



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

Tel: 01353 777189  
Email: mail@suttonpc.org.uk

---

**NOTICE OF MEETING:** **Full Council**  
**TIME:** **7.30pm**  
**DATE:** **Tuesday 27<sup>th</sup> June 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.

Mrs R Hughes  
Clerk to Sutton Parish Council  
21<sup>st</sup> June 2017

MEMBERS 15 QUORUM: 5

## A G E N D A

### 32/17 To receive and note apologies for absence.

Mr M Inskip and Mr A Marking.

### 33/17 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.

### 34/17 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.

### 35/17 Matters for information only

1. CCC Corporate Energy Strategy. Can be viewed at [www.cambridgeshire.gov.uk](http://www.cambridgeshire.gov.uk)
2. Clerk to report on General Data Protection Regulation (inforce May 2018)

### 36/17 To approve the minutes of the meeting of 23<sup>rd</sup> May 2017 (Enclosed)

### 37/17 To receive County and District Councillor reports.

### 38/17 Resolution action chart (Enclosed)

1. To consider items that require delegation from ex-councillors to working parties.

## 39/17 Planning

### 1. Planning Approvals

- i) 17/00524/FUL. 36 St Andrews Close. Single storey rear extension.
- ii) 17/00303/FUL. 113 High Street. Alterations and conversion of an existing outbuilding including the construction of a second floor.

### 2. Planning Refusals

- i) None received.

### 3. Planning Application

- i) 17/00823/FUL. West Lodge, 125 High Street. Demolition and construction of new extension, including replacement of verandah and terrace area.
- ii) 17/00903/FUL. 7 Fieldgate. Construction of detached double garage.
- iii) 17/00927/FUL. 20 The Orchards. Proposed double garage.
- iv) 16/01419/FUL. Land to north of the Isle of Ely Sports Club. Construction of a new 100m firing range comprising a grass topped berm with a sand filled bank and targets. – Additional information to Plan: Noise impact assessment report.

### 4. Tree applications & consents

- i) Consent:- 6 West Lodge Lane. 1 x Ash tree. Fell remaining stem of tree due to decay at base.
- ii) Consent:- 5 Ash Croft. 1 x Ash tree. Reduce back low limb by maximum of 1-2 metres.

## 40/17 Finance

### 1. Finance Working party minutes

- i) To note minutes of the Finance and Controls working party – 12<sup>th</sup> June 2017 (Enclosed).
- ii) To consider recommendations from working party:
  - a) To accept the:
    - i) Budget Monitoring report. (Enclosed)
    - ii) Bank Reconciliations (Enclosed)
    - iii) Debtors record (Enclosed)
    - iv) Three Year Financial forecast (Enclosed)
    - v) Internal Auditor report (Enclosed)
  - b) To consider the appointment of Canalbs Ltd as Independent Internal Auditor for Year End 31<sup>st</sup> March 2018.
  - c) To consider the view of the working party that it is not appropriate to purchase a residential property at this time.

### 2. To approve payments

#### a) Online Payments

June	Salary payments & expenses	£TBA
LGSS	Pension	£TBA
Veolia ES (UK) Ltd	Easi-bins	£93.90
ESPO	Admin/cleaning/equipment	£92.56
The Copier Warehouse	Photocopying	£92.56
Intouch CRM	Website	£35.99
	2 yr domain name renewal	£19.18
Truelink Ltd	Grass maintenance	£554.40

CCC Sutton Primary School	Community Room electric	£44.38
CAPALC	Annual affiliation fee	£573.91
Briar Security Systems Ltd	Glebe – annual maintenance	
	CCTV & Intruder alarm	£228.00
	Pavilion – annual maintenance	
	CCTV & alarm	£204.00
SLCC Enterprises Ltd	Data protection training	£60.00
G & J Peck Ltd	Strimmer wire	£14.28
MS Electrical	Light at Pavilion	£72.00
Canalbs Ltd	Internal audit fee	£118.52
Fenland Fire Appliance LLP	Fire appliance checks	£211.08
East Cambs Trading Co Ltd	Play park inspection	£24.00
Sutton Feast Committee	Donation (Sec 137)	£1120.77
Fenland Leisure Ltd	Installation of spring rocker	£317.67

b) Direct Debits

ECDC	Non domestic rates	£582.00
The Peoples Pension	Pension	£TBA
Anglian Water	Pavilion water & sewerage	£64.35
SSE	Glebe electric	£14.07
Total gas & power	Gas – The Glebe	£244.48
Total gas & power	Pavilion – Gas	£103.43
SSE	Glebe – Electric	£13.08
SSE	Floodlights – electric	£17.72
SSE	Glebe electric	£213.99
BT	Telephone bill	£98.47
BT	Broadband services	£106.20

**41/17 Sutton Parish Council – Policy updates.**

1. Crime and Disorder Policy. (Enclosed).

**42/17 Sutton Parish Council – New Policies**

1. Driving at Work Policy

**43/17 Christmas Trees**

1. To receive report from Parish Clerk on Christmas Trees for 2017.

**44/17 Recycling Centre.**

1. To receive report from Parish Clerk on the future use of the recycling centre.
2. To consider use of part of the recycling centre area for a mobile hot food van.

**45/17 Sutton Young Peoples Scene – Grant application (Enclosed)**

1. To consider grant application from Sutton Young Peoples Scene.

**46/17 Date of next meeting(s)**

25<sup>th</sup> July 2017

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