

## SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 24<sup>th</sup> January 2023 at 7.30pm in The Pavilion, The Brook, Sutton.

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

**Public:** Cllr L Dupre **Clerk:** Mrs R Hughes **Deputy Clerk:** Mrs M Wolland

### 154/23 To receive and note apologies for absence.

All members present.

### 155/23 To receive declarations of interest

Mr B Browne Pecuniary Interest Agenda item 166/23 Declaration No: 364/23

### 156/23 Public Participation

No members of public present.

### 157/23 To approve the minutes of the meeting of Council held on 10<sup>th</sup> January 2023.

It was proposed by Mr Collard, seconded by Mr Browne and **resolved following a vote of 7 for and 3 abstentions that the minutes of the meeting Council held on 10<sup>th</sup> January 2023 are approved as a true record of the meeting.**

### 158/23 Matters for Information only

1. Ouse Washes Flood Storage Reservoir update Jan 2023 - Noted
2. Gigaclear works in Sutton – - Noted
3. Report from Sutton Timebank. - Noted
4. TTRO – 23/106 Long North Fen Drove, Sutton and TTRO 23/107 The Row, Sutton - Noted

### 159/23 To receive and note the Project Chart and Action Plan - Noted

### 160/23 To receive reports in relation to Sutton from:

1. Cllr Lorna Dupre – Cambridgeshire County Council  
Update:
  - Government Settlement – CCC core spending power to increase with published rises in council tax to be 4.99%
  - Persistent Organic Pollutants (POPs) are found in various Waste Upholstered Domestic Seating (WUDS) such as sofas and upholstered dining chairs. Such materials can not be landfilled from 1<sup>st</sup> January 2023. ECDC are now accepting these items, which are being stored until a contract can be finalised with a provision that can strip them down and incinerate the items.
2. Cllr Lorna Dupre & Cllr Mark Inskip – East Cambridgeshire District Council  
Update:
  - Garden Close planning application will now be delayed until March planning committee meeting due to ongoing complex application which is taking longer to finalise.
  - Anti-Social Driving at Elean Business Park – Lorna has been in contact with the relevant police department to advise them of the recent start up in activity.

### 161/23 Finance

1. **To approve payments.**

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

Online Payments

January	Salaries & expenses	£7346.99
January	Cambs Pension Fund	£860.87
Veolia Ltd	Easi-bins	£108.08
The Copier Warehouse	Photocopying	£85.06
HMRC	Tax & NIC	£1612.19
ESPO	Office/Cleaning	£53.75
Parish Online	Digital Mapping	£96.00
Data Shredders	Shredding	£79.20
Ely Skip Hire	Skip – Burial ground	£262.00
Rialtas Business Sol	Accounts software	£159.01
Centradata Ltd	IT support	£252.22
Sutton Poors Charity	Drainage rates	£117.04
Cambs ACRE	Subscription	£60.00
Gallagher Insurance	Annual Insurance	£4864.64
Fenland Spirit Services	Lawn Mower Service	£89.00

Direct Debits

B & CE	Peoples Pension	£166.07
Volkswagen FS	Van lease	£242.99
ECDC	Non-domestic Rates	£595.00
SSE	Street lights	£255.14
ICO	Data Protection Fee	£35.00
Wavenet	Mobile Phones	£107.33

**162/23 Planning**

1. Approvals

- i) 22/00982/FUL. 3 Pound Lane Sutton. Single storey extension to rear and associated works - Noted
- ii) 22/01263/LBC. 22A High Street Sutton. Proposed single roof light
- iii) 22/00525/VAR. Land to North Side of Mill Field Sutton. To vary Condition 12 (Floor Area) of previously approved 21/00485/OUT for Proposed residential development of nine dwellings access road, car ports, garaging, visibility splays and associated site works - Noted
- iv) 22/00945/FUL. Rathless 1 Church Lane Sutton. Replacement flat roof with a pitch roof and garage conversion - Noted

2. Planning Applications

- i) 22/01138/FUL. 32 The Brook Sutton. Loft Conversion – ECDC to determine
- ii) 22/01186/FUL. The Bungalow 1 Fieldgate Sutton. Single storey rear extension, re-roof side extension, new porch canopy, internal and external alterations and new driveway/ access, alterations to existing outbuilding – ECDC to determine

3. Tree Applications

- i) 22/01297/TPO. 2 Markfield Rise Sutton. T 1 - Field Maple - Pollard at 4m above ground level. Reason - Hollow main trunk with included unions showing signs of splitting – Approved - Noted
- ii) 22/01438/TRE. 62C High Street Sutton. T1 Acacia- Reduce in height and shape by 1.5-2 meters T2 Acacia- Severe canker, remove to ground level

