



The Old School House  
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Sawtry  
Huntingdon  
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**TO MEMBERS OF THE COUNCIL:**

These are the minutes of the **MEETING OF THE FULL PARISH COUNCIL** on **Wednesday, 13<sup>th</sup> September 2023 at 7.30 pm** in the Old School Hall for the purpose of transacting the following business. Members of the Press and Public are invited to attend.

**MINUTES**

55/23	Apologies for Absence - None
	Co-Option – 1 Vacancy
	To Approve Minutes Dated - Full Council 12 <sup>th</sup> July 2023 – Approved.
	Matters Arising from Previous Minutes (for information only) None.
	Members' Declaration of Interest for items on the agenda: None
Public forum – meeting suspended. If residents of Sawtry wish to speak on any item on the agenda (max 3 mins) the meeting will be suspended for a 10-minute open forum. If you wish to speak you must inform the Clerk or the Chairman at least 24 hours before the meeting. Moto Services – see appendix 1	
56/23	<p>To Receive Reports from Representatives of Outside Bodies:</p> <ol style="list-style-type: none"> <li>1. District Council – Cllr Martin – Would like to welcome the two new Councillors to the Parish Council. The Green waste tax administrators have decided to go ahead and will start in May 2024 at a cost of £57.50, HDC will issue all new green bins and collect all the old green bins. Regarding the Sawtry Neighbourhood plan and the referendum some of the green spaces we have been unable to get any responses from the landowners.</li> <li>2. District and County Council – Cllr Bywater – HDC have a new chief executive who started Monday 11<sup>th</sup> September. County Council ongoing issues with Weeds, currently lots of complaints and a petition which will be raised at Full Council. Some of the potholes around the village have been repaired, please continue to report any issues to Highways. Hedge cutting has taken a lot of time and effort from Cllr Martin and the Clerk, and some areas have been cut back, but we need to get back to regular maintenance, some residents are clearing weeds from the curbs, and we need continued support, but ultimately this is Highways responsibility. Regarding the alternative land management scheme with HDC please report any issues and they assess for feedback, there will be signs at each area of land. The current congestion charge in Cambridge is being reviewed.</li> </ol>
57/23	To Receive the Chairman's Report – Attended the Mary Poppins dance along in the old school which was a big success and special thanks for Sally in the office for organising.
58/23	Committees

To Receive and In So Far as Required, Ratify Recommendations Contained in The Minutes of The Following Committees (as listed):

1. **Amenities Committee** – 26<sup>th</sup> July 2023 minutes previously circulated
  - 1.1 Accessibility around the village including Accessibility survey of the office and Hall previously circulated. – update from working Party – Cllr Bingham – Have recently carried out an independent accessibility survey of the Hall and Office and looking to carry out the full survey of the village.
  - 1.2 Accessibility around the Village survey – Confirm Public Realm Access Audit - Cost £5,500 approx. Proposed by Cllr White seconded by Cllr Whittaker and all in favour.
  - 1.3 Bench on Highways Lane by Roundabout – Bill Hall Way and Green End Road – To Approve cost £1395 plus installation. Proposed by Cllr Whittaker seconded by Cllr Sanderson 11 in Favour and 1 abstain.
  - 1.4 Cemetery update from the Clerk – The Delay due to the Headwall issue and Otter survey with Spirotech has now been completed and awaiting confirmation from Mid-Level Drainage board, The Parish Council have requested CDS group to start the tender process, this will be able to start once we receive confirmation from the mid-level drainage board.
  - 1.5 Slimming World Banner in The Parish Car Park – To agree 3 months advertising at £50 per month with all the A frame and banner advertisement around the village being removed as part of the agreement. Proposed by Cllr Gillespie seconded by Cllr Morgan and all in favour.

2. **Community Committee** – 28<sup>th</sup> June 2023 minutes previously circulated and approved.
  - 2.1 Vibrant Community Funding – Creative Arts East – update from the Clerk – Currently trying to arrange 2 shows, called the Time Machine and a Christmas Story more details to follow.
  - 2.2 Remembrance Day – Organising Parade 12<sup>th</sup> November 2023 – Update - Cllr Tuplin to set up a working Party with Cllrs Morgan, Potter, James and Harber – Cllr Tuplin to arrange a date and Invite the RBL to attend.

3. **Finance and General Purposes Committee** – 21<sup>st</sup> June 2023 Minutes previously circulated and approved.

4. **Planning Committee** – 23<sup>rd</sup> August 2023 – Minutes previously circulated.

5. **Greenfield Committee** – 21<sup>st</sup> June 2023 – Minutes previously circulated and approved.

