

## SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held at 7:30pm on Tuesday 28<sup>th</sup> June 2022, at the Pavilion, The Brook, Sutton.

Present: Mr M Inskip (Chair) Mr A Newton Mr B Collard  
Mr B Browne Mr L Jordan Mr B Watson

Not Present: Mr C Stevens

Public: 1 Member of the Public  
Deputy Clerk – Mrs M Wolland

### **35/22 To receive and note apologies for absence.**

Apologies were received from Mrs S Partington Mr B Goodjohn and Miss B Skelham

### **36/22 To receive declarations of interest**

Mr Collard Agenda item 47/22 Prejudicial Interest Dec No: 360/22

### **37/22 Public Participation**

A member of the public wished to speak about Agenda item 48/22 the War memorial. They asked if it was possible for the parish council to look at getting it cleaned and refurbished as it was in need of the letters being re etched or restored and general checks on all parts of the war memorial.

### **38/22 To approve the minutes as a true record of the meeting of Council held 24<sup>th</sup> May 2022.**

It was proposed by Mr Collard, seconded by Mr Newton and **resolved following a vote of 5 for and 1 abstention to approve the minutes as a true record of the meeting of Council held 24<sup>th</sup> May 2022**

### **39/22 Matters for Information only**

1. Ouse Washes Newsletter. - Noted
2. Connect Fibre slides - Noted
3. Cllr Stevens to report on the Police and Crime Commissioner Virtual Round Table Meeting. – Cllr Stevens not present will be added to future agenda
4. Public meeting – ECDC re: Home Energy

ECDC will be holding a public event to share information on a ne Home Energy scheme for the district – A date for this meeting will follow and will be held at The Glebe.

5. Notification of Seat Installation at The Orchard by Sutton Conservation Society. - Noted
6. ECDC – Youth Strategy - Noted

### **40/22 To receive and note the Project Chart and Action Plan**

The Project chart and Action were noted.

### **41/22 To receive reports in relation to Sutton from:**

1. Cllr Lorna Dupre – Cambridgeshire County Council - Noted
2. Cllr Lorna Dupre & Cllr Mark Inskip – East Cambridgeshire District Council – Noted
  - Update on the Refuse collections and Bins, after ECDC have had assistance from additional management within the Streetscene team and some outside assistance the backlog has been caught up with. New drivers have been employed and new crews made aware of all the requirements.
  - Mepal Outdoor Centre – Planning application – An extension is expected as Ecology and Biodiversity plans are now out of date and they are awaiting Flood Risk Assessments,

Agenda item 48/22 moved up the meeting for the member of the public

## 48/22 War Memorial

1. To receive a report from Clerk

12 years ago the parish Council looked into maintaining the war memorial and historical files suggest it was last cleaned and maintained in 1993.

The process the council would need to undertake is to obtain specialist advice as to what work is required, obtain a Church faculty as the memorial in in the Churchyard, obtain quotations from specialist companies and obtain funding.

2. To consider and approve recommendation by Clerk.

It was proposed by Mr Browne, seconded by Mr Inskip and **resolved unanimously to approve the recommendation by the clerk to obtain specialist advice as to what work is required, obtain a Church faculty as the memorial in in the Churchyard, obtain quotations from specialist companies and obtain funding.**

## 42/22 Finance

1. To approve payments.

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

### Online Payments

June	Salaries & expenses	£7432.08
June	Cambs Pension Fund	£824.47
Truelink Ltd	Grass cutting	£517.96
Veolia Ltd	Easi-bins	£153.93
The Copier Warehouse	Photocopying	£103.42
ESPO	Cleaning/Office supplies	£46.08
Centradata Ltd	Support/email host	£85.08
HMRC	Tax & NIC	£1746.70
Canalbs Ltd	Internal Audit YE 2022	£164.27
Glasdon Ltd	Dog bin	£185.93
Briar Security	Glebe alarm	£96.00
UKboilercare	Glebe boiler/gas service	£84.00
FC Construction	Bury Lane Footpath	£16,211.00
SLCC	Training	£240.00
Briar Security	CCTV/Alarm Glebe	£228.00
Haddenham LDB	Drainage rates	£334.40
Ely Skip Hire	Skip Hire – Burial Ground	£141.00
Fenland Fire App	Fire appliance check	£301.44
Ikonic Lifts Ltd	Disabled lift repair	£1072.80
Plantscape	Christmas trees	£2543.52
FC Construction	Bury Lane Footpath	£26,522.00
Briar Security	Pavilion alarm battery	£22.20
ESPO	Cleaning materials	£52.36
Active Med Supplies	Defibrillator and Cabinet	£1769.88

### Direct Debits

B & CE	Peoples Pension	£249.06
Wavenet	Mobile phones	£107.33
Volkswagen FS	Van lease	£242.99
Southern Electric	Street light electric	£91.83
ECDC	Non-domestic Rates	£595.00
Pozitive Energy	Floodlights	£12.73
Pozitive Energy	Pavilion – Gas	£93.29
Pozitive Energy	Glebe – Gas	£33.16
Pozitive Energy	Pavilion – Electric	£104.11
Pozitive Energy	Glebe – Electric	£128.24
Pozitive Energy	Glebe – Electric	£25.44

