

**Parish Clerk**

Mr Philip Harty  
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**NOTICE OF MEETING:****TIME:****DATE:****VENUE:****Full Council****7.30pm****10<sup>th</sup> December 2024****Glebe Hall, The Glebe, 4 High Street, Sutton.**

Minutes of the meeting of Sutton Parish Council held on 10<sup>th</sup> December 2024 at 7.30pm in The Glebe Hall, 4 High Street, Sutton.

**Present:**

Mr B Browne  
Mr L Jordan

Mr B Goodjohn  
Mr N Oakland

Mr A Newton  
Mrs S Partington

**Public:** None Present    **Clerk:** Mr P Harty

**MINUTES**

Meeting opened at 7.30pm

**MEMBERS****15****QUORUM:****5****Minutes****120/24 To receive and note apologies for absence.**

Apologies received from Cllr Inskip, Cllr Butler and Deputy Clerk Melanie Gilbert.

**121/24 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.

None Received.

**122/24 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.

**123/24 To approve the minutes of the meeting of Council held on 26<sup>th</sup> November 2024 (Attached)**

Proposed by Cllr B Browne and Seconded by Cllr N Oakland that the minutes from the 26<sup>th</sup> November 2024 are a true reflection of the meeting. All Cllrs present agreed by show of hands.

**124/24 To receive and note the Project Chart and Action Plan (attached)**

Noted.

*MAZ*

**125/24 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

Noted. Clerk to place on Website.

**126/24 Finance**

**1. To approve payments.**

Online Payments

December	Salaries & expenses	£8095.65
December	Cambs Pension Fund	£890.11
Veolia Ltd	Easi-bins	£202.71
The Copier Warehouse	Photocopying	£122.20
SSE	Elec	£TBC
SSE	Gas	£TBC
MA Cleaning Services	Windows	£30
Stunning Landscapes	Replace Guttering Pavilion	£232
Gowing and Hunt	Glebe Boiler Maintenance	£192
SLCC	Training	£240.90
TrueLink Ltd	Grass Cutting	£330.40
Centra Data	Computer Support/Microsoft	£78.19
PlantScape	Christmas Trees	£3537.62
MS Electrical	Light Repair/PAT Test	£248
ESPO	Cleaning/office supplies	£190.44

Direct Debits

ECDC	Non-domestic rates (Dec)	£645
Lloyds	Multipay	£40.44
Wavenet	Mobile Phones	£125.89
SSE	Street Lights	£TBC
B & CE	Peoples Pension	£186.55
HMRC	Tax & NIC	£1850.70

It was Proposed by Cllr B Goodjohn, Seconded by Cllr A Newton to approve the above payments.  
Councilors agreed unanimously by show of hands to approve.

**127/24 Budget and Precept 2022/2023.**

1. To receive Presentation on Budget and Precept. (Attached)

Received and Noted.

2. To consider and approve budget for 2025/2026. (Attached)

It was proposed by Cllr B Browne, seconded by Cllr S Partington and **resolved unanimously to approve budget for 2025/2026**

3. To consider and approve Precept for 2025/2026

It was proposed by Cllr B Browne, seconded by Cllr L Jordan and **resolved unanimously to approve the Precept at £200,000.**

MAZ

**128/24 Planning**

1. Planning approvals – None

2. Appeals/Variations –

- a. 24/01233/VAR New access and relocation of septic tank. Previously approved 24/00071/FUL. The Orchards, Ely Road, Sutton.

Noted.

3. Planning Applications – None

4. Tree Consents –

- a. 24/01095/TRE T1 Re-pollard Weeping Willow, 9 Eastwood Close, CB6 2RH.

Noted.

**129/24 CPI Increase to Hire Charges**

Discuss Glebe Management Committee recommendation that any increase be frozen for 2025/26.

After a discussion the Councillors have asked the Clerk to provide a breakdown of room costs for discussion as a future agenda item.

The freeze on hire charge costs for 2025/26 was agreed in principle dependent on costs for rooms.

**130/24 Solar Panels at The Glebe**

The Council have been successful in the EOI application and Cllr Jordan is completing the final costings for a full application in late December 2025.

The Clerk is seeking planning permission for the panels.

**131/24 Community Safety Forum Update**

Joanne Andow from ECDC will be the meeting in January 2025 to give a presentation. Update Only.

Noted.

**132/24 Bowls Club Footpath.**

Discuss and approve quote for footpath.

- 1. £21949.63
- 2. £11870
- 3. £11640

Scope of work – Remove existing material. Recompact subbase. Relay and compact to 50mm depth asphalt. Install yellow thermoplastic hatching to space in front of dropped kerb entrance to bowls club to allow for mobility scooter access.

All prices are + Vat.

After discussion it was Proposed by Cllr B Browne and Seconded by Cllr A Newton to award the contract to Quote 3. Agreed by all Councillors.

Clerk to apply for matched funding of £6000.

*MAZ*

**133/24 EV Chargers – Update (attached)**

After discussion it was agreed that the bicycle stands could be moved to the back fence line of the carpark, but Believ will need to fund this.  
Clerk to go back to Believ to find out if Believ will fund the cost of relocating bike racks prior to Councillors voting on this subject.

**134/24 It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at agenda items 134/24/a and 134/24/b it is advisable in the public interest that the public and press be temporarily excluded from this meeting and are herewith instructed to withdraw.**

- a) To receive report from Interview Panel and to approve recommendations for the appointment of the Facilities Caretaker

It was proposed by Cllr Newton and seconded by Cllr Jordan to offer Mr Scott Robinson the position of Facilities Caretaker on a 6-month probation. Start date to be in January 2025. All members present agreed by show of hands.

- b) To Discuss and Review additional temporary change to Facilities Caretakers Salary whilst performing additional hours.

It was proposed by Cllr Browne and seconded by Cllr Jordan to pay an additional 20 hours in December. All members present agreed by show of hands.

**135/24 Date of Next Meeting(s)**

28th January 2025 – Full Council  
25th February 2025 – Full Council  
25th March 2025 – Full Council

The meeting closed at 8.23pm

Signed.....  
Chairman

Date.....

  
28th January 2025