

## SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 25<sup>th</sup> April 2023 at 7.30pm in The Pavilion, The Brook, Sutton.

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

**Public:** Cllr L Dupre and 2 members of the public **Clerk:** Mrs R Hughes

### 215/23 To receive and note apologies for absence.

Apologies received and noted for Mr B Collard.

### 216/23 To receive declarations of interest

Mr B Watson Personal Interest Agenda item 223/23/2/ii Declaration No: 376/23

### 217/23 Public Participation

Member of Sutton Feast committee will speak at section 223/23/2

### 218/23 Priorsfield Surgery- PPG

1. To receive a written report from PPG regarding the doctor's surgery

### Report to Sutton Parish Council from Priors Field Patient Participation Group. 20th April 2023

#### Changes at Priors Field

Parish councillors will be aware that Malling Health took over providing care services at Priors Field on an initial one-year extendable contract from 3rd April. This followed the recent panic of nearly losing our surgery when we learned belatedly that Fenland Group had surrendered the contract. Since then, patients have told us repeatedly that the service they have experienced has been excellent. This is despite the cupboard being almost bare when Malling Health first entered the building. So, we owe the Malling directors and the staff a big thank you for getting stuck in and getting the surgery and staffing organised over that first April weekend.

#### Staffing.

Six ladies of the original admin team were able to stay on and become part of Malling Health from week one. A new practice manager was appointed in week two. One of the original nurses was re-appointed and two new receptionists recruited in week three. There is a continuous presence of clinicians who are engaged on a locum basis.

#### First Impressions

The PPG is positively impressed with the new surgery team's can-do will-do attitude. For example, Sutton has had no midwifery services provided at Priors Field for many years but, after a request from the PPG, Malling immediately arranged for the midwife team to conduct clinics at Priors Field every Monday from 24th April. There seems to be no delay in patients getting through on the phone with a call back or appointment on the day now seeming to be the norm. Patients are also able to make appointments by visiting reception in person.

#### Priors Field premises

Sutton Garden Club members have willingly volunteered to tidy up the Priors Field outside spaces, starting Wednesday 26th April, to make the site more welcoming for patients and staff alike. A number of patients have volunteered to decorate the interior, but we have not yet agreed a start date with the practice. The PPG will be supporting the NHS and local authorities in gaining new fit-for-purpose NHS primary care surgery premises somewhere in Sutton.

#### Looking ahead

The PPG is engaged in helping the NHS design the right model for primary care services here in Sutton for our 6000 patients. Planning primary care services is about so much more than just making sure there's a local GP so we can "see the doctor". It is more about the wider range of roles and services provided within primary care, such as specialist nurses, pharmacists, physiotherapists, social prescribers, paramedics and midwives, and how the NHS can look to

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deliver these services more effectively in the future. We are setting up a number of focus groups made up of patients of all ages and different health characteristics to advise us on which services they value most from primary care, and which ought to be provided locally as opposed to remotely. Parish councillors will no doubt agree that this is a great opportunity for parishioners to influence local primary care into the future. We aim to give an initial view to the NHS Integrated Care System by mid-May.

The PPG team.

#### 219/23 To approve the minutes of the meeting of Council held on 28<sup>th</sup> March 2023

It was proposed by Mr Inskip, seconded by Mr Watson and resolved following a vote of 8 for and 2 abstentions to approve the minutes of the meeting of Council held on 28<sup>th</sup> March 2023 with these amendments. To include Mr M Butler as present at the meeting, agenda item 205/23/2 amend point 2 to read 'Operational Service Committee' and point 4 to read 'more efficient HVO'

#### 220/23 Matters for Information only

1. Lengthsman – Certificate of Competence – Traffic Management for Community Events - Noted
2. ECDC – Local Enforcement Plan - Noted
3. Way 2 Go Spring Newsletter 2023 - Noted
4. Premier Education – Clerk to report on School holiday sports club.

The clerk advised council that the Premier education Easter club that ran for 4 days was a great success, all CCC funded places were taken and a further 20 children attended daily. They are hoping to run the same format club in the May Half term and then look to hold other weeks in the summer holidays.

5. STNN/23/1 - Addressing 1 new dwelling - Land rear of 107 The Row, Sutton - Noted

#### 221/23 To receive and note the Project Chart and Action Plan - Noted

#### 222/23 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

#### Updates

- Garden Close planning application will be discussed at the Planning committee meeting on the 26<sup>th</sup> March and Cllr Dupre and Cllr Inskip will be attending to give their comments. The Planning officer has recommended approval of the application.
- Street Sweeping – Requests for list of streets and schedules have been unsuccessful, however after raising concerns about sweeping in Sutton, a sweeper was sent out a few days later.

