

SAWSTON PARISH COUNCIL

MINUTES FULL PARISH COUNCIL MEETING HELD ON

10 June 2014

PRESENT: Chairman E C Murray

Clerk: Mrs J F Keeler

Councillors:

Mrs P J Awbery-Maskell

Miss S E Clarke

K J L Cooper (arrived 7.17pm)

K Cuffley

W A Fell

Ms B Laxton (arrived 7.17pm)

M J R Mallows

A G Orgee (arrived 8.05pm)

W N Reid (arrived 7.24pm)

R M Richmond

+ Councillor Dr G Kenney : CCC (arrived 7.50pm)

+ 3 members of the public:
Mr R Cullum, Mr & Mrs Gruby

27 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors:

Dr D R Bard	:	Holiday
R M Matthews	:	Hospital
I G Read	:	Holiday
WN Reid	:	May be late

28 PUBLIC PARTICIPATION TIME (15 minutes)

It was PROPOSED by Councillor R M Richmond and SECONDED BY Councillor Miss S E Clarke to SUSPEND Standing Orders to allow for Public Participation Time to take place

VOTE: 7 FOR : (UNANIMOUS)

Mr M Gruby

Mr Gruby asked if the Parish Council knew what was happening with the site where Moules Garages used to be. Councillor E C Murray confirmed that the Parish Council had no update.

Councillors K J L Cooper and Ms B Laxton arrived (7.17pm)

Mr Gruby also wanted to congratulate whoever organised the Village Fete on Sunday as it was a great success. Councillor E C Murray confirmed it was Sawston Cricket Club, Sawston United F.C. and Sawston Scene.

It was PROPOSED by Councillor R M Richmond and SECONDED by Councillor K J L Cooper to REINSTATE Standing Orders to allow the meeting to be continued

VOTE: 9 FOR : (UNANIMOUS)

29 DECLARATION OF INTERESTS FOR THIS MEETING

Cllr A G Orgee : Item 39 - CCC Icknield Primary School
Cllr K J L Cooper : Item 44 – Local Plan (as JHC Trustee)

30 MINUTES OF THE MEETING

The minutes of the Annual Parish Council Meeting held on 13 May 2014 were read confirmed and signed with the following amendment:

Councillor W N Reid arrived (7.24pm)

Item 23 – St Mary’s Church – Councillor Ms B Laxton left the room for this discussion.

It was **PROPOSED** by Councillor K J L Cooper and **SECONDED** by Councillor W N Reid to **ACCEPT** the minutes.

VOTE: 10 FOR : (UNANIMOUS)

31 MATTERS ARISING – New information only

Item 5 – Planning Applications

Councillor Mrs P J Awbery-Maskell said she was disappointed that no Councillors went to visit the site of a previous application and said that all Councillors should look at sites when applications come through.

32 REPORT OF THE RECREATION & OPEN SPACES COMMITTEE

The minutes of the meeting held on 20 May 2014 were presented.

10 – Mill Lane Pavilion

It was **AGREED** to contact an architect to see what and how Mill Lane Pavilion could meet the F.A.’s requirements.

VOTE: 10 FOR : (UNANIMOUS)

11 – Rubbish Enclosures at Mill Lane and Spicers

It was **AGREED** to purchase 2 x rubbish bins from Tomlinson Steel Limited at a total cost of £530.00 + VAT.

VOTE: 10 FOR : (UNANIMOUS)

It was **RESOLVED** to **ACCEPT** these minutes.

PROPOSED by Councillor R M Richmond and **SECONDED** by Councillor W N Reid

VOTE: 10 FOR : (UNANIMOUS)

33 REPORT OF THE PLANNING & ENVIRONMENT COMMITTEE

The minutes of the meeting held on 27 May 2014 were presented.

10 – Bins/seats and cycle racks

It was **AGREED** to order the bins and seats and add an additional bin outside No. 1 Cambridge Road

VOTE: 10 FOR : (UNANIMOUS)

The Clerk explained that she had asked CCC Highways about installing some cycle racks in the village, but there was nowhere suitable that had the appropriate space.

It was **RESOLVED** to **ACCEPT** these minutes.

PROPOSED by Councillor R M Richmond and **SECONDED** by Councillor W N Reid.

