

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 25th October 2022 at 7.30pm in The Pavilion, The Brook, Sutton.

Present: Mr M Inskip (Chair) Mr B Browne Mr B Collard
Mr B Goodjohn Mr M Butler Miss B Skelham
Mrs S Partington Mr A Newton Mr L Jordan

Public: Cllr L Dupre
Mrs J Johnson Andow Clerk: Mrs R Hughes

96/22 To receive and note apologies for absence.

None received.

97/22 To receive declarations of interest

None received.

98/22 Public Participation

No members of public present.

99/22 To approve the minutes as a true record of the meeting of Council held 27th September 2022

It was proposed by Mr Inskip, seconded by Mr Collard and **resolved unanimously that the minutes of the meeting of 27th September 2022, are approved as a true record of the meeting**

100/22 Jo Johnson Andow – East Cambs DC Community Safety and Support Officer.

Jo Johnson Andow introduced herself to the meeting, and gave details on the role of Community Safety and Support Officer.

Jo has been in post since August, the job is a three-year contract funded by the Police and Crime Commissioner, and is based with East Cambs District Council. Jo's job is to listen to community concerns and to work with other organisations and agencies to help solve these concerns.

There is a pot of money that can be granted to organisations, including parish councils for community safety projects, up to a sum of £5k. Ideas include ASB in communities, community forums, shop watch, hate crime awareness and anti-bullying awareness.

101/22 Matters for Information only

1. Ouse Washes October Newsletter – Noted.
2. CCC – Heavy Goods Vehicle Policy – Noted, and will be discussed in more detail by the traffic and transport working party.
3. Temporary Traffic Order Application - Proposed closures Various Roads, Sutton 16/1-19/1/23 – Noted.
4. ECDC Rough Sleeping Estimate 2022 – Details noted, and information will be collated to return to ECDC.

102/22 To receive and note the Project Chart and Action Plan - Noted.

103/22 To receive reports in relation to Sutton from:

1. Cllr Lorna Dupre – Cambridgeshire County Council

Cllr Dupre gave updates to her report:

Replacement bus services- Timetables have been published this morning for Ely Zipper 2 and Citi8. This will be until March 2023, when the funding put in place finishes. There is a lot of discussion on how it can be funded after this date. Cllr Dupre will check that the 'Real time' signs will be in use with the new timetable. The Clerk will make arrangements to put up timetables in the village.

Changes have been made to the LHI application process. The straightforward projects and not straightforward projects will be looked at differently. The 20mph policy is due to go to committee, this will be a separate process to apply for.

With regard to rough sleeping, there has been a lot of engagement to get the man in Sutton help.

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

It was noted that the Crematorium application has been approved and the business case will now be considered.

The proposal for the local tax reductions scheme was voted down.

104/22 Finance

1. To approve payments.

It was proposed by Mr Browne, seconded by Mr Goodjohn and **resolved unanimously to approve the following payments:**

Online Payments

October	Salaries & expenses	£7225.27
October	Cambs Pension Fund	£824.47
Veolia Ltd	Easi-bins	£153.80
The Copier Warehouse	Photocopying	£90.43
Centradata Ltd	Support/email host	£267.60
HMRC	Tax & NIC	£1466.12
ESPO	Admin/cleaning/Timebank	£273.03
Truelink Ltd	Grass maintenance	£561.58
Gowing & Hunt	Boiler service & repairs	£683.45
Ely Skip Hire	Skip Hire	£166.00
SLCC	Conference	£564.80
Ikonic Lifts	Repair to lift	£268.92
Sutton Poors Charity	Lease for land	£100.00
Rialtas	Accounts software	£214.80
MS Electrical	Installation of Defib	£258.00
MS Electrical	PAT Testing	£86.40
ACE Security	CCTV/Intercom	£448.35
CamAlarms Ltd	Fire alarm service	£118.54
CamAlarms Ltd	Glebe – replace sensors	£1844.04

Direct Debits

B & CE	Peoples Pension	£145.27
Wavenet	Mobile phones	£107.81
Volkswagen FS	Van lease	£242.99
Southern Electric	Street light electric	£97.41
ECDC	Non-domestic Rates	£595.00
Pozitive Energy	Pavilion – Electric	£91.59
Pozitive Energy	Glebe – Electric	£113.17
Pozitive Energy	Glebe – Gas	£20.12
Pozitive Energy	Pavilion – Gas	£61.40
Pozitive Energy	Floodlights	£12.73
Pozitive Energy	Glebe – electric	£13.20
Pozitive Energy	Glebe – electric	£80.99
Pozitive Energy	Pavilion – electric	£93.90
Pozitive Energy	Floodlights	£14.22

Positive Energy
Positive Energy

Pavilion – Gas
Glebe – Gas

£86.42
£23.11

105/22 Planning

1. Approvals

- i) 22/0892/FUL. 40 Bellairs Sutton. Single storey rear extensions and alterations – Noted.

