



# SAWSTON PARISH COUNCIL

**MINUTES of the FULL COUNCIL MEETING HELD ON 11 OCTOBER 2022**  
Held at Spicers Pavilion, Cambridge Road - Meeting commenced at 7.15 pm

**PRESENT:**

**Assistant Parish Clerk** Clare Speed

**Councillors**

Kevin Cuffley

Ian Reeves

Kieran Cooper

Neil Reid

Michael Mallows

Jayne Merrick

David Bard

Paul Smith

Colin Groves

Brian Milnes

+ 11 members of public

**173 PRESENTATION FROM DAISY MANN ON BEHALF OF NORTHWEST BIOTHERAPEUTICS**

Councillor Kevin Cuffley welcomed the representatives from Northwest Biotherapeutics who gave a presentation/update. This can be found on our website and is available from the parish council office.

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

**174 PRESENTATION FROM ZAC BRITTON**

Councillor Kevin Cuffley welcomed Zac Britton from Sawston Shelford Youth Initiative who gave a presentation/update. This can be found on our website and is available from the parish council office.

Councillor Kevin Cuffley thanked the representatives for attending and Zac left the meeting.

**175 APOLOGIES FOR ABSENCE**

Patrick Thouroude – Work Commitments

Sue Whitney – Work Commitments

**176 DECLARATIONS OF INTEREST FOR THIS MEETING**

Neil Reid – item 190

Brian Milnes – item 193

Paul Smith – item 193

**177 PUBLIC PARTICIPATION**

Councillor Kevin Cuffley welcomed the members of public to speak.

Roger Richmond asked why the public footpath has been fenced off at the H1/C site without any notice to the public. Councillor Brian Milnes said this is a temporary measure as the area is dangerous.

Roger Richmond explained the buses have stopped running and people are struggling to get to Addenbrookes hospital for their appointments.

Councillor Brian Milnes explained that Stagecoach have said they should be returning to running buses every 20 minutes in Sawston. It was suggested for Roger Richmond to complain to Stagecoach.

**178 CONFIRM THE MINUTES OF THE FULL PARISH MEETING HELD ON 27 SEPTEMBER 2022**

Amend on item 164 the vote was 1 against and 2 no vote.

The minutes of the Full Parish meeting held on 27 September 2022 were read confirmed and signed with the above amend.

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

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

**179 REPORT OF THE MASTERPLAN MEETING HELD ON 04 OCTOBER 2022**

The notes of the masterplan meeting were not circulated defer to 25 October.

**180 MATTERS ARISING – NEW INFORMATION ONLY**

None

**181 PLANNING APPLICATIONS AND ASSOCIATED MATTERS**

<b>Tree</b>		
<a href="#">22/1089/TTCA</a>	Hawthorne tree approx 2.5m from boundary, 1m from boundary with neighbour - Crown reduction of 2m at 115 High Street.  <b>Proposed</b> by Councillor David Bard and <b>Seconded</b> by Councillor Kevin Cuffley to <b>support</b> to this application.	<b>Support/No Objection</b>  <b>Vote: 10 For UNANIMOUS</b>

[21/03955/CONDA](#) Submission of details required by conditions 3 (CEMP), 4 (CEcMP), 5 (lighting design for biodiversity), 6 (Farmland Bird Mitigation Strategy), 7 (Arboricultural Method Statement), 8 (Surface Water Drainage), 9 (Surface Water Drainage (Construction)), 10 (TMP), 11(Highway Condition Survey), 12 ( Public Rights of Way scheme), 13 (Garages), 14 ( Landscape and Ecological Management Plan (LEMP)), 15 (Foul Water Drainage), 16 (Materials), 17(Landscape Details), 18 (Sustainable Show Homes), 19 (Future Street Management), 20 (Fire Hydrants ), 21(Footway Widening ) of planning permission 21/03955/FUL at Land South Of Babraham Road Sawston Cambridge

**Comment:** The specific remarks related to the Street Lighting Layout, expressing concern that the proposed distribution of lighting columns would leave areas of the new estate very poorly lit. Specific areas of concern were the following roadways:

1. Access to Plots 207 to 214. Only lighting appears to be provided by two columns positioned on the far side of the LEAP (33A & 37A) the illumination contours exclude most of this roadway.
2. Cul de Sac leading to Plots 169 to 172. No lighting provided.
3. Cul de Sac leading to Plots 54 to 60. No lighting provided.
4. Access to 158 to 184. Served only by a column at each end (38A & 41A) leaving much of this stretch in darkness.

