

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 26th March 2019, 7.30pm in The Pavilion, The Brook, Sutton.

Present: Mr M Inskip (Chair) Mr B Harker Mr B Goodjohn Mr S Smith
 Mr B Collard Mrs S Partington Mrs J Webb Mr A Marking

Public: Cllr L Dupre Clerk: Mrs R Hughes
 1 member of public

Mr Harker was elected to open the meeting until the arrival of the Chairman.

188/19 To receive and note apologies for absence.

Apologies were received and noted from Mr I Dewar, Mr B Watson, Ms L Ruse and Mr B Browne.

189/19 To receive declarations of interest.

Mr S Smith Agenda item: 195/19/3/I Prejudicial Interest Declaration No: 321/19

190/19 Public Participation – No public comments.

7.37pm Mr Inskip arrived.

191/19 Matters for Information only.

1. Clerk to update on Sutton Poors' Land – Lease of Old Recreation Ground.

A draft lease has been received and reviewed by Mr Browne and the Clerk. It raised some questions relating to area, boundary ditches, and trees. The Poors Charity will provide more information.

2. Update on LHI application.

It is noted that the LHI application for the Mobile Activated Speed sign for 2019/20 has not been successful. The traffic and transport working party will discuss this in more detail.

192/19 To approve the minutes of the meeting of Council held on 26th February 2019 and 12th March 2019

The minutes of the meeting of the 26th February 2019 were approved and signed by the Chairman as a true record of the meeting with one amendment (Min 172/19) "for 2 months correspondence from the inspector was not made public"

The minutes of the meeting of 12th March 2019 were approved and signed by the Chairman as a true record of the meeting.

193/19 To receive County and District Councillor reports.

a) County Council Report – Cllr L Dupre.

Cllr Dupre added:

- Better journeys consultation – an event was held on Monday, 7.30am at Ely Railway Station.
- LHI applications – Witchford and Sutton missed out by a small fraction.
- A10 dualling. The best value for money in the consultant's report isn't the preferred option. The scrutiny committee will be asking why this hasn't been considered.
- The public questions clampdown is disappointing.

b) District Council Report – Cllr L Dupre.

c) District Council Report – Apologies received from Cllr L Stubbs.

d) Councillor Questions.

- The cycle path link has been approved at ½ million.
- It is up to the owner of the land at Elean Business Park to agree and fund the speed bumps

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- Enormous increase in traffic on the A142 causes bottlenecks and congestion at peak times, Lancaster Way roundabout will be looked at.
- The cost of appeals to the two recent Sutton planning applications is to be paid by ECDC. The inspector sets the terms of the appeal.

194/19 To receive and note the Resolution Action chart

The resolution action chart was noted.

195/19 Planning

1. Planning Approvals

- i) 18/01431/FUL. 50 High Street. Part demolition and conversion/extension of existing workshop/garage to form double garage plus relocation of vehicular access. – Noted.
- ii) 18/01677/FUL. 21 Painters Lane. First floor extension and two storey side extension. - Noted
- iii) 18/00895/FUL. 1 Ely Rd. Change of use from car sales to car wash. – Noted.

2. Planning Refusals – None received to date.

3.11pm Mr Smith left the meeting.

3. Planning Applications

- i) 19/00118/FUL. 24 Vermuyden Gardens. Retrospective permission for construction of a wooden car port. – No concerns, ECDC to determine.

8.13pm Mr Smith returned to the meeting.

- ii) 19/00237/FUL. 3 Nunns Way. Resubmission for one bedroom dwelling – retrospective (Previously approved as gym/store under 16/00089/FUL – refused 05.11.18). – No concerns, ECDC to determine.
- iii) 19/00254/FUL. 91 High Street. Proposed single storey extension and change of use from outbuilding to annexe, linked to dwelling. – No concerns, ECDC to determine.
- iv) 19/00315/FUL. 8 Cherry Rise. Construction of a single storey rear extension. – No concerns, ECDC to determine.
- v) 19/00320/OUT. Land rear of Whitegate Farm, Witcham Road, Mepal. Erection of up to 2 dwellings, double cart lodges, access and associated works. – Concerns were raised that should be addressed by outright refusal of the application, as the proposal is outside the development envelope.
- vi) 19/00239/VARM. Land adjacent to 43 Mepal Road. To vary condition no. 2 following the approval of the erection of 77no dwellings for residential use along with access, associated landscaping, parking and infrastructure of previously approved ref 16/01772/FUM for previously approved proposal (APP/VO510/W/17/3191847). – No concerns, ECDC to determine.

Amendment to above: Change of garage on plot 69. Change to application site to include changes to the garages for plots 76 and 77. Change proposal description. – No concerns, ECDC to determine.