- 5.1 – Tender process – Update from the Clerk – 7 Companies due to submit tender application, closing date 29<sup>th</sup> September, will arrange a Greenfield meeting once the tenders have come through.
- 5.2 – OPUS Energy – Have now switched to British Gas Lite as OPUS were charging £3 per day standing charge and 51p per unit Day Rate and 47p per unit night rate, British gas Lite are charging 40p per day standing charge, 29p per unit day rate and 22p per unit night rate.

59/23	<p><b>Finance:</b></p> <p>To note net summary of accounts as of 31<sup>st</sup> August 2023 – circulated and approved. To note bank reconciliation as of 31<sup>st</sup> August 2023 – Circulated and approved.</p> <p>AGAR signed off by External Auditor and Certificate of completion received and published.</p> <p>Parishioner request received to rent the Garage on the Green for a minimum of 1 year, (£45 per month) Accepted - Proposed by Cllr Mulcrone seconded by Cllr Morgan and all in favour.</p>				
60/23	<p><b>To Approve On-line Payments:</b> All payments approved Proposed by Cllr Whittaker seconded by Cllr Morgan and all in favour.</p>				
	Payable to	For	Net	VAT	Gross
	Staff	Wages/Salaries for 6 people –	5569.63	0.00	5569.63
	HMRC Cumbernauld	Tax & NI –	1676.99	0.00	1676.99
	LGSS	Pensions –	1616.52	0.00	1616.52
	Connections Bus project	Connections Project	1407.00	0.00	1407.00
	Age CCTV	CCTV on the Green	3267.00	653.40	3920.40
	Evans Jones Ltd	Accessible Survey	1153.00	230.60	1383.60
	Thomas Fattorini	Chairman Medallion	60.81	12.17	72.98
	Bradgate	Ground Maintenance	2030.00	406.00	2436.00
	OPUS Energy	Greenfield Energy Bill	290.72	14.54	305.26
	Camfire	Annual Maintenance to fire equipment	50.00	10.00	60.00
	Coopers	Van fuel June 2022 – Aug 2023	1032.99	0.00	1032.99
	Age CCTV	Annual CCTV maintenance	260.00	52.00	312.00
	PKF	External Audit	630.00	126.00	756.00
	MW Cleaning	Window Cleaner	70.00	0.00	70.00
		<b>TOTAL</b>	<b>19114.66</b>	<b>1504.71</b>	<b>20619.37</b>
	<b>Direct Debit payments</b>		NET	VAT	GROSS
	HDC	Rates	73.50	0.00	73.50
	ID	Mobile phone Contract	6.00	0.00	6.00
	Integrity Team	Wi Fi in the Hall	30.00	6.00	36.00
	GCI Network	CCTV contract	45.00	9.00	54.00
	British Gas	School Hall - Elec	259.67	12.98	272.65
	British Gas	School Hall - Gas	26.28	1.31	27.59

	British Gas	37 Green End - Elec	143.26	7.16	150.42
	British Gas	37 Green End – Gas	11.70	0.58	12.28
		<b>TOTAL</b>	<b>595.41</b>	<b>37.03</b>	<b>632.44</b>
		<b>GRAND TOTAL</b>	<b>19710.07</b>	<b>1541.74</b>	<b>21251.81</b>
61/23	Date of Next meetings	Greenfield Committee – 20th September 2023 Staffing Committee – 20 <sup>th</sup> September Finance and General Purposes Committee – 27th September 2023 Planning Committee – 27 <sup>th</sup> September ( If required ) Community Committee – 4 <sup>th</sup> October 2023 Full Council – 11 <sup>th</sup> October 2023 Amenities Committee – 25 <sup>th</sup> October 2023			

Steve Browning  
Clerk to the Council, RFO and Proper Officer  
20/09/2023

Appendix 1 –

Main concern is traffic coming into the village from A1 over St Andrews – Moto will look into signage options to divert traffic away from this area.

Lack of Footpath at the bottom of Green End Road will also be looked into.

Potentially a zebra crossing on Green End Road.

Moto will arrange for a further visit in 3 months.