Positive Energy	Glebe – Electric	£14.56
WAVE	Water rates – Pavilion	£200.18
WAVE	Water rates – Glebe	£46.42
BT	Phone/Internet	£232.85

## 43/22 Planning

### 1. Planning Applications

- i) 22/00665/FUL. 24 The Brook Sutton. Construction of front porch, two storey side and rear extension, single storey rear extension and extended outbuilding – ECDC to determine
- ii) 22/00663/FUL. 27 Mepal Road, Sutton. Raised height of dwelling, installation of new first floor windows, and single storey rear extension – ECDC to determine
- iii) 22/00626/FUL. 121-123 High Street Sutton. Erection of 9 No.dwellings, garages, and associated works following the demolition of the existing dwelling –

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously to recommend outright refusal of the application. The application does not comply with the Made Sutton Neighbourhood Plan. Policy NP2 – Protecting and maintaining features of landscape and biodiversity value. Policy NP7 – Housing Mix – This development does not meet the needs of the village being 4/5 bedrooms when 2 bedroom dwellings are particularly needed. The parish council also have concerns with the surface water and drainage issues that currently exist in the area and the lack of parking spaces on the site per house.**

### 2. Planning Approvals

- i) 22/00421/LBC. Rectory Farm, 6 Station Road. Sutton. Replacement windows (as indicated on drawings) - Noted
- ii) 22/00365/FUL. 34 Garden Close, Sutton. Demolition of existing garage, porch and rear extension. Construction of larger porch and single storey rear and side extensions - Noted
- iii) 22/00464/FUL. 39 Mill Field, Sutton. Proposed single storey side extension- Noted
- iv) 22/00495/FUL. 22 Pound Lane Sutton. Erect replacement conservatory to rear of property with window and door alterations - Noted

### 3. Planning Refusal

- i) 22/00457/FUL. 68 Bellairs, Sutton. Proposed ground floor rear and side extension - Noted
- ii) 22/00510/FUL. 4 Darbys Yard Sutton. Construction of two storey side extension - Noted

### 4. Trees

- i) 22/00623/TRE. Durnford House 7 Station Road Sutton. T1 Robinia - Fell due to poor condition, T2 - T6 - Conifers - Fell as suppressed location = poor condition, T7 Ash - Crown lift by maximum of 2 metres and Crown reduce by maximum of 1.5 metres, T8 Hawthorn - Reduce back from Road by approximately 1 metre, T9 Prunus - Crown reduce by approximately 1 metre due to phone wires and road – Approved - Noted

## 44/22 Committees and Working Parties

### 1. Finance Working Party -

- a) To receive notes of the working party – 13<sup>th</sup> June 2022 - Noted
- b) To consider recommendations from the working party.
  - i) To appoint Canalbs Ltd as Internal Auditor for YE 2023 at a cost of £47.50 per hour and 45p per mile.
  - ii) It was proposed by Mr Watson, seconded by Mr Newton and **resolved unanimously to appoint Canalbs Ltd as Internal Auditor for YE 2023 at a cost of £47.50 per hour and 45p per mile.**

- iii) To appoint Norris and Fisher to undertake building valuations on The Glebe, Pavilion, Community Room and Burial Ground shed at a cost of £300 inclusive of VAT and fees.

It was proposed by Mr Watson, seconded by Mr Newton and **resolved unanimously to appoint Norris and Fisher to undertake building valuations on The Glebe, Pavilion, Community Room and Burial Ground shed at a cost of £300 inclusive of VAT and fees.**

**45/22 2022/2023 LHI scheme (The Brook)**

- 1. Clerk to update on progress of the scheme.

The LHI at the Brook, Sutton has been successful and the council have now been assigned an Engineer from the Highways Project team to deliver the scheme. The process will begin in August with the initial Design, followed by consultations, Road Safety Audit, Formal consultation, costings and delivery which could see the scheme with an estimated completion of June 2023. All of these dates are subject change.

**46/22 Van lease**

- 1. Clerk to up date on situation with the order for the electric van, and extension of the existing van.

New quotations have been received for the electric van. The cost for the Citroen-e-Berlingo, which was the chosen option by the council is now higher. The Clerk has made a request for a further one year extension on the existing van that's lease runs out on 3<sup>rd</sup> August 2022.

- 2. To consider and approve formal extension agreement.

No Extension agreement provided by the lease company to be able to discuss, this agenda item to be put on next months agenda for approval, once details received.

Mr Collard left the room at 8.21pm

**47/22 Poors Charity Lease – Recreation Ground.**

- 1. To approve and sign lease

It was proposed by Mr Inskip, seconded by Mr Jordan and **resolved unanimously to approve and sign the Poors Charity Lease for the Recreation Ground.**

Mr Collard re entered the room at 8.23pm

**49/22 Date of Next Meeting(s)**

Full Council - 26<sup>th</sup> July 2022

The meeting closed 8.24pm

Signed.....  
Chairman

Date.....