

**Parish Clerk**

Mrs R A Hughes FSLCC
The Glebe
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NOTICE OF MEETING:**TIME:****DATE:****VENUE:****Full Council****7.30pm****Tuesday 27th August 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
20th August 2019

MEMBERS

15

QUORUM:

5

A G E N D A**67/19 To receive and note apologies for absence.**

Mrs J Webb and Mrs S Partington.

68/19 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.

69/19 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.

70/19 Sutton Open Spaces Group to present proposal for village planting.**71/19 Matters for Information only.**

- 1, ECDC- Review of Polling Districts and Polling Places 2019.

72/19 To approve the minutes of the meeting of Council held on 23rd July 2019 (Enclosed)**73/19 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.

74/19 To receive and note the Resolution Action chart (Enclosed)

75/19 Finance

1. To note report from Finance & Reporting working party - 31st July 2019 (Enclosed)

To approve recommendations

i) Virements:

From 4045/100 PAYE	£2.00	to	4610/500 Contingencies
From 5030/520 Van Insurance	£13.00	to	4610/500 Contingencies

2. To approve payments

a) Online Payments

June	Salary payments & expenses	£5854.38
LGSS	Pension	£1219.25
Veolia ES (UK) Ltd	Easi-bins	£155.56
The Copier Warehouse	Photocopying	£85.06
IntouchCRM	Website	£35.99
Truelink Ltd	Grass maintenance	£757.20
ESPO Ltd	Cleaning/Admin materials	£124.43
Lance Print	Newsletter printing	£210.00
Ely Skip Hire	Burial Ground – Skip	£115.00
CCC Sutton School	Community Room electric	£102.82
ECDC	Uncontested election	£200.00
Briar Security	Battery – Glebe	£22.20
HMRC	VAT	£136.08
The Connections Bus	Bus hire	£2838.00
ECDC	Map printing	£11.53
Rialtas Business Solutions Ltd	Alpha accounts/asset reg	£459.00
Truelink Ltd	Verge Maintenance	£643.20

b) Direct Debits

Volkswagen Leasing	Van Lease	£242.99
ECDC	Non domestic rates	£614.00
SSE	Electric – Floodlights	£18.02
SSE	Glebe – Electric	£142.47
SSE	Glebe – Electric	£16.03

c) Cheques

Cheque	Petty Cash	£150.00
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3. To consider grant applications

1. To consider grant application - Sutton Feast – for £502.66 to cover annual insurance.

76/19 To receive reports from Committees, Management Committees and working parties.

1. Personnel Committee

- a) To receive and note minutes of the Personnel Committee held on 6th August (Enclosed)
- b) To fill vacancy on the Personnel Committee (One vacancy).

2. HCV Joint Committee

- a) To note minutes of the meeting held on 10th July 2019 (Enclosed)

3. Village Hall Committee

- a) To note minutes of the meeting held on 13th August 2019 (Enclosed)

4. Sports and Recreation working party

- a) To receive and note the report from the working party held on 7th August 2019. (Enclosed)
- b) To update on and consider 'Sports for All' open afternoon, and budget for refreshments.

77/19 The Glebe external decorating.

- 1. Clerk to present quotations for external decorating.
- 2. To consider and approve quotations.

78/19 The Glebe patio

- 1. Clerk to present quotations for work to the patio area.
- 2. To consider and approve quotations.

79/19 Tree maintenance

- 1. Clerk to present quotations for required tree work.
- 2. To consider and approve quotations.

80/19 Priors Field Surgery – request for use of The Glebe.

- 1. Clerk to inform the council of details of the request.
- 2. To consider and approve request.

81/19 Apprentice Administration Assistant.

- 1. Clerk to update on interview and proposal to appoint applicant.
- 2. Council to approve appointment.

82/19 Diary Dates

18th September 2019 – HCV group meeting – Bluntisham Village Hall
28th September 2019 – Sports & Recreation WP community event.

83/19 Date of Next Meeting(s)

Planning Committee – 17th September 2019
Full Council – 24th September 2019

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