



# SAWSTON PARISH COUNCIL

**MINUTES of a FULL PARISH COUNCIL MEETING HELD ON 14 MARCH 2017**  
**At Link Road Parish Council Offices - Meeting commenced at 7.15 pm**

**PRESENT:**

**Parish Clerk** Joanne Keeler

**Councillors**

David Bard (Chair)

Ray Matthews

Kevin Cuffley (Vice Chair)

Brian Milnes

Kieran Cooper

Rajnia Padia

Robert Grayston

Neil Reid

Colin Groves

Roger Richmond

Beck Laxton

Alison Setchell

Janet Martin

Mr M Kerr  
Mr D Williams  
Mrs J Merrick  
M Barker

Mrs I Gruby  
Mr R Hickford - CCC  
Mr V Padia  
B W H Barker

Mr T Colins – Planning Consultant for MOTO )  
Mr M Franks – Property Developer for MOTO ) 8.30 to 9.30 pm  
Ms Seerena Davey – Associate Director for MOTO )

**209 APOLOGIES FOR ABSENCE**

Councillor Tony Fell – Another meeting  
Councillor Tony Orgee – Another meeting  
Councillor Mike Mallows – Work commitments

**210 PUBLIC PARTICIPATION TIME (15 minutes)**

Councillor Kevin Cuffley confirmed that he had received a petition about the state of the road around Princess Drive and Woodland Road.

**211 DECLARATION OF INTERESTS FOR THIS MEETING**

None

**212 MINUTES OF THE MEETING**

The minutes of the Full Parish Council Meeting held on 14 February 2017 were read, confirmed and signed.

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Roger Richmond to **accept** the minutes with the above amendment.

**VOTE: 13 FOR : 0 AGAINST UNANIMOUS**

**213 MATTERS ARISING – New information only**

None

Councillor David Bard brought forward the co-option of a new Councillor.

## 217 CO-OPTION OF NEW COUNCILLOR

Mrs Jayne Merrick gave a brief presentation to Councillors about her background and the contribution she could make as a Parish Councillor.

Ballot papers were completed by all Councillors and passed to the Clerk for counting. There was no majority to accept Mrs Merrick's application. Councillor David Bard thanked Mrs Merrick for applying and explained that she should attend a few meetings in the first instance to find out how the Parish Council operates.

## 214 REPORT OF THE PLANNING & ENVIRONMENT COMMITTEE – 28 FEBRUARY 2017

The minutes of the Planning & Environment Committee held on 28 February 2017 were presented.

Item 7 – Third paragraph should be amended to read 'therefore safeguarding should not be an issue'.

Item 3 – Proposal to read 'Council accept the original offer of £40K'

Item 5 – S/0448/17/FL to read 'the roof line will lose the distinct character'

Item 9 – The Clerk to check the footpath number to Whittlesford – it may be 9 not 8.

It was **proposed** by Councillor Alison Setchell and **seconded** by Councillor Neil Reid to **accept** the minutes with the above amendments.

**VOTE: 13 FOR : 0 AGAINST UNANIMOUS**

## 215 REPORT OF THE CEMETERY COMMITTEE – 07 MARCH 2017

The minutes of the Cemetery Meeting held on 07 March 2017 were presented.

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Janet Martin to **accept** the minutes:

**VOTE: 13 FOR : 0 AGAINST UNANIMOUS**

## 216 ACCOUNTS FOR THE MONTH OF JANUARY 2017

The accounts for the month of February 2017 amounting to £25,473.67 expenditure and £1,079.50 income were presented.

It was **proposed** by Councillor Neil Reid and **seconded** by Councillor Roger Richmond to **accept** the accounts.

**VOTE: 13 FOR : 0 AGAINST UNANIMOUS**

## 218 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

Planning Application Ref	Location	SPC Comment:
<a href="#">S/0654/17/FL</a>	Construction of attached two bedroom house at 19 Sunderlands Avenue for Mr & Mrs Lindsay  <b>Proposed</b> by Councillor Janet Martin and <b>Seconded</b> by Councillor Beck Laxton to Support	No objection/Support  Vote 11 For 2 No votes
<a href="#">S/0705/17/FL</a>	Construction of two bedroom house at 24 Springfield Road for Mr & Mrs Lawrence.  <b>Proposed</b> by Councillor Janet Martin and <b>Seconded</b> by Councillor Robert Grayston to Support	No objection/Support  Vote 9 For 1 Against 2 no votes 1 Abstention

**Associated matters**

<a href="#">S/0200/16/CC</a>	Retention of the Marven Centre etc. Planning permission has been granted	Noted
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**219 AMENDMENT TO STANDING ORDERS REGARDING CO-OPTION OF A NEW COUNCILLOR**

Councillor David Bard informed Councillors that the Council's Standing Orders do not include a process for co-option of a new Councillor. Councillors agreed it should be included. The Clerk will prepare the wording to be agreed at the next Full Parish meeting in April.

