

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 27th June 2023 at 7.30pm in The Glebe Hall, 4 High Street, Sutton.

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

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

34/23 To receive and note apologies for absence.

Apologies received and noted for Mr N Oakland and Mr M Butler

35/23 To receive declarations of interest.

No declarations of interest received.

36/23 Public Participation

No Members of the public present

37/23 To approve the minutes of the meeting of Council held on 23rd May 2023

It was proposed by Mr Inskip, seconded by Mr Jordan and **resolved following a vote of 5 for and 1 abstention to approve the minutes of the meeting of Council held on 23rd May 2023 with the following amendments. Mrs S Partington was not present at the meeting, 27/23 "and the officers" replaced with "members" and 29/23/1 "Mrs Newton" amended to "Mr Newton".**

38/23 Matters for Information only

1. CCC TTRO – The Brook - Noted
2. CCC – Chain Causeway - Noted

39/23 To receive and note the Project Chart and Action Plan

The Project Chart and Action Plan were noted

40/23 To receive reports in relation to Sutton from:

1. Cllr Lorna Dupre – Cambridgeshire County Council

Updates

- Priorsfield Doctors Surgery – The 1st of 2 meetings was held online at 5:30pm on the 27th July and the 2nd meeting will be held 10:30am to 12pm at the Brooklands Centre on the 28th July. At the meetings NHS Cambridgeshire and Peterborough representatives discussed the future of primary care in Sutton and surrounding areas and welcomed participation from the local community on what they would like to see
- The After action review is being held around the 6th July, to look at the situation that arose at Priorsfield and learning from that, to take forward.
- LHI Bids will be reviewed on 7th July, there has only been a very small number of bids from East Cambs which means that any left-over budgets will be allotted to the other districts. Sutton Parish council's Weight Limit LHI does not show up on the Complex or non-Complex lists, Lorna will investigate this.

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

Updates

- The Operational Services Committee was held on the 19th June and the Environmental Plan was approved with an amendment to look at the action plan to reduce carbon emissions by 80%.

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June
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1. To approve payments.

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

Online Payments

| | | |
|----------------------|-------------------------------|----------|
| June | Salaries & expenses | £7805.26 |
| June | Cambs Pension Fund | £830.12 |
| Veolia Ltd | Easi-bins | £167.40 |
| Centradata Ltd | IT support | £223.84 |
| The Copier Warehouse | Photocopying | £106.20 |
| ESPO | Cleaning/Admin | £70.44 |
| Mark Allen | Glebe window clean | £30.00 |
| UKBC | Boiler Service | £102.00 |
| ECDC | Uncontested election costs | £250.00 |
| Fenland Fire App | Fire appliance service | £242.64 |
| Metrorod | Glebe drains | £126.00 |
| Polyglaze | Pavilion porch door | £192.00 |
| Ely Skip Hire | Burial ground skip | £164.00 |
| Briar Security | Maintenance charge | £161.40 |
| Daniel Lawrence | Repair toilet flushes | £195.54 |
| Sigma | Facility staff t-shirts | £36.00 |
| Godmanchester TC | Play park inspection training | £403.50 |

Direct Debits

| | | |
|---------------|---------------------------|----------|
| ECDC | Non-domestic rates (June) | £611.00 |
| B & CE | Peoples Pension | £166.07 |
| Wavenet | Mobile Phones | £125.89 |
| Volkswagen FS | Van Lease | £242.99 |
| EDF | Pavilion Gas | £394.04 |
| EDF | Glebe electric | £411.08 |
| EDF | Glebe Gas | £65.79 |
| EDF | Pavilion electric | £284.30 |
| EDF | Floodlights | £9.45 |
| SSE | Street lights | £201.38 |
| HMRC | Tax & NIC | £1600.19 |
| WAVE | Water Rates – Pavilion | £155.05 |
| WAVE | Water Rates – Glebe | £46.85 |
| BT | Phone & Internet | £260.68 |
| EDF | Pavilion – Electric | £231.26 |
| EDF | Glebe – Electric | £588.23 |

2. Internal Audit Review

- a) Clerk to report on quotations for internal audit service for 2024/2025.

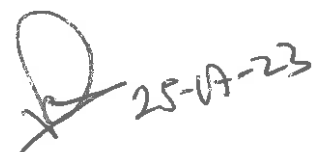
The Clerk reported on the 3 quotations obtained for internal audit services for 2024/2025. These were from CANALBS, LGS Services and CAPALC. LGS and CAPALC had an extensive checklist and will travel to the office to complete the Audits.

- b) To consider and approve internal audit service for 2024/2025.

It was proposed by ^{Mr} ~~Mr~~ ²⁵⁻⁰⁷⁻²³ Brown, seconded by Mr Newton and **resolved unanimously to approve CAPALC as the internal audit service for 2024/2025 at a cost of £30 per hour plus 45p per mile for the expenses.**

42/23 Committees and Working Parties

1. To receive report from EPR Community Liaison Meeting. (26th May 2023)

 25-07-23

Cllr Goodjohn was unable to access the meeting. Cllr Inskip was in attendance and advised the council that at the time of the meeting there were no faults at the power station. There had been some faults with the dust levels but these had been rectified before the visit.

