

**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 May 2018****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 May 2018

MEMBERS

15

QUORUM:

5

A G E N D A**17/18 To receive and note apologies for absence.**

Mr B Browne, Mrs S Partington

18/18 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.

19/18 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.

20/18 Matters for Information only.

- 1. CCC- Traffic Order – Road closure The Row, Sutton. (Enclosed)
- 2. CCC – Closure of footpaths – Sutton. (Enclosed)
- 3. To receive and note the Ouse Washes Flood Risk Management Seminar report (Enclosed)
- 4. CCC – Confirmation of dates to replace street light lanterns.

21/18 To approve the minutes of the meeting of the Annual Meeting of the Council held on 8th May 2018 (Enclosed)**22/18 To receive County and District Councillor reports.**

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

23/18 To receive and note the Resolution Action chart (Enclosed)

24/18 Planning

1. Planning Approvals

- i) 16/01645/FUL Land off A142. Construction of new convenience store and one A5 (Hot foot takeaway) retail unit and associated car park.
- ii) 18/00252/VAR. 39a The Row. To vary conditions 1 (approved plans) and 3 (Materials) of previously approved 17/00045/RMA
- iii) 18/0027/FUL. 87 The Row. Proposed extension to existing garage and alterations to front garden/parking arrangement.
- iv) 18/00246/LBC. The Burystead, Bury Lane. Replacement of rainwater and soil goods, alterations to existing fireplace and rebuilding of chimney stack. Alterations and improvements to the basement, including new lath and plaster ceiling to basement ceiling. Re-plastering of the pantry.

2. Planning Refusals

None received to date.

3. Planning Applications

- i) 18/00604/FUL 24 The Orchards. Single storey rear extension and front porch.
- ii) 18/00559/VAR. 39 The Row. To vary conditions 1 (plans) and condition 3 (materials) of previously approved 17/00045/RMA for approval of the details for reserved matters for the access, appearance, landscaping, scale and layout of planning application 16/00320/OUT.

Also, an additional window has been placed in the renovated milking shed to the north of the dwelling. The flat roof has been changed to a half roof. (Drawing – Proposed works to existing milking parlour).

- 4. Cambs and Peterborough Minerals and Waste Local Plan – Preliminary draft consultation – 16th May 2018 to 26th June 2018.

Available at www.cambridgehire.gov.uk/mwlp

- i) To consider a response to the consultation.

25/18 Finance

1. To approve payments

a)	<u>Online Payments</u>		
	May	Salary payments & expenses	£5747.73
	LGSS	Pension	£1101.21
	Veolia ES (UK) Ltd	Easi-bins	£102.60
	ESPO	Admin/cleaning/equipment	£42.82
	The Copier Warehouse	Photocopying	£103.14
	Intouch CRM	Website	£35.99
	Truelink Ltd	Tree work	£447.98
	Briar Security Ltd	Maintenance charge	£240.00
	Haddenham Level Drainage	Drainage rates	£325.60
	Ely Skip Hire	Skip hire	£115.00
	Paintbox Pre-school	Grant (Sec137)	£247.72
	Sutton Garden Club	Grant (Sec137)	£235.00
	Intouch CRM	GDPR website audit & report	£180.00
	CAPALC	Annual Subscription	£591.17
	MA Cleaning Services	Glebe – window clean	£30.00

b) Direct Debits

ECDC	Non domestic rates	£599.00
The Peoples Pension	Pension	£62.37
SSE	Glebe – Electric	£14.07
BT	Broadband Services	£110.52
Total Gas & Power	Pavilion – Gas	£150.34
SSE	Glebe – Electric	£14.07

26/18 Year End Annual return and year end accounts for year ending March 2018.

- 1) To approve Year End Accounts – 31st March 2018 (Enclosed)
 - a) To approve Year End Earmarked Reserves.
 - b) To approve General Reserve balance.
 - c) To approve Year End Accounts.
- 2) Annual Return – Year End 31st March 2018 (Enclosed)
 - a) Section 1 – To complete and approve the annual governance statements 1 to 9.
 - b) Section 2 – To approve the statement of accounts as presented by the RFO.

27/18 Grant applications

1. To consider grant applications:-
 - i) Sutton Rainbows (Enclosed)
 - ii) Sutton Feast Committee (Enclosed)

28/18 Finance and Controls Working Party

- a) To receive notes from the working party held on 14th May 2018 (Enclosed)
- b) To discuss recommendations from the working party.
 - i) To approve the Effectiveness of the Internal Auditor report. (Enclosed)

29/18 General Data Protection Regulation

1. To adopt updated Records Management Policy. (Enclosed)
2. To adopt Privacy Policy (Enclosed)

30/18 Reports from Working parties and management meetings

1. Neighbourhood Plan
 - a) To receive notes from the working party held on 9th May 2018 (Enclosed)
2. Traffic & Transport
 - a) To receive notes from the working party held on 30th April 2018
 - i) To obtain quotations to place wooden bollards along the edge of the grass in Stirling Way to prevent vehicles parking on the grass.

31/18 Correspondence

1. ECDC – Health and Wellbeing Strategy 2018 -2021. Consultation (Enclosed)
 - i) To discuss strategy and agree any feedback on the consultation.
2. ECDC – Provision of Bring Bank sites in East Cambridgeshire consultation (Enclosed)
 - i) To discuss proposed options for Bring Sites, and respond to survey.

32/18 Diary Dates

Priors Field Surgery PPG AGM 24th May 2018. Presentation on The Future of Sutton Surgery.

33/18 Date of Next Meeting(s)

Full Council - 26th June 2018

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

