

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council, held on Tuesday 26th July 2022 at 7.30pm in The Pavilion, The Brook, Sutton.

Present: Cllr M Inskip (Chair from 7.36pm) Cllr B Browne (Chair- open meeting) Cllr B Collard
Cllr B Goodjohn Cllr S Partington Cllr L Jordan
Cllr B Watson Cllr C Stevens

Public: Cllr L Dupre Clerk: Mrs R Hughes

50/22 To receive and note apologies for absence.

Apologies were received and noted from Miss B Skelham and Mr A Newton.

51/22 To receive declarations of interest

Mr B Goodjohn. Personal Interest Agenda item 58/22/1/iii. Declaration No: 361/22

52/22 Public Participation – No public present.

53/22 To approve the minutes as a true record of the meeting of Council held 28th June 2022

7.36pm Mr Inskip joined the meeting.

It was proposed by Mr Browne, seconded by Mr Watson and **resolved following a vote of 5 for and 3 abstentions that the minutes are approved as a true record of the meeting.**

54/22 Matters for Information only

1. Ouse Washes Newsletter. – Noted.

55/22 To receive and note the Project Chart and Action Plan

The Clerk clarified points relating to the dog bins and phone kiosk.

56/22 To receive reports in relation to Sutton from:

1. Cllr Lorna Dupre – Cambridgeshire County Council

Cllr Dupre added:

- The Red Kite Room was used for the first time for a Full County Council meeting.
- Council agreed to sign the declaration for investment.
- New Local Highways Officer is in post.
- Mepal Bridge works are ongoing.
- Combined Authority has an interim CEO, he has a lot of work to undertake, this will be a challenge to sort out. There are a number of vacancies to be filled.
- The Household Support Fund needs to be promoted.

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

- Issues with the bin collections are still not resolved, although a number of actions have been taken, we have not been told yet of the additional costs. Investment is needed into the service.
- The deadline for the planning application for the Crematorium is now 8th September 2022.
- The reserved matters application for Garden Close is now in.

57/22 Finance

1. **To approve payments.**

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved following a vote of 7 in favour and 1 abstention to approve the payments as listed.**

Online Payments

July	Salaries & expenses	£7,265.39
July	Cambs Pension Fund	£824.47
Veolia Ltd	Easi-bins	£88.51
The Copier Warehouse	Photocopying	£103.21
ESPO	Cleaning/Office supplies	£70.51
Centradata Ltd	Support/email host	£85.08
HMRC	Tax & NIC	£1466.12
Ely Skip Hire	Skip Hire – Burial Ground	£174.00
Fenland Fire App	Fire appliance check	£163.06
East Cambs Trading Co	Play Park inspection	£36.00
ESPO	Replacement Freezer (Glebe)	£278.40

Direct Debits

B & CE	Peoples Pension	£145.27
Wavenet	Mobile phones	£107.33
Volkswagen FS	Van lease	£242.99
Southern Electric	Street light electric	£94.06
ECDC	Non-domestic Rates	£595.00
Pozitive Energy	Floodlights	£0.82
Pozitive Energy	Pavilion – Gas	£79.65
Pozitive Energy	Glebe – Gas	£22.63
Pozitive Energy	Pavilion – Electric	£98.11
Pozitive Energy	Glebe – Electric	£114.30
Pozitive Energy	Glebe – Electric	£18.76

2. Building Valuations

- a) To note Building Valuation Report

Valuations have been received for The Glebe, Pavilion, Community Room and Burial Ground shed. The Asset register and insurance will be updated accordingly.

3. Pavilion External Porch Door

- a) To receive report on the replacement of Pavilion. – Noted.
b) To consider and agree option for replacing 1 or 2 doors

4 options to replace the doors have been received. Hardwood replacements being the preferred option.

- c) To Consider and resolve contractor to undertake work

Two quotations have been received: £3495.60 per door (Contractor 1) and £4648.00 per door (Contractor 2)

It was proposed by Mr Browne, seconded by Mr Watson and **resolved unanimously to replace both doors with hardwood doors, and stain finish. For a sum of £3,495.60 per door, (Contractor 1). This will be funded by CIL.**

4. Grant Funding Opportunity

- a) To receive details on the ECDC Growth and Infrastructure Fund to support sustainable projects that improve the quality of life for residents. (Application deadline 7th October 2022).
b) To consider that the Sports and Recreation working party look into potential schemes for making an application.

