

**Parish Clerk**

Mrs R A Hughes FSLCC  
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**NOTICE OF MEETING:****TIME:****DATE:****VENUE:****Full Council****7.30pm****Tuesday 10<sup>th</sup> December 2019****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

3<sup>rd</sup> December 2019

MEMBERS

15

QUORUM:

5

**A G E N D A**

**124/19 To receive and note apologies for absence.**

**125/19 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.

**126/19 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.

**127/19 Mark Deas –Cambs Acre and Hastoe Housing to present on Housing Needs Survey. (Enclosed)**

1. To receive presentation and any questions.
2. To consider how to proceed.

**128/19 Matters for Information only.**

1. Letter from Editor – Sutton Pepperpot.
2. Clerk to report on Code of Conduct training
3. Update on hedge replacement at the football field.
4. Clerk to inform on Cleaner position.
5. Clerk to inform on discussion with Abbey Homes and land ownership.

**129/19 To approve the minutes of the meeting of Council held on 19<sup>th</sup> November 2019. (Enclosed)**

**130/19 To receive County and District Councillor reports.**

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

### 131/19 To receive and note the Resolution Action chart (Enclosed)

### 132/19 Finance

#### 1. Finance & Reporting working party

1. To note minutes of the meeting of 28<sup>th</sup> November 2019 (Enclosed).
2. To consider recommendation from the meeting.
  - i) To approve recommendation from the working party to increase the Apprentice hourly rate.
3. To receive draft 2020/2021 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	£208.01
	The Copier Warehouse	Photocopying	£87.01
	IntouchCRM	Website	£35.99
	Truelink Ltd	Grass maintenance	£41.00
	ESPO Ltd	Cleaning/Admin materials	£293.35
	East Cambs Trading Co	Play area inspection	£30.00
	SLCC	Subscription	£339.00
	CCC	Street light energy	£613.58
	David Frear Plumbing	Anglian water works list	£135.00
	TSO Host	Website	£14.38
	Plantscape	Christmas trees	£2474.40
b)	<u>Direct Debits</u>		
	Volkswagen Leasing	Van Lease	£242.99
	ECDC	Non domestic rates	£614.00
	The Peoples Pension	Pension	£TBC
	SSE	Electric – Floodlights	£22.81
	SSE	Electric – Glebe	£212.34
	SSE	Electric – Glebe	£16.52
c)	<u>Cheques</u>		
	RBL Poppy Appeal	Wreath	£30.00
	Petty Cash	Cash	£150.00

### 133/19 Climate Change Emergency

1. To consider if the council wishes to declare a Climate Change Emergency.
2. To consider setting up a working party to produce a policy and action plan with the Clerk.
3. To receive letter from Cambridge County Council regarding climate change. (Enclosed).

### 134/19 Diary Dates

1. 15<sup>th</sup> January 2020. 4pm – 7pm. Ely South Integrated Neighbourhood Launch Event. Soham.

### 135/19 Date of Next Meeting(s)

Planning Committee – 17<sup>th</sup> December 2019  
Full Council - Budget/Precept setting – 14<sup>th</sup> January 2020

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