



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 26 JULY 2022
Held at Mill Lane Pavilion, Mill Lane - Meeting commenced at 7.15 pm

PRESENT:

Parish Clerk Jo Keeler
Councillors

Brian Milnes (arrived 7.31pm)

David Bard

Ian Reeves

Paul Smith

Kieran Cooper (arrived 7.40pm)

Jayne Merrick

Colin Groves

Sue Whitney

Patrick Thouroude

+ 1 member of public

+ Cambridge City Representatives – Alice Dewey, Kevin Satchell, Pat McGowan

+ Mr Alan Lamb

111 TO DISCUSS CAMBRIDGE CITY FC (WITH REPRESENTATIVES OF CAMBRIDGE CITY FC)

Councillor Jayne Merrick welcomed them to the meeting and invited them to give an update.

Pat McGowan explained that the land they wish to gift to the parish council has now had all the stones removed/buried to facilitate drainage and was seeded in early June. The seed has taken root and established in some areas but due to the weather they are monitoring it to see where it is at in a couple of months which is when the first cut will be due. The GMA (Grounds Management Association) will be carrying out a pitch quality survey after the first cut and will provide a report. They will also provide maintenance notes for the work we need to carry out if we take on this piece of land.

The floodlights will be installed shortly and the low voltage cable will be installed July.

There will also be ducting in place should the parish council take on the land and build a pavilion, there will also be water and telecommunications bought onto the land.

The car park is scheduled to be installed soon.

There were no questions from the councillors so Councillor Jayne Merrick thanked them for coming and explained that we would like to wait for the report by GMA before discussing again and also wait until next March to visit the site again to see how the drainage is.

112 APOLOGIES FOR ABSENCE

Neil Reid (Personal)

Anand Pillai (Personal)

Kevin Cuffley (Personal)

Mike Mallows (Personal)

113 PUBLIC PARTICIPATION TIME (15 minutes allowed)

None

114 DECLARATIONS OF INTEREST FOR THIS MEETING

Councillor Ian Reeves – items 119 and 122 (cricket) Non Pecuniary

Councillor Brian Milnes – item 122, 123 and 128 (as District Councillor) Non Pecuniary

Councillor Kieran Cooper – item 133 as JHC part funded it. Non Pecuniary

Alan Lamb asked the parish council if there were any other issues that needed to be discussed as he couldn't stay for the whole meeting.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Sue Whitney to bring forward item 126 as this would involve Alan Lamb.

VOTE: 7 FOR : 0 AGAINST UNANIMOUS

126 TO DISCUSS DISABLED ACCESS AT MILL LANE PAVILION

Councillor Jayne Merrick explained we have had a complaint regarding the doors at Mill Lane and how they are quite heavy and would be hard to open for disabled people. This was discussed and although Alan Lamb said the doors are compliant with the relevant legislation, they are heavy. An option would be to have push buttons on the doors. This was discussed and agreed it would be an agenda item for September so it can be discussed at length along with other issues like sound proofing.

Councillor Brian Milnes arrived 7.31pm.

115 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 12 JULY 2022

The minutes of the Full meeting held on 12 July 2022 were read confirmed and signed.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Colin Groves to *accept* the minutes.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

The Clerk thanked Councillor Ian Reeves for taking the previous minutes in her absence.

116 MATTERS ARISING – NEW INFORMATION ONLY

None

117 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

22/02832/HFUL	<p>Demolish existing front and rear single storey extensions and erect a front extension including a porch and rear extension at 15 Hayfield Avenue Sawston Cambridge</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Paul Smith to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 8 For Unanimous</p>
22/02930/HFUL	<p>First floor side extension at 11 Rowan Avenue Sawston Cambridge</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Colin Groves to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 8 For Unanimous</p>
22/02610/HFUL	<p>Erection of a conservatory to the rear at 2 Deal Grove Sawston Cambridge</p> <p>Proposed by Councillor David Bard and Seconded by Councillor Paul Smith to support to this application.</p>	<p>Support/No Objection</p> <p>Vote: 8 For Unanimous</p>

22/03208/PRIOR	Single storey rear extension at 37 Babraham Road Sawston Cambridge Proposed by Councillor David Bard and Seconded by Councillor Colin Groves to support to this application.	Support/No Objection Vote: 8 For Unanimous
S/3729/18/NMA3	Non-material amendment on planning permission S/3729/18/FL to relocate parking space from the rear of the substation to the bank of parking spaces opposite at Site H/1:B - Land North Of Babraham Road Sawston Cambs Proposed by Councillor David Bard and Seconded by Councillor Colin Groves to support to this application.	Support/No Objection Vote: 8 For Unanimous
	Application for a new premises licence – sale of alcohol at The White Lion, 96 High Street Sawston. Proposed by Councillor David Bard and Seconded by Councillor Sue Whitney to support to this application.	Support/No Objection Vote: 8 For Unanimous

TTRO – 64-66 New Road – To install new water supply
Noted

Information only – noted

Councillor Kieran Cooper arrived 7.40pm

118 TO DISCUSS SPORTS CLUB MATTERS

None

119 TO DISCUSS SPORTS CLUBS AND REGULAR PAVILLION USER CHARGES

Councillor Jayne Merrick explained that at the beginning of the year we agreed to start charging VAT on pavilion and ground hires but had absorbed the VAT cost for regular hirers (Sports Clubs) and would look into for September. This was discussed at length.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David Bard to charge 10% on top of the regular charges for sports clubs from September 2022 which will absorb half the vat charge and then the other 10% from September 2023 so by then they will be paying the hire charge plus 20% vat.

