

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council, held on Tuesday 27th September 2022 at 7.30pm in The Pavilion, The Brook, Sutton.

Present: Cllr M Inskip Cllr B Browne Cllr B Collard
Cllr B Goodjohn Cllr S Partington Cllr L Jordan
Cllr B Watson Cllr B Skelham Cllr A Newton

Not present: Cllr C Stevens

Public: No members of public Clerk: Mrs R Hughes

75/22 To receive and note apologies for absence.

No apologies to note

76/22 To receive declarations of interest

Mr B Watson Personal Interest Agenda item 93/22 Declaration No: 363/22

77/22 Public Participation – No public present

78/22 To approve the minutes as a true record of the meeting of Council held 23rd August 2022

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved following a vote of 7 for and 1 abstention that the minutes are approved as a true record of the meeting of Council held 23rd August 2022.**

79/22 Jo Johnson Andow – East Cambs DC Community Safety and Support Officer.

1. To receive a short presentation from Jo Johnson Andow on the role of Community Safety and Support Officer.

Presentation postponed until 25th October 2022

80/22 Co-option to fill council vacancies.

1. To hear from application on filling casual vacancy.

The clerk advised the council that there are 5 available seats to fill and that 1 application had been received by a resident.

The resident gave a short presentation

2. To consider and approve application.

It was proposed by Mr Inskip, seconded by Mr Watson and **resolved unanimously to approve Mark Butler's application to become a Parish Councillor for Sutton.**

Mrs S Partington entered the room at 7:37pm

81/22 Matters for Information only

- 1) Clerk to update on ECDC Quarterly Inspection report for Stirling Way Play Park

The clerk advised that ECDC can no longer provide the Quarterly Inspection for the play park. The clerk recommended this be reviewed by the Sports and recreation working party at their next meeting.

- 2) ECDC Information regarding Street Trading for private land. – Noted
- 3) Feedback on the Summer Sports Holiday project.

The feedback from the summer Sports Holiday project were positive and the council will look into the possibility of running this again next year.

- 4) Fens Reservoir Project Team update and briefing pack – Noted
- 5) Clerk to report. Community Room & Sutton School. Confirmation received on agreement.

Sutton Primary school have agreed the amendments to the use of the Community room.

82/22 To receive and note the Project Chart and Action Plan

The clerk clarified points regarding to: -

- EV Charging points – The council no longer has the powers to be able to facilitate the installation of the EV points and the NALC guidelines have indicated more research needs to be done on how a Parish Council can provide the power to members of the public. The climate change working party to review this at their next meeting.
- Telephone Kiosk – The clerk met with a group of volunteers through Sutton Timebank to look at future uses, what changes need to be made to the internal space and other elements.

83/22 To receive reports in relation to Sutton from

Cllr Lorna Dupre could not attend the meeting.

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

84/22 Finance

It was proposed by Mr Goodjohn, seconded by Mr Jordan and **resolved unanimously to approve the payments as listed-**

1. To approve payments.

Online Payments

September	Salaries & expenses	£7238.37
September	Cambs Pension Fund	£824.47
Veolia Ltd	Easi-bins	£147.00
The Copier Warehouse	Photocopying	£85.06
Centradata Ltd	Support/email host	£75.60
HMRC	Tax & NIC	£1466.52
PKF Littlejohn	External Audit	£720.00
ESPO	Admin/cleaning supplies	£96.08
Vision ICT	Website changes	£42.00
Digital Creations	Newsletter printing	£495.00
Gallagher	Van Insurance	£647.76
Gallagher	Insurance	£163.37
Truelink Ltd	Grass maintenance	£568.98

Direct Debits

B & CE	Peoples Pension	£145.27
Wavenet	Mobile phones	£107.33
Volkswagen FS	Van lease	£242.99
Southern Electric	Street light electric	£95.65
ECDC	Non-domestic Rates	£595.00
Positive Energy	Pavilion – Electric	£13.20
PWLB	Loan	7,612.50
WAVE	Glebe – water rates	£48.71
WAVE	Pavilion – water	£148.40
Savills	Allotment land rent	£950.00
BT	Phone & Internet	£37.19

1. Approvals

- i) 22/00614/FUL. 7 Garden Close. Proposed single storey extension. - Noted
- ii) 22/00665/FUL. 24 The Brook Sutton. Construction of front porch, single storey side and rear extension, single storey rear extension, and extended outbuilding.- Noted
- iii) 22/00888/FUL. 3A Victoria Place Sutton. Infill single storey front extension with a bay window - Noted
- iv) 22/00752/FUL. 1 Link Lane Sutton, Conversion of existing garage to annexe accommodation and construction of alterations to the infrastructure- Noted

