



# SAWSTON PARISH COUNCIL

**MINUTES of the FULL COUNCIL MEETING HELD ON 14 JANUARY 2025**  
**Held at Spicers Pavilion - Meeting commenced at 7.15 pm**

**PRESENT:**

Clerk: Jo Keeler

**Councillors**

Kevin Cuffley (Chair)

Patrick Thouroude

Paul Allen

Brian Milnes

Neil Reid

Anand Pillai (Arrived 8:00pm)

Kieran Cooper

Paul Smith

Colin Groves

Ian Reeves

Deborah Alderwick

+ 2 members of public

Councillor Kevin Cuffley welcomed everyone to the meeting and wished everyone a Happy New Year.

**269 APOLOGIES FOR ABSENCE**

David Bard

Anand Pillai will be late

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

None

**271 DECLARATIONS OF INTEREST FOR THIS MEETING**

Ian Reeves – Item 278 Cricket

Paul Allen – Plan 24/04735/HFUL (Neighbour)

**272 TO DISCUSS CO-OPTION**

Councillor Kevin Cuffley welcomed Kevin Deeming to the meeting and asked him to present to the parish council his background and what he could bring to the council if he was co-opted on.

The parish council then did a secret ballot as per the Co-Option policy.

The Clerk and Councillor Deborah Alderwick counted the papers and the Clerk confirmed that the parish council unanimously agreed to co-opt Kevin Deeming onto the council.

**273 TO CONFIRM AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING HELD ON 10 DECEMBER 2024**

The minutes of the Full Parish Council meeting held on 10 December 2024 were read, confirmed, and signed.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor Neil Reid to accept the minutes.

**VOTE: 10 FOR : 1 ABS**

**274 MATTERS ARISING – NEW INFORMATION ONLY**

None

## 275 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

<a href="#">24/04581/HFUL</a>	<p>Single storey front/side extension and single storey rear extension at 13 Huntingdon Road.</p> <p><b>Proposed</b> by Councillor Kieran Cooper and <b>Seconded</b> by Councillor Patrick Thouroude to <b>support</b> to this application.</p>	<p><b>Support/No Objection</b></p> <p><b>Vote: 10 For</b> <b>1 Abs</b></p>
<a href="#">24/04200/HFUL</a>	<p>Single storey front porch, first floor side extension and single storey rear extension at 5 Edinburgh Avenue.</p> <p><b>Proposed</b> by Councillor Paul Allen and <b>Seconded</b> by Councillor Neil Reid to <b>support</b> to this application.</p>	<p><b>Support/ No Objection</b></p> <p><b>Vote: 10 For</b> <b>1 Abs</b></p>
<a href="#">24/04632/FUL</a>	<p>Demolition of the existing garage and the erection of a one bedroom, two storey dwelling with associated private amenity space and off-street car parking at Land at 67 New Road.</p> <p><b>Proposed</b> by Councillor Kieran Cooper and <b>Seconded</b> by Councillor Neil Reid to <b>object</b> to this application.</p>	<p><b>Objection/Do Not Support</b></p> <p><b>Vote: 9 For</b> <b>1 No Vote</b> <b>1 Abs</b></p> <p><b>Comments:</b> Concerns regarding lack of parking as there is already an existing problem in this area. Over development feel this property would be shoe horned into this plot.</p>
<a href="#">24/04659/PRIOR</a>	<p>Change of use from Commercial, Business and Service (Use Class E) to 4 No. Dwellinghouses (Use Class C3) at Builders Yard Common Lane.</p> <p><b>Proposed</b> by Councillor Kevin Cuffley and <b>Seconded</b> by Councillor Neil Reid to <b>support</b> to this application.</p>	<p><b>Support/ No Objection</b></p> <p><b>Vote: 9 For</b> <b>1 Against</b> <b>1 Abs</b></p>
<a href="#">24/04735/HFUL</a>	<p>Erection of a detached garage to the front with green roof and removal of porch canopy and alteration to fenestration at 18 Common Lane.</p> <p><b>Proposed</b> by Councillor Neil Reid and <b>Seconded</b> by Councillor Patrick Thouroude to <b>support</b> to this application.</p>	<p><b>Support/ No Objection</b></p> <p><b>Vote: 9 For</b> <b>1 Abs</b> <b>1 No Vote</b></p>
<a href="#">25/00002/HFUL</a>	<p>Two storey front extension, first floor extension over existing garage, addition of Velux roof lights and glass frontage at 1 Babraham Road.</p> <p><b>Proposed</b> by Councillor Kieran Cooper and <b>Seconded</b> by Councillor Patrick Thouroude to <b>support</b> to this application.</p>	<p><b>Support/ No Objection</b></p> <p><b>Vote: 10 For</b> <b>1 Abs</b></p>