2. Planning Applications

- i) 22/01113/FUL. Land South East of 107 The Row Sutton. Proposed lake and associated works – No concerns ECDC to determine.
- ii) 22/01150/FUL. 13 Mostyn Close Sutton. Part conversion of a garage storage area to seamstress studio/workshop – retrospective – No concerns ECDC to determine.
- iii) 22/00813/FUL. 19 The Row Sutton. Construction of single storey rear & side extensions and internal alterations. An amended plan/additional information has been received for this application on 11th October 2022. 1. Proposal wording amended to "Construction of single storey rear & side extensions and internal alterations" 2. Amended plans to include side elevation extension. – No concerns ECDC to determine.
- iv) 22/00958/FUL. Site South West Of 16 Tower Road Sutton. Construction of a new dwelling. No Concerns ECDC to determine.
- v) 22/00331/FUL. Acre View The Gault Sutton. Erection of polytunnel on agricultural land for use of growing food, polytunnel to be 20ft wide by 48ft. No concerns ECDC to determine.

3. Tree Applications

- i) 22/01072/TRE. 4 Eastwood Close Sutton. T1 Walnut - 25% crown reduction (2metres) T2 Silver Birch - 25% crown reduction (2 metres) – Noted.

4. Street Naming and Numbering.

- i) ECDC Reference: STNN/22/95. North Farm, Mobile home at North farm – Noted.

106/22 Committees and Working Parties

1. Finance Working Party

- a) To receive notes of the working party. - 18th October 2022. – Noted.
- b) To consider recommendations from the working party.
 - i) It was proposed by Mr Inskip, seconded by Mr Collard **and resolved unanimously to make the Virements: Contingencies to Solicitor Fees £295.00 and Contingencies to Website £70.00**
 - ii) It was proposed by Mr Goodjohn, seconded by Mr Butler and **resolved unanimously that the council accepts the increase of allotment rent from Smiths Gore. £1900.00 to £2,000.00 per annum and signs the supplemental agreement and the council undertakes a review of allotments fees in order to consider giving a one-year notice of a rent review in October 2023.**
 - iii) It was proposed by Mr Browne, seconded by Mr Newton and **resolved unanimously to accept the quotation to replace the door locks to a master key system at a cost of £740.77 plus VAT, to be paid for via CIL.**

- iv) It was proposed by Mr Inskip, seconded by Mr Jordan and **resolved unanimously to hold the summer sports club and apply for a grant to awards4all for the sports project for summer 2023.**

2. Village Hall Committee Meeting.

- a) To received minutes of the meeting of the Village Hall Committee – 20th September 2022. – Noted.

It was proposed by Mr Browne, seconded by Mr Inskip and **resolved unanimously that the council will write to the school regarding the parking in the village hall car park, and request that they make use of the school allocated parking in Bellairs.**

107/22 Sutton Pepperpot – Christmas Edition

1. To receive request from Sutton Pepperpot for a donation for the Christmas edition printing costs and the additional page if required.

It was proposed by Mr Browne, seconded by Mr Inskip and **resolved unanimously to grant a sum of £60.00 for the printing costs and £60.00 for the additional page to The Pepperpot for the Christmas edition.**

108/22 CCC – Transport Strategies

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

No response to be made.

109/22 Bus Services – Sutton.

1. Response from Dr Nik Johnson – Mayor of Cambs and Peterborough Combined Authority regarding the bus service for Sutton

It was noted that this issue has been resolved by the new bus service, no response will be made.

110/22 John Hill – CEO ECDC Re: Action Plan for the Waste and Recycling Service.

Email was received relating to the waste and recycling services, ECDC has put in place an action plan to resolve some of the recent issues they have faced.

111/22 ECDC Vulnerable Community Strategy Consultation

The council has been informed that ECDC is updating its Vulnerable Community Strategy to ensure that the council continues to understand what the needs of vulnerable communities are and that services continue to meet those needs. A spread sheet with a number of questions has been received.

It was agreed that the parish council does not have the expertise in this area, (skills, resources or insight) to give a useful picture.

112/22 Local Council Award Scheme

The clerk gave information on the Local Council Award Scheme application process and timetable. It was agreed to wait until September 2023 before putting in the application. It is hoped that after the May 2023 election the council will meet the eligibility to apply for the Gold award.

113/22 Cambs ACRE – Warm Hubs

The Clerk updated the council on the Warm Hubs programme. Cambs ACRE welcome an application from the parish council. A sum of money is available to cover room costs, and for refreshments for up to 6 hours a week. Volunteers will be required to run the hubs.

The Timebank co-ordinator will make a request to timebank members for volunteers, the volunteers will be required to undertake training. It was thought that two sessions for 3 hours, one daytime, and one evening or weekends, depended and on volunteer availability.

114/22 Dog bin Report

1. To receive report from Deputy Clerk on dog bins.
2. To consider recommendation to purchase a replacement dog bin for Sutton Gault and a new location for a dog bin in the village.

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously to replace the dog bin at Sutton Gault at a cost of £105.17 plus vat.**

115/22 Diary Dates

Friday 2nd December 2022 – Christmas Trees switch on.

116/22 Date of Next Meeting(s)

Full Council – 22nd November 2022

The meeting closed at 9.16pm.

Signed.....
Chairman

Date.....