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SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 26th June 2018, 7.30pm in The Pavilion, The Brook, Sutton.

Present:	Mr I Inskip (Chair)	Mr B Collard	Mr S Smith	Mr K Brownell
	Mr Browne	Mr A Marking	Mr B Goodjohn	Mr B Watson
	Mr Harker	Mr Percival		

Public: Cllr L Dupre and 2 members

Assistant Clerk: Mrs M Wolland

34/18 To receive and note apologies for absence.

Mrs S Partington
Not present Mr I Dewar and Mr P Bigsby

35/18 To receive declarations of interest

None to record.

36/18 Public Participation

No public comments.

37/18 Matters for Information only.

1. Temporary Road Closure – To stop any vehicle from proceeding along The Row, between numbers 34 and 48. (New electrical connection works). Alternative route is via B1381. 7th – 9th August 2018 - Noted
2. Letter from Police Sergeant Mark Rabel - Noted

38/18 To approve the minutes of the meeting of Council held on 22nd May 2018

The minutes of the meeting of 22nd May 2018, were read, approved and signed by the Chairman as a true record of the meeting.

39/18 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

Cllr Dupre gave a verbal report, and all reports are available on the parish council website.

- d) Councillor Questions.

- a) Is there any update on the Ely bypass?
- b) Has there been any feedback about The Hive leisure centre issues?
- c) When is the Local plan expected to be completed by inspectors?

40/18 To receive and note the Resolution Action chart

The resolution chart was noted.

41/18 Planning

1. Planning Approvals

- i) 18/00329/FUL. 3a Ely Road. Change of use from domestic garage to office. – Noted.
- ii) 18/00468/FUL. 87 The Row. Proposed dormer extension. – Noted.

2. Planning Refusals - None received to date.

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3. Planning Applications

- i) 18/00578/FUL. Proposed single storey rear garden room extension and replacement of external veranda and raised terrace. West Lodge. 125 High Street. – No comments, ECDC planning to determine.
- ii) 18/00729/FUL. Land adjacent 67 High Street. Pair of two bed semi-detached dwellings and demolition of outbuildings to rear of No.67 (Phased development). -

It was proposed by Mr Collard, seconded by Mr Watson **and resolved following a vote of 9 for and 1 abstention that Sutton Parish council support the comments made by Cambridgeshire County Council Highways department**

- iii) 18/00621/FUL. Gledhill, 1 High Street. Orangery to the rear. – No comments, ECDC planning to determine.

4. Tree work applications and consents

- i) Consent:- 29 High Street. 4 x Elder trees. Fell

5. East Cambs DC Planning News

The planning news was noted

42/18 Finance

1. To approve payments

It was proposed by Mr Inskip, seconded by Mr Goodjohn and **resolved unanimously to approve the following payments:-**

a) <u>Online Payments</u>			
June	Salary payments & expenses	£5,221.20	
LGSS	Pension	£1,120.00	
Canalbs Ltd	Internal Audit	£108.65	
MS Electrical	Electric works – Pavilion	£798.00	
SLCC	Conference/Training	£381.00	
Fenland Fire Appliance	Fire appliance checks	£196.44	
Sutton Primary School	Community Room electric	£37.02	
Ely Skip Hire	Skip Hire	£230.00	
Data Shredders	Confidential paper disposal	£72.00	
Veolia ES (UK) Ltd	Easi-bins	£102.60	
ESPO	Admin/cleaning/equipment	£128.48	
The Copier Warehouse	Photocopying	£125.27	
East Cambs Trading Co	Play park inspections	£30.00	
CamAlarms	Fire alarm maintenance	£176.40	
Spotted In Ely	Job advert	£49.00	
Sutton Feast	Grant (LGA 1972 Sec 137)	£629.38	
Sutton Rainbows	Grant (LGA 1976 Misc Prov)	£276.00	
HMRC	Tax & NIC's	£3038.21	
Intouch CRM	Website	£35.99	
Truelink Ltd	Grass Maintenance	£737.04	
Atom Technologies	Glebe – repairs to door	£336.00	
b) <u>Direct Debits</u>			
ECDC	Non domestic rates	£599.00	
The Peoples Pension	Pension	£36.86	
SSE	Electric Glebe - Floodlights	£163.53	
Volkswagen Leasing	Van Lease	£242.99	
Total Gas & Power	Gas – Glebe	£306.77	
Total Gas & Power	Gas – Pavilion	£97.36	
SSE	Electric – Glebe	£227.10	

SSE	Electric- Floodlights	£14.07
SSE	Electric- Glebe	£12.49
BT	Telephone	£110.74

c) Cheques

Cash	Petty cash	£150.00
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2) **Finance and Controls Working Party**

- a) To receive notes from the working party held on 12th June 2018 - Noted
- b) To receive and note Report for the financial year 2017/2018. - Noted
- c) To discuss recommendations from the working party.
 - i) To contract Canalbs Ltd for the 2018/2019 financial year, at £42.40 per hour and 45p per mile.