VOTE: 10 FOR : (UNANIMOUS)

34 REPORT OF THE CEMETERY COMMITTEE

The minutes of the meeting held on 3 June 2014 were presented.

8 – State of Cemetery and Huckeridge View

It was **AGREED** to order more spray up to £200 for the daisies at Huckeridge View

VOTE: 9 FOR : 1 ABSTENTION

9 – State of Cemetery Chapel

Due to the deterioration of the paint on the Chapel doors, Clerk to obtain a quote to repair these for next year's budget

It was **AGREED** that the Clerk orders a poppy wreath to commemorate the 100th Anniversary of WW1 and place it on the war grave in the Cemetery.

VOTE: 10 FOR : (UNANIMOUS)

It was also **AGREED** that the Clerk obtains quotes for a new frame for the sign at the front of the Cemetery.

VOTE: 10 FOR : (UNANIMOUS)

10 – Cemetery Bench

It was **AGREED** to grant the two requests for benches in the Cemetery but no more until review in 2016.

VOTE: 10 FOR : (UNANIMOUS)

11 – Memorial Garden

It was **AGREED** to spend up to £3,500.00 to provide new fence, bench and a sensory garden.

VOTE: 10 FOR : (UNANIMOUS)

13 – St Mary's Church

It was **AGREED** to carry out work for transferring the power supply from the church clock to the church's main supply and installing the two lights, but before this work is carried out the Parish Council will arrange for the existing power supply to be checked. It was also **AGREED** that the Clerk writes to Mrs M Dicken to advise what the Parish Council intends to do, ask permission before work commences and confirm that the Parish Council will make a donation to the church for the electricity used for the clock

VOTE: 10 FOR : (UNANIMOUS)

Councillor Dr G Kenney arrived 7.50pm

It was **RESOLVED** to **ACCEPT** these minutes.

PROPOSED by Councillor K J L Cooper and **SECONDED** by Councillor R M Richmond

VOTE: 10 FOR : (UNANIMOUS)

35 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

S/1153/14/FL	Change of use from an office to a take-away (A5) with installation of an extraction flue system to rear side at 71 High Street for Mr H Tilki Proposed by Cllr K J L Cooper and Seconded by Cllr Mrs P J Awbery-Maskell To Support	SPC Comment: Support Vote: 8 For 1 Against 1 Abstention
S/1104/14/AD	Installation of replacement fascia and gable signage at 24 High Street for Bradshaws Residential Ltd Proposed by Cllr Mrs P J Awbery-Maskell and Seconded by Cllr K Cuffley To Support	SPC Comment: Support But would point out that the signs have already been installed so this is retrospective Vote: 9 For 1 Abstention
S/1025/14/FL	Single Storey Rear Extension and Conversion of Part of Double Garage to Kitchen at 9 Park Road for Mr & Mrs R Bedford Proposed by Cllr K Cuffley and Seconded by Cllr W A Fell To Support	SPC Comment: Support Vote: 3 For 7 Abstentions

36 ACCOUNTS FOR THE MONTH OF MAY 2014

The accounts for the month of May 2014 amounting to £15,628.50 expenditure and £1,858.50 income were approved.

It was **PROPOSED** by Councillor W A Fell **SECONDED** by Councillor Miss S E Clarke **ACCEPT** the accounts

VOTE: 10 FOR : (UNANIMOUS)

37 PROPOSED SOLAR FARM NORTH OF DALE MANOR BUSINESS PARK - SAWSTON

Sawston Solar Farm Ltd is proposing to install a 28MW solar farm on the land north of Dale Manor Business Park, Sawston. Councillor E C Murray explained that this was made an Agenda item because the Parish Council found out that there is a Public Consultation concerning this but it is being held in Babraham and he felt as the Solar Farm will be in Sawston there should be a Public Consultation in Sawston. A Public Consultation has since been arranged to be held at Spicers Pavilion on Tuesday 17 June 2014 between 4-7pm.

Tony Orgee arrived (8.05pm)

38 WW1 COMMEMORATIVE DAY

Councillor E C Murray asked the Council what they would like to do to commemorate the 100th Anniversary of WW1 and the unveiling of the new sculpture at the Cemetery in August 2014.

