

SAWSTON PARISH COUNCIL

MINUTES FULL PARISH COUNCIL MEETING HELD ON
Meeting commenced at 7.15pm

12 April 2016

PRESENT: Chairman Dr D R Bard

Clerk: Mrs J F Keeler

Councillors:

K J L Cooper

K Cuffley

W A Fell

Ms B Laxton

M J R Mallows

A F Orgee

W N Reid (arrived 7.32pm)

R M Richmond

+ 8 members of the public

231 APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Councillor R M Matthews : Holiday

Councillor Dr D R Bard firstly congratulated the new Councillors who will take up Office as Parish Councillors on Monday 9 May 2016

232 PUBLIC PARTICIPATION TIME (15 minutes)

It was PROPOSED by Councillor R M Richmond and SECONDED by Councillor Ms B Laxton to SUSPEND Standing Orders to allow for Public Participation Time to take place

VOTE: 8 FOR : (UNANIMOUS)

Street Lights

Mr Kerr had received a copy of the Chairman's Report and asked about the street lights which the Parish Council agreed to be kept on at an additional cost as they have concerns for the safety of the residents in the village. He asked what safety considerations did the Council take. The Chairman explained that there are areas of poor lighting and that in the past, the Parish Council had paid to have extra lighting installed after crimes had been committed or road safety issues identified. The Parish Council already funded 104 lights which had once been the responsibility of South Cambridgeshire District Council. For technical reasons, it was not possible to control these older light columns centrally. They operated on photo-sensors and so had to remain on all night. The Parish Council considered that it would be anomalous if the areas lit by the former SCDC lights enjoyed all night illumination whilst those lit by CCC lights did not.

The additional cost of £3,845.00 to keep them on had been included in the Precept. The Chairman pointed out that since this figure had been agreed, the County Council had agreed to extend the period of lighting that they would fund from 12:00 midnight to 2:00 am. He

estimated that, averaged over the year, this should result in a reduction of around a third in the cost to the Parish Council. The Clerk agreed to pursue this. The new street lighting is not as bright and Councillor A G Orgee advised there was a 10% reduction in the number of County Council street lights.

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

VOTE: 8 FOR : (UNANIMOUS)

233 DECLARATION OF INTERESTS FOR THIS MEETING

Cllr K Cuffley : Item 238 – Accounts D C Sweets (Director)
Cllr A G Orgee : Item 242 – Summer Reading Challenge (CCC Councillor)

234 MINUTES OF THE MEETING

The minutes of the Full Parish Council Meeting held on 8 March 2016 were read, confirmed and signed.

It was *PROPOSED* by Councillor R M Richmond and *SECONDED* by Councillor K Cuffley to *ACCEPT* the minutes.

VOTE: 8 FOR : (UNANIMOUS)

235 MATTERS ARISING – New information only

None

236 REPORT OF THE PLANNING & ENVIRONMENT COMMITTEE MEETING

The minutes of the meeting held on 22 March 2016 were presented
11 – Hanging Baskets

It was *AGREED* to *ACCEPT* the quotation for £303.00 and to place the order for the work to commence.

VOTE: 8 FOR : (UNANIMOUS)

It was *RESOLVED* to *ACCEPT* these minutes.
PROPOSED by Councillor A G Orgee and *SECONDED* by Councillor K Cuffley

VOTE: 8 FOR : (UNANIMOUS)

237 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

| | | | |
|--------------|---|--|------------|
| S/0692/16/PA | Single storey rear garden room at 54 The Green Road for Mr Kerry | SPC Comment: Information only | For |
| | | | |

| | | |
|--------------|---|---|
| S/0573/16/FL | Garden Room lean to conservatory ay 27 Martindale Way for Mr B McCabe <i>Proposed</i> by Cllr K Cuffley and <i>Seconded</i> by Cllr R M Richmond to Support | SPC Comment: Support Vote 6 For 1 Abstention 1 no vote (MJRM) |
|--------------|---|---|

