SAWSTON PARISH COUNCIL

MINUTES of a FULL PARISH COUNCIL MEETING HELD ON 13 JUNE 2017
At Link Road Parish Council Offices - Meeting commenced at 7.15 pm

PRESENT:

Parish Clerk Joanne Keeler

Councillors

Kevin Cuffley (Vice-Chairman)	Brian Milnes
Robert Grayston	Tony Orgee
Beck Laxton	Rajni Padia
Ray Matthews	Neil Reid
Janet Martin	Roger Richmond
Mike Mallows	

Members of the Public

Mr M Kerr	Mrs J Merrick
Mrs I Gruby	Mrs J Osbourne
Mr N Day	Mr B Timmins
Mr D Williams	Mr D Nunn

26 APOLOGIES FOR ABSENCE

Councillor David Bard (Chairman) - holiday
Councillor Kieran Cooper – work commitments
Councillor Tony Fell - holiday
Councillor Colin Groves - holiday

Councillor Kevin Cuffley informed the meeting that Alison Setchell has resigned from the Parish Council for health reasons.

27 PUBLIC PARTICIPATION TIME (15 minutes)

A resident raised concerns about the number of vehicles parked near her house in Henry Morris Road that have not been moved for over a year. One car is taking up two spaces. The police have informed her that they are unable to help and suggested it is the District Council Enforcement team that need to take action. Councillor Colin Groves has provided help and has managed to get a couple of cars moved. The resident was asked to send the Clerk the details and she would report it.

Another resident commented on vehicles parking on double yellow lines particularly outside the Post Office. Councillor Kevin Cuffley informed the resident that we are aware of the issues which are ongoing.

28 DECLARATION OF INTERESTS FOR THIS MEETING

Councillor Kevin Cuffley – Item 33 Accounts purchase from Penniez
Councillor Kevin Cuffley – Item 34 as he is on the Planning Committee of South Cambs. District Council
Councillor Kevin Cuffley – Item 39 as he is a trustee of the ATC

29 MINUTES OF THE MEETING

The minutes of the Annual Parish Council Meeting held on 09 May 2017 were read, confirmed and signed.

It was ***proposed*** by Councillor Neil Reid and ***seconded*** by Councillor Tony Orgee to ***accept*** the minutes

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

30 REPORT OF THE PLANNING & ENVIRONMENT COMMITTEE MEETING – 23 MAY 2017

The minutes of the Planning & Environment Committee held on 23 May 2017 were presented.

Item 9 – Removal of tree in Edinburgh Avenue. The Clerk explained that the removal of the tree was not agreed by the Parish Council however as it was a recommendation by the South Cambridgeshire District Council Tree Officer she obtained quotations so it did not have to go to other meetings.

It was agreed to accept the quotation for £290.00 as recommended

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

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

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

Councillor Janet Martin thanked Councillor Neil Reid for chairing the Planning meeting in her absence.

31 REPORT OF THE CEMETERY COMMITTEE MEETING HELD ON 06 JUNE 2017

Item 8 – The Clerk will have a draft policy prepared for the next Cemetery meeting.

Item 9 – Fencing. It was agreed to accept the quote for £330 + VAT.

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

Item 10 – Repairs to pier at Cemetery. It was agreed to accept the quotation for £380 + VAT.

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

Item 13 – Purchase of tree. It was agreed to purchase the tree as recommended by the Tree Officer on behalf of the resident and to invoice them.

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

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

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

32 MATTERS ARISING

None

33 ACCOUNTS FOR THE MONTH OF MAY 2017

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

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

34 PLANNING APPLICATIONS AND ASSOCIATED MATTERS

Planning Application Ref	Location	SPC Comment:
S/1789/17/FL	Single storey front extension to house and conversion of garage at 53 Huddleston Way for Mr & Mrs Arthur ***Proposed*** by Councillor Tony Orgee and ***Seconded*** by Councillor Beck Laxton to Support	No objection/Support Vote 9 For 1 No vote 1 abstention
S/1687/17/FL	Single storey front extension to form porch at 17 Lynton Way for Cootes ***Proposed*** by Councillor Beck Laxton and ***Seconded*** by Councillor Brian Milnes to Support	No objection/Support Vote 9 For 1 No vote 1 abstention
S/1901/17/FL	Single storey side extension at 6 Hawthorn Avenue for Chris Green ***Proposed*** by Councillor Janet Martin and ***Seconded*** by Councillor Beck Laxton to Support	No objection/Support Vote 7 For 1 Against 1 No vote 2 abstentions
S/1891/17/FL	Proposed internal alterations; new porch fronting the highway; conversion of garage into new study and new openings formed to he rear elevations at 1 Babraham Road for Steve Williamson ***Proposed*** by Councillor Brian Milnes and ***Seconded*** by Councillor Tony Orgee not to support	No objection/Support Vote 9 For 1 No vote 1 abstention

Associated matters
S/0487/16/FL Appeal to Secretary of State. APP/W0530/W/3172972 Proposed erection of detached dwelling at Land adjacent Spring House, Church Lane. Noted.