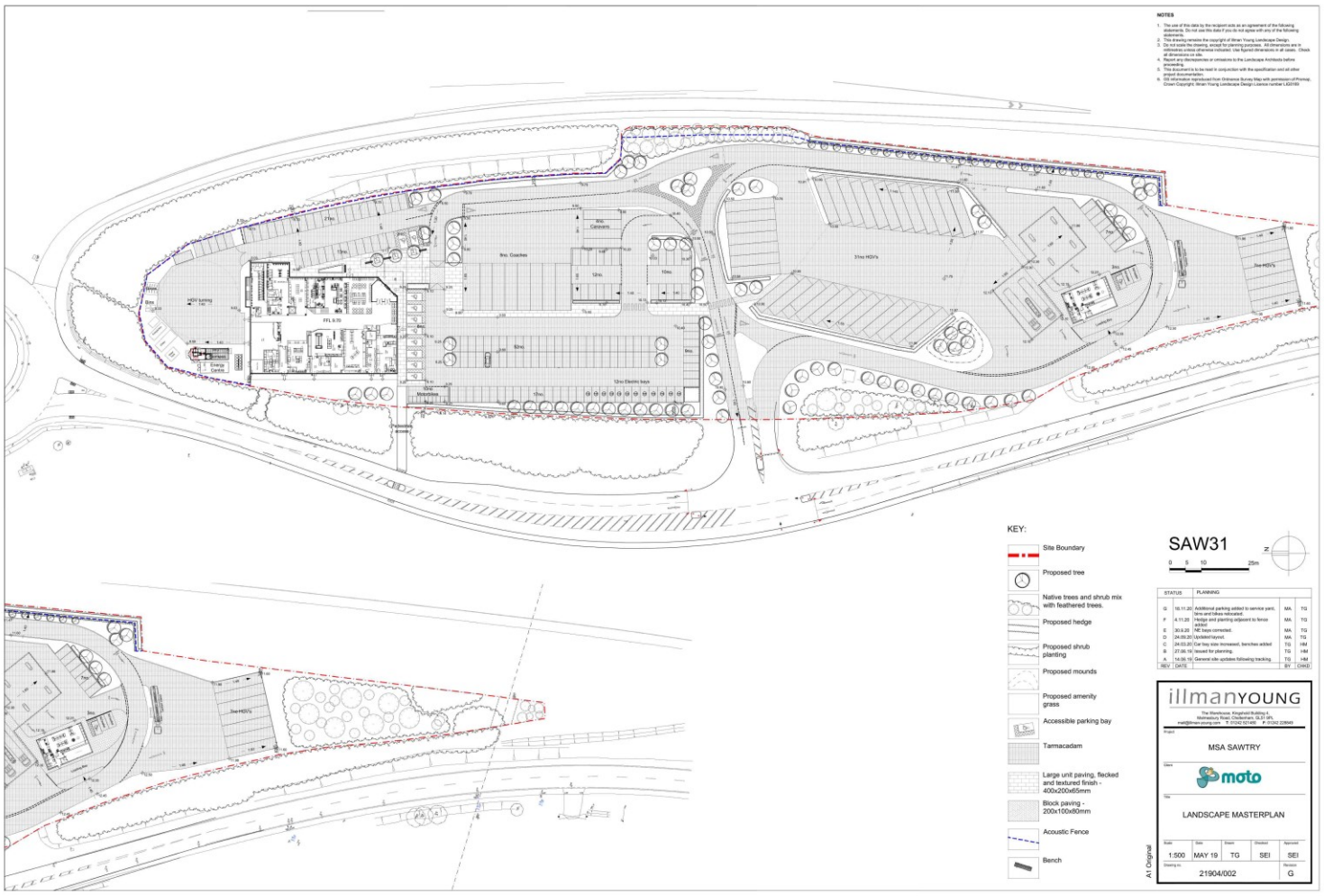






**NOTES**

- The use of this plan for the development is an obligation of the planning authority. It is not to be used for any other purpose without the written consent of the planning authority.
- This plan is subject to the approval of the planning authority.
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- KEY:**
- Site Boundary
  - Proposed tree
  - Native trees and shrub mix with feathered trees
  - Proposed hedge
  - Proposed shrub planting
  - Proposed mounds
  - Proposed amenity grass
  - Accessible parking bay
  - Tarmacadam
  - Large unit paving, flecked and textured finish - 400x200x65mm
  - Block paving - 200x100x60mm
  - Acoustic Fence
  - Bench

**SAW31**

0 5 10 25m

STATUS	PLANNING	DATE	BY
D	14/11/21 Additional parking added to service area	MA	TS
F	14/11/21 Final plan submitted to council	MA	TS
E	30/1/22 PC has been issued	MA	TS
C	24/02/22 PC has been issued	MA	TS
C	24/02/22 PC has been issued	MA	TS
B	27/02/22 PC has been issued	MA	TS
A	14/03/21 Council case update following tracking	MA	TS
	14/03/21 Council case update following tracking	MA	TS

**illmanyoung**  
The Planning, Design and Construction Experts

**MISA SAWTRY**

**moto**

**LANDSCAPE MASTERPLAN**

Scale: 1:500  
Date: MAY 19 TO SEI  
Drawing No: 21904/002  
Revision: G

