

## Sutton Parish Council

Minutes of the meeting of Sutton Parish Council held on Tuesday 27<sup>th</sup> March 2018, 7.30pm in The Pavilion, The Brook, Sutton.

Present: Mr M Inskip (Chair) Mr B Browne Mr B Harker Mr B Collard Mr A Marking  
Mr P Bigsby Mr P Percival Mr K Brownell Mr B Goodjohn

Public: 3 members of public

Clerk: Mrs R Hughes

### 184/18 To receive and note apologies for absence.

Apologies were received and noted from Mrs S Partington.

### 185/18 To receive declarations of interest

None to record.

### 186/18 Public Participation

No public comments.

### 187/18 Matters for Information only.

1. Clerk to report on arrangements for Sutton Spring Clean – 14<sup>th</sup> April 2018. – Noted.
2. Notification of Anglian Water Services – Replacement of water main. – Noted.
3. Notice of Councillor Resignation from Mrs Bigsby.
4. Stagecoach bus service 9/X9 service changes. Noted.
5. LHI 2018/2019 application. – Application successful, waiting for further details.
6. Notification of replacement of street lanterns- St Andrews Close, Tramar Drive & Stirling Way.

### 188/18 To approve the minutes of the meeting of 20<sup>th</sup> March 2018

The minutes of the meeting of the 20<sup>th</sup> March 2018 were taken as read, approved and signed as a true record of the meeting with one amendment to 'Public'.

### 189/18 To receive County and District Councillor reports.

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

Reports available at [www.sutton-pc.co.uk](http://www.sutton-pc.co.uk)

### 190/18 Resolution action chart - The resolution chart was noted.

### 191/18 Co-option to Fill 1 casual vacancy.

1. Clerk to report to council on procedure for filling the vacancy.

The clerk informed the meeting that the council is filling one vacancy this evening, the council has received one application.

2. To receive short introduction from the applicant.

Mr Watson gave an introduction as to why he would like to be a member of Sutton Parish Council.

3. Members to vote on acceptance of candidate.

It was proposed by Mr Inskip, seconded by Mr Goodjohn and resolved **unanimously to co-opt Mr Brian Watson to the Parish Council**. The Clerk will arrange to meet with Mr Watson to sign the declaration of acceptance of office, and complete the relevant paperwork. Mr Watson will receive his summons to the April Full Council meeting.



## 192/18 Planning

### 1. Planning Approvals

- i) 18/00079/FUL. 8 Tower Road. Erection of a single storey porch on the front of the property and a single storey rear extension. Demolition of single storey rear extension. – Noted.

### 2. Planning Refusals - None received.

### 3. Planning Applications

- i) 18/00252/VAR 39a The Row. To vary conditions 1 (approved plans) and 3 (Materials of previously approved 17/00045/RMA. Approval of the details for reserved matters for access, appearance, landscaping, scale and layout of planning application 16/00320/OUT – No comments, ECDC to determine.
- ii) 18/00246/LBC. The Burystead, Bury Lane. Replacement of rainwater and soil goods, alterations to existing fireplace and rebuilding of chimney stack. Alterations and improvements to basement. – No comments, ECDC to determine.
- iii) 18/00278/FUL. 87 The Row. Proposed extension to existing garage and alterations to front garden/parking arrangement. – No comments, ECDC to determine.

### 4. Application withdrawals.

- i) 1800133/FUL. Charringtons Crown Dept, Station Road. Change of use to D2 (Gym). – Noted.

### 5. Tree applications & consents

- i) Consent – 12 Sutton Park. 1 x Poplar. Pollard to approx. 2m below old pollard points. – Noted.

## 193/18 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>		
	March	Salary payments & expenses	£5,167.87
	LGSS	Pension	£1,056.19
	Veolia ES (UK) Ltd	Easi-bins	£143.64
	ESPO	Admin/cleaning/equipment	£33.22
	The Copier Warehouse	Photocopying	£85.06
	Intouch CRM	Website	£35.99
	Ely Skip Hire	Burial ground skip	£247.00
	HMRC	Tax & NIC	£2,941.38
	Brightpay	PAYE software	£177.60
	East Cambs trading co	Play area inspection	£24.00
	Glasdon UK Ltd	Dog waste bin	£103.82
	BHMA Ltd	Banners (NP)	£73.14
	Salmons Bros Ltd	Replace PIR unit – Glebe	£117.54
	PTPM	Guttering repairs	£188.63
	SLCC	Subscription (Asst Clerk)	£147.00
	East of England Ambulance	Defib cabinet	£714.00
	Cambs ACRE	PAYE Services	£144.00
	Alex JP Scott	NP Photography	£175.00
	Sutton Scouts	NP Event BBQ	£200.00
	Places4People	NP Consultant	£2,794.00
b)	<u>Direct Debits</u>		
	The Peoples Pension	Pension	£78.00
	Volkswagen Leasing	Van lease	£242.99

PWLB	Loan payment	£9,063.75
ECDC	Non-domestic rates	£606.60
Total Gas & Power	Glebe gas	£798.27
Total Gas & Power	Pavilion – gas	£251.20
SSE	Glebe – electric	£118.26
SSE	Flood-lights electric	£17.72
SSE	Glebe – electric	£14.07

c) <u>Cheques</u>		
Sutton Poors Charity	Rent of playing field	£775.38

#### 194/18 ECDC Community Governance Review.

1. To consider proposal from Mepal Parish Council.

The Chairman and Clerk met with Mepal Parish Council, initially the focus of the meeting was to discuss CIL monies that may be generated from land within Sutton Parish (MEP.H1 Local Plan). Following receipt of the ECDC Local Governance Review Mepal Parish Council would now like to discuss possible boundary changes as proposed by ECDC and to include an additional area of land.

It was proposed by Mr Browne, seconded by Mr Collard and **resolved following a vote of 7 in favour and 2 abstentions that the boundary is moved to incorporate land known as MEP.H1, and the field opposite, also the field off Mepal Road, (White gate farm).**

2. To consider proposal from ECDC. Mepal/Sutton and Haddenham/Sutton.

ECDC have proposed to move the parish boundary between Haddenham and Sutton around Hermitage Farm and place it in the Haddenham Parish.

It was proposed by Mr Inskip, seconded by Mr Harker and **resolved unanimously that the parish council accepts this proposal.**

It was proposed by Mr Inskip, seconded by Mr Harker and **resolved unanimously that the boundary is moved between Sutton Parish and Witcham Parish to incorporate Amberlea Kennels into Sutton Parish, along the exercise field boundary.**

3. To consider any proposed changes to the number of seats on Sutton Parish Council.

It was agreed that no changes will be made to the number of seats on the parish council.

#### 195/18 Reports from Working parties and management meetings - None to receive.

#### 196/18 Royal British Legion Club.

1. To receive a request from the Royal British Legion Club to trade under a new name.

It was proposed by Mr Harker, seconded by Mr Collard and **resolved unanimously that a letter will be sent to the Royal British Legion Club to support the proposal for a change of name for the club (trading name only). Once the RBL has agreed a name, the parish council will consider the final proposal.** It is noted that the lease and its agreement will not be affected by the use of a trading name.

#### 197/18 Date of next meeting(s)

Full Council - 24<sup>th</sup> April 2018  
Annual Meeting of the Electorate – 26<sup>th</sup> April 2018

The meeting closed at 8.35pm

Signed.....  
Chairman

Date..... 24<sup>th</sup> April 2018

Minutes of the meeting of Sutton Parish Council - 27<sup>th</sup> March 2018

MAJ