



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 23 APRIL 2024
Held at Mill Lane Pavilion - Meeting commenced at 7.15 pm

PRESENT:

Clerk: Jo Keeler

Councillors

Kevin Cuffley

David Bard

Kieran Cooper

Colin Groves

Jayne Merrick

Patrick Thouroude

Deborah Alderwick

Paul Smith

+ 3 members of public

375 APOLOGIES FOR ABSENCE

Anand Pillai (Work Commitments)

Neil Reid (Personal)

Patrick Thouroude (Personal)

Brian Milnes (Work Commitments)

376 PUBLIC PARTICIPATION TIME (15 Minutes allowed) *

None

377 DECLARATIONS OF INTEREST FOR THIS MEETING

None

378 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 09 APRIL 2024

The minutes of the Full Parish Council meeting held on 09 April 2024 were read, confirmed, and signed.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor Kieran Cooper to accept the minutes.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

379 MATTERS ARISING – NEW INFORMATION ONLY

None

380 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

24/00970/FUL	Installation of new external windows to the rear south elevation of warehouse Units 11,12 and 13 together with a new fire escape staircase installed at the rear of unit 12, Installation of new plant equipment including AC condensers, flu filtration systems and gas cylinders in a protective cage at the back of Units12 and13, landscape modifications to allow for new pathway for access of plant and fire escape route and the installation of a Mezzanine floor level at Units 11, 12 And 13 Cambridge South 13 West Way.	Support/No Objection Vote: 8 For Unanimous
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	Proposed by Councillor Deborah Alderwick and Seconded by Councillor David Bard to support to this application.	
Tree		
24/0425/TTPO T1	<p>1 x Mature Sycamore reduce the crown by 0.75 metres, remove new growth on the main trunk.</p> <p>The client has expressed concerns that the tree roots are damaging the concrete and wall of her garage. She would like the tree reduced to slow down the root growth and to allow more light into her garden/home at 17 Mill Lane</p> <p>Proposed by Councillor Deborah Alderwick and Seconded by Councillor David Bard to support to this application</p>	<p>Support/No Objection</p> <p>Vote: 8 For Unanimous</p>

381 TO DISCUSS SPORTS CLUB MATTERS

None

382 TO DISCUSS HEADSTONE AT CEMETERY

The parish council recently had the memorial testing on the headstones at the cemetery on Cambridge Road and have been contacting the relatives where the headstones need to be refixed. The parish council policy states that memorials have to be installed by professional stone mason but then maintained by the relatives stating that the grave owner shall be required to repair, fix or relevel but does not stipulate in this section that it has to be by a professional stone mason. The relative one of the graves that needs to be refixed attended the meeting and Councillor Keivn Cuffley welcomed her to speak. She explained that they wanted to refix the headstone themselves. She went on to explain that the current policy does not state that the relatives have to use a professional stone mason. This is something the parish council will amend in the policy to make it clearer.

The Clerk explained that we have been informed that the headstones that need to be replaced must be done by a professional stone mason and all others that have already been refixed have been done so. If they did it themselves it would have to be tested again and may fail. The resident explained that Ivett & Reed had told her how to cement the headstone back and if it fails next time we have the test they will then get it fixed by a professional stone mason.

The Clerk is waiting a response from the parish council insurance company to confirm liability for this if the relatives carry out this work.

This will be deferred until the information is received.

Councillor Kevin Cuffley thanked her for attending.

383 TO DISCUSS CEMETERY BENCH

The parish council recently offered a family a bench with a plaque at Orchard Park as a memorial. They originally wanted a bench at the cemetery but there currently is not room. The family wrote to the parish council stating they did not want a bench on Orchard Park and were disappointed with the decision and hoped the parish council would rectify this. This was discussed at length.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Kieran Cooper to offer the family to purchase a tree and memorial plaque for the cemetery.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

384 TO DISCUSS PLAY EQUIPMENT

The Clerk explained that there are two items of play equipment at Orchard park which have not worked properly for months. There is a cone climber which is damaged at the base and the company that installed it explained that it needs welding and asked the parish council if this is something they could do. The Clerk was concerned with the liability of the parish council doing this work. Also, the roundabout was repaired recently as it kept getting stuck but within days it was sticking again. The company that installed both pieces of equipment have been contacted several times via phone and email and the parish council are getting no response. The clerk also confirmed she has not made the payment for this work.

This was discussed and the Clerk was asked to try and get quotes to get the two items of play equipment repaired by other companies, if this wasn't possible then get quotes from other companies to replace these two items.

Once quotes are received this will be made an agenda item to discuss.

385 TO DISCUSS FOOTBALL AGREEMENT

There was no representative from the football club present so this will be deferred.

386 TO DISCUSS REMEMBRANCE DAY 2024

The RBL has confirmed this year's service will be on Sunday 10th November 2024. The Clerk confirmed the cost for the road closure is £2,055.00 + vat which has been budgeted for.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor David Bard to agree the date and the cost for the road closure.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

387 TO DISCUSS GROUND HIRE CHARGES

This item was to discuss having hire charges for grounds only and not the pavilions but the user has since cancelled their sessions so no need to discuss at this present time.

388 TO DISCUSS TRUSTEE FOR SSI

Stapleford & Shelford Youth Initiative has asked if any member of the parish council would like to be a trustee. This was discussed and Councillor Kevin Cuffley and Councillor Jayne Merrick put themselves forward.

389 TO DISCUSS SOLAR PANELS AT SPICERS PAVILION

Mr David Ellis from Sawston & Babraham Cricket Club has investigated the costs etc for installing solar panels on Spicers pavilion on behalf of the parish council. He received three quotes:

- £18,002.00 + vat
- £18,851.00 + vat
- £19,514.00 + vat

He met with all three companies and was swayed towards the most expensive company due to the way they thoroughly went over all the options and took time to look at the pavilion before quoting. Because of this he then contacted Cottenham Community Café and Sawston Free Church that has recently used this company and they were highly recommended. The options were discussed.

He went on to explain that he has contacted the England Cricket Board (ECB) who has said a grant of £6k should be available and there is the SCDC Zero Carbon grant that the Clerk will apply for and a potential maximum for the grant is £15k. If the parish council can get both these grants then the cost would be covered. If not, the parish council would have to discuss paying the difference.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Ian Reeves to ask the Clerk to go ahead and apply for the Zero Carbon Funding.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Ian Reeves to go ahead with the quote for Cambridge Solar as a preferred supplier needed to be put into the application.

VOTE: 8 FOR : 0 AGAINST UNANIMOUS

Councillor Kevin Cuffley thanked David Ellis for all his work on this project.

390 CORRESPONDENCE

None

391 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

None

Councillor Kevin Cuffley thanked everyone for attending the meeting.

Meeting Closed at 20:05pm