



Parish Clerk

Mrs R A Hughes FSLCC
The Glebe
4 High Street
Sutton
Ely
Cambs
CB6 2RB

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NOTICE OF MEETING: Full Council
TIME: 7.30pm
DATE: 27th June 2023
VENUE: The Glebe Hall, 4 High Street, Sutton.

Planning applications: All applications can be viewed at 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 purpose of considering and resolving the business to be transacted at the meeting as set out below.

Mrs R Hughes
Clerk to Sutton Parish Council
21st June 2023

MEMBERS 15 QUORUM: 5

A G E N D A

34/23 To receive and note apologies for absence.

Mr N Oakland

35/23 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.
- d) To consider written requests from Members for dispensations.

36/23 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.**

37/23 To approve the minutes of the meeting of Council held on 23rd May 2023 (attached)

38/23 Matters for Information only

1. CCC TTRO – The Brook (attached)
2. CCC – Chain Causeway (attached)

39/23 To receive and note the Project Chart and Action Plan (attached)

40/23 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)

41/23 Finance

1. To approve payments.

Online Payments

June	Salaries & expenses	£7805.26
June	Cambs Pension Fund	£830.12
Veolia Ltd	Easi-bins	£167.40
Centradata Ltd	IT support	£223.84
The Copier Warehouse	Photocopying	£106.20
ESPO	Cleaning/Admin	£70.44
Mark Allen	Glebe window clean	£30.00
UKBC	Boiler Service	£102.00
ECDC	Uncontested election costs	£250.00
Fenland Fire App	Fire appliance service	£242.64
Metrorod	Glebe drains	£126.00
Polyglaze	Pavilion porch door	£192.00
Ely Skip Hire	Burial ground skip	£164.00
Briar Security	Maintenance charge	£161.40
Daniel Lawrence	Repair toilet flushes	£195.54
Sigma	Facility staff t-shirts	£36.00
Godmanchester TC	Play park inspection training	£403.50

Direct Debits

ECDC	Non-domestic rates (June)	£611.00
B & CE	Peoples Pension	£166.07
Wavenet	Mobile Phones	£125.89
Volkswagen FS	Van Lease	£242.99
EDF	Pavilion Gas	£394.04
EDF	Glebe electric	£411.08
EDF	Glebe Gas	£65.79
EDF	Pavilion electric	£284.30
EDF	Floodlights	£9.45
SSE	Street lights	£201.38
HMRC	Tax & NIC	£1600.19
WAVE	Water Rates – Pavilion	£155.05
WAVE	Water Rates – Glebe	£46.85
BT	Phone & Internet	£260.68
EDF	Pavilion – Electric	£231.26
EDF	Glebe – Electric	£588.23

2. Internal Audit Review

- a) Clerk to report on quotations for internal audit service for 2024/2025.
- b) To consider and approve internal audit service for 2024/2025.

42/23 Committees and Working Parties

1. To receive report from EPR Community Liaison Meeting. (26th May 2023)
2. Traffic & Transport WP
 - a) To receive notes from the traffic & transport meeting – 12th June 2023 (attached)
 - b) To consider recommendations
 - i) To put on hold plans for a path across the green outside the doctor's surgery until the long term future of the surgery is clearer.

- ii) Parish Clerk to prepare a consultation on the opening of the path from The Orchards to St. Andrews Close to accompany the summer newsletter with the ability for residents to respond by returning a physical form to the Glebe or by completing an online survey.

3. Finance WP

- a) To receive notes from the Finance WP meeting – 20th June 2023 (attached)
- b) To consider recommendations.
 - i) Full Council to approve the purchase of the leased van at a sum of £5750.00 plus VAT, and to authorise the clerk to complete the forms on behalf of the parish council.
 - ii) Full Council to approve the change of contracts from EDF to SSE in January 2024, and the new direct debits.
 - iii) Full Council to discuss projects and how it wishes to proceed when the fund is released (attached)

43/23 Planning

1. Approvals

- i) 23/00456/SON. Lees Packhouse The Gault Sutton. Installation of a non-domestic 276.045kWp roof mounted solar PV system.
- ii) 23/00525/TRE. 6 Sutton Park Sutton. G1 3 x Viburnum trees - Fell. Trees are in front garden next to garage behind a conifer hedge.
- iii) 23/00481/LBC. 22A High Street Sutton. Proposed alterations to 2nd floor bathroom compartment

2. Planning Applications

- i) 23/00589/FUL. Land adjacent 107 The Row Sutton. Proposed lake and associated works.
- ii) 23/00606/FUL. 111 High Street Sutton. Demolish existing single storey flat roof extension and replace with 2 storey rear extension
- iii) 23/00327/FUL. 34 Saffron Piece Sutton. Proposed timber outhouse for use as dog grooming facility (Change of Use)
- iv) 23/00600/FUL. Cambridge Machinery Sales Ground Elean Business Park Sutton. Installation of new auction hall and the relocation of existing auction hall to be utilised for storage ancillary to the business with associated works and infrastructure.

44/23 Parking issues and disability parking outside One-Stop.

- 1. To receive report (attached)
- 2. To consider making an application and funding in the event of an LHI or PFLHI.

45/23 Date of Next Meeting(s)

Full Council – 25th July 2023

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