Councillor W N Reid arrived 7.32pm

| | | |
|--------------|---|--|
| S/0512/16/FL | Single storey rear extension at 53 Broadmeadow for Mr D Lawrence <i>Proposed</i> by Cllr K Cuffley and <i>Seconded</i> by Cllr R M Richmond to Support | SPC Comment: Support Vote 6 For 1 Abstention 2 no votes (WNR : MJRM) |
| S/0637/16/FL | Proposed rear extension, internal alterations and loft conversion at 106 New Road for Mrs L Hudgson <i>Proposed</i> by Cllr K Cuffley and <i>Seconded</i> by Cllr R M Richmond to Support | SPC Comment: Support Vote 6 For 1 Against 1 Abstention 1 no vote (MJRM) |

238 ACCOUNTS FOR THE MONTH OF APRIL 2016

The accounts for the month of March amounting to £16,182.25 expenditure and £1,754.73 income were presented.

It was **PROPOSED** by Councillor W A Fell and **SECONDED** by Councillor K J L Cooper to **ACCEPT** the accounts.

VOTE: 8 FOR : 1 declared interest (KC)

239 MRS GINA PACK'S RESIGNATION

Councillor Dr D R Bard read out the resignation letter of the Snr Assistant Clerk who after 16 years has decided to retire. She has enjoyed working for the Parish Council and expressed the pleasure it has been working with the current Clerk for the last 7 years.

Councillor Dr D R Bard explained that whoever replaces the current Snr Assistant Clerk will need at least a month with Gina to understand the job. This will be discussed at the end of the meeting in camera.

240 ROMSEY MILL DONATION REQUEST

Romsey Mill had made a donation request to the Parish Council for £5,000. This was discussed at length as the Parish Council had previously only donated £2,500 per year which was paid termly when the Parish Council received reports regarding the Youth Club i.e. how many people attended each session together with the activities involved.

It was **PROPOSED** by Councillor K Cuffley and **SECONDED** by Councillor W N Reid that the Parish Council should be supporting the Youth Club and offer them £2,500 as previous years.

Councillor A G Orgee agreed with the offer of £2,500 and if they return to the Parish Council with a costed activity then consideration to an additional donation would be considered.

VOTE: 9 FOR : (UNANIMOUS)

241 each DONATION REQUEST

The East Anglian Children's Hospice had requested a donation for the Charity which supports families and cars for children and young people with life threatening conditions across Cambridgeshire and other areas. In Cambridgeshire there are currently 92 children and young people receiving care and support and the Parish Council felt this is a very worthwhile cause.

It was **PROPOSED** by Councillor K Cuffley and **SECONDED** by Councillor A G Orgee that the Parish Council donates £300, the same amount as previous years.

VOTE: 9 FOR : (UNANIMOUS)

242 SUMMER READING CHALLENGE DONATION REQUEST

Cambridgeshire County Council had requested a donation towards the Summer Reading Challenge at Sawston Library which helps fund additional staff to promote and deliver the challenge and to provide a range of supporting activities such as special story times and craft activities. Each year almost 100 children aged 4-11 sign up to take part in the Summer Reading Challenge at Sawston Library.

It was **PROPOSED** by Councillor Ms B Laxton and **SECONDED** by Councillor K J L Cooper the Parish Council donates £150 as requested.

VOTE: 8 FOR : 1 declared interest (AGO – County Councillor)

243 SEED, SOIL AND FERTILISER FOR GROUNDS

The Head Groundsman has made a request to purchase seed, soil and fertiliser for all the Grounds and the Cemetery.

Weed Killer (for all areas) : £80.00 (only one quote available)

Fertiliser (for cricket square) : £87.22 (only one quote available)

Soil (for Cemetery and all pitches) : £492.00 (only one quote available)

Seed (for Cemetery and all pitches) : £694.00 - Sheriff
: £820.00 - Boston Seed
: £990.00 - Grass Store

It was **PROPOSED** by Councillor Ms B Laxton and **SECONDED** by Councillor K Cuffley to order the soil, weed killer and fertiliser as quotes and order the seed from Sheriff.

VOTE: 9 FOR : (UNANIMOUS)

244 CHRIST CHURCH SOUTH CAMBS REQUEST TO USE SPICERS SPORTS GROUND

Christ Church South Cambs has requested using some of Spicers Sports Ground for their Summer Holiday Camp in June. They expect around 80 Primary School children from the village will attend. They used this last year and it was very successful.

