

## SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on 23<sup>rd</sup> July 2024 at 7.30pm in The Glebe Hall, 4 High Street, Sutton.

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

**Public:** Cllr L Dupre & one member of public **Clerk:** Mr P Harty  
**Deputy Clerk:** Mrs M Gilbert

030/24 To receive and note apologies for absence.

Apologies received and noted Mr M Bulter and Mr B Goodjohn

**045/24 To receive declarations of interest.**

- a) Councillors to declare any personal interest in any items on the agenda
- b) Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- c) Councillors to declare any pecuniary interest in any items on the agenda.
- d) To consider written requests from Members for dispensations.

None declared

**046/24 Public Participation**

To adjourn the meeting for up to 10 minutes to allow any members of the public and Councillors declaring a prejudicial interest to address the meeting in relation to the business to be transacted at that meeting.

None

**047/24 To approve the minutes of the meeting of Council held on 25th June 2024 (attached)**

It was proposed by Mr A Newton, seconded by Mr N Oakland and resolved following a vote of 5 for and 1 abstention to approve the minutes of the meeting of Council held on the 25<sup>th</sup> June 2024.

**048/24 To receive and note the Project Chart and Action Plan (attached)**

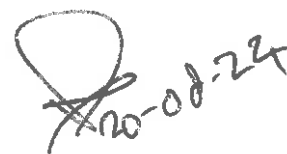
Cllr Partington asked for an update on the location for the dog bin on the action plan. Clerk to investigate location and contact Cambridge County Council and East Cambridgeshire District Council for permission to locate dog bin if suitable location found.

**049/24 To receive reports in relation to Sutton from:**

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

Cllr Lorna Dupre mentioned the Ely Road and the Brook roadworks was causing concerns by residents accessing their premises. The work involves screeding the whole surface of the road and is only being carried out at night. The residents will be escorted to their property and Cllr Lorna Dupre is seeking more information on access and procedures. Weed spraying has now begun by Cambridge County Council, kerb areas to be completed first, this had been held up due to weather conditions.

Minutes of the Meeting of Sutton Parish Council 23<sup>rd</sup> July 2024

A handwritten signature in black ink, followed by the date '20-08-24' written in a similar style.

Cllr Mark Inskip advised there are plans for a more robust planning process to make it easier for applying,

Waste Working Party are looking in to having separate food waste weekly and changing to bins, due to go to Committee in September.

#### 050/24 Finance


It was proposed by Mr M Inskip, seconded by Mr B Browne and approved unanimously to approve the following payments.

#### 1. To approve payments. Up to and Including 19/7/24

<u>Online Payments</u>		
July	Salaries & expenses	£8016.89
July	Cambs Pension Fund	£789.16
CAPALC	Locum Clerk	£312.55
Ikonix Lifts	Service Contract	£202.25
Online Playgrounds	Spares for Play Park	£22.40
TrueLink	Grass Cutting	£330.40
Ely Skips	Skip Burial Ground	£180
Veolia Ltd	Easi-bins	£177.21
The Copier Warehouse	Photocopying	£126.17
CentraData	Website/Domain	£410.13
Fenland Fire App	Fire Blankets	£70
ESPO	Office/Cleaning Materials	£92.88
SSE	Elec	£333.18
Nurture Landscapes	Verges	£929.16
<u>Direct Debits</u>		
ECDC	Non-domestic rates (July)	£645
Lloyds	Multipay	£147.28
Wavenet	Mobile Phones	£125.89
SSE	Street Lights	£249.08
B & CE	Peoples Pension	£173.61
HMRC	Tax & NIC	£1584.80
BT	Phones	£280.03

#### 051/24 Planning

1. Planning approvals – None
2. Planning Appeals –
  1. Appeal Ref: APP/V0510/W/23/3328203  
Land to the Rear of Garden Close, Sutton, Cambridgeshire CB6 2RF – APPROVED - Noted
3. Planning Applications – None
4. Tree Consents –
  - a. Proposal: T1 Malus purpurea - Remove due to shading and proximity to boundary wall  
Location: Dundas House 17 High Street Sutton Ely Cambridgeshire  
Reference: 24/00427/TRE – APPROVED – NOTED ONLY - Noted



**052/24 Consider Renewal of Van Insurance**

3 quotes sent for only 2 received back.

1. Zurich £723.54
2. Gallagher £659.83

It was proposed by Mr A Newton, seconded by Mrs S Partington and unanimously agreed by all to approve Gallagher for renewal van insurance at a cost of £659.83.

Clerk to arrange and confirm renewal of van insurance.

**053/24 Affordable Homes, ACRE**

1. To Note – ACRE are booked to do a presentation at August 2024 Full Council Meeting. –

Noted

**054/24 Grant Application**

1. To Consider Request for a Grant Application from Open Spaces Group (attached)

It was proposed by Mr B Browne, seconded by Mr L Jordan S and unanimously agreed by all to approve the grant application from Open Spaces Group.

Clerk to notify Open Spaces Group grant has been successful.

**055/24 To Consider and Adopt New Financial Regs 2024**

1. Consider and approve 2024 Financial Regs (attached)

It was proposed by Mrs S Partington, seconded by Mr A Newton and unanimously agreed by all to approve the new Financial Regs 2024.

**056/24 To Consider and Adopt Biodiversity Policy**

1. Consider and approve Biodiversity Policy (attached)

It was proposed by Mr L Jordan, seconded by Mr B Browne and unanimously agreed by all to approve the Biodiversity Policy.

**057/24 Defib Update**

1. Clerk to Update Council

Cllr N Oakland is to follow up with the defibrillator and report back to council as Parish Council are struggling to find a suitable location for the defib.

**058/24 To Approve Christmas Trees for 2024**

1. Quote for Christmas Trees to be considered for 2024 (attached)

It was proposed by Mr M Inskip seconded by Mr L Jordan and **unanimously agreed by all to approve the quote for Christmas Trees.**

Clerk to notify the residents/businesses who currently have brackets on their premises to display the solar powered Christmas trees this will be going ahead in 2024 and to write to local business for donations towards the trees.

**059/24 To Consider New Picnic Bench for Glebe Garden.**

1. Consider quotes for new bench for Glebe Garden (attached)

It was proposed by Mrs S Partington, seconded by Mr A Newton and **unanimously agreed by all to approve two new benches for the Glebe Garden at a cost of £1656.00**

Clerk to order chosen benches for the Glebe Garden.

**060/24 Consider proposal for New Disabled Parking Bay**

1. Consider new disabled bay location (attached) – No comment

**061/24 Date of Next Meeting(s)**

20<sup>th</sup> August 2024  
24<sup>th</sup> September 2024  
22<sup>nd</sup> October 2024  
26<sup>th</sup> November 2024

The meeting closed at 8.12pm

Signed.....  
Chairman

Date.....  
20-08-24