



**Parish Clerk**  
Mrs R A Hughes FILCM  
The Glebe  
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**NOTICE OF MEETING:****Full Council****TIME:****7.30pm****DATE:****Tuesday 28<sup>th</sup> March 2017****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.

*R Hughes*  
Mrs R Hughes  
Clerk to Sutton Parish Council  
22<sup>nd</sup> March 2017

MEMBERS 15 QUORUM: 5

**A G E N D A****198/17 To receive and note apologies for absence.**

Mrs S Partington, Mr I Dewar and Mr B Browne.

**199/17 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.

**200/17 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.

**201/17 Local Council Award Scheme.**

1. Presentation by Mr H Clarke, Chairman of the Cambridgeshire and Peterborough Association of Local Councils, to award The Local Council Foundation Award to the Parish Council.

**202/17 Matters for information only**

1. Parish Clerk to confirm the receipt of the declarations of acceptance of office from Mr Marking and Miss Poulter.
2. ECDC. Richard Kay. Information re: Draft Local Plan. (Enclosed)
3. Notification of New East Cambs Connect Bus Service (Enclosed)
4. Buildings of Local Interest – Sutton. (Enclosed)
5. Clerk to report on LHI 2018 Bid.

**203/17 To approve the minutes of the meeting of 28<sup>th</sup> February 2017 (Enclosed).**

**204/17 To receive County and District Councillor reports.**

**205/17 Resolution action chart (Enclosed)**

**206/17 Planning**

**1. Planning Approvals**

- i) 16/01594/FUL. 5 The America. Demolition of bungalow and development of 1 x 4 bedroom dwelling and 2 x detached bungalows.
- ii) 17/00022/FUL. 34 Lawn Lane. Proposed two storey side extension & internal alterations.

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

**3. Planning Application**

- i) 17/00335/FUL. 5 The America. Demolition of bungalow and development of 1 x detached 4 bedroom dwelling for open market in its place and additional 2 x detached bungalows.
- ii) 17/00284/OUM. Land to north side of Mill Field. Residential of 10 dwellings, access road, parking, garaging and associated site works.
- iii) 17/00303/FUL. 113 High Street. Alterations and conversion of an existing outbuilding including the construction of a second floor and erection of a detached garage to the rear of the existing dwelling.
- iv) 17/00333/FUL. Broadmead Kennels, Witcham Rd, Mepal. Change of use from the kennels with house to dwelling with no kennels.
- v) 17/00295/LBC and 17/00294/FUL. Cambria House, 19 High Street. Par ground floor demolition at 19a, second storey extension above existing single storey at 19a and 19b to form four bedroom dwelling. Demolition of workshop and store and replace with car port and deck over.
- vi) 17/00045/RMA. Land rear of 39 The Row. Approval of the details for reserved matters for access, appearance, landscaping, scale and layout of planning application 16/00320/OUT.

**207/17 Finance**

**1. Finance working party**

- a) To receive notes from the meeting of 20<sup>th</sup> March 2017 (Enclosed)
- b) To consider recommendation from meeting.

i) To consider the Draft Parish Council Action Plan for 2017/2018 (Enclosed)

**2. To approve payments**

**a) Online Payments**

March	Salary payments & expenses	£4958.96
LGSS	Pension	£1003.80
HMRC	Tax & NIC	£2937.24
Petty Cash	Petty Cash	£150.00
J P External construction	Bollards – Brooklands	£605.00
Veolia ES (UK) Ltd	Easi-bins	£75.12
ESPO	Admin/cleaning/equipment	£178.47
The Copier Warehouse	Photocopying	£85.06
Intouch CRM	Website	£35.99
Truelink Ltd	Hedge Cutting £408.00	
	Pitch aerating £300.00	
	BG Hedge trimming £87.38	£795.38
East Cambs Trading Co Ltd	Play area check	£24.00
Balfour Beatty	Street light maintenance	£354.12
Wicksteed Playgrounds	Installation of springboard	£1,738.80

R Hughes – Re-imbursement	Screwfix	Shed £159.99	
Salmons Bros		Powerwasher £279.99	£439.98
Ely Skip Hire Ltd	Glebe	external works	£4,769.20
G & J Peck Ltd	BG	Skip Hire	£180.00
	H & S	Clothing/equipment	£122.97
	Hedge	couther	£384.00
	Brushcutter		£438.00
SLCC	Lawnmower		£1,100.00
	Subscription		£139.00
<b>b) Direct Debits</b>			
The Peoples Pension	Pension		£103.66
Total Gas & Power	The Glebe – Gas		£713.84
SSE	Floodlights – electric		£14.07
SSE	Glebe – Electric		£133.41
BT	Broadband		£106.20
BT	Telephone		£85.21
SSE	The Glebe – electric		£14.07

## **208/17 Historic England – Sutton War Memorial.**

1. To consider details as provided by Historic England and to consider any additional information. (Enclosed)

## **209/17 ECDC – Waste Team**

1. To consider the 'Sainsbury's Waste Less Dave More Campaign. (Enclosed)

## **210/17 ECDC – Request for financial assistance for work at Churchill Close.**

1. Request for a financial contribution of 10% of the work to fence a small area of grass to deter vehicle access and protect people using the bench and post box. (Approx £70).

## **211/17 Christmas Trees 2017**

1. To receive report from the clerk
2. To consider proposals for 2017 Christmas lights.

## **212/17 Reports from Working parties and management meetings**

1. Neighbourhood Plan Working Party.
  - a) To receive notes of the Neighbourhood Plan working party meeting 16<sup>th</sup> February 2017 and 27<sup>th</sup> February 2017 (Enclosed)

## **213/17 Diary Dates**

Annual meeting of the Electorate – 27<sup>th</sup> April 2017.

## **214/17 Publications**

1. War Memorials Trust Bulletin – February 2017
2. ICCM Journal – Spring 2017

## **215/17 Date of next meeting(s)**

25<sup>th</sup> April 2017– Full Council  
8<sup>th</sup> May 2017 – Annual Meeting of the Parish Council.

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