This was discussed and it was **PROPOSED** by Councillor K J L Cooper and **SECONDED** by Councillor W N Reid that the Sculpture is unveiled, have the Chapel open for people to visit and then invite them to a reception at Spicers Pavilion where they can meet Matthew Sanderson who made the sculpture, if he is available and ask the History Society if they have any pictures/memorabilia that could be displayed in the Pavilion.

This would be a good opportunity for residents to visit the Cemetery and see how well it is kept. A budget of up to £250 to be spent on posters and refreshments. Councillor Ms B Laxton volunteered to look into maybe having some music there and also offered to do the posters.

VOTE: 11 FOR : (UNANIMOUS)

39 REQUEST FOR DONATION TOWARDS ICKNIELD PRIMARY SCHOOL SWIMMING POOL

The Parish Council has been asked by the Icknield Primary school swimming pool PTA if they could make a donation towards the repairs needed for the outdoor swimming pool that is on site at the school. It is a great facility for the school children to learn to swim and incorporate exercise into their school day and also for after school swimming.

Some of the items required are specialist pool surround paint (non slip waterproof), fence and shed paint, locks for changing rooms doors and re roofing of the changing rooms. Councillor E C Murray said this is a good cause for the children of the village and feels the Parish Council should make a donation.

It was **PROPOSED** by Councillor W A Fell and **SECONDED** by Councillor W N Reid that the Parish Council donates £500.00.

VOTE: 10 FOR : 1 declared interest (AGO)

40 ARTHUR RANK HOSPICE CHARITY

The Parish Council has been asked if a member would like to attend the launch of the Arthur Rank Public Appeal which is on Wednesday 11 June 2014. As this was such short notice no one was available to attend.

41 BRICK WALL – HALL CRESCENT

Councillor E C Murray explained that due to responses received from the residents about the Parish Council removing this wall; it was felt it should be looked at by an independent Structural Engineer to assess how safe it is. The Clerk arranged for a Structural Engineer to look at the wall. Their opinion was that the wall is in need of maintenance and repair and a list was drawn up of the work to be done. The Clerk had a quote for this work of £3,480.00 + VAT.

Councillor E C Murray explained that even after several attempts to find out from Land Registry it is still not known who owns the wall, but as a member of the Parish Council

damaged the wall it must be repaired for Health & Safety reasons and needs to be carried out as soon as possible.

It was **PROPOSED** by Councillor Ms B Laxton and **SECONDED** by Councillor W A Fell to **ACCEPT** this quote and instructed the Clerk to look into registering this land in the Parish Council's name.

VOTE: 10 FOR : 1 ABSTENTION

42 SCDC – COMMUNITY INFRASTRUCTURE LEVY DRAFT CHARGING SCHEDULE CONSULTATION

The Parish Council has received a letter from SCDC regarding the Community Infrastructure Levy draft charging schedule consultation. This is with regards to the changes in CIL and Section 106 agreements. This was discussed but as the Parish Council had some questions that could not be answered it was recommended by Councillor E C Murray to obtain more information and hold an extra Full Parish Meeting to discuss as the Parish Council does need to respond.

43 CCC – LOCAL HIGHWAY IMPROVEMENT INITIATIVE 2015/16

The County Council has invited community groups including the Parish Council to submit a proposal for funding from their Local Highway Improvement Initiative, subject to funding being approved for 2015/16. The Parish Council can seek a maximum of £10,000 from the County Council as a contribution to a scheme and the Parish Council would be expected to provide a minimum contribution towards a project of 10% of the scheme cost.

This was discussed and it was **PROPOSED** by K J L Cooper and **SECONDED** by Councillor W N Reid that the Parish Council applies for the second crossing at Babraham Road (top of Churchfield Avenue) as last year and contribute up to £10K.

VOTE: 11 FOR : (UNANIMOUS)

44 REPRESENTATION FOR LOCAL PLAN

Councillor E C Murray asked if the Parish Council should consider engaging a professional Planning Consultant to represent the Parish Council for the Local Plan for 540 extra houses in Sawston. Councillor E C Murray has asked a couple of companies but is still awaiting costs. This was discussed and felt that the Parish Council should look into this in the interest of the village and put some money aside. The Parish Council does support the 200 houses in Brown Belt but strongly opposes the extra houses that are to be built in Green Belt.