Amendment to above: The additional information received included temporary sales area design including location of flags and signage. – No concerns, ECDC to determine.

196/19 Finance

1. To approve payments

It was proposed by Mr Goodjohn, seconded by Mrs Partington and **resolved unanimously to approve the following payments.**

a) <u>Online Payments</u>		
March	Salary payments & expenses	£5515.93
LGSS	Pension	£1120.00
HMRC	Tax & NIC	£3062.26
Veolia ES (UK) Ltd	Easi-bins	£115.56
The Copier Warehouse	Photocopying	£85.06
ESPO Ltd	Cleaning materials	£211.46
Ely Skip Hire Ltd	Skip – burial ground	£345.00
Les Yardy Fencing	Fence – POS	£1260.00
SLCC Enterprises Ltd	LC Administration book	£103.99
IntouchCRM	Website	£71.98
SLCC	Asst Clerk Membership	£156.00
ACE Fire & Security	Intercom system maintenance	
Truelink Ltd	Supply & Install intercom	£1140.00
	Hedge & Tree work	£1260.00
b) <u>Direct Debits</u>		
The Peoples Pension	Pension	£32.06
Volkswagen Leasing	Van Lease	£242.99
BT	Phone & Internet	£292.84
PWLB	Loan (Glebe)	£8741.25
SSE	Electric – Pavilion	£7.44
SSE	Electric – Floodlights	£20.10
SSE	Electric – The Glebe	£152.36
c) <u>Cheques</u>		
Cash	Petty Cash	£150.00

197/19 To receive minutes of the Personnel Committee – 12th March 2019

1. To approve recommendations from the Personnel Committee
 - a) To approve review of all staff pay scales as per recommendation with effect from 1st April 2019.

It was proposed by Mr Harker, seconded by Mr Collard and **resolved following a vote of 7 in favour and 1 abstention that the staff pay scales be implemented as recommended from the 1st April 2019.**

Cleaner post SCP 1 to SCP 2
 Caretaker post SCP 2 to SCP 3
 Head Caretaker post SCP 3 to SCP 5
 Lengthsman post SCP 3 to SCP 5
 Asst Clerk post SCP 8 to SCP 9
 Parish Clerk/RFO SCP 38 to SCP 39

198/19 Glebe Garden – Removal of decking.

1. To receive quotations for:

Option 1 – Turf and top soil.
 Option 2 – Slabs and associated works

Quotations for Top soil and turf.

1.	To supply soil, turf and lay	£220.00
2.	Supply only	£120.00
3.	Supply only	£187.76

Quotations for slabs and associated works

1. Hardcore, sand, slabs and lay £2850.00
Two other suppliers declined to quote.
2. To receive quote for electrical work to external socket.
 1. To make safe external electric supply and box for continued use. £120.00
3. To select and approve option and contractor.

It was proposed by Mr Harker, seconded by Mr Inskip and **resolved following a vote of 7 in favour and 1 abstention to accept the quote for £220.00 to supply soil, turf and lay.**

It was proposed by Mr Harker, seconded by Mr Goodjohn and **resolved unanimously to accept the quote for £120.00 for the electrical socket work.**

199/19 Sutton Timebank

1. Clerk to update council on Sutton Timebank from Annual meeting of electorate and grant funding.

A number of village organisations, residents and councillors were present at the meeting to receive the presentation by Somersham Timebank. On the evening it was agreed that this was something that the parish council could facilitate for Sutton. A number of people have since emailed the office to support the Timebanking initiative.

The clerk informed the meeting that she has attended the CCC Innovate and Cultivate workshop to discuss Timebanking in more detail and how it can be funded.

Grants can be applied for from the Innovate and Cultivate Fund, and the CCC expressed that Timebanking is an initiative that they are keen to support. 10 Time banks are already running successfully in Cambridgeshire. It was identified that match funding would be required, although this could be applied for from other sources. The deadline for the application is 1st May 2019.

2. To approve setting up of Timebank and for the clerk to produce a job description/person specification.

Following a discussion by the council, it was agreed that there is a desire from the council to move ahead with the scheme, but more information is required on the costs and funding.

It was proposed by Mr Harker, seconded by Mr Inskip and **resolved following a vote of 6 in favour and 2 against, that the clerk prepares a business case detailing full costs, grant funding, any additional costs, and a procedure to move forward, to be presented to council following the election in May.**

200/19 Diary Dates

Sutton Annual litter pick – 6th April 2019

201/19 Date of Next Meeting(s)

23rd April 2019.

The meeting closed at 9.32pm

Signed.....
Chairman

Date.....
23rd April 2019.....