

Sutton Parish Council

Minutes of the meeting of Sutton Parish Council held on Tuesday 24th April 2018, 7.30pm in The Pavilion, The Brook, Sutton.

Present:	Mr M Inskip (Chair)	Mr A Marking	Mr S Smith	Mrs S Partington
	Mr P Bigsby	Mr P Percival	Mr B Goodjohn	Mr B Watson

Public:	No members of public	Clerk: Mrs R Hughes
	Cllr L Dupre	

Mr S Smith was appointed Chairman until the arrival of Mr Inskip.

198/18 To receive and note apologies for absence.

Apologies were received and noted from Mr B Browne, Mr B Collard, Mr B Harker and Mr K Brownell.
Not present Mr I Dewar

199/18 To receive declarations of interest

None to record.

200/18 Public Participation

No public comments.

201/18 Matters for Information only.

1. The Clerk confirmed that Mr Watson has signed a declaration of acceptance of office.
2. Clerk to report on the closure of Sutton Foodbank. Residents using the foodbank will be accommodated via Ely foodbank.
3. The Clerk reported on the success of the Litter pick day, 20 residents collected over 26 bags of rubbish from the village.
4. A resignation has been received from Cllr B Huxley. The Clerk has informed ECDC and the council will be in a position to co-opt to fill the vacancy.
5. A Temporary Traffic Order has been received from CCC, the details will be put on the council website.

202/18 To approve the minutes of the meeting of 27th March 2018

The minutes of the meeting of the 27th March 2018 were taken as read, It was proposed by Mr Percival, seconded by Mr Goodjohn and **resolved following a vote of 6 for and 2 abstentions to approve and sign the minutes as a true record of the meeting.**

7:40pm Mr M Inskip arrived and took the Chair for the remainder of the meeting.

203/18 To receive County and District Councillor reports.

Apologies received from Cllr Stubbs

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

Reports available at www.sutton-pc.co.uk

204/18 Resolution action chart - The resolution chart was noted.

205/18 Planning

1. Planning Approvals

- i) 18/00157/FUL. 57 The Row. Single storey rear extension. – Noted.

2. Planning Refusals

- i) 17/01746/FUL. 1a High Street. Construction of 6 dwellings. – Noted.

3. Planning Applications

- i) 18/00157/FUL. 57 The Row. Single storey rear extension. Amendment: - involves removal of garden terrace extension - Noted
- ii) 16/01645/FUL. Construction of new convenience store and one A5 (hot food takeaway) retail units and associated car park: - Amendment information includes off-site highway works. - No comments application approved
- iii) 18/00329/FUL. 3a Ely Road. Change of use from domestic garage to office. – Sutton Parish council would like a condition put in place to prevent the proposed office having a change of use for residential accommodation.
- iv) 18/00427/FUM. Extraction of suitable materials for engineering purposes for the Ouse Washes Flood Embankment protection operations including the establishment of an internal access road – No comments, ECDC to determine.
- v) 18/00468/FUL. 87 The Row. Proposed dormer extension – No comments, ECDC to determine.

4. ECDC – New site notice template.

- i) Information relating to new site notices - Noted

5. Tree applications & consents.

- i) 11 Sutton Park. Consent 1 x conifer – fell to ground. - Noted
- ii) 41 High Street. Consent 3 x conifers – fell. 1 x Pine – fell. - Noted

206/18 Finance

1. To approve payments

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

a)	<u>Online Payments</u>		
	April	Salary payments & expenses	£5137.71
	LGSS	Pension	£1101.21
	Veolia ES (UK) Ltd	Easi-bins	£102.60
	ESPO	Admin/cleaning/equipment	£179.22
	The Copier Warehouse	Photocopying	£98.31
	Intouch CRM	Website	£35.99
	Truelink Ltd	Tree work	£660.00
	Groundwork UK	grant refund	£51.44
	Savills UK Ltd	Allotment land rent	£900.00
	Madingley Mulch	Burial ground maint	£118.76
	ECDC	Premises Licence	£180.00
	David Frear	Toilet repairs	£290.17
	Connections Bus	Jan – Mar 2018	£2272.50
	ICCM	Annual membership	£90.00
	Direct 365	Sanitary services	£449.99
	Centradata	IT support	£215.70
	Playsafety Ltd	ROSPA play area inspection	£105.00
	CCC	Street light energy	£487.52

