



The Old School House
37 Green End Road
Sawtry
Huntingdon
PE28 5UY

Tel: 01487 831771
Office Open 9.00 – 1.00 Mon – Fri
E mail: clerk@sawtry-pc.gov.uk
www.sawtry-pc.gov.uk

TO MEMBERS OF THE COUNCIL:

You are hereby summoned to attend a **MEETING OF THE FULL PARISH COUNCIL** on **Wednesday, 9th April 2025 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.

AGENDA

15/25	Apologies for Absence
	To Approve Minutes Dated - Full Council 12 th March 2025
	Matters Arising from Previous Minutes (for information only)
	Members' Declaration of Interest for items on the agenda:
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.	
16/25	To Receive Reports from Representatives of Outside Bodies: <ol style="list-style-type: none"> 1. District Council – Cllr Martin 2. District and County Council – Cllr Bywater
17/25	To Receive the Chairman's Report
18/25 Committees	To Receive and In So Far as Required, Ratify Recommendations Contained in The Minutes of The Following Committees (as listed): <ol style="list-style-type: none"> 1. Amenities Committee – 19th March 2025 minutes previously circulated. <ol style="list-style-type: none"> 1.1 Working Party Update 1.2 Purchase of a David Ogilvie bench – Site: GP Surgery Glatton Road £1458 plus VAT and delivery– Need to approve 1.3 Purchase of a David Ogilvie bench – Site: Deerpark £1458 plus VAT and delivery, also to have concrete base installed for disabled access – Need to approve 1.4 Biodiversity policy – Need to approve 1.5 New Gate and ramp to allow access for the cricket Roller at Greenfield – To approve quotation from Camservice for £1656 1.6 Camera at Belgrave square – Need to approve cost of camera £250 1.7 Set up working Party for Belgrave Square 1.8 WI Hall – The WI to continue running the hall for 3 months to give the Parish Council time to go through the full process ready for Amenities committee meeting 18th June 2025 – Need to approve 1.9 Email request from allotment holder at Rowell Way – Basket of fresh fruit and vegetables to be left onsite for donation – Need to approve.

	<p>2 Community Committee – 9th October 2024 minutes previously circulated and approved 2.1 Update Cllr Potter</p> <p>3 Finance and General Purposes Committee – 26th February 2025 Minutes previously circulated and approved. 3.1 The lock up Roof repairs – update</p> <p>4 Planning Committee – 26th March 2025 – Minutes previously circulated and approved. 4.1 Teversham Parish Council letter to Minister of State (Minister for housing and planning) – previously circulated – Need to approve.</p>																																																																					
	<p>5 Staffing Committee – 26th March 2025 5.1 Pay review – need to Approve all increment increases 5.2 Agree to the restructure of office staff. 5.3 Approve set up of new computer system £820.20</p>																																																																					
19/25	<p>Finance:</p> <p>To note net summary of accounts as of 28th February 2025 – circulated, March 2025 to follow To note bank reconciliation as of 28th February 2025 – circulated, March 2025 to follow.</p>																																																																					
20/25	<p>To Approve On-line Payments:</p> <table border="1"> <thead> <tr> <th>Payable to</th> <th>For</th> <th>Net</th> <th>VAT</th> <th>Gross</th> </tr> </thead> <tbody> <tr> <td>Staff</td> <td>Wages/Salaries for 6 people</td> <td>6697.25</td> <td>0.00</td> <td>6697.25</td> </tr> <tr> <td>HMRC Cumbernauld</td> <td>Tax & NI -</td> <td>2198.04</td> <td>0.00</td> <td>2198.04</td> </tr> <tr> <td>LGSS</td> <td>Pensions –</td> <td>1976.53</td> <td>0.00</td> <td>1976.53</td> </tr> <tr> <td>K.Coopers</td> <td>Van – Diesel, 2023 - April 2024</td> <td>623.17</td> <td>0.00</td> <td>623.17</td> </tr> <tr> <td>Powerlite Fire Safety</td> <td>Fire risk assessment Hall, Office, Greenfield</td> <td>350.00</td> <td>0.00</td> <td>350.00</td> </tr> <tr> <td>Barham Electrical</td> <td>Replace new lights - hall, fix heater sockets at Greenfield</td> <td>603.69</td> <td>120.73</td> <td>724.42</td> </tr> <tr> <td>Barham Electrical</td> <td>Install and connect defib – Fen Lane</td> <td>429.70</td> <td>85.94</td> <td>515.64</td> </tr> <tr> <td>Wyton Mower Centre</td> <td>Service equipment</td> <td>310.00</td> <td>62.00</td> <td>372.00</td> </tr> <tr> <td>Newton Flags Ltd</td> <td>VE80 Flag and bunting</td> <td>67.00</td> <td>13.40</td> <td>80.40</td> </tr> <tr> <td>Durant Cricket</td> <td>Site Screens</td> <td>2400.00</td> <td>480.00</td> <td>2880.00</td> </tr> <tr> <td>Camservice</td> <td>Astro Turf - Greenfield</td> <td>2921.92</td> <td>730.48</td> <td>3652.40</td> </tr> <tr> <td></td> <td>TOTAL</td> <td>18577.30</td> <td>1492.55</td> <td>20069.85</td> </tr> </tbody> </table>					Payable to	For	Net	VAT	Gross	Staff	Wages/Salaries for 6 people	6697.25	0.00	6697.25	HMRC Cumbernauld	Tax & NI -	2198.04	0.00	2198.04	LGSS	Pensions –	1976.53	0.00	1976.53	K.Coopers	Van – Diesel, 2023 - April 2024	623.17	0.00	623.17	Powerlite Fire Safety	Fire risk assessment Hall, Office, Greenfield	350.00	0.00	350.00	Barham Electrical	Replace new lights - hall, fix heater sockets at Greenfield	603.69	120.73	724.42	Barham Electrical	Install and connect defib – Fen Lane	429.70	85.94	515.64	Wyton Mower Centre	Service equipment	310.00	62.00	372.00	Newton Flags Ltd	VE80 Flag and bunting	67.00	13.40	80.40	Durant Cricket	Site Screens	2400.00	480.00	2880.00	Camservice	Astro Turf - Greenfield	2921.92	730.48	3652.40		TOTAL	18577.30	1492.55	20069.85
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	Direct Debit payments		NET	VAT	GROSS
	ID	Mobile phone Contract	6.00	0.00	6.00
	HDC	Rates	75.00	0.00	75.00
	Integrity Team	Wi Fi in the Hall	38.95	2.05	41.00
	GCI Network	CCTV contract	45.00	9.00	54.00
	British Gas	School Hall - Elec	192.42	9.62	202.04
	British Gas	School Hall - Gas	467.95	23.40	491.35
	British Gas	37 Green End - Elec	69.34	3.47	72.81
	British Gas	37 Green End – Gas	145.45	7.27	152.72
	British Gas	Greenfield – Elec	119.08	5.95	125.03
	BT	Office Internet/Phone	35.34	1.86	37.20
		TOTAL	1194.53	62.62	1257.15
		GRAND TOTAL	19771.83	1555.17	21327.00
21/25	Date of Next meetings	Community Committee – 16 th April 2025 Finance and General Purposes Committee – 23 rd April 2025 Planning Committee – 23 April 2025 Full Council – 14 th May 2025 Amenities Committee – 18 th June 2025 Staffing Committee – 26 th November 2025			

Steve Browning
 Clerk to the Council, RFO and Proper Officer
 Date Published: 4th April 2025