

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 22nd January 2019, 7.30pm in The Pavilion, The Brook, Sutton.

Present: Mr M Inskip (Chair) Mr B Browne Mr B Collard Mr B Goodjohn Mrs S Partington
Mr A Marking Mr K Brownell Ms E Ruse Mr S Smith

Not Present: Miss D Finn Mr B Watson

Public: Cllr L Stubbs **Clerk:** Mrs R Hughes

153/19 To receive and note apologies for absence.

Apologies were received and noted from Mrs J Webb, Mr B Harker, Mr P Percival and Mr I Dewar.

154/19 To receive declarations of interest

Mr S Smith Agenda item 160/19/3/ii Prejudicial Interest Declaration no 315/19

155/19 Public Participation – No public matters

156/19 Matters for Information only.

- i) Clerk to report on Appointment of Neighbourhood Plan Independent Examiner.
The Clerk informed the meeting that ECDC has appointed David Kaiserman of Trevor Roberts Associates. The consultation has now closed, and he will undertake the examination.
- ii) Clerk to report on completion of Play Park.
The play park is now complete and open for use.
- iii) Connections Bus Sept – Dec 2018 Report.
The clerk will ask the connections bus manager if he is aware of any reasons for the low numbers during the term noted, and will report back to council.
- iv) Parish Council election time-table
The clerk provided details of the Parish Council elections in May. Details and nomination forms are available on the parish council website.
- v) CAPALC Information and draft AGM Minutes - Noted.
- vi) Pepperpot – Letter of thanks. – Noted.
- vii) ECDC (Reorganisation of Community Governance) Order 2018 – Noted.

157/19 To approve the minutes of the meeting of Council held on 8th January 2019

It was proposed by Mr Goodjohn, seconded by Mr Inskip and **resolved following a vote of 8 in favour and 1 abstention that the minutes of the 8th January 2019 are taken as a true record of the meeting and signed by the Chairman.**

158/19 To receive County and District Councillor reports.

Apologies were received from Cllr Dupre.

- a) County Council Report – Cllr L Dupre. – Report noted.
- b) District Council Report – Cllr L Dupre. – Report noted.
- c) District Council Report – Cllr L Stubbs

Cllr Stubbs gave a short update on ECDC matters.

- Local Plan is still under consideration.
- Fordham Neighbourhood Plan has been approved.
- The MOD site in Ely has been purchased, and a loan agreed. This land will be developed.
- Priors Field Surgery will now be joining with other surgeries in the area.
- Negotiations are still ongoing regarding Mepal Outdoor Centre.

159/19 To receive and note the Resolution Action chart

The resolution action chart was noted.

160/19 Planning

1. Planning Approvals

- i) 18/01488/FUL. 59 The Brook. Proposed gym/garden room extension to existing garage. – Noted.

2. Planning Refusals – None received to date.

3. Planning Applications

- i) 18/0152/FUL. Whitegate Farm, Witcham. Demolition of 2 x nissen huts, construction of two dwellings with associated parking and amenity area. Amendment (For Info only). Removal of garage to the front elevation of plot 1. – Noted

7.46pm Mr Smith left the meeting.

- ii) 18/01431/FUL. 50 High Street. Part demolition and conversion/extension of existing workshop/garage to form double garage plus relocation of vehicular access. – Amended plans to show details of existing trees, retention of brick wall on Pound Lane and use of reclaimed bricks. – No concerns, ECDC to determine.

7.48pm Mr Smith returned to the meeting.

4. Tree work applications and consents – noted.

- i) 1 Windmill Walk. Consent: Felling and reduction to 6 trees.
 ii) 18 Sutton Park. Consent: Felling and reduction to 3 trees.
 iii) 4 Station Road. Consent: Crown reduction to 2 x Acer.
 iv) 12 Sutton Park. Consent: 2 x Fell & reduction to 2 trees.
 v) 5 Ash Croft (TPO) Consent: Fell 1 Ash replace with 1 x Silver Birch.
 vi) 10 Sutton Park. Consent: Fell and reduction to 11 trees.

161/19 Finance

1. To approve payments

It was proposed by Mr Inskip, seconded by Mr Collard and **resolved unanimously to approve all payments as listed.**

a) <u>Online Payments</u>	
January	Salary payments & expenses £5597.67
LGSS	Pension £1120.00
Veolia ES (UK) Ltd	Easi-bins £161.78
The Copier Warehouse	Photocopying £93.00
Truelink Ltd	Grass maintenance £307.50
Fenland Spirit Services Ltd	Lawn mower service £69.00
The Connections Bus	Youth Bus £2550.00
Came & Company	Insurance £5004.84
Ely Skip Hire Ltd	Skip hire £115.00
Sovereign Design Play	Play area upgrade £54,952.03
Cambs ACRE	Subscription £57.00
IntouchCRM	Website £71.98
Centra Data Ltd	IT support £431.40

b) Direct Debits

The Peoples Pension	Pension	£32.06
Volkswagen Leasing	Van Lease	£242.99
SSE	Glebe – electric	£14.07
SSE	Pavilion – electric	£219.15

c) Cheques

Information Services	Data protection fee	£40.00
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162/19 Allotments (Arable Land, Chain Causeway).

1. Clerk to report on notice received for 2 allotments, tender process and farm tenancy agreement.

The council has received notice on 2 allotment plots, these will become vacant in October. The council has previously agreed to put all new allotments onto Farm Business Tenancies, and to go out to tender.

2. To discuss and approve tender process and delegation of clerk and one member to open tender documents.

It was proposed by Mr Smith, seconded by Mr Goodjohn and **resolved unanimously to approve the tender process which the clerk will undertake and nominate Cllr B Browne to open the tenders with the clerk in order to provide a report to council.**

163/19 PFHI and LHI Scheme 20mph

1. To receive and approve map showing proposed 20mph section of village.

The council discussed the map showing the areas proposed for the 20mph section. It was proposed by Mr Inskip, seconded by Mr Marking and **resolved unanimously to approve the map for the 20mph zone.**

164/19 To receive quotations for fence on public open space – St Andrews Close.

1. To consider and approve contractor to erect fence.

The clerk informed the meeting that 3 quotations have been received from local fencing companies. It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously to accept the quote from Les Yardy Fencing at a sum of £1050.00 plus VAT. The spending will be vired from contingencies to play area/open space.**

165/19 Diary Dates

29th January 2019 – Neighbourhood Plan working party.
12th February 2019 – Village Hall Management Committee.
19th February 2019 – Finance working party. – This date will be changed.
21st March 2019 – Glebe Management Committee

166/19 Date of Next Meeting(s)

Full Council - 26th February 2019
Personnel Committee Meeting – 12th March 2019
Annual Meeting of the Electorate – 21st March 2019

The meeting closed at 8.15pm

Signed.....
Chairman

Date.....