



SAWSTON PARISH COUNCIL

MINUTES of the FULL COUNCIL MEETING HELD ON 26 NOVEMBER 2024
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 7.50pm)

Neil Reid (arrived 7.23pm)

Colin Groves

Paul Smith

Patrick Thouroude

Ian Reeves

Deborah Alderwick

+ 1 member of public

234 APOLOGIES FOR ABSENCE

Anand Pillai (Work Commitments)

Kieran Cooper (Personal)

David Ellis (Personal)

235 PUBLIC PARTICIPATION TIME (15 Minutes allowed) *

None

236 DECLARATIONS OF INTEREST FOR THIS MEETING

Ian Reeves – Item 246 Sawston & Babraham Cricket Club

237 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 12 NOVEMBER 2024

The minutes of the Full Parish Council meeting held on 12 November 2024 were read, confirmed, and signed.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor Paul Allen to accept the minutes.

VOTE: 8 FOR : 0 AGAINST

238 REPORT OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 19 NOVEMBER 2024

The minutes of the Finance & General Purposes Committee meeting held on 19 November 2024 were noted.

239 MATTERS ARISING – NEW INFORMATION ONLY

None

240 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

Councillor Neil Reid arrived 7.23pm

24/04240/LBC	Retrospective erection of a temporary sail cloth at 96 High Street. Proposed by Councillor David Bard and Seconded by Councillor Deborah Alderwick to support to this application.	Support/ No Objection Vote: 8 For Unanimous
24/04235/S73	S73 to vary condition 3 (Materials) of planning permission 23/02272/HFUL (Single storey extension to side and rear) Change of material for fenestration from timber to upvc at 12 The Baulks. Proposed by Councillor David Bard and Seconded by Councillor Paul Allen to support to this application.	Support/ No Objection Vote: 8 For Unanimous
24/04304/HFUL	Retrospective application for removal of garage and replacement with store/gym at 17 Dale Way.	To contact the planning officer to ask if the garage is going to be removed like the plan or just refurbished.
24/04297/S73	S73 to remove condition 3 (restricting materials and equipment outside the building aside from waste) of ref: S/3313/18/VC (Variation of condition 3 (use & occupation) of planning permission S/0696/14/VC) to erect a chiller, two nitrogen cylinder packs, containerised storage units, and pallets to the front of the Building Unit 3 at Unit 3 Cambridge South Business Park 3 West Way. Proposed by Councillor Kevin Cuffley and Seconded by Councillor David Bard to support to this application.	Support/ No Objection Vote: 8 For 1 Against

241 TO DISCUSS SPORTS CLUB MATTERS

None

242 UPDATE ON BUDGET SETTING

The Clerk explained that although the Finance & General Purposes committee discussed the budget at the last meeting, they did not have the tax base code information from SCDC so could not agree the final budget/precept figures. They now have the information and will be discussing at the next Finance meeting to be agreed at the full council meeting on 10th December.

243 TO DISCUSS PLAY EQUIPMENT QUOTES FOR ORCHARD PARK

The Facilities Administrator obtained three quotes to replace the cone climber at Orchard Park which has been removed due to damage for a couple of years. The quotes had been discussed at a previous meeting but the parish council questioned the warranties.

- **£11,341.00 + vat** – Comprehensive guarantee for 2 years

- **£12,999.00 + vat** – Warranty - Mast & Fittings 10 year, Stainless steel net ring 12 years, all aluminium net fittings 5 years, Rope nets 2 years
- **£17,421.88 + vat** – Warranty – Central mast and outer ring 10 years, Rope and grip panel 2 years, Aluminium ferrules 5 years, Bearings 2 years.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Deborah Alderwick to accept the quote of £12,992.79 + vat because they had a better warranty than the cheaper quote and the company currently carries out the ROSPA survey on all the play equipment.

The Clerk is trying to obtain funding for this through the SCDC Net Zero Villages funding but waiting for confirmation this funding can be used to replace play equipment.

VOTE: 9 FOR : 0 AGAINST

244 TO DISCUSS POSSIBLE LAND SALE ADJACENT TO 7 PADDOCK WAY

The Parish Council has been asked to comment on a request from a resident to purchase a portion of District Council land adjacent to their property with the intent to create a garden room. This was discussed.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to support this application.