**ACTION: The Clerk**

**220 REMEDIAL WORK REQUIRED FOLLOWING ELECTRICAL SURVEY**

The Clerk explained we have recently had an electrical survey carried out at the office and pavilions and remedial work has been identified. This includes changing the fuse board at the office with a metal consumer unit, replacing an emergency bulb in meeting room and investigating the high earth fault at Mill Lane pavilion.

The Clerk had received a quote for this work by the company who carried out the Electrical Survey. The council requested the Clerk to get a further two quotes.

**ACTION: The Clerk**

**221 FLOODLIGHTS AT MILL LANE & LYNTON WAY**

The Clerk explained that she has not received all the information necessary to discuss the floodlights so asked for it to be deferred to the next Recreation meeting on 18 April.

It was **proposed** by Councillor Beck Laxton and **seconded** by Councillor Alison Setchell to defer this item to the Recreation Committee meeting on 18 April

**VOTE: 13 FOR : 0 AGAINST 1 ABSTENTION**

**222 REQUEST FOR FAMILY FUN DAY AT MILL LNE ON SATURDAY 24 JUNE 2017**

The Parish Council has received a request for the use of Mill Lane recreation ground and pavilion for a charity family fun day that has been held for the last two years. The date is Saturday 24 June and the Clerk confirmed that the Head Groundsman is happy for the event to go ahead.

It was **proposed** by Councillor Beck Laxton and **seconded** by Councillor Janet Martin to agree to go ahead.

**VOTE: 13 FOR : 0 AGAINST 1 ABSTENTION**

**223 RE-SUBMISSION OF S137 APPLICATION FROM SAWSTON SENIOR CITIZENS**

Sawston Senior Citizens have requested £150 to support the cost of the room hire for their weekly bingo. This club provides older residents of Sawston with a weekly venue to get together for a chat over a coffee and a game of bingo and is well attended.

It was **proposed** by Councillor Janet Martin and **seconded** by Councillor Alison Setchell to grant this application.

It was then **counter-proposed** by Councillor Beck Laxton and **seconded** by Councillor Neil Reid to offer the shortfall of £80.00

**VOTE: 8 FOR : 5 AGAINST**

**224 S137 JOINT APPLICATION FROM GREENER SAWSTON & THE CHALLIS TRUST**

A joint application has been received from Greener Sawston and The Challis Trust Ltd for £225 for the purchase of children's and adult's binoculars, magnifying lenses and reference books and print posters/leaflets for a natural history education and research family event they are hosting in May. Any equipment funded will be kept at the Challis garden as a natural history 'library' for villagers to use.

It was **proposed** by Councillor Kevin Cuffley and **seconded** by Councillor Roger Richmond to grant this application.

**VOTE: 13 FOR : 0 AGAINST UNANIMOUS**

**225 SPEED MONITORING**

Councillor Colin Groves explained that he has been in touch with Whittlesford, Babraham and Pampisford and they all have a device which records traffic as it passes and then you are able to extract the data from it. It does not record number plates but will provide valuable statistical information. The units cost around £2,700 and powered by solar so can be moved around the village. Councillor Colin Groves will do some more research and let the Clerk know when to put it on the appropriate planning meeting agenda.

**226 STAFF FIRST AID REFRESHER COURSE**

The Clerk and Groundsman's annual first aid refresher course is due at a cost of £70.00 + vat each.

It was **proposed** by Councillor Janet Martin and **seconded** by Councillor Alison Setchell to book the 1 day course.

**VOTE: 13 FOR : 0 AGAINST UNANIMOUS**

**227 TREE WORK RECOMMENDED BY SCDT TREES OFFICER**

The Clerk explained that the South Cambs Trees Officer has recently visited Sawston to survey some trees and has proposed the following work:

- 3 x willow trees in Orchard Park need pollarding
- Tree in Wakelin Avenue needs pollarding
- Lime tree in cemetery needs to have the dead head removing

The Clerk has contacted 3 companies however only two quotes have been received as follows:

£845 + vat

£945 + vat

It was **proposed** by Councillor Roger Richmond and **seconded** by Councillor Alison Setchell to accept the quote for £845.00 + vat

**VOTE: 13 FOR : 0 AGAINST UNANIMOUS**

**228 CORRESPONDENCE**

Thank you from Sawston Fun Run organisers  
Thank you from Summer Reading Challenge  
Both noted.

**230 UPDATE BY COUNTY COUNCILLORS**

Report attached.

**231 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING**

Councillor David Bard informed the Councillors that we were successful in our bid for the crossing at New Road.

Councillor Brian Milnes asked if grants available from Groundworks can be made an agenda item for the next Full Parish meeting.

Councillor Brian Milnes asked if the Clerk can ask Highways to clear the footpath along Mill Lane adjacent to the Recreation Ground.

Councillor Rob Grayston informed the meeting that the Cambridgeshire & Peterborough Mayoral hustings will be held at Sawston Free Church on Saturday 01 April at 7.30 pm.

Kevin attended the last police panel meeting and the following issues were reported:  
Taxi licensing – if you get a taxi make sure they have a licence.

On Line Fraud – this is ongoing and is being investigated.