T3 Prunus- Reduce in height by 2 meters and shape by 1.5 meters – Approved - Noted

4. Planning Appeals

- i) 22/00457/FUL. 68 Bellairs, Sutton. Proposed ground floor rear and side extension – Appeal Dismissed - Noted

5. Planning Withdrawn

- i) 22/01150/FUL. 13 Mostyn Close Sutton. Part conversion of a garage storage area to seamstress studio/workshop – retrospective - Noted

### 163/23 Committees and Working Parties

#### 1. Neighbourhood Plan Working Party.

- a) To receive notes of working party meetings – 17<sup>th</sup> October 2022 and 9<sup>th</sup> November 2022.

The working party has been meeting to continue reviewing the response from the survey to residents and collating other information.

### 164/23 LHI 23/24 Application

1. To receive details of LHI 23/24 application to CCC for Weight Restriction on B1381.

The Traffic and Transport working party agreed that an application should be made to CCC for a Weight Restriction on the B1381 for LHI 23/24. Due to a tight deadline the Clerk made the application with supporting documents so not to miss the deadline.

The application would see a weight restriction from Earith, all the way through the village until the A142 roundabout. Sutton has an issue with HGV's short cutting through the village to miss out the section of the recommended route A10 and A142. There are "Advisory Freight Route" signs on the A142 that indicate to drivers to head to Chatteris rather than through Sutton, but these seem to be ignored.

The joint parishes HCV Committee advises that it is important to have a weight striction "except for loading" rather than "except for access".

The council has submitted documents including a letter of support from our County Councillor, Tracsis data, Traffic and transport objectives from the Made Neighbourhood plan in 2019, survey responses from the recent neighbourhood plan review, Environmental testing results from Aspen Environmental LTD and further information and support from the HCV committee.

The council will be invited to make a presentation at CCC for the application and have indicated that the council would make a contribution of 50% towards the scheme if successful.

2. To approve application

It was proposed by Mr Inskip, Seconded by Mr Collard and **resolved unanimously to approve the LHI 23/24 application to CCC for a Weight Restriction on B1381**

### 165/23 CCC Proposed Highway works – The Brook corner

1. To receive and note CCC proposed works on The Brook.

CCC have proposed Highways works on the Brook corner to provide a controlled crossing point. This will be for Monday to Friday 8:30am to 9:30am and 3pm to 4pm School Term times.

The design plan is being finalised and more information and consultation will be made once plan agreed.

Mr B Browne left the room at 8:04pm

### 166/23 ECDC – CCTV in licensed taxis and private hire vehicles consultation.

1. To note consultation and consider any response required

ECDC's licensing authority are currently consulting on the subject of CCTV in vehicles licensed for the purpose of hire and reward ie. taxis and private hire vehicles.

The Department for Transport (DfT) published its Statutory Taxi and Private Hire Vehicle Standards in July 2020 with a strong focus to protect all passengers and users of taxis and private hire transport services. The statutory guidance makes it clear that the Government expects the recommendations contained within it to be implemented unless there is a compelling local reason not to.

In order to fulfil its obligations, ECDC are inviting members of the trade, public and stakeholders to respond to this call for evidence. The deadline for comments is 3pm on the 13<sup>th</sup> March 2023.

The parish council advised the clerk to share the details of the consultation on the website and encouraged councillors to complete the questionnaire.

#### **167/23 Summer holiday club.**

- a) To receive email from Finding Fitness and discuss action required.

The clerk advised the council that the company that provided the successful summer holiday club at the Pavilion last year for 3 weeks in the summer holidays are no longer in a position to provide this service this year due to a change in their business model.

It was proposed by Mr Inskip, seconded by Mrs Partington and **resolved unanimously to approve the Clerk to look at other options and companies to provide a holiday club, to apply for grant funding if an appropriate alternative is found.**

#### **168/23 Cambs & Peterborough Combined Authority – Draft Bus Strategy consultation.**

1. To note consultation and consider any response required.

The Cambs & Peterborough Combined Authority are asking members of the public and stakeholders to have their say on its draft Bus Strategy in a consultation that runs until the 22<sup>nd</sup> February 2023.

The Bus Strategy sets the vision for Cambridgeshire and Peterborough which is for a comprehensive network of bus services across Cambridgeshire and Peterborough that people find convenient, easy to use, reliable, affordable, and offers an attractive alternative to the car. The purpose of the Bus Strategy is not to examine detailed, granular issues around specific routes and services; more to outline the key, strategic aims, objectives, and aspirations the region has for its bus network to enable the Combined Authority and partners to bid for further funding and shape the network to meet the needs of residents and businesses.