35 SIGNING OFF ANNUAL GOVERNANCE STATEMENT 2016/17

The Committee answered Yes to all the questions

It was ***proposed*** by Councillor Neil Reid and ***seconded*** by Councillor Tony Orgee to sign off the Governance Statement 2016/17

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

36 SIGNING OFF ACCOUNTING STATEMENT FOR 2016/17

It was ***proposed*** by Councillor Neil Reid and ***seconded*** by Councillor Janet Martin to sign off the Accounting Statement for 2016/17

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

37 ROAD CLOSURE REQUEST

Network Rail is carrying out maintenance work and track inspections at Spicers railway crossing over 2 shifts between 00:30-05:00hrs on 01 and 02 August 2017. They have asked the Parish Council if they have any objections.

It was ***proposed*** by Councillor Beck Laxton and ***seconded*** by Councillor Brian Milnes to accept.

VOTE: 11 FOR : 0 AGAINST UNANIMOUS

38 CO-OPTION WORDING FOR STANDING ORDERS TO BE AGREED

The Clerk had circulated the Co-option wording for Standing Orders to all Councillors. Councillor Brian Milnes said he wanted the Council to be transparent and to vote openly when co-opting people onto the Council. Other councillors disagreed and would prefer the vote for co-option to be secret. Councillor Rob Grayston also suggested that the voting for Chairman and Vice-Chairman should also be in secret in order to maintain consistency.

It was ***proposed*** by Councillor Neil Reid and ***seconded*** by Councillor Ray Matthews to keep the co-option as a secret ballot and to add the prepared statement to Standing Orders with the following amendment to the last paragraph – remove 'and the Council is not required to consider them at a future call for members of the public to be co-opted Councillors'.

Councillor Beck Laxton requested a recorded vote.

FOR: Councillors Roger Richmond, Mike Mallows, Robert Grayston, Neil Reid, Rajni Padia, Ray Matthews, Tony Orgee, Janet Martin & Kevin Cuffley

AGAINST: Councillors Beck Laxton & Brian Milnes

It was agreed to add an agenda item to the next Full Parish meeting to discuss whether the Parish Council should have a secret ballot when voting for the Chairman and Vice-Chairman.

39 SECTION 137 APPLICATION FROM SAWSTON AIR CADETS

It was ***proposed*** by Councillor Brian Milnes and ***seconded*** by Councillor Rob Grayston to offer £300.00.

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VOTE: 9 FOR : 1 ABSTENTION : 1 NO VOTE

40 S137 APPLICATION FROM MAGPAS AIR AMBULANCE

Magpas has asked for a donation of £399.00 for the purchase of a kit bag to carry vital medicine and equipment to scenes of accidents. This was discussed and the Clerk was asked to defer this to the next Full Parish meeting and to find out how their organisation differs from the East Anglian Air Ambulance as we have recently donated to them.

41 S137 APPLICATION FROM ROMSEY MILL

Romsey Mill has asked for a donation of £2,000 towards the cost of taking 12 young people on a 5-day residential trip to the Lake District, where they will have the chance to try activities such as archery, canoeing and climbing. They want to help young people to build resilience and self-efficacy in order to cope well with the challenges of life. In order to do this, they aim to give young people the opportunity to take part in adventurous activities and residential experiences in which they are forced out of their comfort zone so that they learn just how much they can do and build their self-confidence.

This was discussed and the Parish Council considered it was a lot of money for a small number of children and they also wanted to take into consideration the £3k that is already given to Romsey Mill each year for the youth club. The committee also wanted to know how they selected the 12 children; are they all from Sawston. Romsey Mill also need to provide a copy of their accounts. The Clerk will obtain this information to bring to the next full parish meeting in July.

42 UPDATE ON NEIGHBOURHOOD PLAN

Councillor Janet Martin explained there was a neighbourhood plan stall at the Sawston fete and the Challis garden fete it will also be at the Church fete in a couple of weeks. So far 32 people have shown an interest in the principle of a neighbourhood plan and 20 are willing to help. Pampisford Parish Council has voted in favour of joining with Sawston. Babraham Parish Council is in favour of joining us in principle however at their public meeting residents asked for more information. They will let us know the outcome once they have done this.

43 UPDATE ON COMMUNITY ENGAGEMENT

Councillor Rob Grayston told the meeting there were a lot of visitors to his stand at Sawston Fete with queries ranging from Cambridge City football ground to verges, dog fouling, footpaths and more. He will email his list to the Clerk. It was agreed that the Parish Council and Neighbourhood planning group should have a joint stand t for future events which was agreed. Councillor Rob Grayston was thanked for initiating this and getting it up and running.

44 CORRESPONDENCE

Thank you e-mail from RelateCambridge
Thank you & feedback from East Anglian Air Ambulance
Noted

45 UPDATE BY COUNTY COUNCILLORS

Report attached

46 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING

Councillor Brian Milnes asked the Clerk to send out an e-mail before the full agenda is sent out asking if anyone wants anything added.

Councillors Mike Mallows and Roger Richmond expressed their disappointment that Alison Setchell had resigned.

Councillor Roger Richmond asked when the white lines will be painted on the A1301 where it has been resurfaced just passed McDonalds. Councillor Kevin Cuffley will look into this.

Councillor Beck Laxton suggested we should look into getting additional staff to attend to the footpaths etc during the summer months as these are getting neglected due to the amount of time spent on cricket. The Clerk will make this an agenda item for the next Staff Management Meeting.

Meeting closed 9.15 pm