

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held at 7.30pm on Tuesday 23rd November 2021,
The Pavilion, Sutton

Present: Cllr M Inskip (Chair) Cllr B Browne Cllr B Watson Cllr B Goodjohn
Cllr B Skelham Cllr C Stevens Cllr A Newton Cllr S Amner

Public: No members of public present Clerk: Mrs Rosie Hughes
Assistant Clerk: Mrs M Wolland

91/21 To receive and note apologies for absence.

Apologies received and noted from Cllr Webb, Cllr Jordan, Cllr Collard and Cllr Partington

92/21 To receive declarations of interest

Mr Watson	Agenda item 99/21/2a	Prejudicial Interest	Dec No: 353/21
Mr Watson	Agenda item 103/21/a	Personal Interest	Dec No: 354/21

93/21 Public Participation

No members of the public present

94/21 PlanServ Re: pre-application information on The Anchor, The Gault.

a) To hear from Mr Ed Clarke – PlanServ on proposals for change of use of The Anchor.

Mr Clarke provided information on the proposed change of use for The Anchor Inn at Sutton Gault. The new owners are wanting to change the use and make it more of a flexible multi use space for the community.

A café in the daytime, converting to a restaurant in the evening potentially having a booking system and themed nights of different cuisine. They will also use the upstairs space as a B&B which is the current use of this space.

There will not be big changes externally to the building, this will mainly be repair and decoration. This will be the same for the internal areas, maybe some partitioning to the bar areas. The rear garden has been cleared and it is the intention that some seating and children's play equipment will be added.

Timescale for application will be around 8 weeks, hoping to submit the application before Christmas.

95/21 Matters for Information only.

1. To note correspondence regarding Maize Lorries using the village. - Noted
2. Savills Re: Rent Review October 2022. (Allotments – Chain Causeway).- Noted
3. Clerk to report on completion of upgrade of parish council street lights.

The replacement of the old lamps on the parish owned streetlights to LED has now been completed.

4. Clerk to report on application to ECDC for an Orchard.

ECDC have a project running for community groups and parishes to set up Orchards in their village. They will be giving away apple trees via a grant and if successful will be notified in January 2022. The clerk has applied for this grant and if we receive this, the trees can be added to the Councils existing Orchard on The Paddock.

96/21 To approve the minutes of the Full Council meeting of the 26th October 2021.

It was proposed by Mr Inskip, seconded by Mr Goodjohn and **resolved following a vote of 7 for and 1 abstention to approve the minutes of the Full Council meeting of the 26th October 2021 with one minor adjustment to the wording of agenda item 76/21 in councillor questions.**

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To change to “There will be a 5% self-build (9 plots), 30% affordable housing (From 164 dwellings).

97/21 To receive and note the Resolution Action chart

The resolution action chart was noted

98/21 To receive reports in relation to Sutton from:

Cllr Dupre sent her apologies for the meeting and asked for questions to be sent to her if they arise.

1. Cllr Lorna Dupre – Cambridgeshire County Council. – Noted
2. Cllr Lorna Dupre & Cllr Mark Inskip – East Cambridgeshire District Council – Noted

99/21 Finance

1. To approve payments –

It was proposed by Mr Newton, seconded by Mr Watson and **resolved unanimously to approve the payments as listed**

a) Online Payments

November	Salary payments & expenses	£7,662.31
LGSS	Pension	£810.27
The Copier Warehouse	Photocopying	£85.06
Veolia	Easi-bins	£208.01
ESPO	Cleaning & Office materials	£91.87
Truelink LTD	Grass Cutting	£811.80
Jordan Builders (Ely) Ltd	Repair work to Pavilion roof	£1047.60
Sutton Pepperpot	Donation s137 £50.00	
	Additional page £50.00	£100.00
John Henry Group	Street light upgrade	£10,699.20
John Henry Group	Street light maintenance (3 year)	£2,073.60
Sutton Open Spaces Group	Donation (Sec 137).	£178.50
Cam Alarms Ltd	Fire alarm services	£185.47
Sutton Tree Services	Tree – Windmill Walk	£516.00
Fenland Leisure products Ltd	MUGA gates repair & install	£1553.16
Fenland Leisure products Ltd	Roundabout surface repair	£429.36
ElanCity UK	MVAS	£2301.79
Centradata Ltd	Computer	£545.10