A discussion took place as to projects that the council could apply for a grant for, this included the library, and solar panels for the glebe roof. It was agreed that the solar panels would be a good project, surveys, planning permission and quotations would be required, but it may not be possible to undertake this within the time scale or grant conditions.

It was agreed that the clerk will pass the details to Sutton Scouts to consider for the Scout Hut.

58/22 Planning

1. Planning Applications

- i) 22/00749/FUL. 50 High Street Sutton. Roof garden with spiral staircase access. No comments, ECDC to determine.
- ii) 22/00752/FUL. 1 Link Lane Sutton. Conversion of existing garage to annexe accommodation and construction of alterations to the infrastructure. No comments – ECDC to determine.

8.42 Mr Goodjohn left the room.

- iii) 22/00764/FUL. 4 Darbys Yard Sutton. Construction of two storey side extension. – No comments, ECDC to determine.

8.43 Mr Goodjohn returned.

- iv) 21/01745/RMA. 22 Link Lane Sutton. Erection 1 no. dwelling. An amended plan/additional information has been received for this application on 7th July 2022- Amendment to red line for highway reasons and changes to fenestration. – No comment, ECDC to determine.
- v) 22/00614/FUL. 7 Garden Close Sutton. Proposed single storey extension. – No comment, ECDC to determine.
- vi) Information only: The Correct block plan has been updated. 22/00663/FUL. 27 Mepal Road Sutton. Proposed raised height of dwelling, installation of new first floor windows, single storey rear extension, reposition of garage and a front porch
- vii) 22/00822/FUL. 8 Haddocks Rise Sutton. Proposed side and rear extensions. – No comment, ECDC to determine.

2. Trees

- i) Approved: 22/00711/TRE. Durnford House 7 Station Road Sutton. T1 Conifer - Fell. On western/left boundary in back garden between two culver Birches. – Noted.

59/22 Committees and Working Parties

1. Finance Working Party -

- b) To receive notes of the working party – 18th July 2022 – Noted.

2. Neighbourhood Plan Working Party-

- a) To receive notes of the working party – 22nd June 2022 and 13th July 2022 – Noted.

3. Sports and Recreation Working Party -

- a) To receive the notes of the working party – 3rd May 2022
- b) To consider recommendations from the working party.

- i) To consider and resolve that the Clerk arranges to meet with the Poors Land to discuss the proposal for a path over the Recreation Ground.

It was proposed by Mr Inskip, seconded by Mr Goodjohn and **resolved following a vote of 6 in favour and 2 abstentions that the Clerk arrange a meeting with Sutton Poors Land to discuss upgrading the path and access over the recreation ground.**

- ii) To consider and resolve that the Play Park signage is updated.
- iii) To consider and resolve that the Clerk investigates installation of a swinging basket for older children outside the play park area, and obtains 3 quotations for purchase and installation.

A discussion took place in relation to the recommendation for the signage change and providing a swing seat. It was noted that some of the equipment within the park is for children up to the age of 14, and therefore a change in signage was possibly not a solution. The Clerk will make arrangements for some research with young people (14+) to ascertain what they would like to see at the park for their use, as the swing seat may not be what they would like.

4. HCV Joint Committee meetings –

- a) To receive minutes of the meetings of the HCV Joint Committee – 19th October 2021 and 12th January 2022. – Noted.

9pm Mrs Partington left the meeting.

60/22 Use of Community Room by Sutton Primary School

1. To undertake a review of the use of the Community Room by Sutton Primary School. (Agreement attached).
 - a) To consider the continued use of the room by the school.

It was proposed by Mr Collard, seconded by Mr Watson and **resolved unanimously that a discussion should be had with the school to see if they wish to continue with the arrangement. The agreement will be changed to form a notice period of 1 term for a review, and 1 term for a notice period to quit (either party) This is to enable the council to take back the use of the room in the event it is required for the base for future projects.**

61/22 Formal Extension to existing Van Lease.

1. To receive report from the Clerk on the extension.

Following a lengthy process, the Clerk reported that the existing van now has a new informal lease until 1st August 2023, at the same current monthly cost. The Finance WP will consider alternatives for after this date.

62/22 Date of Next Meeting(s)

Full Council – 23rd August 2022

The meeting closed at 9.21pm

Signed.....
Chairman

Date.....