

**Parish Clerk**

Mrs R A Hughes FSLCC  
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**NOTICE OF MEETING:****Full Council****TIME:****7.30pm****DATE:****Tuesday 11<sup>th</sup> December 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  
5<sup>th</sup> December 2018

MEMBERS

15

QUORUM:

5

**A G E N D A****129/18 To receive and note apologies for absence.**

Mrs J Webb and Mr B Browne.

**130/18 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.

**131/18 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.

**132/18 Matters for Information only.**

- i) ECDC Planning Newsletter (Enclosed)
- ii) Clerk to update on Play Park installation and arrangements for official opening.

**133/18 Sutton Scouts**

To receive presentation from Sutton Scouts on the new scout hut project.

**134/18 To approve the minutes of the meeting of Council held on 27<sup>th</sup> November 2018 (Enclosed)****135/18 To receive County and District Councillor reports.**

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

d) Councillor Questions.

**136/18 To receive and note the Resolution Action chart (Enclosed)**

**137/18 Planning**

**1. Planning Approvals**

i) 18/01383/HEN. Hammonds Eau Farm. Construction of single storey rear extension and side extension which extends beyond the rear wall by 6.575m, has a maximum height of 3.622m and an eaves height of 3.159m.

**2. Planning Refusals – None received to date.**

**3. Planning Applications**

i) 18/01600/FUL. 67 High Street. Construction of detached dwelling and demolition of outbuilding.

ii) 18/01521/FUL. Land west of Whitegate farm. Amendment. Alteration to access.

**4. Tree work applications and consents**

i) Dundas House 17 High Street. Tree work consent. Work to trees & hedge.

ii) 2 Eastwood Close. Tree work consent. Work to a variety of trees.

**5. Neighbourhood Plan**

i) Clerk to report on Neighbourhood Plan submission and time table.

ii) To discuss delegation to the Parish Clerk in liaison with Mr Poole, Planning Consultation to approve ECDC recommendation of the external examiner.

**138/18 Finance**

**1. Finance Working Party to present draft budget. (Enclosed).**

**2. To approve payments**

a)	<u>Online Payments</u>		
	December	Salary payments & expenses	£TBC
	LGSS	Pension	£TBC
	Veolia ES (UK) Ltd	Easi-bins	£123.12
	The Copier Warehouse	Photocopying	£85.06
	ESPO Ltd	Cleaning/Office	£88.29
	ESPO Ltd	Dishwasher (Glebe)	£226.80
	SLCC	Subscription (Clerk)	£327.00
	Plantscape Ltd	Xmas trees	£2407.20
	Sutton School	Community Room electric	£48.59
	CamAlarms Ltd	Fire alarm maintenance	£176.40
	Briar Security	CCTV & alarm maintenance	£216.00
	N & C Glass	Pavilion window repair	£502.34
	People4Places	NP Consultant	£1746.60
	Truelink Ltd	Grass maintenance	£172.24
b)	<u>Direct Debits</u>		
	The Peoples Pension	Pension	£TBC
	Volkswagen Leasing	Van Lease	£242.99
	SSE	Glebe – electric	£14.07

**139/18 ECDC Trading Licence for Mobile Kebab Van**

1) Clerk to report on ECDC decision for the trading licence. (Enclosed)

- 2) Council to consider and approve conditions attached to the licence.
- 3) Council to consider and approve amendment to the Short Term Licence.

**140/18 Time – Banking for Sutton.**

- 1) To receive report from Clerk regarding the setting up of a Time Bank for Sutton. (Enclosed)
- 2) To consider if the parish council wishes to consult with the village on setting up a scheme.

**141/18 Sutton Parish Council Discretions Policy**

- 1) To receive report from Clerk on LGPS Pension and Discretion Policy.
- 2) To consider and approve Pension Discretion Policy (Enclosed)

**It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at agenda items 142/18 it is advisable in the public interest that the public and press be temporarily excluded from this meeting and are herewith instructed to withdraw.**

**142/18 To receive a formal complaint**

- 1) Clerk to inform Council of the nature of the complaint.
- 2) Council to discuss and agree any action required.

**143/18 Date of Next Meeting(s)**

Full Council - 8<sup>th</sup> January 2019 – Budget & Precept setting.  
22<sup>nd</sup> January 2019

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