b)	<u>Direct Debits</u>		
	The Peoples Pension	Pension	£83.76
	Volkswagen Leasing	Van lease	£242.99
	Wave	Water – The Glebe	£28.96
	Wave	Water – Pavilion	£88.63
	SSE	Pavilion – Electric	£264.35
	Total Gas & Power	Pavilion – Gas	£288.28
	BT	Telephone	£111.50
	SSE	Glebe – electric	£424.06
c)	Petty Cash	Cash	£150.00

207/18 Grant applications

1. To consider grant (LGA 1972 S 137) to Paintbox Pre-school

It was proposed by Mr Inskip, seconded by Mr Percival and **resolved unanimously to approve the grant application to a sum of £247.72 towards the hire of the Glebe for the Fete payable within 2018/2019 financial year. LGA 1972 s137**

2. To consider grant (LGA 1972 s137) to Sutton Garden Club

It was proposed by Mr Goodjohn, seconded by Mr Watson and **resolved unanimously to approve the grant application to a sum of £235.00 towards the open gardens, payable within 2018/2019 financial year. LGA 1972 s137**

208/18 Community Gritting

1. To receive report from Clerk regarding CCC Community Gritting Scheme. - Noted
2. To discuss and consider participation in the 2018/2019 scheme.

The community gritting scheme was discussed and it was agreed that details of the scheme will be added to the 2018 summer newsletter to consult with residents and ask for volunteers to contact the Parish Council

209/18 2018 Summer Newsletter

1. To discuss items to include in the Summer 2018 Newsletter.

The newsletter was discussed and will include a double page spread on the Neighbourhood Plan Consultation, CCC Gritting Scheme, Christmas tree donations, WW1, LHI Scheme and a letter from the Chairman.

210/18 General Data Protection Regulation report

1. To receive report from the Clerk

Report received and noted, the Clerk advised councillors to arrange dedicated email address for Sutton Parish Council. The Clerk will update and compose new policies for the Council. The website is being reviewed by the provider.

211/18 Reports from Working parties and management meetings

1. Sports and Recreation
 - a) To receive notes from the working party held on 10th April 2018 - Noted
 - b) To consider recommendations from the working party.
 - i) To discuss and approve quotations.

It was proposed by Mr Inskip, seconded by Mr Smith and **resolved unanimously to approve the quotation from Sovereign Play to include a roundabout.**

ii) To proceed with the WREN grant application

It was proposed by Mr Inskip, seconded by Mr Marking and **resolved unanimously to approve to apply to WREN for a grant to cover the costs of the play park with a requirement to consult with the community.**

iii) To agree to the third party funding payment – 10.75%, using EMR and GR.

It was proposed by Mr Inskip, seconded by ^{Mrs} Mr Partington and **resolved unanimously to approve third party funding payment of 10.75%, using section 106 money from ECDC.**

2. Neighbourhood Plan

a) To receive notes from the working party held on 19th March 2018 and 9th April 2018 - Noted

3. Personnel Committee

a) To receive minutes of the meeting of the 16th April 2018 - Noted

212/18 Correspondence

1. Request from Cambs Search and Rescue to hold a mock search in the parish

The parish council agreed that they are happy for Cambs Search and Rescue to hold this in the village.

213/18 Diary Dates

Annual Meeting of the Electorate – 26th April 2018

Traffic & Transport WP – 30th April 2018.

Neighbourhood Plan working party – 9th May 2018

214/18 Date of Next Meeting(s)

Annual meeting of Sutton Parish Council - 8th May 2018

Full Council – 22nd May 2018

The meeting closed at 9.16pm

Signed.....
Chairman

Date.....
8th May 2018

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