

**Parish Clerk**

Mrs R A Hughes FILCM
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NOTICE OF MEETING:**TIME:****DATE:****VENUE:****Full Council****7.30pm****Tuesday 26th September 2017****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

20th September 2017

MEMBERS

15

QUORUM:

5

A G E N D A**78/17 To receive and note apologies for absence.**

Mr S Smith

79/17 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.

80/17 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.

81/17 To receive presentation from Laura Wilson – Carbon Smart.

(Details enclosed)

82/17 Matters for information only

- 1. Ouse Washes Newsletter – August 2017. (Enclosed)
- 2. CCC. Notification of road closures (Enclosed)
- 3. Change to No 9 bus service – details of new journey.
- 4. CCC. Road Safety Route Study: A142 Chatteris to Ely.
- 5. CCC – Briefing – A New Deal for Counties: Our Plan for Government.
- 6. ECDC – Rural Settlement List 2018/19 Consultation

83/17 To approve the minutes of the meeting of 22nd August 2017 (Enclosed)

84/17 To receive County and District Councillor reports. (Enclosed)

- 84/17/i County Council Report – Cllr L Dupre.
- 84/17/ii District Council Report – Cllr L Dupre.
- 84/17/iii District Council Report – Cllr L Stubbs

- 84/17/iv Councillor Questions.

85/17 Report from Mrs Evans Re: Review of Ely Power Resources (Power Station) and future developments in the village. (Enclosed).

- 1. To receive report.
- 2. To consider any action from the Parish Council.

86/17 Resolution action chart (Enclosed)

87/17 Co-option to Fill 4 casual vacancies.

- 1. Clerk to report to council on procedure for filling the vacancies.
- 2. To receive short introduction from two applicants.
- 3. Members to vote on acceptance of candidates.

88/17 Burial Ground Memorial Seat.

- 1. Clerk to update on provision of new memorial seat. (Enclosed from Min: 56/17)
- 2. Members to consider provision of new seat.

89/17 Local Highway Improvement Scheme 2018/2019.

- 1. To discuss village highway scheme for 2018/2019 application.

90/17 Planning

1. Planning Approvals

- i) 17/01123/FUL. 63 The Row. Change of use from paddock to Manege.
- ii) 17/01299/HEN. 29 Vermuyden Gardens. Construction of a single storey rear extension. NB: Determination by the Local Planning Authority is not required for this development.
- iii) 17/00284/OUT. Land to north side of Millfield. Residential development with all matters reserved.
- iv) 17/01413/FUL. 21 The Row. Dormer window to front and replacement of existing single storey rear extension with two storey rear extension.

2. Planning Refusals – None received to date.

3. Planning Application

- i) 17/01363/FUL. Whitegate Farm, Witcham Road, Mepal. Proposed 3 bedroom detached dwelling. (Replacing mobile home).
- ii) 17/01529/FUL. 15a Stewards Lane. Side extension and part garage conversion.

4. Tree applications & consents

- i) 42 High St. Consent to Crown reduce by maximum of 30%. 1 x Ash tree.
- ii) 9 Sutton Park. Consent to crown reduce by maximum of 30% 2 x Sycamore.
- iii) 36 High St. Consent to remove 1 x Cypress. Work to 3 additional trees.

91/17 Finance

1. To receive notes of Finance & Controls working party – 19th September 2017 (Enclosed).
 - a) To consider recommendations from working party
 - i) That the Bright Pay PAYE system will be purchased in the current financial year at a cost of £148.00 plus VAT. (Code: 4045/100) This will allow the RFO time to set up the system in readiness for April 2018.
 - ii) To appoint a new member of staff for cleaning facilities, for 10 – 12 hours per week, the costs would be in the region of £4,000.00. The post will be advertised in the current financial year, with a commencement date the first week in January. The costs for Jan – Mar would be within the current financial year.

2. To approve payments

a)	<u>Online Payments</u>		
	September	Salary payments & expenses	£TBA
	HMRC	Tax & NIC	£TBA
	LGSS	Pension	£TBA
	Veolia ES (UK) Ltd	Easi-bins	£112.68
	ESPO	Admin/cleaning/equipment	£122.19
	Truelink Ltd	Grass maintenance	£756.00
	PFK Littlejohn LLP	External Auditor	£720.00
	The Copier Warehouse	Photocopying	£85.06
	Sutton Rainbows	Sec 137. Grant	£159.08
	Sutton Squiggles	Sec 137. Grant	£250.00
	SLCC Enterprises Ltd	Regional training seminar	£177.60
	Plantscape Ltd	Hanging basket brackets	£377.28
	East Cambs Trading Co Ltd	Play area inspection	£24.00
	Briar Security Ltd	Intruder alarm maintenance	£96.00
	Sutton Primary School	Electric – Community Room	£33.84
	Sutcliffe Play	Parts for play area	£62.49
b)	<u>Direct Debits</u>		
	ECDC	Non domestic rates	£582.00
	The Peoples Pension	Pension	£
	PWLB	Loan payment	£9225.00
	Volkswagen Group leasing	Van Lease	£485.98
	SSE	Electric – Glebe	£14.49
	Total Gas & Power	Gas – Glebe	£19.80
	SSE	Electric – Glebe	£14.00
	Total Gas & Power	Gas- Pavilion	£44.06
	SSE	Electric Flood lights & Glebe	£140.19

92/17 Personnel committee

1. To receive minutes of the Personnel Committee- 4th September 2017 (Enclosed)
2. To consider recommendation:
 - i) To confirm the appointment of Mr G Thomas, Village Lengthsman following a successful completion of the probationary period.

73/17 Reports from Working parties and management meetings

1. Neighbourhood Plan
 - a) To receive notes from meeting of 29th August 2017 (Enclosed)
2. Sports and Recreation
 - a) To receive notes from meeting of 11th September 2017 (Enclosed)

- b) Recommendations from the working party.
 - i) The Clerk and Assistant Clerk should be asked to obtain firm quotations for the provision of the proposed new play equipment to be installed at the same time as resurfacing the current play park and also to look for potential sources of funding
 - ii) The Clerk should arrange for the disposal of the slide by selling it, offering it to any other interested organisations or having it taken away as scrap. This disposal should be done as soon as reasonably possible.
 - iii) That the Clerk be asked to contact other local parishes to determine what any facilities they provide for older teenagers and any problems with these.

74/17 Correspondence

1. East Cambs Parish Council Conference. Tuesday 10th October 2017. 12noon – Littleport Leisure Centre.
2. Cambridgeshire Parish Council Conference. Friday 17th November 2017. 9am – 1.30pm Burgess Hall, St Ives.
3. Connections Bus AGM. Monday 23rd October 2017. 7 – 9pm Histon.
4. Cambs Highways Depot Open Day. Monday 9th October 10am – 4pm Witchford Depot.

75/17 Publications

1. ICCM Journal – Autumn 2017.
2. War memorial Trust August 2017.

76/17 Date of next meeting(s)

Full Council – 24th October 2017

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