



# SAWSTON PARISH COUNCIL

**MINUTES of the FULL COUNCIL MEETING HELD ON 08 APRIL 2025**  
**Held at Spicers Pavilion - Meeting commenced at 7.15 pm**

**PRESENT:**

Clerk: Jo Keeler

**Councillors**

Kevin Cuffley (Chair)

David Bard

Paul Allen

Brian Milnes (arrived 7.19pm)

Neil Reid

Paul Smith

Kevin Deeming

Deborah Alderwick

**374 APOLOGIES FOR ABSENCE**

Kieran Cooper (Work Commitments)

Anand Pillai (Work Commitments)

Ian Reeves (Personal)

Colin Groves (Personal)

Patrick Thouroude (Personal)

**375 PUBLIC PARTICIPATION TIME (15 Minutes allowed) \***

None

**376 DECLARATIONS OF INTEREST FOR THIS MEETING**

Paul Allen – Plan 25/01229/HFUL - non-pecuniary

**377 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 25 MARCH 2025**

The minutes of the Full Parish Council meeting held on 25 March 2025 were read, confirmed, and signed.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Neil Reid to accept the minutes.

**VOTE: 7 FOR : 0 UNANIMOUS**

**378 REPORT OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 01 APRIL 2025**

The minutes of the Finance & General Purposes Committee meeting held on 01 April 2025 were presented.

5 – Adopt recommended FOI Policy with the amend to move the photocopying charges to the 'charging policy' section.

**VOTE: 8 FOR : 0 UNANIMOUS**

6 – Adopt recommended Publication Scheme Policy

**VOTE: 8 FOR : 0 UNANIMOUS**

7 – Adopt recommended Code of Conduct for Members

**VOTE: 8 FOR : 0 UNANIMOUS**

8 – Adopt recommended Equal Opportunities Policy

**VOTE: 8 FOR : 0 UNANIMOUS**

9 – Adopt recommended Pension Discretions Policy

**VOTE: 8 FOR : 0 UNANIMOUS**

10 – Adopt recommended Investment Policy

**VOTE: 8 FOR : 0 UNANIMOUS**

It was **proposed** by Councillor David Bard and **seconded** by Councillor Paul Allen to accept the minutes.

**VOTE: 8 FOR : 0 UNANIMOUS**

**379 MATTERS ARISING – NEW INFORMATION ONLY**

None

**380 PLANNING APPLICATIONS AND ASSOCIATED MATTERS**

<a href="#">25/01119/FUL</a>	Change of use and conversion of existing hair salon to form residential unit (Class C3) at 94 High Street.  <b>Proposed</b> by Councillor David Bard and <b>Seconded</b> by Councillor Deborah Alderwick to <b>support</b> to this application.	<b>Support/No Objection</b>  <b>Vote: 7 For</b> <b>1 No Vote</b>
<a href="#">25/01229/HFUL</a>	Single storey side, rear and front extensions and alterations at 18 Common Lane.  <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: 6 For</b> <b>1 Against</b> <b>1 Abs</b>

**381 ACCOUNTS FOR MARCH 2025**

The accounts for the month of March were presented.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Kevin Deeming to accept the accounts for March 2025.

**VOTE: 8 FOR : 0 AGAINST UNANIMOUS**

**382 TO DISCUSS IT AUDIT**

This item has been deferred.

**383 TO DISCUSS SAWSTON & BABRAHAM CRICKET CLUB REQUEST TO INSTALL A SAIL FOR SHADE AT SPICERS PAVILION**

The Cricket Club has withdrawn this request.

**384 TO DISCUSS SAWSTON & BABRAHAM CRICKET CLUB PURCHASING REDUNDANT MOWER**

The Parish Council recently agreed to purchase a new mower to replace the mower that is over 15 years old and not suitable for the amount of cutting etc by the Grounds Keepers. The company that the mower was purchased from offered to trade the mower in for £550.00 and Sawston & Babraham Cricket Club have also offered £550. The Head Grounds Keeper would

be happy for the Cricket Club to purchase the mower from us for their club at Babraham. This was discussed.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Brian Milnes to offer the old mower to Sawston & Babraham Cricket Club for £550.00.