#### 223/23 Finance

##### 1. To approve payments.

It was proposed by Mr Watson, seconded by Mr Jordan and resolved unanimously to approve the following payments:

#### Online Payments

April	Salaries & expenses	£7370.20
April	Cambs Pension Fund	£830.12
Veolia Ltd	Easi-bins	£197.16
HMRC	Tax & NIC	£1611.79
Centradata Ltd	IT support	£73.01
ECDC	Glebe premises licence	£265.01
CAPALC	Annual Subscription & DPO	£853.97
The Copier Warehouse	Photocopying	£94.53
Vision ICT	Website host & support	£342.00
Truelink Ltd	Grass maintenance	£343.31
SLCC	Annual Subscription (MW)	£187.00
ICCM	Annual membership	£95.00

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MS Electrical	Glebe – light repairs	£348.00
CAPALC	Training	£190.00

Paid End March – online payments

HMRC	PAYE	£204.88
Groundwork UK	NP Grant unspent	£2360.00
Miss Pearson	Hall hire refund	£36.52

Direct Debits

ECDC	Non-domestic rates (April)	£605.66
B & CE	Peoples Pension	£166.07
SSE	Street lights	£220.36
Wavenet	Mobile Phones	£125.89
Volkswagen FS	Van Lease	£242.99
EDF	Pavilion Gas	£2505.04
EDF	Glebe electric	£510.45
EDF	Glebe Gas	£719.25
EDF	Pavilion electric	£282.41
Savills	Allotment land rent	£991.37

**2 To consider Grant applications.**

A member of the Sutton Feast committee spoke about their grant applications.

Annual insurance has been delayed due to finalising some aspects of the cover for the fireworks and other events. In previous years Sutton Parish Council have kindly covered the insurance through grants.

Coronation event grant application, the feast committee are asking for half of the amount this event will cost, so that they can provide the event for free to the community for the Coronation Street Party on the High Street in the village on the 7<sup>th</sup> May. The road closure application has been agreed and the plans are in full swing with entertainment being booked, catering organised and booklets published to be distributed around the village to advertise the Coronation events as well as an insert from the WI with information about local community groups.

The event will go ahead without any grant support; however, it would be appreciated for any contribution.

i) Sutton Feast Committee – Annual Insurance

Parish Council to discuss grant for the sum of £654.65 to cover Sutton Feasts Annual Insurance for their events that are held in the village.

Legal: Local Government Act 1972 s137

Financial: Grant funding budget for 2023/2024 is a total of £1650.00

*MAZ*

*It was proposed by Mr Insip, seconded by Mr Newton + resolved following a vote of 7 for and 2 abstentions to approve the grant of £654.65*

ii) Sutton Feast Committee – Coronation Event Application

Application is towards the King Charles III Coronation Street Party on the 7<sup>th</sup> May 2023

Parish Council to discuss grant for the sum of £2000.00.

Legal: Local Government Act 1972 s145

In the event the council wishes to give 100% financial support it will also need to agree to use monies from general reserves.

The parish council granted Sutton Feast committee with funds to assist with their Jubilee celebrations in 2022.

The Chairman explained that the general reserves for the financial year are 23% net expenditure which is currently below the recommended 25%. This was mainly due to the high increases in the utility bills for 2023. These are expected to be less in 2024.

*MAZ*

As the grant request is over £250, the parish council requires a copy of the organisations latest audited accounts, constitution and most recent bank statement. These documents were distributed around the councillors.

It was proposed by Mr Inskip, seconded by Mr Browne to spend the rest of the grant fund for 23/24 and approve £1000 to be granted to Sutton Feast Committee.

An amendment to this proposal was presented.

It was proposed by Mr Newton, seconded by Miss Skelham and **following a vote of 8 for and 1 abstention to approve £500 be granted to Sutton Feast Committee now and subject to sufficient grant funding budget review another £500 in December 2023.**

The amendment was agreed following a vote of 8 for and 1 abstention.

## 224/23 Committees and Working Parties

### 1. To receive notes of the Neighbourhood Plan working party meetings:

i) 18 January 2023, 29<sup>th</sup> March 2023 and 13<sup>th</sup> April 2023 - Noted

a) SPC to approve draft for consultation (subject to typo and grammatical errors) in readiness for the consultation.

The draft review of the neighbourhood plan is complete after the working party have worked on adding policies to include areas that are not covered by ECDC plans and to also amend some policies to add community facilities to be permitted for development outside the development envelope.

Once the document is approved by council, this will then go to the publishers to complete the review document. There will then be a consultation with the residents of the village, a pre submission event in June, information in the Summer Newsletter, before it is reviewed by the working party and then sent to ECDC.

It was proposed by Mr Browne, seconded by Mr Goodjohn and **approved unanimously to approve draft for consultation (subject to typo and grammatical errors) in readiness for the consultation.**

b) To note cost of continuation of NP review, and additional grant funding.

The Clerk advised the council that so far, we have received grant funding to assist in the cost of reviewing the neighbourhood plan through Locality. At the end of every grant period an unused funds must be returned and then a new application made for further funding.

At this present time, Locality have not released their funding programme for 2023 and if funding is not available then expenses would need to be found elsewhere.

It may be possible to use CIL money, the clerk will liaise with ECDC about this. The consultant fees will be due in a few months or so and be around £2310.