VOTE: 7 FOR : 2 AGAINST

245 TO DISCUSS POSSIBLE LAND SALE ON CHAPELFIELD WAY

The Parish Council has been asked to comment on a request from a resident to purchase a portion of District Council land at the rear of 19 High Street. This was discussed and there was concern that taking the layby out would affect the parking/residents on Chapelfield Way.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Neil Reid not to support this application as losing the layby would have an impact on the residents parking on Chapelfield Way.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

246 TO DISCUSS HIRE FEES FOR COUNTY CRICKET

The Parish Council considered the fees charged to County Cricket for games from next season. The Parish Council offered to meet with them to discuss but a date could not be agreed and the fees needed to be discussed. This has been discussed prior to this meeting with the Head Grounds Keeper. They currently pay £55 for a game/day for the pavilions, grounds and changing rooms which the Parish Council felt was not enough for the services provided, this fee does not cover the costs of the pavilion and ground keeper's time.

This was discussed and Councillor Kevin Cuffley suggested we charge them £150.00 + vat for the day. This will be discussed at a meeting with County Cricket and brought back to the next Full Parish Council meeting in December.

247 TO DISCUSS QUOTES FOR TREE WORK FROM PRIORITY 2 ON THE TREE REPORT

The Parish Council had a tree survey completed and there was a considerable amount of tree work that was a priority two (to be completed by April 2025).

Only two quotes were obtained and both companies had the report so quoted on the same work to be carried out.

- £18,145.00 + vat (This includes 5% discount if we have all the trees done at once)
- £10,600.00 + vat

The Clerk explained that the F&GP committee put £10k in next years budget for tree work which could be used and replaced and the remainder from reserves.
Councillor Deborah Alderwick questioned why both quotes were so different, the Clerk explained that both companies had the tree survey so had a list of the works to be carried out and both companies came out to look at the trees.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to accept the quote at £10,600.00 + vat.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

Councillor Brian Milnes arrived 7.50pm

248 TO AGREE CALENDAR OF MEETINGS FOR 2025/2026

The Calendar of meeting dates was presented.

It was **proposed** by Councillor David Bard and **seconded** by Councillor Ian Reeves to accept the calendar of meetings for 2025/26 and can be found on the parish council website.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

249 TO DISCUSS RECYCLING CHRISTMAS TREES

The Clerk explained that the Parish Council can offer to recycle Christmas trees as last year. A section would be cordoned off at Orchard Park where for a certain time residents can leave there undressed Christmas trees to be recycled. She has spoken to a couple of local tree surgeons to ask if they would be able to shred the trees, for us to use the bark, at no charge if we advertised their company name. One has offered this service.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor David Bard to go ahead and offer the recycling and accept the offer from Lewis Tree Surgery to shred the trees in the new year.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

250 TO DISCUSS THE CONSULTATION ON REMOTE MEETINGS

There is a government consultation on introducing powers for local authority members to apply to the relevant authority for a dispensation to attend formal council meetings remotely and vote by proxy in certain circumstances. The closing date to respond is 19th December. This was discussed and agreed for all Councillors to respond to the consultation individually.

251 TO DISCUSS CAMBRIDGE SOUTHEAST TRANSPORT SCHEME

This is a consultation for the CSET scheme who will deliver a new guided busway from the Cambridge Biomedical Campus to the A11 near Babraham, via Shelford and Sawston. The guided busway will provide fast, frequent and reliable buses between communities to the southeast of Cambridge and the City. The proposal includes a new travel hub near the A11/A1307 junction and an emergency and maintenance track available to cyclists and walkers. It is intended this track will be a public bridleway between Shelford and High Street Babraham. This was discussed at length.

It was agreed to support this scheme but highlight the concern regarding very little parking at the hub, this could encourage parking on local streets.

252 CORRESPONDENCE

None

253 COUNCILLORS ISSUES AND AGENDA ITEMS FOR THE NEXT MEETING

The Clerk explained that the company installing the solar panels on Spicers pavilion has asked if the parish council would like to install pigeon mesh whilst the scaffolding is up. This would be an extra cost of around £1,000.00.

This was discussed and agreed there is not an issue with pigeons therefore not to proceed with this.

Councillor Brian Milnes explained that the trees planted along the verge on Mill Lane have bags at the bottom which seem to be filled with ants. He asked if the grounds keeper could remove the bags now the trees are established.

Councillor Paul Smith explained that after meetings with the police regarding knife crime and amnesty bins, it was agreed that rather than have a fixed bin in the village it would be dealt with through education/awareness. Councillor Kevin Cuffley thanked him for all his hard work on this.

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

Councillor Brian Milnes gave his apologies and left the meeting.

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 David Bard and **seconded** by Councillor Neil Reid to go into camera.

VOTE: 9 FOR : 0 AGAINST UNANIMOUS

254 TO DISCUSS MILL LANE PAVILION

The Clerk explained she has now received a response from the legal team within our insurance company. They are going to look to see if the Parish Council has a case. She will update the council when she has more information.

Meeting Closed 8.52PM