



## Parish Clerk

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**NOTICE OF MEETING:** Full Council  
**TIME:** 7.30pm  
**DATE:** 27<sup>th</sup> September 2022  
**VENUE:** The Pavilion, The Brook, Sutton.

Planning applications: All applications can be viewed at [www.eastcambs.gov.uk/online-applications/](http://www.eastcambs.gov.uk/online-applications/), then putting the application number in the search bar.

Dear Sir/Madam

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

Mrs R Hughes  
Clerk to Sutton Parish Council  
21<sup>st</sup> September 2022

MEMBERS 15 QUORUM: 5

## A G E N D A

**75/22 To receive and note apologies for absence.**

**76/22 To receive declarations of interest**

- a) Councillors to declare any personal interest in any items on the agenda
- b) Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- c) Councillors to declare any pecuniary interest in any items on the agenda.

**77/22 Public Participation**

To adjourn the meeting for up to 10 minutes to allow any members of the public and Councillors declaring a prejudicial interest to address the meeting **in relation to the business to be transacted at that meeting.**

**78/22 To approve the minutes as a true record of the meeting of Council held 23<sup>rd</sup> August 2022 (Attached)**

**79/22 Jo Johnson Andow – East Cambs DC Community Safety and Support Officer.**

1. To receive a short presentation from Jo Johnson Andow on the role of Community Safety and Support Officer.

**80/22 Co-option to fill council vacancies.**

1. To hear from application on filling casual vacancy.
2. To consider and approve application.

**81/22 Matters for Information only**

- 1) Clerk to update on ECDC Quarterly Inspection report for Stirling Way Play Park
- 2) ECDC Information regarding Street Trading for private land. (attached)

- 3) Feedback on the Summer Sports Holiday project. (Attached)
- 4) Fens Reservoir Project Team update and briefing pack (Attached)
- 5) Clerk to report. Community Room & Sutton School. Confirmation received on agreement.

**82/22 To receive and note the Project Chart and Action Plan** (attached)

**83/22 To receive reports in relation to Sutton from:**

1. Cllr Lorna Dupre – Cambridgeshire County Council (attached)
2. Cllr Lorna Dupre & Cllr Mark Inskip – East Cambridgeshire District Council (attached)

**84/22 Finance**

**1. To approve payments.**

Online Payments

September	Salaries & expenses	£7238.37
September	Cambs Pension Fund	£824.47
Veolia Ltd	Easi-bins	£147.00
The Copier Warehouse	Photocopying	£85.06
Centradata Ltd	Support/email host	£75.60
HMRC	Tax & NIC	£1466.52
PKF Littlejohn	External Audit	£720.00
ESPO	Admin/cleaning supplies	£96.08
Vision ICT	Website changes	£42.00
Digital Creations	Newsletter printing	£495.00
Gallagher	Van Insurance	£647.76
Gallagher	Insurance	£163.37
Truelink Ltd	Grass maintenance	£568.98

Direct Debits

B & CE	Peoples Pension	£145.27
Wavenet	Mobile phones	£107.33
Volkswagen FS	Van lease	£242.99
Southern Electric	Street light electric	£95.65
ECDC	Non-domestic Rates	£595.00
Pozitive Energy	Pavilion – Electric	£13.20
PWLB	Loan	7,612.50
WAVE	Glebe – water rates	£48.71
WAVE	Pavilion – water	£148.40
Savills	Allotment land rent	£950.00
BT	Phone & Internet	£37.19

**85/22 Planning**

**1. Approvals**

- i) 22/00614/FUL. 7 Garden Close. Proposed single storey extension.
- ii) 22/00665/FUL. 24 The Brook Sutton. Construction of front porch, single storey side and rear extension, single storey rear extension, and extended outbuilding
- iii) 22/00888/FUL. 3A Victoria Place Sutton. Infill single storey front extension with a bay window
- iv) 22/00752/FUL. 1 Link Lane Sutton, Conversion of existing garage to annexe accommodation and construction of alterations to the infrastructure

