres.

The Assistant Clerk contacted three companies but only managed to obtain 2 quotes.

- £390 + vat
- £550 + vat

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David Bard to reduce the height by 5 metres and accept the lowest quote for £390 + vat from Shire trees.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

The second tree on Woodland Road the resident has asked for the dead branches to be removed which are overhanging his property, the Assistant Clerk asked a tree surgeon to have a look at the tree and it looks like it is being vandalised. The tree is healthy but could cut the deadwood throughout the whole crown.

The Assistant Clerk only managed to obtain 1 quote.

- £130 + vat

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David Bard to remove the deadwood and accept the quote for £130 + vat from Shire trees.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

409 TO DISCUSS THE ASSET OF COMMUNITY VALUE – THE WHITE LION

SCDC has informed the parish council that the Owner of the above asset has given to the Council notice pursuant to section 95(2) of the Localism Act 2011 of their intention to enter into a relevant disposal of the asset.

Subject to certain exceptions, a person who is an owner of land included in a local authority's List of Community Value must not enter a relevant disposal of the land (as defined in section 96 of the Act) unless each of conditions A to C set out in section 95 of the Act is met. These are set out below:

Condition A is that that person has notified the local authority in writing of that person's wish to enter into a relevant disposal of the land

Condition B is that either- (a) The interim moratorium period of 6 weeks, beginning with the date of receipt of notification under Condition A, has ended without the local authority having received during that period, from any community interest group, a written request for the group to be treated as a potential bidder in relation to the land, or (b) The full moratorium period of 6 months, beginning with the date on which the local authority receives notification under Condition A, has ended.

Condition C is that the protected period (meaning 18 months beginning with the date on which the local authority receives notification in Condition A) has not ended.

In the event that the Council receives from a community interest group a written request for the group to be treated as a potential bidder in relation to the land, the Council must, as soon

after receiving the request as is practicable, either pass on the request to the owner of the land or inform the owner of the details of the request. The form for community groups wishing to express an interest in being treated as a potential bidder is available on the Council's website via the above link. The 6-week interim moratorium will end at 5pm on Monday 24 April 2023

It was **PROPOSED** by Councillor Kieran Cooper and **SECONDED** by Councillor Jayne Merrick to write a letter to the owner of the pub to express an interest and ask if they can expand on what the pub is being sold on as and to express an interest to SCDC.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

410 TO DISCUSS KINGS CORONATION

The Assistant Clerk has obtained quotes for different memorabilia for the council to gift the primary school pupils of Sawston for the Kings Coronation like we did for the Queens Jubilee. There is a total of 610 pupil's in both primary schools.

- Coins £1883.00
- Bookmarks £1091.90
- Water Bottles £816.06
- Mugs £1551.12

It was **PROPOSED** by Councillor Jayne Merrick and **SECONDED** by Councillor Kieran Cooper to accept the £1091.90 quote for the bookmarks.

VOTE: 10 FOR : 0 AGAINST UNANIMOUS

411 TO DISCUSS ST MARYS CHURCH

Councillor Jayne Merrick explained she has been doing extensive research to find out when the closed churchyard was passed to the parish council and she cannot find any evidence. A notice is normally put in the London Gazette, other council's notices have been placed but there is no evidence of Sawston's.

Councillor Jayne Merrick suggested contacting the Ely Diocese to request a copy of the order of council.

It was **PROPOSED** by Councillor Jayne Merrick and **SECONDED** by Councillor Brian Milnes to contact Ely Diocese to ask for a copy of the order of council.

VOTE: 9 FOR : 1 ABS UNANIMOUS

412 CORRESPONDANCE

None

413 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

Councillor Colin Groves questioned the model of the speed camera on Babraham Road as a resident has reported it hasn't been working, he suggested it was due to the bad weather and it being solar powered.

Councillor Jayne Merrick asked who is responsible for the maintenance of the camera and Councillor Brian Milnes said he will ask at the liaison meeting next week.

Meeting closed 8.50pm