It was proposed by Mr Inskip, seconded by Mr Harker and **resolved unanimously to contract Canalbs Ltd for the 2018/2019 financial year, at £42.40 per hour and 45p per mile.**

- ii) To use Earmarked reserves for the play area extension £4,390.0, and to transfer £1,763.48 from general reserves to earmarked reserves to provide the 3rd party funding.

It was proposed by Mr Watson, seconded by Mr Percival and **resolved unanimously to use Earmarked reserves for the play area extension £4,390.0, and to transfer £1,763.48 from general reserves to earmarked reserves to provide the 3rd party funding.**

43/18 **Co-option to Fill 2 Vacancies**

- 1. Clerk to report to council on procedure for filling the two vacancies.

The assistant clerk informed the meeting that the Council have 2 vacancies left to fill their 15 seats, as there are 2 applicants there is no need to vote on which applicant can be accepted.

Mr Brownell left the meeting at 8.11pm

- 2. To receive short introduction from the applicants.

Mrs Webb and Mrs Finn gave introductions as to why he would like to be a member of Sutton Parish Council

- 3. Members to vote on acceptance of candidates.

It was proposed by Mr Inskip, seconded by Mr Smith and resolved **unanimously to co-opt Mrs Jess Webb and Mrs Diane Finn to the Parish Council.** The Clerk will arrange to meet with Mrs Webb and Mrs Finn to sign the declaration of acceptance of office, and complete the relevant paperwork. Mrs Webb and Mrs Finn will receive their summons to the July Full Council meeting.

miss

Mr Brownell returned to the meeting at 8.17pm

44/18 **Report from Elean Power Resources meeting.**

- 1. To receive verbal report from Cllr Harker.

Cllr Harker gave a verbal report on the meeting held at the Elean Power Resources meeting which was held with District Councillors, Environmental Agency and other attendees.

The purpose of the meeting was to review a trial that is taking place to change from burning straw to Virgin Wood chip. Due to increased straw burning power plants in the country, the availability of straw is on the decrease meaning alternatives need to be reviewed and considered.

So far the trials have been run and there have been no issues and the Environment agency are happy with all the processes at the moment.

Cllr Harker advised that it would be beneficial for other councillors to visit the plant and asks that the Clerk contacts them to look into this and see if it is possible.

45/18 Reports from Working parties and management meetings

1. Neighbourhood Plan

- a) To receive notes from the working party held on 11th June 2018. (Enclosed)
- b) To consider recommendations.
 - i) To approve the 5th draft of the Neighbourhood Plan prior to the commencement of the statutory consultation in July.

It was proposed by Mr Goodjohn, seconded by Mr Marking and resolved **unanimously to approve the 5th draft of the Neighbourhood Plan prior to the commencement of the statutory consultation in July with 2 small spelling amendments as noted by Mr Harker.**

2. Social Media & Website

- a) To receive notes from the working party held on 13th June 2018 - Noted
- b) To consider recommendations.
 - i) To approve the remit of the working party.

3. Sports & Recreation

- a) To receive notes from the working party held on 14th May 2018. – Noted
- b) To consider recommendations.
 - i) To approve the remit of the working party.

It was proposed by Mr Inskip, seconded by Mr Watson and resolved **unanimously to approve the remit of the working party.**

4. HCV Joint Committee.

- a) To receive the minutes from the HCV Joint Committee meeting – 2nd May 2018. - Noted

5. The Glebe Community Centre Management Committee

- a) To receive the minutes from the Glebe Management AGM and Ordinary meeting – 14th June 2018 - Noted

46/18 Correspondence

1. ECDC. Consultation - Proposed Public Space Protection Order.

- a) To consider response to the consultation

It was proposed by Mr Browne, seconded by Mr Harker and resolved **unanimously to show the councils support for the Public Space Protection Order and would like to request further information regarding signage and how the order will be enforced.**

47/18 Diary Dates

Traffic & Transport working party – 28th June 2018
Finance working party – 7.30pm 16th July 2018
Neighbourhood Plan working party – 13th August 2018
Village Hall Management meeting – 14th August 2018

48/18 Date of Next Meeting(s)

Full Council - 24th July 2018

The meeting closed at 8.56pm

Signed.....
Chairman

Date.....
24th July 2018