5. Cul de Sac serving plots 100 to 105 which also provides a pedestrian link to Plantation Rd. served only by one column (60A) and an existing column in Plantation Rd.(L7VMN), leaving a significant stretch in darkness.
6. Access to Plots 110 to 112, solely dependent on column 6A located some distance from the end of this row.

It is difficult to understand the rationale behind the proposed lighting on the Redrow Estate. The distribution of columns seems very uneven with some areas seeming to be very well lit, whilst others appearing to be left in almost total darkness.

There also appears to be no scheme for lighting the new built-up section of Babraham Rd and the associated cycleway. We understand that this may fall outside the scope of the present application, but it would be useful to see what is planned.

All other Information only plans, and planning decisions noted

**182 ACCOUNTS FOR THE MONTH OF SEPTEMBER 2022**

The accounts for the month of September 2022 were presented.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Colin Groves to **accept** the accounts for September 2022.

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

**183 TO DISCUSS PAVILION HIRE FOR CHRIST CHURCH CAMBRIDGE**

Lucy Chapmen from Christ Church explained they have set up a new welcome group at Spicers on a Wednesday, this is for new people coming to Sawston from different countries to help them settle in.

Lucy Chapmen asked if they could have the hire of Spicers pavilion for free for 6 sessions, the council asked Lucy Chapmen to fill in a S137 donation request form and they will discuss it again at the next meeting.

**184 TO DISCUSS CONGESTION CHARGE IN CAMBRIDGE**

Councillor Brian Milnes explained we cannot discuss this as the documents have not been published, when the documents have been published it will be on the next meeting.

**185 TO DISCUSS COMMUNITY GRITTING SCHEME APPLICATIONS FOR WINTER 2022-2023**

The council discussed the community gritting scheme and decided not to apply.

It was **PROPOSED** by Councillor Kevin Cuffley and **SECONDED** by Councillor Paul Smith to not apply for the Community Gritting Scheme for winter 2022 – 2023.

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

**186 TO DISCUSS CAMBRIDGE CITY FOOTBALL CLUB COMMUNITY PITCH AREA REPORT**

The council discussed the report but decided not to make any comments until the site visit on Monday 14 November at 9am, the clerk and chair informed the members of the time and date and asked members to let the clerk know if they will be attending.

**187 TO DISCUSS STREET TRADING CONSENT APPLICATION**

The council received a trading application for a pizza van to trade at Link Road, the council have no objections to the trading times and location.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Kevin Cuffley to support the pizza van.

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

**188 TO DISCUSS SAWSTON FUN RUN FOR 2023 – SUNDAY 7 MAY**

The council asked if this date will still go ahead as the Kings Coronation date has been released as Saturday 6 May, they asked the clerk to go back and ask then defer this item to the next meeting.

**189 TO DISCUSS PLAY INSPECTION QUOTES**

The clerk received three quotes for the yearly play inspection which is due in December.

- £300.00 + vat
- £299.80 + vat
- £250.00 + vat

These quotes are for all 4 play areas.

It was **PROPOSED** by Councillor Ian Reeves and **SECONDED** by Councillor David Bard to accept the quote for £299.80 + vat from The Play Inspection Company.

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

**190 TO DISCUSS REQUEST TO USE HUCKERIDGE HILL**

The Council had received a request from the Scouts to use Huckeridge Hill for cooking activities, the council agreed they could use the area if they provide a risk assessment and liability insurance.

It was **PROPOSED** by Councillor Kieran Cooper and **SECONDED** by Councillor Jayne Merrick to agree for Scouts to use Huckeridge Hill.

**VOTE: 9 FOR : 0 AGAINST : 1 NO VOTE**

**191 TO DISCUSS LICENSING HOURS AT MILL LANE PAVILION**

It was discussed what licensing hours the council should agree to have at Mill Lane it was agreed to have the same hours as Spicers which is Monday to Friday 11am to 11 30pm, Saturday 11am to Midnight and Sunday 11am to 11 30pm.

It was **PROPOSED** by Councillor Kieran Cooper and **SECONDED** by Councillor David Bard to agree to the same licensing hours at Mill Lane as Spicers.

**VOTE: 9 FOR : 0 AGAINST : 1 NO VOTE**

**192 TO DISCUSS NEW MEMORIAL HEADSTONE AT THE CEMETERY**

The council have had a resident purchase a memorial online for installation at the cemetery and have asked to fix the stone themselves.

The council discussed this and have requested the resident gets a professional stone mason to install the headstone at the cemetery to protect the memorial and other memorials at the cemetery from any damage if it falls.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Paul Smith to agree a stone mason to do the installation at the cemetery.