**VOTE: 8 FOR : 0 AGAINST UNANIMOUS**

**385 TO DISCUSS DONATION REQUEST FROM SAWSTON LIBRARY**

Sawston Library has requested a donation of £250.00 to help fund the annual Summer Reading Challenge at Sawston Library. This is a national scheme with the aim to inspire children to develop a love of reading.

It was **proposed** by Councillor Deborah Alderwick and **seconded** by Councillor David Bard to donate £250.00 as requested.

**VOTE: 8 FOR : 0 AGAINST UNANIMOUS**

**386 TO DISCUSS APPLICATION/VALUATION FOR LAND BEHIND KINGS HEAD PUBLIC HOUSE**

Councillor Brian Milnes explained that the property owners who are proposing to build a dwelling at the rear of the Kings Head public house has requested rights of way on Chaplefield Way to access the land. The area is to the left of the current layby. The current valuation for this ransom strip is £40k but they are prepared to offer SCDC £15k. SCDC are seeking the parish council's comments. Councillor Brian Milnes confirmed that Highways has not made a comment, and this has no effect on the layby. Some councillors had concerns with the access as it is very close to the main turning from Link Road. This was discussed at length.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Deborah Alderwick to propose no objection.

**VOTE: 6 FOR : 1 AGAINST 1:ABS**

**387 CORRESPONDENCE**

None

**388 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING**

Councillor Deborah Alderwick thanked Councillor Brian Milnes for contacting the electricity company regarding the substation on the Spicers Site off the A1301 due to the recent concerns regarding the fire at the substation near Heathrow Airport.

**Meeting Closed 7.50 PM**

<b>Sawston Parish Council</b>			
<b>Mar-25</b>			
	<b>Description</b>	<b>Value</b>	<b>S137</b>
Grace Solutions	F&GP - Adhoc work	£104.64	
Honest Employment Law	Staff - HR Compliance	£114.00	
ADT	Rec - Groundstore alarm 23/03/25 - 22/04/25	£119.27	
Sovereign	Rec - Foot/hand replacement handles for play equipment	£121.20	
YPG	F&GP - Office gas 01/02/25 - 28/02/25	£123.60	
The Cambridge Sign Company	F&GP - Replacement plaque for Queens Canopy memorial tree at office	£133.75	
YPG	Rec - Mill Lane Electricity 01/02/25 - 28/02/25	£147.74	
YPG	Rec - Mill Lane Gas 01/02/25 - 28/02/25	£158.92	
TV Licence	F&GP - TV Licence - Spicers Pavilion	£169.50	
NB Plumbing & Heating	Rec - Replace valves on boiler at Lynton Way Pavilion	£260.00	
Cammack & Wilcox Limited	Rec - Empty septic tank at Spicers Pavilion	£262.82	
YPG	Rec - Spicers Electricity 01/02/25 - 28/02/25	£289.51	
Lanham & Co	F&GP - Accounts for month	£326.40	
Ernest Doe	Rec - Hire of verdo seeder for all grounds	£330.00	
Grace Solutions	F&GP - Monthly charges - contract	£350.28	
Dor-2-Dor	F&GP - Delivery of Chair report 2025	£420.00	
YPG	Rec - Spicers Gas 01/02/25 - 28/02/25	£453.53	
Thalia Waste Management	Cemetery - Skips	£651.46	
Earth Anchors	Rec - New green bin for outside the Spar Shop (Spar paid for - Receipt 007)	£658.80	
SSE	Gas at Office and Mill Lane pavilion (Final invoice with SSE)	£1,321.26	
Avocet Cleaning Services	F&GP - Cleaning Contract for month	£1,348.20	
Nurture	Planning - Grass verge cutting for March	£1,457.00	
Gallagher	F&GP - Insurance 01/06/25 - 31/05/26 (Agreed FP 25th March)	£13,226.21	