<a href="#">24/04815/FUL</a>	<p>Change of use of existing buildings from commercial use (Class B1c and B8) to a flexible commercial use (Class E((g(i), (ii),(iii)) &amp; B8) at Units 1-4 Deal Business Park Cambridge Road.</p> <p><b>Proposed</b> by Councillor Deborah Alderwick and <b>Seconded</b> by Councillor Kieran Cooper to <b>support</b> to this application.</p>	<p><b>Support/ No Objection</b></p> <p><b>Vote: 10 For</b> <b>1 Abs</b></p>
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Information only plans - noted

## 276 PLANNING DECISIONS OVER THE CHRISTMAS PERIOD

Councillor David Bard and Councillor Deborah Alderwick were nominated to comment on plans that were received after the previous full parish meeting on 10<sup>th</sup> December. A report of these applications was presented to the full council which were noted. The Clerk thanked them for commenting on these applications on behalf of the parish council.

## 277 ACCOUNTS FOR DECEMBER 2024

The accounts for the month of December 2024 were presented.

It was **proposed** by Councillor Colin Groves and **seconded** by Councillor Ian Reeves to accept the accounts.

**VOTE: 10 FOR : 1 ABS**

## 278 TO DISCUSS CRICKET FEES

The Parish Council has reviewed the current fees for Cricket matches at Spicers Sports Ground. They had email conversations with Chairman of Cambridgeshire County Cricket Club and met with the Head of Cricket Operations for Cambridgeshire Cricket Limited and Sawston & Babraham Cricket Club to discuss this. The Parish Council felt the current fees were not enough to cover the costs of hiring the pavilion and the grounds which could be all day and evening.

It was proposed to increase the day fees to:

Sawston & Babraham Cricket Club - £75.00 + vat per day  
Sawston & Babraham Cricket Club – Juniors remain the same  
County Men's - £150.00 + vat (Use of grounds and pavilion)  
County Junior/Women's - £100.00 + vat (Use of grounds and pavilion)  
County Over 60's/70's - £100.00 + vat

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Colin Groves to increase the daily fees as above.

**VOTE: 10 FOR : 1 ABS**

## 279 TO DISCUSS NET ZERO GRANT FOR NEIGHBOURHOOD PROJECTS

SCDC have a Net Zero Grant Scheme which will fund capital projects. The Parish Council discussed possible projects one being solar panels on Mill Lane pavilion. The Clerk explained that to install solar panels on Mill Lane pavilion would cost around £19k. The other option is to install electric charging point(s) in the car park at Mill Lane recreation ground. Councillor Deborah Alderwick had done some research on these and will forward the details to the Clerk before the next full parish meeting so these two options can be discussed further. This item therefore will be deferred to the full parish meeting on January 28<sup>th</sup>.

**280 TO DISCUSS ACV ON THE WHITE LION PUBLIC HOUSE**

The current ACV (Asset of Community Value) listing for the White Lion is due to expire on 12 December 2025 at which point the land/building will cease to be registered as an ACV unless the Parish Council consider re-nomination. This was discussed.

It was **proposed** by Councillor Deborah Alderwick and **seconded** by Councillor Kieran Cooper to re-nominate the White Lion Public House as an ACV.

**VOTE: 10 FOR : 1 ABS**

**281 TO DISCUSS STAPLEFORD & SHELFORD NEIGHBOURHOOD PLAN CONSULTATION**

The Parish Council has been asked to comment on the Stapleford & Shelford Neighbourhood Plan which has now been submitted to SCDC. This was discussed and as this doesn't impact us directly, we would support the application.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Kevin Cuffley to support the application.

**VOTE: 11 FOR : 0 AGAINST UNANIMOUS**

**282 TO DISCUSS REPLACEMENT CONE CLIMBER AT ORCHARD PARK**

The Clerk explained the Parish Council recently agreed to replace the damaged cone climber at Orchard Park. The company has requested at 25% deposit to be paid straight away which equates to £3,248.20 + vat.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Deborah Alderwick to go ahead and pay the deposit.