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously that the council respond to the consultation advising that the current provisions for buses in the village be extended to cover early evenings and that the buses connect with Lancaster way Business park, Ely Train Station and Ely City Centre to allow commuters to use the buses or trains onwards to Cambridge and other destinations. Additional routes be added that connect Sutton with the guided bus services in Longstanton or St Ives.**

#### **169/23 Asset of Community Value.**

1. To receive report from Cllr Watson on his visit to The Chequers to source evidence on the application.
2. To consider if any further action is required.

Cllr Watson, Cllr Jordan. Cllr Skelham and Cllr Goodjohn attended The Chequers public house one evening with the remit to source evidence that would assist in the application to have The Chequers added as an Asset of Community Value with ECDC.

The parish council will need to demonstrate with examples and specifics that illustrate how the public house enhances the social wellbeing or cultural, recreational or sporting interest of the local community at present. The application would also need supporting evidence from any specific groups or societies that use the public house.

The clerk advised the council that a new application could be made once all of the specifics and supporting evidence has been reviewed.

### 170/23 Thermal Imaging Cameras

1. To receive an update from The Clerk on how the scheme could be set up for Sutton.

The clerk updated the council that ECDC are keen for Sutton parish Council to sign up to the scheme for the village. They are happy for a group of volunteers to be responsible for the cameras, subject to some basic due diligence and risk assessments being completed in regards to the Health and safety of accessing homes.

Training will be given to the volunteers on how to use the cameras

The clerk advised the council that other parishes have used the cameras and their Climate groups have organised the surveys etc.

The council would be able to utilise the Timebank for the volunteers as they would be covered by the councils Volunteer policy and they volunteers would be co-ordinated by the Timebank.

2. To discuss and agree process for running the Thermal Imaging Camera scheme.

It was proposed by Mr Watson, seconded by Mr Inskip and **following a vote of 9 for and 1 abstention to agree that the council joins the Thermal Imaging Camera scheme and Sutton Timebank facilitate the volunteers along with the Clerk.**

### 171/23 Grass cutting contracts

1. Clerk to report on quotations received for grass maintenance of The Paddock, Recreation Field, Football Pitch and Open Space.

The clerk reported that the grass maintenance contract for The Paddock, Recreation Field, Football Pitch and Open Space was ready for renewal. 3 contractors were approached for the tender process, 2 quotes received and the 1 contractor declined to quote.

Quotes received for a 3-year contract starting from 1<sup>st</sup> February 2023 running until 31<sup>st</sup> December 2025.

	Company A	Company B
01/02/23 – 31/12/23	£3147	£7200
01/01/24 – 31/12/24	£3304	£7416
01/01/25 – 31/12/25	£3469	£7638.48

2. To consider and approve quotation.

It was proposed by Mr Browne, seconded by Mr Inskip and **resolved unanimously to approve the quotation from Company A for 01/02/23 – 31/12/23 for £3147, 01/01/24 – 31/12/24 for £3304 and 01/01/25 – 31/12/25 for £3469.**

### 172/23 Grant Application – Open Spaces Group

1. To receive grant application from Sutton Open Spaces Group, and report from The Clerk.

The grant application from Sutton Open Spaces Group is for the purchase and planting of 2 trees on the ECDC owned open space in Churchills close, Sutton. These are in memory of the Late Queen and as part of the Queens Green Canopy.

The total cost of the project is £131.80

2. To consider and approve application.

The clerk advised the council that

- a) Previous application from the Opens spaces group was granted in April 2022 £180.00 (Village Open Gardens on the 29<sup>th</sup> May 2022 (Printing costs and refreshments).
- b) Land is owned by EDC. Application states that the Tree Officer has given permission, however there is no detail on future ownership of the trees or who will be responsible for their maintenance.
- c) SPC resolved on 28th September 2021 that it would support the promotion of The Queens Green Canopy scheme
- d) Financially there are no funds available in the grant budget for 22/23 (Already overspent by £922.00). So, if the grant is approved, it will have to be financed by General Reserves

It was proposed by Mr Browne, seconded by Mr Watson and **resolved unanimously to decline the grant application due to the insufficient funds and recommend the Open spaces group contact The Woodland trust for free trees or local stores such as The Co-op and garden centres as they may have schemes to donate trees as part of the Queens Green Canopy.**

**173/23 Date of Next Meeting(s)**

Full Council – 28<sup>th</sup> February 2023

The meeting closed at 8.54pm

Signed.....  
Chairman

Date.....