Councillor A G Orgee suggested the Parish Council writes to the neighbouring Parish Councils, (Babraham, Stapleford, Pampisford, Duxford and Whittlesford) to ask if they would support the Parish Council in having a Consultant.

It was **PROPOSED** by Councillor K Cuffley and **SECONDED** by Councillor Mrs P J Awbery-Maskell to put aside £10,000 to engage a Consultant and due to the shortness of time allow Councillor E C Murray to decide who to use.

VOTE: 9 FOR : 1 ABSTENTION : 1 declared interest (KJLC)

45 CORRESPONDENCE:

St Mary's Church

Thank you letter from Dr & Mrs Maunder : Noted

New noticeboard in Church Court

Thank you letter from Mrs E Kelly : Noted

Sawston Fun Run

Thank you letter from Mr T Collett : Noted

46 UPDATE BY COUNTY COUNCILLORS

See attached to these minutes

47 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

Flooding – Huckeridge Hill

Councillor M J R Malloys is still concerned about the flooding at the bottom of Huckeridge Hill. Councillor A G Orgee said he will speak to Mr Roger Hickford and arrange a meeting.

BT Telephone Box – The Green Road

Councillor R M Richmond reported there used to be a telephone box in The Green Road near the flats which has been removed, but there is now a hole in the ground around the concrete pillar.

As time had run out is was *PROPOSED* by Councillor R M Richmond and *SECONDED* by Councillor Mrs P J Awbery-Maskell that a 10-minute extension is granted to continue

VOTE: 10 FOR : 1 AGAINST

Butlers Way/The Baulks

Councillor R M Richmond reported there is a rubbish bin at this location but it is covered by overgrown hedge.

1a Westmoor Avenue

Councillor R M Richmond reported conifers and bramble bush growing over the footpath. Clerk to write to resident and ask to cut back.

Orchard Park Play Equipment

Councillor Ms B Laxton asked when the Orchard Park play equipment will be open. Councillor Miss S E Clarke explained that the Parish Council is hoping to have it open the end of next week but need to have the safety inspection and handover first. Councillor E C Murray then explained that unfortunately on Monday someone has got through the metal safety fencing and cut down the zip wire. The Parish Council believes this has been done deliberately as whoever has done it has had to cut through a thick metal clip to remove it and has not stolen the seat for the zip wire as this was left on the floor. Nothing else was touched.

The Clerk has reported this to the Police and Councillor Ms B Laxton offered to put an article in the Sawston Scene about it to ask if anyone has any information. When the play equipment is opened the grounds men will check the zip wire every morning.

Police Chief Constable

Councillor K Cuffley has spoken to the Police Chief Constable who has agreed to attend the Full Parish meeting on 8 July 2014. Clerk to make this an agenda item.

BT Boxes

There has recently been some work on the BT boxes on the corner of Link Road/Churchfield Avenue but there is a dip in the road where they have not repaired it properly. Clerk to report.

Village Fete

Councillor K Cuffley also acknowledged the good work of the organisers of the Village Fete which was a great success.

Meeting closed 9.45pm

Sawston Parish Council

May-14

<u>Supplier Name</u>	<u>Description</u>	<u>Total</u>
Honest Employment	Human Resource	£ 114.00
S Cambs Council	Rates - Cemetery	£ 118.00
Petty Cash	Milk / Stamps etc	£ 118.87
ADT	Alarm Office	£ 145.79
Murketts of Stapleford	Fuel for month (2 months)	£ 185.58
ESPO	Laminator for office	
ESPO	Stationery/Lever arch files/paper/envelopes	£ 243.47
S Cambs Council	Rates - Spicers	£ 377.00
Amey Cespa (East) Ltd	Cemetery Skip	£ 379.62
S Cambs Council	Rates - Mill Lane	£ 483.00
S Cambs Council	Rates - Office	£ 553.00
Romsey Mill	Open Youth Access (Jan- March 2014)	£ 666.66
S & P Services	Cleaning contract	£ 700.00
Lanham & Co	Book-keeping & Payroll	£ 748.80
Shelford Energy	Fuel Oil - Groundstore	£ 765.97
Noticeboard Company	Memorial Noticeboard for Cemetery	£ 1,029.60