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

**193 TO DISCUSS 20 MPH ZONES WITHIN VILLAGE**

Councillor Brian Milnes explained the council applied for three schemes and had to choose one which was Mill Lane, there are a few changes to the current plan. The speed bump outside Mill Lane car park will be changed and remove the white lines for parking spaces. Councillor David Bard noticed Butlers Green is missing on the plan as an access road of Mill Lane. The council will wait for the changes to be made and wait to receive a firm proposal on figures for the next meeting to make a decision.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Paul Smith to agree to the proposal.

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

**194 UPDATE FROM COUNTY COUNCILLORS**

On the parish council website

**195 UPDATE FROM DISTRICT COUNCILLORS**

**196 CORRESPONDENCE**

None

**197 COUNCILLORS ISSUES AND AGENDA IREMS FOR NEXT MEETING**

Councillor Kieran Cooper asked to add JHC update to the next agenda.

Councillor Kieran Cooper explained that a large piece of flint wall has fallen off at St Marys Church, the grounds keeper has removed, Councillor Jayne Merrick suggested adding the cemetery wall to the next agenda.

Councillor Colin Groves asked if the speed camera at Mill Lane can be added to the next agenda.

Councillor Jayne Merrick explained there has been a lot of litter found around the village from the Fish and Chip shop and asked the clerk to write to them to put up a notice reminding the customers to use bins provide in the village.

Councillor Kevin Cuffley thanked the members of the public for attending and they left the meeting at 9.10pm.

**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 Jayne Merrick to go into camera.

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

**198 UPDATE ON WET POUR (RTC)**

Councillor Jayne Merrick explained that the clerk had organised a report from an independent company to come out and assess the wet pour. The report was received today, and the clerk will keep all councillors updated.

**Meeting closed 9.30pm**

**September 2022 Accounts**

Shaw & Sons Ltd	Cemetery - Grant of Exclusive rights of burial book O/N 73	<b>132.00</b>
SCDC	Cemetery - rates	<b>132.00</b>
Travis Perkins	Rec - replacement wood/woodstain to repair bench on London Road and replacement door handle for Spicers	<b>132.90</b>
Gallagher	F&GP- additional insurance for new machinery	<b>140.63</b>
Poppleston Allen	Staff - Clerks public licence training course O/N 74	<b>180.00</b>
Agrovista UK Ltd	Rec - Cricket Square soil	<b>189.36</b>
Grace Solutions	F&GP - Anti Virus/Email spam filtering/Microsoft etc	<b>203.66</b>
EMG Motor Group	Rec - August Fuel	<b>206.51</b>
Electrical Technik Ltd	Rec - Install additional switch for floodlights Mill Lane (Move from hall to changing rooms)	<b>240.00</b>
SSE	Rec- Spicers electric 2 August - 1 Sept	<b>247.74</b>
SSE	Rec- Spicers electric 2 July - 1 August	<b>249.30</b>
Louise Gamon	Hire deposit paid back for use of Mill Lane pavilion	<b>250.00</b>
DVLA	F&GP - Works van insurance	<b>290.00</b>
Gog Magog	Rec - Service and replace blade on Stihl Strimmer	<b>319.32</b>
SCDC	Rec - Spicers rates	<b>399.00</b>
SCDC	Rec - Mill Lane rates	<b>424.00</b>
Ernest Doe	Rec - Vredo disc seeder	<b>540.00</b>
Thalia Waste Management	Cemetery - Skips x2	<b>560.10</b>
Lanham & Co	F&GP - Monthly book keeping	<b>726.00</b>
SCDC	F&GP - Office rates	<b>736.00</b>
Rospa Play Safety	Staff - Rospa play inspection training and exam for grounds keeper	<b>802.00</b>
S&B Cricket Club	F&GP - Contribution towards renovation of cricket square (Agreed FP Sept 2022)	<b>1,000.00</b>
Avocet	F&GP - Cleaning contract and some supplies	<b>1,474.20</b>
Relate Cambridge	F&GP - Relate donation (Agreed FP Sept 2022)	<b>1,500.00</b>
Core Amenity	Rec - Grass Seed for all areas (Agreed May FP)	<b>4,857.52</b>
JHC	Reserves - Return of funding received (Agreed FP Sept 2022)	<b>5,000.00</b>
ThurLOW Nunn	Rec - 3m rollers x 2 (Agree FP June 28) O/N 59	<b>6,600.00</b>
Ernest Doe	Rec - Iseki SXG326 Plus mower (Agreed FP June 2022) O/N 54	<b>19,800.00</b>