**VOTE: 10 FOR : 1 ABS**

**283 UPDATE FROM COUNTY COUNCILLORS**

The County Council update is on the Parish Council website – [www.sawston.org.uk](http://www.sawston.org.uk) or available from the parish council office.

**284 UPDATE FROM DISTRICT COUNCILLORS**

The District Council update is on the Parish Council website – [www.sawston.org.uk](http://www.sawston.org.uk) or available from the parish council office.

**285 CORRESPONDENCE**

None

Councillor Anand Pillai arrived 7.55pm

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

Councillor Colin Groves reported that the Poppy Appeal has raised £22,500.00 and the lamp post poppies in the High Street raised £2,510.00.

Councillor Kieran Cooper raised with Councillor Brian Milnes the state of the pathway in front of the Spar shop in the High Street. It did have some resurfacing works done but there are still areas that need to be completed.

The member of public 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 Colin Groves and **seconded** by Councillor Ian Reeves to go into camera.

**VOTE: 12 FOR : 0 AGAINST UNANIMOUS**

**287 TO DISCUSS VILLAGE ASSISTANT POSTITION**

The Clerk explained that we have received no suitable applicants for the current Village Assistant position and wanted to discuss how the Parish Council wanted to move forward. The Clerk suggested we change the position to a Litter Picker for less hours to see if this attracted anyone. The role would just be litter picking. This was discussed.

It was **proposed** by Councillor Kieran Cooper and **seconded** by Councillor Anand Pillai to amend the position to Litter Picker, reduce the hours to 15 hours per week and advertise in the Cambridge Evening News/Fish4jobs and social media.

**VOTE: 12 FOR : 0 AGAINST UNANIMOUS**

**Meeting Closed 8.40PM**

<b>Sawston Parish Council</b>			
<b>Dec-24</b>			
<b><u>Supplier Name</u></b>	<b><u>Description</u></b>	<b><u>Gross</u></b>	<b><u>S137</u></b>
ADT	F&GP - Office Alarm	£113.47	
Honest Employment Law	Staff - HR Compliance	£114.00	
ADT	Rec - Groundstore alarm	£119.27	
SCDC	Cemetery Rates	£135.00	
JHC	Rec - Rent for Orchard Park (quarterly)	£150.00	
TV Licensing	F&GP - TV Licence Mill Lane pavilion	£169.50	
NVPC Ltd	F&GP - PAT testing (office & pavilions)	£171.24	
Grace Solutions	F&GP - Adhoc support	£174.89	
SCDC	F&GP - Premises licence Spicers pavilion	£180.00	
SSE	rec - Spicers gas 07/09/24 - 06/12/24	£239.63	
A James Jewellers	F&GP - Parish Clock (settings, GMT etc)	£240.00	
CBS Automotive	F&GP - Can Track subscription for tractor (01/25 - 01/26)	£258.00	
SSE	Rec - Spicers electric 01/09/24 - 30/09/24	£307.32	
Carphone Warehouse	F&GP - Replacement work phones	£318.00	
Grace Solutions	F&GP - Monthly contract	£318.39	
SCDC	Rec - Spicers Rates	£399.00	
Park Vehicle Services	Rec - Works van MOT	£441.93	
SCDC	Rec -Mill Lane Rates	£454.00	
Prestige Fire & Safety	Rec - Annual Intruder alarm monitoring Mill lane pavilion (Jan-Dec 2025)	£462.00	
SSE	F&GP - Office gas 01/09/24 - 30/11/24	£552.33	
SSE	Rec - Spicers gas 31/10/24 - 30/11/24	£568.44	
Source for Business	Rec - Spicers water 1/7/24 - 3/12/24	£619.52	
Lanham & Co	F&GP - Accounts for month	£660.00	

Nurture	Planning - Verge cutting	£777.07	
SCDC	F&GP - Office Rates	£786.00	
Avocet Cleaning Services	F&GP - Cleaning Contract for month	£1,348.20	
Gedenk-Bomen	Cemetery - Memorial leaves (Charged to residents) - 2 years of invoices	£1,488.00	
Thurlow Nunn	Rec - Service/repairs to Toro - (including repairs to leak in hydraulic ram)	£2,909.79	
PWLB	Loan Spicers pavilion & office	£11,394.10	