VOTE: 8 FOR : 1 NO VOTE

120 TO DISCUSS QUOTES FOR SOLAR PANELS ON OFFICE AND PAVILIONS

The clerk explained that we contacted 4 companies to get quotes. Solar panels cannot be installed on the parish council office due to the inclination, makeup of the roof and the fact that the roof is facing north. Quotes were requested for Spicers and Mill Lane pavilions. One quote was obtained:

- Spicers £20,679.92 - £27,118.19 and Mill Lane £17,920.56

This was discussed and agreed to be deferred for more quotes. Councillor Brian Milnes offered to forward the clerk details of another company.

121 TO DISCUSS ELECTRICAL TESTING QUOTES FOR OFFICE AND PAVILLIONS

The Clerk explained that the electrical testing must be carried out as it is overdue (5 years). NIC confirmed that checks should be done every 5 years but they would recommend we do at least every 3 years as we are hiring our pavilions to the public. Mill Lane pavilion has been completed with the renovations so this does not need to be done again.

5 companies were contacted and 4 quotes were obtained. This is for the electrical testing at the office, groundsman shed, Spicers pavilion and Mill Lynton Way pavilion.

- £700.00 (no vat)
- £1,179.85 + vat
- £1,275.00 + vat
- £1,780.00 + vat

The Clerk explained her preference would be the quote from QRS Electrical at £1,275.00 as this is a company we have already used and she is very happy with their work.

It was *proposed* by Councillor Ian Reeves and *seconded* by Councillor David Bard to accept the quote for £1,275.00.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

122 TO DISCUSS BINS AT SPICERS PAVILION

The Cricket Club has requested an additional bin or collection at Spicers pavilion.

We currently have a contract with SCDC for the large bin which is emptied fortnightly and the clerk looked into having the bin emptied weekly during the cricket season (May-Sept), this would mean an extra 11 collections. We currently budget £350 per annum for this service, the additional cost will be £146.85 per year. (The actual cost per lift has increased since we originally had the quote).

It was *proposed* by Councillor Kieran Cooper and *seconded* by Councillor David Bard to increase the collections to weekly during cricket season.

VOTE: 7 FOR : 2 NO VOTES

123 TO DISCUSS LHI APPLICATION/20MPH IN VILLAGE

The current LHI proposal was discussed for a 20mph speed limit on certain streets in the village but this didn't include speed humps which the parish council would like. The main streets include Church Lane, New Road and Mill Lane. The County Council are asking the parish council to contribute £26,507.00 towards this project. This was discussed and Councillor Brian Milnes explained he will speak to the relevant person at the County Council to ask about the flexibility of the contribution requested and to explain that we do want speed humps included. It was agreed we will have another full parish meeting on 2nd August to discuss this once Councillor Brian Milnes has spoken to County.

124 TO DISCUSS RESIDENT REQUEST TO PURCHASE A BENCH FOR THE VILLAGE AND ATTACH A MEMORIAL PLAQUE

A resident has requested to purchase a memorial bench for the village. They would ideally like to have it installed near the junction of Orchard Road but Lynton Way recreation ground would also be an option. They will pay for the bench and would like to have a plaque on it in memory of their mother.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Patrick Thouroude to purchase a green metal bench and invoice the resident. This will be placed on Lynton Way recreation ground and we would like to approve the plaque before this is installed.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

125 TO REVIEW FINANCIAL REGULATIONS

Councillor Brian Milnes asked for this to be deferred to 2nd August meeting.

127 TO DISCUSS THE CEMETERY EXTENSION (CAMBRIDGE ROAD)

Councillor Mallows previously agreed to contact the County Council regarding the possibility of purchasing the piece of land to the back of the cemetery to enable the parish council to extend the cemetery in the future. As he was not present at this meeting it will be deferred to September.

128 TO DISCUSS GREAT CAMBRIDGE LOCAL PLAN – SITE INFORMATION

Councillor David Bard explained there are three Sawston sites mentioned in the local plan which we have seen before but the County Farm land (40547) has been resubmitted with a smaller proposed allocation.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Kieran Cooper that we object to all three as we have no requirement in Sawston.

VOTE: 8 FOR : 1 NO VOTE

129 TO DISCUSS THE SPEEDCAMERA IN VILLAGE

Councillor Colin Groves explained he sent everyone the current report which can be found on our website. He will be taking the camera down soon to clean.

It was **proposed** by Councillor Jayne Merrick and **seconded** by Councillor Brian Milnes to install the camera on Mill Lane near the pavilion and make this an agenda item for Septembers meeting so we can discuss with the data taken.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

130 CORRESPONDENCE:

None

131 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

None

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 Brian Milnes to go into camera.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

132 TO DISCUSS ALTERNATIVE USES FOR PARISH COUNCIL LAND NEXT TO CAR PARK

Councillor Kieran Cooper explained we have written to Vindis regarding the land they lease from the parish council. This will be made an agenda item for September to discuss further.

133 TO DISCUSS THE TIMEBANK POSITION

Councillor Jayne Merrick confirmed that the Timebank Co-Ordinator has resigned and will be leaving in August. There are a handful of members that meet each Monday at Mill Lane pavilion but there is no evidence of exchanges etc. The Timebank was a great success during Covid but doesn't seem as popular now. The Clerk asked if we do not re employ a Co-Ordinator, could the members that meet each week still have the pavilion to meet. This was discussed.

It was **proposed** by Councillor Ian Reeves and **seconded** by Councillor David Bard not to advertise for a Timebank Co-Ordinator and allow those who meet each week to still use the pavilion on a Monday.

VOTE: 8 FOR : 1 ABS

Meeting closed 8.45pm