b) Direct Debits

The Peoples Pension	Pension	£132.29
ECDC	Non-domestic rates	£585.00
Southern Electric	Street lights	£95.65
Pozitive Energy	Pavilion Electric	£179.07
Pozitive Energy	Glebe Electric	£11.91
Pozitive Energy	Glebe Electric	£138.98
Pozitive Energy	Flood-lights	£13.84
Volkswagen Fin Serv	Van lease	£242.99

Mr Watson left the room at 8:02pm

2. To consider grant application

a) To consider and approve grant application from Sutton Feast Committee

Grant application received from Sutton Feast Committee requesting £1271.49 to cover the cost of their annual insurance premium. This is to enable them to be able to carry out events in the village in the coming year and to also insure their stored equipment.

It was proposed by Mr Browne, seconded by Mr Amner and **resolved unanimously to approve the grant application for £1271.49 to Sutton Feast Committee. (LGA 1972 Section 137) Funds to be**

transferred from General reserves to cover the shortfall from the Grant Funding Budget which is £171.50

Mr Watson re-entered the room at 8:14pm

101/21 Planning

1. Planning Approvals

- i) 21/00702/FUL. Ibbotts Garage 1 Ely Road Sutton. Change of Use of part of garage showroom to wedding dress shop (sui generis to Class E) – Retrospective – Noted
- ii) 21/01178/FUL. Deli@65 65 High Street Sutton. New ducting system, odour control measures to existing A1/A3 use with ancillary hot food takeaway, revised opening hours and first floor flat, access, parking and site works – Noted
- iii) 21/01043/ARN. North Farm The Gault Sutton. Conversion of an agricultural building to form two, single storey dwellings – Noted
- iv) 21/01378/FUL. 94 St Andrews Close Sutton. Construction of two storey and single storey rear extension – Noted

2. Planning Applications

- i) 21/01332/FUL. Poplar Hall Farm, The Gault Sutton. New detached outbuilding for storage and security. An amendment has been received for the development described above. The amendment involves: Amended red line plan to link to public highway – ECDC to determine
- ii) 21/01592/OUT. 44 The Row Sutton. Outline application with all matters reserved except access, layout and scale for the erection of three dwellings

It was proposed by Mr Browne, seconded by Mr Watson and **resolved unanimously to suggest an amendment to the application. 3 properties is too many for the size of the plot and the Parish Council feel that 2 would be more appropriate.**
- iii) CCC/21/129/FUL. Mepal reservoir, Land of Blaby's Drove, Sutton Gault. Use of existing mineral processing area and plant for proposed new eastern reservoir development (planning application ref CCC/20/052/FUL – CCC to determine

3. Planning Refusal

- i) 21/00826/VAR. Charringtons Solid Fuel Crown Yard Depot Station Road Sutton. Vary condition 2 of previously approved 18/01692/FUL for Siting of 6 storage containers and repositioning of approved storage building – Noted

4. Planning Appeals

- i) Appeal Ref: APP/V0510/D/21/3276353 14 West Lodge Lane, Sutton. - The appeal is dismissed – Noted

5. Tree Applications

- i) 21/01387/TRE. 5 Sutton Park Sutton. T1 - Cherry - Crown reduce by approximately 1.5 metres, T2 - Cherry - Crown reduce by approximately 1 metre. – Noted

102/21 Committees and Working Parties

1. Climate Change working party

- a) To note minutes of meeting 20th October 2021. – Noted
- b) To consider and approve recommendation from the working party:

- i) To approve going ahead with installing two electric vehicles charging points, (one at pavilion, one at The Glebe), and that the grant is applied for with the Energy Saving Trust.