## 225/23 Planning

### 1. Approvals

i) 23/00063/FUL. 1 Foxes Hollow Sutton. Single storey rear extension - Noted

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 - Noted

### 2. Planning Applications

i) 23/00415/FUL. 68 Bellairs Sutton. Proposed ground floor rear and side extension plans – ECDC to determine.

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- ii) 22/00626/FUL. 121-123 High Street Sutton. Erection of 9 No. dwellings, garages and associated works following the demolition of the existing dwelling- Amendment - The following amended information has been received:
  - Amendments to all proposed House Types.
  - Reduction of ridge heights for Plots 1, 2, 3, 4, 7, 8 and 9.
  - Plots 5 and 6 amended from 2No. detached 4/5-bedroom dwellings to a pair of semidetached 2-bedroom dwellings.
  - Increased separation distance between Plot 5 and west boundary of application site.The following additional information has been received: Shadow Study plans – ECDC to determine, previous comments still stand for the application.

### 3. Appeals

- i) APP/V0510/W/22/3304498. Site southeast of 91 The Row, Sutton. - The appeal is allowed, and planning permission is granted for the erection of one self-build dwelling and carport/workshop, siting, and residential use of one mobile home for duration of works, and associated works at site southeast of 91 The Row, Cambridgeshire CB6 2PB in accordance with the terms of the application, Ref 22/00345/FUL. - Noted

### 4. ECDC Planning Committee

- i) 22/00057/RMM. Land Rear of Garden Close Sutton. Reserved Matters for appearance, landscaping, scale and layout for the erection of 47 homes including public open space of previously approved Outline planning application 17/01445/OUM for erection of up to 53 houses to include public open space and details relating to access – Application put forward for inclusion in Planning committee Agenda – Meeting on 26<sup>th</sup> April at 2pm - Noted.

### 226/23 Letter received from Gigaclear LTD

1. Request for permission to access Parish Council land for the installation of fibre broadband equipment GWA203410/E-SUTTN (attached)
  - i) To consider request for permission to access the existing infrastructure on Parish council land as per attached Access Agreement
  - ii) To approve the Parish Clerk to sign the Network Access Agreement GWA203410/E-SUTTN on behalf of the council.

It was proposed by Mr Inskip, seconded by Mr Butler and **approved unanimously to approve permission for Gigaclear to access council land for installation of fibre broadband equipment and for the Parish Clerk to sign the Network Access Agreement GWA203410/E-SUTTN on behalf of the council.**

### 227/23 Correspondence

1. Sutton Pools Land Charity – Letter re: appointment of Trustees.

- i) To consider if the parish council wishes to be considered as a representative trustee.

Historically the parish council has had representatives on the Pools land Charity. The charity has asked if the parish council wishes to be considered as a representative trustee.

The clerk will advise the charity clerk that this item will be added to the agenda for the Annual Meeting of the Parish Council on the 16<sup>th</sup> May.

2. Hedgehogs R Us – Letter re: Hedgehog Highways (attached)

- i) To consider project by Sutton Timebank, and purchase of 1 x 50 box at £150.00 (Timebank EMR)

Hedgehogs R Us have said that with Hedgehog numbers in decline and Hedgehog awareness on the rise, there has never been a better time to get involved in Hedgehog conservation.

A Hedgehog Highway is a 5-inch gap in a fence and is essential in the battle to prevent the extinction of our endangered spiky friends. This gap allows them access to forage for food and meet mates.

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They have kits available to purchase which have includes 50 Hedgehog Highway surrounds & 50 information leaflets for £150.

It was proposed by Mr Watson, seconded by Miss Skelham and **resolved unanimously to approve Sutton Time bank purchase 1 x 50 box at £150.00 to come out of Timebank EMR.**

3. Connections Bus.

- i) Email from Connections Bus regarding availability and costs.

Connections bus have advised the council that they now have an extra bus for their youth work that would be available if the council decided they wished to proceed this year.

As this is not included in the current 2023/2024 budget it could be something to consider for next year at budget time.

4. Sutton Feast Committee – Party in the Park and November fireworks.

- i) To consider request for the use of the Football field for party in the park, and the use of the Recreation Ground (Lawn Lane) for November fireworks.

It was proposed by Mr Inskip, seconded by Mr Newton and **following a vote of 7 for and 2 abstentions to approve Sutton Feast Committees request to use the football fields for party in the park and the use of the Recreation Ground (Lawn Lane) for November fireworks.**

**228/23 Diary Dates**

22<sup>nd</sup> April 2023 – Sutton Annual Litter pick – Already held and was very successful.

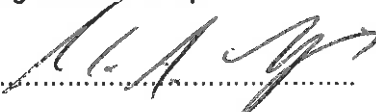
27<sup>th</sup> April 2023 – Annual meeting of the Electorate - Noted

**229/23 Date of Next Meeting(s)**

Annual Meeting of the Parish Council – 16<sup>th</sup> May 2023 - Noted

Full Council – 23<sup>rd</sup> May 2023 - Noted

The meeting closed at 9.03pm

Signed.....  
Chairman

Date.....