The power plants annual 2 week shut down for cleaning begins on Sunday 2nd July where they use explosives to clear the chimney. This may cause some noise but it is to be expected.

Next meeting to be held on 24th November at 12pm.

2. Traffic & Transport WP

a) To receive notes from the traffic & transport meeting – 12th June 2023 - Noted

b) To consider recommendations

- i) To put on hold plans for a path across the green outside the doctor's surgery until the long term future of the surgery is clearer.

It was proposed by Mr Inskip, seconded by Mr Newton and **resolved unanimously to put on hold plans for a path across the green outside the doctor's surgery until the long term future of the surgery is clearer.**

- ii) Parish Clerk to prepare a consultation on the opening of the path from The Orchards to St. Andrews Close to accompany the summer newsletter with the ability for residents to respond by returning a physical form to the Glebe or by completing an online survey.

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously for the Parish Clerk to prepare a consultation on the opening of the path from The Orchards to St. Andrews Close to accompany the summer newsletter with the ability for residents to respond by returning a physical form to the Glebe or by completing an online survey.**

3. Finance WP

a) To receive notes from the Finance WP meeting – 20th June 2023 - Noted

b) To consider recommendations.

- i) Full Council to approve the purchase of the leased van at a sum of £5750.00 plus VAT, and to authorise the clerk to complete the forms on behalf of the parish council.

It was proposed by Mr Inskip, seconded by Mr Newton and **resolved unanimously to approve the purchase of the leased van at a sum of £5750.00 plus VAT, and to authorise the clerk to complete the forms on behalf of the parish council.**

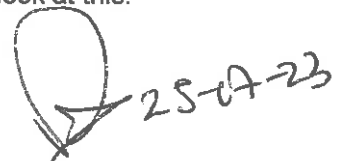
- ii) Full Council to approve the change of contracts from EDF to SSE in January 2024, and the new direct debits.

It was proposed by Mr Browne, seconded by Mrs Partington and **resolved unanimously to approve the change of contracts from EDF to SSE in January 2024, and the new direct debits.**

- iii) Full Council to discuss projects and how it wishes to proceed when the fund is released

The clerk advised the council that the working parties should review any projects they have and to see if they would meet the criteria of the Cambridgeshire Priorities Capital Fund that launches in the summer of 2023. With the potential of up to £40,000 of funds towards eligible projects.

Solar Panels with battery storage for the Pavilion and Glebe would be an option. The Climate Change working party to set up a meeting to look at this.



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43/23 Planning

1. Approvals

- i) 23/00456/SON. Lees Packhouse The Gault Sutton. Installation of a non-domestic 276.045kWp roof mounted solar PV system. - Noted
- ii) 23/00525/TRE. 6 Sutton Park Sutton. G1 3 x Viburnum trees - Fell. Trees are in front garden next to garage behind a conifer hedge. - Noted
- iii) 23/00481/LBC. 22A High Street Sutton. Proposed alterations to 2nd floor bathroom compartment - Noted

2. Planning Applications

- i) 23/00589/FUL. Land adjacent 107 The Row Sutton. Proposed lake and associated works. – ECDC to determine
- ii) 23/00606/FUL. 111 High Street Sutton. Demolish existing single storey flat roof extension and replace with 2 storey rear extension – ECDC to determine
- iii) 23/00327/FUL. 34 Saffron Piece Sutton. Proposed timber outhouse for use as dog grooming facility (Change of Use) – ECDC to determine
- iv) 23/00600/FUL. Cambridge Machinery Sales Ground Elean Business Park Sutton. Installation of new auction hall and the relocation of existing auction hall to be utilised for storage ancillary to the business with associated works and infrastructure – ECDC to determine

44/23 Parking issues and disability parking outside One-Stop.

1. To receive report

A disabled resident has raised concerns over the lack of parking at the One Stop Shop. He is unhappy that the parking restrictions are not being adhered to and cars are parking in the short stay spaces, meaning it is hard for him and other residents with disabilities to park outside the shop.

A Disabled parking bay can be applied for through CCC and funded by them if they have funds in their budget. If there is not, the council can pay for the disabled parking bay.

2. To consider making an application and funding in the event of an LHI or PFLHI.

It was proposed by Mr Inskip, seconded by Mrs Partington and **resolved unanimously to make an application to CCC for a Disabled Parking Bay outside the one stop shop. If this is unsuccessful in being fully funded by CCC, the council will further discuss this at a future meeting.**

45/23 Date of Next Meeting(s)

Full Council – 25th July 2023

The meeting closed at 8.54pm

Signed.....
Chairman

Date..... 25-7-23