

**Parish Clerk**

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

Tel: 01353 777189

Email: mail@suttonpc.org.uk

NOTICE OF MEETING:**TIME:****Full Council****7.30pm****DATE:****Tuesday 25th June 2019****VENUE:****The Pavilion, The Brook Sutton**

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
19th June 2019

MEMBERS

15

QUORUM:

5

A G E N D A**36/19 To receive and note apologies for absence.**

Mr I Dewar and Miss B Skelham.

37/19 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.

38/19 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.

39/19 Sgt Rabel – Report on Current crime trends, local issues, and short questions and answers.**40/19 Matters for Information only.**

- 1. Clerk to report on Tree survey and maintenance plan.

41/19 To approve the minutes of the annual meeting of Council held on 28th May 2019 (Enclosed)**42/19 To receive County and District Councillor reports.**

- a) County Council Report – Cllr L Dupre. (Enclosed)
- b) District Council Report – Cllr L Dupre & Cllr Inskip (Enclosed)
- c) Councillor Questions.

43/19 To receive and note the Resolution Action chart (Enclosed)

44/19 Planning Committee

1. To appoint members onto the committee in accordance with Terms of Reference. (9 members)

45/19 Planning

1. **Planning Approvals** – None received

2. **Planning Refusals** – None received

3. **Planning Applications**

- i) 18/01579/FUL. 1 Windmill Lane. Removal of wood panel and replacement with new UPVC window.
- ii) 19/00747/FUL. 66 St Andrews Close. Internal first floor alterations and external elevation changes.
- iii) 19/00374/FUL. 119 The Row: Amendment: Ditch infill details.
- iv) 19/00734/FUL. Site West of Crown Yard Depot. Proposed eight containers and yards.
- v) 19/00364/FUL. Replacement scout hut. Amendment. Additional information includes and additional planning statement to address concerns.
- vi) 19/00197/VARM. Site North West of Mepal outdoor centre. To vary conditions of previously approved 14/00204/FUM. Amendment: Additional information includes a flood risk assessment.
- vii) E/3004/18/CM Mepal Reservoir, Land of Blaby's Drove, Sutton Gault.
Application available at:
<http://planning.cambridgeshire.gov.uk/swift/apas/run/whappcriterial.display>

Construction of an additional irrigation reservoir by the extraction and export of sand and gravel using existing silt settlement ponds, processing plant, weighbridge. Office buildings and access onto the A142 Chatteris Road between Mepal Outdoor Centre and Hiam's Bridge.
- viii) Clerk to inform on submitted comments relating to: 18/01815/OUT. Site south of 9 – 13 The Row. Amendment: Additional information received includes amended site location plan, ownership certificates and access design.

4. **Withdrawn Planning Applications**

- i) 18/0817/OUM. Land opposite 142 The Row.
- ii) 19/00619/FUL. 122 High Street. Construction of rear single storey extension/sun room. Proposed automatic entrance gates and boundary wall to the front of the property.

5. **Street naming & Numbering**

1. To consider a suitable 'theme' to put forward for street names at the Linden Homes site.

6. **Tree work applications**

1. 2 Eastwood Close. Consent for 1 x Silver birch – Fell.

46/19 Finance

1. Finance & Reporting Working Party.

- a) Minutes of meeting of 4th June 2019 (Enclosed)
- b) To consider and approve recommendations from the meeting.
 - i) To approve the following Virements

£5.00 to Code 4580/100 ICCM from 4610/500 contingency
£75.00 to Code 5040/310 from 4610/500 contingency
£24.00 to Code 4610/500 Contingency 4505/340 Drainage rates

2. To approve payments

a)	<u>Online Payments</u>		
	June	Salary payments & expenses	£TBC
	LGSS	Pension	£TBC
	HMRC	Tax & NIC	£3356.19
	Veolia ES (UK) Ltd	Easi-bins	£115.56
	The Copier Warehouse	Photocopying	£103.68
	IntouchCRM	Website & domain	£64.77
	Truelink Ltd	Grass maintenance	£192.00
	ESPO Ltd	Cleaning/Maint materials	£81.66
	G & J Peck Ltd	Lengthsman supplies	£17.41
	Fenland Fire Appliance	Fire appliance checks	£138.84
	East Cambs D C	NP printing	£60.00
	Canalbs Ltd	Internal Audit	£116.15
	CamAlarms Ltd	Fire alarm maintenance	£94.80
	Ely Skip Hire	Skip hire	£115.00
	David Frear Service & Main	Boiler servicing	£144.00
b)	<u>Direct Debits</u>		
	The Peoples Pension	Pension	£TBC
	Volkswagen Leasing	Van Lease	£242.99
	ECDC	Non-domestic rates	£614.00
	BT	Phone & Internet	£299.76
	SSE	Electric – The Glebe	£18.02
	SSE	Electric – Flood-lights	£18.02
	SSE	Electric – The Glebe	£156.69
	Wave	Water & Sewerage Pavilion	£407.01

3. To receive Internal Audit Report for Year End March 2019. (Enclosed)

- a) To receive and consider Internal Audit Report.

4. To appoint Internal Audit for Financial year 2019/2020.

- a) To consider and approve the appointment of Canalbs Ltd.

5. Grant applications (Enclosed)

- a) To consider and approve grant application to Sutton Garden Club
b) To consider and approve grant application to Sutton Rainbows

6. Clerk to report on a request for free use of Glebe Hall

- a) To consider and approve free use of the Glebe Hall for training purposes.

47/19 To receive reports from Management Committees and working parties.

1. Sports and Recreation working party.

- a) Minutes of the meeting of the 5th June 2019 (Enclosed)
b) To consider and approve recommendations from the working party.
i) To organise a drop-in Parish Council Open Forum to consult on ideas for new and improved sports and recreation facilities. Date to be agreed by the Clerk. The consultation and the event to be publicised in the Parish Council Summer Newsletter.

48/19 Sutton Kebab Van licence.

1. To hear report from Clerk on current licence and renewal of licence to a new tenant.
2. To discuss and approve terms of licence and fee payment.

49/19 Assets of Community Value

1. To discuss nomination for Asset of Community Value.

50/19 Allotment land rent

1. To receive notification from Savills on behalf of Church Commissioners to increase rent of land at Chain Causeway.

51/19 Sutton Parish Council Action Plan

1. To discuss draft Action Plan 2019/2020 (enclosed)

52/19 Diary Dates

28th September 2019 – Sports & Recreation WP community event.

53/19 Date of Next Meeting(s)

16th July 2019 – Planning Committee
23rd July 2019 - Full Council
6th August 2019 – Personnel Committee

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