

**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:****DATE:****VENUE:****Full Council****7.30pm****Tuesday 22nd October 2019****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
16th October 2019

MEMBERS

15

QUORUM:

5

A G E N D A

97/19 To receive and note apologies for absence.

98/19 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.

99/19 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.

100/19 Matters for Information only.

- 1. Clerk to note resignation of a member of staff and recruitment process to fill post.
- 2. CCC Highways department Open Day – Witchford.
- 3. Clerk to update on Sutton Time Bank.
- 4. Clerk to update on Open Spaces group planting.
- 5. Invitation to Cambs Local Councils Conference 2019

101/19 To approve the minutes of the meeting of Council held on 24th September 2019 (Enclosed)

102/19 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.

103/19 To receive and note the Resolution Action chart (Enclosed)

104/19 Finance

1. To note report from Finance & Reporting working party - 8th October 2019 (Enclosed)

i) To consider and approve recommendation

a) Virement: £200 to Election costs 4180/100 from Contingencies 4610/500

ii) To approve payments

a) Online Payments

October	Salary payments & expenses	£6437.45
LGSS	Pension	£1219.25
Veolia ES (UK) Ltd	Easi-bins	£138.67
The Copier Warehouse	Photocopying	£91.20
IntouchCRM	Website	£35.99
Truelink Ltd	Grass maintenance	£1578.00
ESPO Ltd	Cleaning/Admin materials	£201.46
Centra data Ltd	Computer equip/security	£730.54
Salmons Bros	Glebe maintenance	£1101.50
Savills (UK) Ltd	Allotment land rent	£900.00
Balfour Beatty	Street light maintenance	£93.60
David Frear	Boiler replacement – Glebe	£3712.32
SLCC Enterprises	Conference/Training	£502.00
G & J Peck Ltd	Safety wear	£53.98
Vision ICT	New website set up	£1311.00

b) Direct Debits

Volkswagen Leasing	Van Lease	£242.99
E CDC	Non domestic rates	£614.00
PWLB	Loan	£8580.00
The Peoples Pension	Pension	£68.86
WAVE	Water rates – Glebe	£65.87
WAVE	Water rates –Pavilion	£135.97
SSE	Floodlights – electric	£18.23
SSE	Glebe – electric	£158.51
SSE	Glebe – electric	£18.02

c) Cheques

Petty Cash	Cash	£150.00
------------	------	---------

2. Grant application from Haddenham Guides

i) To consider grant application from Haddenham Guides (Enclosed).

105/19 To receive reports from Committees, Management Committees and working parties.

1. Planning Committee

i) To receive and note minutes of the meeting of the 15th October 2019. (Enclosed)

106/19 Burial Ground Regulations

1. To receive report from Parish Clerk on burial ground and the burial ground regulations. (Enclosed)
2. To consider changes to Burial Ground regulations.

107/19 Sutton Pepperpot – Christmas Issue 2019

1. Approve a second page at a cost of £50.00
2. To consider and approve a donation of £50.00 towards the printing of the free Christmas edition
3. To consider items for inclusion on second page (if agreed).

108/19 Diary Dates

10am 7th November 2019. ECDC Council Chamber –Community Safety Accreditation Scheme in East Cambs

109/19 Date of Next Meeting(s)

Planning Committee -19th November 2019

Full Council – 19th November 2019

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