**2. Planning Applications**

- i) 22/00813/FUL. 19 The Row Sutton. Construction of single storey rear extension and internal alterations
- ii) 22/00580/RMM. Land South of Straw Burning Plant Elean Business Park Sutton, Reserved matters of previously approved 11/00452/OUM for Application to replace extant planning permission (07/01429/OUM) for Outline planning permission for data centre buildings

(Class B1) up to 65,000 sqm together with associated services, offices, infrastructure, car parking and landscaping at the Elean Business Park

**Amendment - 7th September Amended Plans and additional information received on 16.08.2022 and 05.09.2022; Site plan, landscaping and biodiversity details, Security and fire strategy statements, drainage details.**

- iii) 22/00665/FUL. 24 The Brook Sutton. Construction of front porch, two storey side and rear extension, single storey rear extension and extended outbuilding **22nd August the amendment involves: Reduction in extension from two storey to single storey and amended porch design - Description amended to: Construction of front porch, single storey side and rear extension, single storey rear extension, and extended outbuilding'**. Extension for comments not possible, as the PC decision was ECDC to determine previously – this decision still stands. - Application Approved 9<sup>th</sup> September.
- iv) 22/00507/RMM. Land Adjacent 43 Mepal Road Sutton. Reserved matters for layout, scale, appearance and landscaping of 164 dwellings (excludes self-build plots), internal roads, parking, open space, landscaping, sustainable urban drainage and ancillary infrastructure pursuant to 19/01707/OUM – Full amendments and additional information re: Site layout, house types, landscaping, boundary treatments, noise assessment, drainage details, biodiversity information and marketing suite details.
- v) 22/01044/OUT 44 The Row. Outline application with matters reserved except access and scale for the erection of two dwellings.

### **3. Tree Applications**

- i) 22/00871/TPO. 109 High Street Sutton. T1 Walnut - Reduce low limb from over driveway by a maximum of 2 metres. Reduce low limb over neighbours' path and flat concrete area by a maximum of 2 metres – approved

## **86/22 Committees and Working Parties**

### **1. Finance Working Party 22<sup>nd</sup> August 2022 and 12<sup>th</sup> September 2022.**

- a) To receive notes of the working party.
- b) To consider recommendations from the working party.
  - i) It is recommended by the working party and RFO that the parish council does not opt out of the External Audit appointment arrangements.
  - ii) To note the External Audit Report for year end March 2022.

### **2. Personnel Committee meeting 27<sup>th</sup> September 2022**

- a) To receive verbal recommendation on the end of probation period for Mr A Clarke.

### **3. ECDC Climate partnership meeting notes 8<sup>th</sup> Sept. (Attached)**

- a) To receive notes and consider any action for the Climate Change working party.

## **87/22 Community Gritting scheme**

- 1. To consider joining the County Council Winter Gritting Scheme. (Attached)

## **88/22 Section 106 Agreement – Land Adjacent to 43 Mepal Road**

- 1. To receive summary report on the Section 106 Agreement: Land adjacent Mepal Road. (Attached)

## **89/22 Cambs ACRE/ECDC Warm Hubs. (Attached – notes from meeting Cllr Stevens).**

- 1. To consider joining scheme and resources required.

## **90/22 To receive report regarding works required to trees.**

1. To receive report and quotations (attached)
2. To approve ECDC planning application for tree works in the conservation area and approval from Sutton Pools Charity for tree work on their land.

**91/22 CCC transport strategy**

- 1) Stakeholder Engagement Survey for three transport strategies. – Public Consultation. (Attached)
- 2) To consider any response from the Parish Council.

**92/22 No 39 Stagecoach bus – removal from service at end October 2022**

- 1) Update on current situation.
- 2) To consider any action from the Parish Council

**93/22 Sutton Feast Firework display**

- 1) To receive details on proposed Firework display by Sutton Feast.

**94/22 Diary Dates**

1. Multi-agency Partnership and Prevention team meeting invite: ATM ram raids and precursor criminality. 30<sup>th</sup> September 7.30pm via teams.

**95/22 Date of Next Meeting(s)**

Full Council – 25<sup>th</sup> October 2022

**Members of the public and press are welcome to attend the meeting.**