This was discussed and **PROPOSED** by Councillor Ms B Laxton and **SECONDED** by Councillor K J L Cooper they could use the grounds for the days required but they would need to meet with the Groundsman first so they can discuss which areas are available.

VOTE: 9 FOR : (UNANIMOUS)

245 CORRESPONDENCE

Victims Hub letter : Noted

246 UPDATE BY COUNTY COUNCILLORS

See attached to these minutes

247 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

Induction for new Councillors

Councillor K J L Cooper suggested that with 5 new members from May, should the Parish Council set up an induction for them. Councillor Dr D R Bard explained that he wanted to put together an information pack for them and wanted to arrange a formal training programme for all Councillors.

Domino Pizza

There had been complaints about the Domino Pizza alarm going off for long periods of time throughout the night, which is unacceptable. Councillor Ms B Laxton said she would see if she can get someone who lives close by to record the times the alarm is going off and report back as the Clerk may need to write to them.

Current Committees

Councillor Dr D R Bard explained that he did not think the current committees were working as we have been cancelling quite a few meetings because of lack of business. He asked the Council to think about the idea of having 2 Full Parish meetings per month which would incorporate the Planning and Recreation Committees. This will be an Agenda item for the Full Parish Meeting to discuss.

248 IN CAMERA

Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings Act 1960 – it was resolved that because of the confidential nature of the business to be transacted, the public and press be asked to leave the meeting during consideration of the sensitive items in reserved matters

All members of the public left the meeting.

It was ***PROPOSED*** by Councillor K Cuffley and ***SECONDED*** by Councillor R M Richmond to go into camera for the following business

VOTE: 9 FOR : (UNANIMOUS)

Position of Assistant Clerk

It was ***AGREED*** to advertise for Gina's replacement and the Clerk will organise this as soon as possible.

Council Owned Land

Councillor Dr D R Bard explained that the Parish Council has spoken to a Solicitor concerning land owned by the Parish Council and have been advised on certain procedures to be taken.

Meeting closed 9.15pm

**Sawston Parish
Council**

Mar-16

| Supplier Name | Description | TO PAY |
|-----------------------|---|---------------|
| | | |
| ESPO | Dividers, gloves for groundsman and office supplies | £ 105.14 |
| BT | Office phones | £ 105.68 |
| Merlin Mica Hardware | Smoke & Carbon Monoxide Alarms for office & pavilions | £ 106.14 |
| ESPO | Hoover for office | £ 106.80 |
| SSE | Mill Lane Gas (8 Dec - 15 March) | £ 109.14 |
| Petty Cash | Petty Cash for month - stamps, refreshments for defib seminar | £ 113.58 |
| Honest Law | HR for month | £ 114.00 |
| ASL | F&G - Photocopier service and repairs | £ 137.03 |
| Murketts | February Fuel | £ 141.72 |
| ADT | Office Alarm | £ 157.07 |
| Travis Perkins | Sand/wood/cement for cemetery (to install astro turf) | £ 163.44 |
| Eon | Mill Lane Electric | £ 176.09 |
| ADT | Groundstore Alarm | £ 198.08 |
| Chris Watson Plumbing | Lynton Way Pavilion: Fit new thermocouple for boiler | £ 244.30 |
| Altone Limited | Printing of Chairmans Report 2015-2016 | £ 249.00 |
| Dor-2-Dor | Delivery of Chairmans Report 2015-2016 | £ 258.30 |
| Eon | Office Electric | £ 293.83 |
| SSE | Office Gas (8 Dec-15 March) | £ 300.51 |
| Park Vehicle Services | Fit tow bar to works van - Agreed FP February 2016 | £ 332.39 |
| British Gas | Lynton Way Gas | £ 394.01 |
| CGM | Ground maintenance for March 2016 | £ 509.52 |
| Lanham & Co | Monthly book keeping | £ 669.90 |
| S & P Services | Cleaning contract for month | £ 700.00 |
| Eon | Spicer Gas | £ 744.71 |
| Romsey Mill | Youth Provisions January - March 2016 | £ 833.33 |