2. Planning Applications

- i) 22/00813/FUL. 19 The Row Sutton. Construction of single storey rear extension and internal alterations - No comments – ECDC to determine
- ii) 22/00580/RMM. Land South of Straw Burning Plant Elean Business Park Sutton, Reserved matters of previously approved 11/00452/OUM for Application to replace extant planning permission (07/01429/OUM) for Outline planning permission for data centre buildings (Class B1) up to 65,000 sqm together with associated services, offices, infrastructure, car parking and landscaping at the Elean Business Park
Amendment - 7th September Amended Plans and additional information received on 16.08.2022 and 05.09.2022; Site plan, landscaping and biodiversity details, Security and fire strategy statements, drainage details. – No Comments – ECDC to determine
- iii) 22/00665/FUL. 24 The Brook Sutton. Construction of front porch, two storey side and rear extension, single storey rear extension and extended outbuilding **22nd August the amendment involves: Reduction in extension from two storey to single storey and amended porch design - Description amended to: Construction of front porch, single storey side and rear extension, single storey rear extension, and extended outbuilding'**. Extension for comments not possible, as the PC decision was ECDC to determine previously – this decision still stands. - Application Approved 9th September. - **No comments – ECDC to determine**
- iv) 22/00507/RMM. Land Adjacent 43 Mepal Road Sutton. Reserved matters for layout, scale, appearance and landscaping of 164 dwellings (excludes self-build plots), internal roads, parking, open space, landscaping, sustainable urban drainage and ancillary infrastructure pursuant to 19/01707/OUM – Full amendments and additional information re: Site layout, house types, landscaping, boundary treatments, noise assessment, drainage details, biodiversity information and marketing suite details. **No comments – ECDC to determine**
- v) 22/01044/OUT 44 The Row. Outline application with matters reserved except access and scale for the erection of two dwellings. **No comments – ECDC to determine**

3. Tree Applications

- i) 22/00871/TPO. 109 High Street Sutton. T1 Walnut - Reduce low limb from over driveway by a maximum of 2 metres. Reduce low limb over neighbours' path and flat concrete area by a maximum of 2 metres – approved – Noted

86/22 Committees and Working Parties

1. Finance Working Party 22nd August 2022 and 12th September 2022.

- a) To receive notes of the working party – Noted
- b) To consider recommendations from the working party.
 - i) It is recommended by the working party and RFO that the parish council does not opt out of the External Audit appointment arrangements.

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously that the parish council does not opt out of the External Audit appointment arrangements.**

- ii) To note the External Audit Report for year end March 2022.

It was noted that the council have a clear audit

2. Personnel Committee meeting 27th September 2022

- a) To receive verbal recommendation on the end of probation period for Mr A Clarke.

It was proposed by Mr Newton, seconded by Mr Collard and **resolved unanimously that Mr Clarke has successfully passed his probation period and his employment is confirmed.**

3. ECDC Climate partnership meeting notes 8th Sept.

- a) To receive notes and consider any action for the Climate Change working party.

The meeting notes to be discussed at the next Climate change working party.

87/22 Community Gritting scheme

- 1. To consider joining the County Council Winter Gritting Scheme.

The council considered joining the scheme and confirmed that it would not join this year.

88/22 Section 106 Agreement – Land Adjacent to 43 Mepal Road

- 1. To receive summary report on the Section 106 Agreement: Land adjacent Mepal Road.

The clerk advised the council that this is a summarised the Section 106 agreement for the Land adjacent Mepal road. This shows the key points in the agreement that the council will need to concentrate on when they come up. Some of these will have tight timescales extra ordinary meetings may need to be called.

89/22 Cambs ACRE/ECDC Warm Hubs. (Notes from meeting Cllr Stevens).

- 1. To consider joining scheme and resources required.

Cambs Acre are offering support for communities to set up Warm Hubs, they can assess readiness of buildings to be a warm hub, assist with training volunteers sourced by the parish, minimum of 3. Along with affiliation with the network of warm hubs in the area.

It was agreed that the council will express an interest with Cambs Acre for an assessment and any further information will be reported back at the October meeting.

90/22 To receive report regarding works required to trees.

- 1. To receive report and quotations

The council undertake a tree survey every 2 years on the trees the parish council either own or are responsible for. The last report completed in November 2021 recommended works to be carried out and quotations were received,

It was proposed by Mr Inskip, seconded by Mr Watson and **resolved unanimously to approve Quotation C (Sutton Tree Services) for £1030 plus VAT.**

- 2. To approve ECDC planning application for tree works in the conservation area and approval from Sutton Poors Charity for tree work on their land.

It was proposed by Mr Inskip, seconded by Mr Collard and **resolved unanimously to approve ECDC planning application for tree works in the conservation area and approval from Sutton Poors Charity for tree work on their land.**

91/22 CCC transport strategy

- 1) Stakeholder Engagement Survey for three transport strategies. – Public Consultation.

The engagement survey consultation runs until 7th November, to allow members of the council to review the transport strategies it was agreed to defer this until the next meeting on the 25th October.

- 2) To consider any response from the Parish Council.

Deferred until 25th October and the clerk will arrange for the Survey to be added to the website for members of the public to view.

92/22 No 39 Stagecoach bus – removal from service at end October 2022

- 1) Update on current situation.

The parish council have not had official information or notices from Stagecoach or the Cambridgeshire and Peterborough Combined Authority about the removal from service of the No 39 bus that services the village from November 2022.

- 2) To consider any action from the Parish Council

It was proposed by Mr Inskip, seconded by Mr Collard and **resolved unanimously to express concerns to the Mayor of the Cambridgeshire and Peterborough Combined Authority about the removal of the service and how the village will be impacted by the loss of the only bus service.**

Mr B Watson left the room at 9.19pm

93/22 Sutton Feast Firework display

- 1) To receive details on proposed Firework display by Sutton Feast.

The Clerk has received the extensive event management plan from Sutton Feast committee and the Sutton Scouts group. The event will be taking place on the 2nd November. This event will be ticketed which are available in advance and on the night. Refreshments and food will be provided by Sutton Scouts.

There are some details to finalise regarding site plans, access and final documents to be received.

Mr B Watson re-entered the room at 9.22pm

94/22 Diary Dates

1. Multi-agency Partnership and Prevention team meeting invite: ATM ram raids and precursor criminality. 30th September 7.30pm via teams. - Noted

95/22 Date of Next Meeting(s)

Full Council – 25th October 2022

The meeting closed at 9.24pm

Signed.....
Chairman

Date.....