Cyclists not using lights

Drug taking/Anti-social behaviour in the village - this is ongoing and the Clerk is working with the police and Romsey Mill

Councillor Kevin Cuffley has had complaints regarding the brambles which are now hanging low on the corner of Park Road. This is now dangerous for mobility users. The Clerk will report to County Council.

**ACTION: The Clerk**

Councillor Kevin Cuffley met with Highways regarding the state of the road in Princess Drive and Woodland Road. He has received a petition about this and will take it forward.

The Clerk thanked Councillor Beck Laxton for her help with the design of the Chairman's report which was reiterated by the Chairman.

## **229 REPRESENTATIVES FROM MPC**

Councillor David Bard welcomed the MPC/MOTO representatives to the meeting. They introduced themselves:

Mr Tony Colins – Planning Consultant for MOTO

Mr Mark Franks – Property developer for MOTO

Seerena Davey – Associate Director for MPC

They explained that the site is opposite the Imperial War Museum at Duxford and the site would include:

- Amenities – restaurants, shops, toilets, seating
- Lodge – 60-100 bedrooms (maybe Premier Inn/Travelodge)
- Petrol filling station
- Drive Through coffee shop
- Parking for all vehicles – lorries, caravans etc.
- Electric car parking points

The area will be landscaped and in a screened environment.

They will address the three main issues: traffic, noise and light pollution.

They explained that there is no minimum distance between motorway services and they are looking at sites where there are strategic gaps and this area fits the criteria. There is a large gap between Birchanger and Cambridge services. The department of transport encourage it to be as close to the middle optimum location.

They are currently finalising the aviation report which is critical to this site and are awaiting feedback. Once they have this they will meet with SCDC for a pre planning application meeting.

They are hoping to engage with the public in September/October and hopefully be able to submit an application by the end of the year. If planning permission is granted they would hope to start on site within 6 months and it would be another 12 months to opening.

Public engagement will be managed through public consultations, job fairs (they will create about 150 jobs on this site), websites, newsletters, presentations to local Parish Councils. They are also in contact with the IWM.

Most questions focused on the traffic on the already busy A505. The developers will take this into account and address this with Highways when they get to that stage. They do have the capacity to make amends and pay for Highway upgrades if they are needed.

David thanked them for coming to the meeting.

**Meeting closed 9.30 pm**

**Sawston Parish Council**  
**Accounts February**

<b>Supplier Name</b>	<b>Description</b>	<b>TO PAY</b>
Clerks & Councils Direct	Subscription Renewal	£ 12.00
Cambridge Water Company	Lynton Way Water	£ 21.06
Ridgeons	New work boots for groundsmen	£ 23.99
Thurlow Nunn	Replacement nuts and bolts for hand held mower	£ 24.70
Simpers	Jacket for groundsmen - F&G	£ 25.19
Cambridge Water Company	Office Water	£ 26.98
ASL	Photocopier Contract	£ 36.52
Cambridge Water Company	Mill Lane Water	£ 41.58
Vodafone	Phone Contract	£ 44.47
Onecom	Office Phones	£ 61.30
Cambridge Water Company	Allotment Water	£ 83.78
Petty Cash	Petty Cash	£ 100.55
E-on	Mill Lane Electric	£ 107.82
Travis Perkins	Concrete for new fence at Cemetery and masonry brush	£ 113.51
Honest Employment Law Practice Ltd	Compliance Advice	£ 114.00
Thompson Electrical (Cambridge) Ltd	Supply and fit replacement bulkhead fitting to outside of Mill Lane Pavillion	£ 141.60
Grassline	Red paint for marking pitches	£ 143.82
Jackson Fire & Security Ltd	Smoke detector and Fire Alarm service	£ 155.40
Murketts	Fuel for February	£ 163.18
ADT	Office Alarm	£ 163.68
Cambridge Water Company	Spicers Water	£ 166.02
E-on	Pavillion Gas	£ 170.84
AmeyCespa (East) Ltd	Skip for Cemetery	£ 262.94
Sawston Fun Run & Walk	2017 Sawston Fun Run & Walk Donation	£ 400.00
CGM Group	Grounds Maintenance for February 2017	£ 509.52
Rentokil	Sanitary Bins at Pavillions and Office	£ 566.46
Cambridgeshire County Council	Part Night Street Lighting Energy	£ 567.87
Wybone	New Litter Barrow (agreed FP Feb 2017)	£ 605.99
Fordham Nursery	Plants for Cemetery (Agreed at FP Nov 2016)	£ 627.00
Lanham and Company Ltd	Book-Keeping for Month	£ 682.80
S&P Services	Pavillions Cleaning	£ 700.00
Romsey Hill Trust Ltd	Thursday Night Open Access Youth Club Jan - Mar 2017	£ 833.34
Sutcliffe Play	Replacement Parts/Safety chains etc/Recommendations for Play Equip from Play Inspection	£ 2,470.02
GA Landscapes & Groundworks Ltd	Concrete entrance to Huckeridge Hill Field agreed FP Feb	£ 3,252.00
Cambridgeshire County Council	Street Lighting Energy from 01/10/15 - 30/09/16	£ 3,609.64