



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

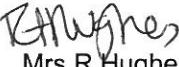
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**NOTICE OF MEETING:** **Full Council**  
**TIME:** **7.30pm**  
**DATE:** **Tuesday 23rd January 2018**  
**VENUE:** **The Pavilion, The Brook Sutton**

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  
17<sup>th</sup> January 2018

MEMBERS 15 QUORUM: 5

## A G E N D A

**149/18 To receive and note apologies for absence.**

Mr B Harker

**150/18 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.

**151/18 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.

**152/18 Matters for Information only.**

1. Clerk to inform the Council of a Councillor resignation.

**152/18 To approve the minutes of the meeting of 9<sup>th</sup> January 2018 (Enclosed)**

**153/18 To receive County and District Councillor reports. (Enclosed)**

- a) County Council Report – Cllr L Dupre.
- b) District Council Report – Cllr L Dupre.
- c) District Council Report – Cllr L Stubbs
- d) Councillor Questions.

**154/18 Resolution action chart (Enclosed)**

## 155/18 Planning

### 1. Planning Approvals

- i) 17/01866/FUL. Foxgloves. 20 Pound Lane. First floor extension above existing garage.
- ii) 17/02086/CLP. 3 Bury Lane. Loft Conversion including rear facing dormer window. Alterations and garage conversion.
- iii) 17/01842/FUL. 4 Mostyn Close. Proposed single storey rear extension and part car port conversion.
- iv) 17/01996/FUL & 17/01997/LBC 17 The Row. Internal alterations and single storey extension.

### 2. Planning Refusals

- i) 17/01445/OUM Land rear of Garden Close. Outline planning application for erection of up to 53 houses to include public open space and details relating to access.

### 3. Tree applications & consents

- i) 3 High Street. Consent – 1 x Yew – Crown lift and 1 x conifer – reduce height.
- ii) 17 Sutton Park. Consent. (TPO). 1 x Chestnut – reduce and 1 x Sequia – reduce branch.
- iii) 5 High Street. Consent – 1 x Ash – Crown reduce.
- iv) Sutton Church Cemetery. Consent - Fell 8 assorted trees. (5 self-set & 3 dead).

## 156/18 Finance

### 1. To approve payments

a)	<u>Online Payments</u>	
	January	Salary payments & expenses £4881.12
	LGSS	Pension £1056.19
	Veolia ES (UK) Ltd	Easi-bins £112.68
	ESPO	Admin/cleaning/equipment £95.15
	The Copier Warehouse	Photocopying £85.06
	Truelink Ltd	Grass cutting & Pitch maint. £532.80
	G & A Cornwell	Top soil (Burial ground) £42.00
	Parish Online	Annual Subscription £70.80
	SLCC	Clerks membership £300.00
	East Cambs Trading Co.	Play park inspection £24.00
	Cambs ACRE	PAYE £135.00
	Doddington Parish Council	Councillor training £135.00
	The Connections Bus	Youth Bus £2525.00
	David Frear	Glebe boiler repair £66.00
	TSO Host	NP Website domain £14.38
	Balfour Beatty Living Places	Street light maintenance £369.72
	Intouch CRM	Website £107.97
	MS Electrical	Pavilion /Glebe electrics £1416.00

b)	<u>Direct Debits</u>	
	ECDC	Non domestic rates £582.00
	The Peoples Pension	Pension £66.24
	Volkswagen Leasing	Van lease £
	BT	Telephone £119.17
	SSE	Glebe – Electric £14.07
	SSE	Glebe – Electric £198.16
	SSE	Floodlights £17.48
	SSE	Pavilion – Electric £219.15
	Total Gas & Power	Glebe – Gas £197.37
	Wave	Water rates – Pavilion £115.38
	Wave	Water rates – Glebe £29.49
	SSE	Glebe – Electric £14.07
	SSE	Electric- Floodlights £14.95

SSE	Glebe – Electric	£125.83
BT Business	Broadband services	£110.52
Total Gas & Power	Gas – Pavilion	£243.83
c) <u>Cheques</u>		
Petty Cash	Cash	£150.00
M A Cleaning Services	Window cleaning (Glebe)	£30.00
ICO	Data Protection registration	£35.00

**157/18 To receive Grass maintenance quotations and report from The Clerk**

1. To discuss and approve contractor for the County Council Grass Verges for 2018/2019.

**158/18 To discuss and approve consent for Mobile Kebab Van.**

1. To receive report from the Clerk. (Enclosed)
2. To consider items as listed in report:
  - a) To discuss and approve procedure for clearing the car-park of litter.
  - b) To discuss and approve a request to the RBL Branch for details of the electricity feed, and copy of the risk assessment.
  - c) To discuss and approve procedure for car park space allocation.
  - d) To discuss and approve monitoring of the use of the site for the 6 month period.
  - e) To discuss and approve a start date to commence the 6 months trading.
  - f) Given the reduction in evenings, to discuss the hire charge for the use of the car-park.

**159/18 To discuss and approve insurance for 2018/2019**

1. To receive report from Clerk (Enclosed).
2. To agree term of insurance (one year or three year).
3. To approve Insurance provider.

**160/18 Sutton Poors Land – Old Recreation Ground.**

1. To receive report from the meeting with Sutton Poors Land representatives.

**161/18 Reports from Working parties and management meetings**

1. Neighbourhood Plan
  - a) To receive notes from meeting of 3<sup>rd</sup> January 2018 and 16<sup>th</sup> January 2018
2. HCV Joint Committee.
  - a) To receive the minutes from the meeting of 14<sup>th</sup> December 2017.

**162/18 Date of next meeting(s)**

Full Council - 27<sup>th</sup> February 2018  
 Personnel Committee meeting – 5<sup>th</sup> February 2018

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