

**Parish Clerk**

Mrs R A Hughes FSLCC
The Glebe
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Sutton
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NOTICE OF MEETING:**Full Council****TIME:****7.30pm****DATE:****Tuesday 25th February 2020****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
19th February 2020

MEMBERS

15

QUORUM:

5

A G E N D A**159/20 To receive and note apologies for absence.**

Mrs H Wales

160/20 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.

161/20 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.

162/20 Matters for Information only.

1. CCC – Road closure- Bury Lane, March – September (Tree works) (Enclosed)
2. Clerk to inform council of the undertaking of a Masters Study in Sutton.

163/20 To approve the minutes of the meeting of Council held on 28th January 2020. (Enclosed)**164/20 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.

165/20 To receive and note the Resolution Action chart (Enclosed)

166/20 Finance

1. Finance Working Party – to note minutes of the meetings of:
 - a) 27th January 2020 (Enclosed)
 - b) 17th February 2020 (Enclosed)
2. To consider and approve recommendations from those meetings.
 - i) Retrospective approval for Play Park repairs at a sum of £698.17.
 - ii) Virements:

4160/100 Insurance £847.00 to 4610/500 Contingencies
4610/500 contingency £1038.00 to 4210/150 Website
 - iii) Set up a Public Sector Deposit Fund with CCLA.
 - iv) To approve and sign the bank mandate to Savills for the rent of the land at Chain Causeway.

2. To approve payments

| a) | <u>Online Payments</u> | | |
|----|------------------------|-----------------------------|----------|
| | February | Salary payments & expenses | £7220.86 |
| | LGSS | Pension | £1219.25 |
| | Veolia ES (UK) Ltd | Easi-bins | £138.67 |
| | The Copier Warehouse | Photocopying | £85.06 |
| | IntouchCRM | Website | £35.99 |
| | ESPO Ltd | Cleaning/Admin materials | £157.00 |
| | SLCC Enterprises Ltd | Training (Climate Change) & | £536.00 |
| | | Conference | £536.00 |
| | Salmons Bros Ltd | Repair – Pavilion guttering | £808.34 |
| | CAPALC | Training: HR | £75.00 |
| | Centradata | Computer set-up & software | £197.64 |
| | Balfour Beatty | Street light maintenance | £93.60 |
| | Shaw & Sons | Burial Receipt book | £24.42 |
| | Sutton Poors Land | Rent of Recreation field | £382.66 |
| b) | <u>Direct Debits</u> | | |
| | Volkswagen Leasing | Van Lease | £242.99 |
| | The Peoples Pension | Pension | £92.52 |
| | SSE | Street light energy | £81.51 |
| c) | Petty Cash | Cash | £150.00 |

3. Grant application – Sutton Feast Committee

- i) To receive report from the clerk (Enclosed).
- ii) To consider donation to Sutton Feast Committee.

4. CIL – expressions of interest

- i) To consider request from ECDC for projects for inclusion on the ECDC CIL Infrastructure List.
- ii) To consider request from Haddenham PC for a joint parish council inclusion for a roundabout at Witcham Toll.

167/20 To receive reports from Committees and Working Parties

1. Planning Committee – 21st January 2020. (Enclosed)
 - i) To note minutes from the meeting 21st January 2020.
2. Sports & Recreation working party (Enclosed)

- i) To note report from the meeting of 3rd February 2020.
- ii) To approve recommendations from the meeting.
 - a) To adopt the Football agreement after it has been updated with proposed amendments, then once approve the Clerk to forward to Sutton Rangers FC for agreement. (Enclosed)
 - b) Lease agreement – Poors Land. The Clerk takes the proposal updates back to the Poors Land for further review. (Enclosed)

168/20 CAPALC – Proposed change of legal status

- i) To consider proposed changes of legal status.
- ii) To appoint a member of Sutton PC to attend the EGM on 2nd March 2020 to vote on behalf of the Parish Council.

169/20 Climate change

- 1. To consider Sutton Parish Council Declaring a Climate Emergency and forming a working party to produce an action plan.

170/20 Letter from Fordham Parish Council re: Dog fouling on recreation grounds (Enclosed).

- 1. To consider request from Fordham Parish Council for a Public Space Protection Order.

171/20 Sutton Open Spaces – Report to date and proposals. (Enclosed).

- 1. To consider report from the Sutton Open Spaces Volunteers.
- 2. To consider proposals and recommendations from the Parish Clerk in relation to:
 - i) Planters
 - ii) Telephone Box
 - iii) Tree Planting
 - iv) Shrub Planting.

172/20 AgeUK – Community Warden Scheme.

- 1. To consider email from Age UK (Enclosed), and details from the Clerk.

173/20 Request from Friends of Sutton School to re-locate their shed to the community room carpark.

- 1. To consider request to re-locate shed.

174/20 Diary Dates

- 1. 26th March 2020 – Annual meeting of the electorate.
- 2. 4th April 2020 – Annual Sutton Spring Clean.

175/20 Date of Next Meeting(s)

Planning Committee – 17th March 2020
Full Council – 24th March 2020

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