It was proposed by Miss Skelham, seconded by Mr Goodjohn and **resolved unanimously to approve going ahead with installing two electric vehicles charging points, (one at pavilion, one at The Glebe), and that the grant is applied for with the Energy Saving Trust**

2. Neighbourhood Plan working party

- a) To receive notes from the meeting of 11th November 2021 – Noted

3. Finance and Reporting working party

- a) To receive notes from the meeting of 16th November 2021 – Noted

- b) To consider and approve recommendations from the working party.

- i) To approve revision to Financial Regulations to remove the petty cash system and to instate the use of the multi-pay card.

It was proposed by Mr Inskip, seconded by Mr Newton and **resolved unanimously to approve revision to Financial Regulations to remove the petty cash system and to instate the use of the multi-pay card**

- ii) To approve the specification of the Citroen Berlingo electric van, and provide costs for Full Council to approve

The Council received and considered quotations from 4 Finance Companies to leave an electric van for a 3 year period. To include service costs.

It was proposed by Mr Inskip, seconded by Miss Skelham and **resolved following a vote of 7 for and 1 abstention to approve the specification of the Citroen Berlingo electric van, from Volkswagen Financial Services. This is for a 3 year lease and includes service rental.**

- iii) To approve an increase of 10% to the Burial Fees from 1st April 2022.

It was proposed by Mr Inskip, seconded by Mr Goodjohn and **resolved unanimously to approve an increase of 10% to the Burial Fees from 1st April 2022**

- iv) To approve the Sports School holiday project.

Finding Fitness Ltd approached the Parish Council with a Sports Holiday Club Proposal. They are a sports coaching company and have been running sports holiday clubs for schools and councils since 2012, boasting confidence, fitness and social skills for thousands of 5 to 12 year olds. The club would run for 3 weeks in the summer holidays, Monday to Friday 9:30am to 3:30pm.

They believe that everyone should have the opportunity to access the sports holiday club and they can do this with working with councils to obtain lottery funding. They will work the clerk to submit an Awards for all Grant application to cover the £5000 cost for running the clubs £4500 is staff fees and £500 for the cost of the equipment to be used during the sessions. This will be kept by the council after the clubs have run their 3 week block.

It was proposed by Mr Inskip, seconded by Mr Newton and **resolved unanimously to approve the Sports School holiday project, on the condition that the grant application is successful. There will be no costs to attend the club.**

103/21 The Queens Platinum Jubilee

- a) **ECDC Letter and information**

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- i) To consider if the Parish Council wishes to be involved in Beacon Lighting.

The Sutton Feast Committee have expressed an interest and have been looking into a Beacon and have already started discussions with St Andrews Church and other groups.

The parish council are happy for the Feast committee to continue with their plans.

104/21 ECDC – Parish Tree Warden Scheme

1. Clerk to report on ECDC Tree Warden Scheme, and an interest from a resident.

A resident contacted the Parish Clerk with an interest to become a Tree Warden for the village under the ECDC Warden Scheme.

The Trees officer at ECDC explained that the Parish Council would need to nominate the resident and then they would be provided with the Tree Warden handbook, be given training and assigned into a coordinated group that meet up, support and manage trees in their designated areas.

The types of projects that Tree wardens have been involved in are:- Tree watering days, rejuvenating tree areas, going into schools and educating pupils about the importance of trees, looking at land that could be used to plant more trees and work with local groups to manage and maintain existing trees.

They would be a volunteer under ECDC Tree Warden Scheme

2. To consider if the Parish Council wishes to nominate a Tree Warden.

The council reviewed the information and were interested in finding out more detailed information as to how the Warden would work, having a look at the handbook and reviewing how it would work in Sutton with the few established groups that already exist. The Clerk has been asked to speak to ECDC and other villages where they have a Tree Warden already appointed.

105/21 Diary Dates

1. Cambridgeshire Local Councils Conference 2022. – 14th January 2022.

106/21 Date of Next Meeting(s)

Full Council – 14th December 2021.

The meeting closed at 9.19pm.

Signed.....
Chairman

Date.....