

SUTTON PARISH COUNCIL

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

Present: Mr I Inskip (Chair) Mr B Browne Mr S Smith Mr A Marking Mrs S Partington
 Mr B Watson Mr B Harker Mr P Bigsby Mr K Brownell Mr B Goodjohn
 Miss D Finn

Not Present: Mr I Dewar

Public: Cllr L Dupre **Clerk:** Mrs R Hughes
 Cllr L Stubbs
 Mr L Forster & Mr C Dyer – Anglian Water
 14 members of public

49/18 To receive and note apologies for absence.

Apologies were received and noted from Mrs J Webb, Mr B Collard and Mr P Percival.

50/18 To receive declarations of interest

Mr B Goodjohn	Agenda item: 58/18/3/Vii	Prejudicial Interest	Declaration No: 314/18
Request to speak during public participation.			
Mr M Inskip	Agenda item: 59/18/1	Pecuniary Interest	Declaration No: 315/18
Mr B Harker	Agenda item: 58/18	Pecuniary Interest	Declaration No: 316/18

51/18 Public Participation

Mr Goodjohn informed the meeting that the applicant had spoken with him, and has subsequently sent in some details on the application to the clerk.

A resident asked about the Endurance Homes appeal. This matter is was not an agenda item for the meeting, however Cllr Dupre informed the resident that the appeal was written representations only.

52/18 Anglian Water – Main replacement.

- i) Information was given on the proposed works that will commence in September to replace the water main from the water tower at Tower Road to York Road. The work will take approximately 14 weeks. Open cuts will be made at York Road only, and traffic management will be in place when this area is carried out. Access for residents will be maintained.
- ii) Questions from Councillors relating to the works.

The Council asked Anglian Water to give attention to how they leave the condition of the road surface.

53/18 Matters for Information only.

- i) Report from Cllr Inskip – CAPALC Annual Conference. – Noted.
- ii) CCC. Integrated Highways Management Centre (IHMC) Information – Noted.

54/18 To approve the minutes of the meeting of Council held on 26th June 2018

The minutes of the meeting of 26th June 2018 were taken as read, approved and signed by the Chairman as a true record of the meeting, with amendments to correct Miss Diana Finn's title and name.

55/18 To receive County and District Councillor reports.

- a) County Council Report – Cllr L Dupre.

Cllr Dupre updated the council with additional details on her report.

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- Cambridge Magistrates Court which was threatened with closure, will not be closed.
- Concerned with comments from the Commercial and Investment Committee regarding a hole in ECDC Local Plan, and that they may wish to see how they can take advantage.
- Pressure on Childrens services, one of the biggest pressures that the County Council has.

b) District Council Report – Cllr L Dupre

Cllr Dupre updated the council with additional details on her report.

- Garden close application – written representations only.
- Confirmed that ECDC has 250 staff, if you include those employed with the Trading Company.

Concern from a member that the trading company has already acted illegally, and concerned with the scope of work they can undertake without council approval.

The clerk informed the council that a request could be made to the trading company for a representative to attend a parish council meeting to give information as to how the company is set up and works.

c) District Council Report – Cllr L Stubbs – noted.

56/18 To receive and note the Resolution Action chart

The resolution action chart was noted.

57/18 To receive a Petition regarding visibility issues at the entrance to Lawn Lane.

1. Spokesperson to present the petition

The spokesperson thanked residents of the Lawn Lane area who care about road safety. The petition was organised in June. Photos and concerns have previously been submitted to the parish council regarding the parking close to the junction at Lawn Lane/High Street. Yellow lines are needed to stop people parking so close, as it is dangerous exiting the junction.

2. Council to ask questions of the Spokesperson.

It was noted from the discussion that it is illegal to park within 10m of a junction. The PCSO has been informed of the situation.

3. Council to formally receive the petition.

The Council formally accepted the petition from the residents.

4. Council to agree a course of action.

It was proposed by Mr Watson, seconded by Mr Harker and **resolved following a vote of 10 in favour and 1 abstention to send a formal letter to the police regarding their failure to act with parking issues at Lawn Lane.**

It was proposed by Mr Browne, seconded by Mr Inskip and **resolved unanimously to send details of the petition to the County Council, ECDC and the Police and inform them that it is horrendous that the parish council is expected to pay a sum of £500 to enter into discussions to put down yellow lines to deter parking.**

It was agreed to move agenda item 61/18/1 Traffic & Transport working party.

Traffic & Transport

a) To receive notes from the working party held on 28th June 2018. – noted.

b) To consider recommendations:

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- i) To submit a formal application together with payment for a 20mph limit covering Church Lane, the eastern half of the High Street as far as the junction with The Brook, Station Road, Lawn Lane, Link Lane and neighbouring streets. Confirmation to be sought from the County Council that the Stage 1 Feasibility Study will be completed within the 8 weeks' timescale indicated in their Process Flow Chart and an expenditure breakdown for officer costs is provided on completion.

Mr Inskip added an amendment to the proposal to include the provision of parking restrictions at the junction of Lawn Lane, this was seconded by Mr Goodjohn and resolved unanimously.

- ii) To formally contact the County Council explaining the Parish Council's support for the upgrade of the cycleway between Sutton and Witcham Toll, and to contact neighbouring parish councils encouraging them to also support the upgrade.

It was proposed by Mr Inskip, seconded by Mr Marking and **resolved following a vote of 10 for and 1 abstention to write to the county council to demand to see improvements on the cycle way between Witcham Toll and Sutton.**

- iii) To submit an LHI bid for a mobile vehicle activated sign to be used around the village at known speeding locations including The America, High Street, The Brook and Ely Road.

It was proposed by Mr Inskip, seconded by Mr Harker and **resolved unanimously to submit a LHI bid to the County Council for Mobile Vehicle Activated Signs for the village.**

58/18 Planning

1. Planning Approvals

- i) 18/00578/FUL. West Lodge, 125 High Street. Proposed single storey rear garden room extension and replacement of external veranda and raised terrace. – noted.
- ii) 18/00621/FUL. Gledhill. 1 High Street. Orangery to the rear. – noted.

2. Planning Refusals - None received to date.

3. Planning Applications

- i) 18/00604/FUL. 24 The Orchards, Sutton. Single storey rear extension & front porch. Amendment: the reduction of the porch at the front of the property. – No concerns, planning service to determine.
- ii) 18/00830/FUL. Victoria Cottage, 2 Victoria Place. Single storey side extension. – No concerns.
- iii) 18/00887/FUL. 21 Painters Lane. Two storey side extension and first floor rear extension. – No concerns.
- iv) 18/00846/FUL. I Millfield. Sutton. Erect 6ft wooden feather board panel fence around the land leaving a 2ft border along the path. – No concerns.
- v) 18/00748/FUL. 91 The Row. New dwelling and associated works.

It was proposed by Mr Browne, seconded by Mr Bigsby and **resolved following a vote of 6 in favour, 2 against and 3 abstentions that The objections from the neighbouring properties were noted, and the council share their concerns and recommend refusal of the application.**

- Impact on views into and out of the village.
- Backland development extending into fenland.
- Narrow access road and poor visibility.
- Impact on the character of the area.
- Share neighbours concerns and objections.

20.54 Mr Goodjohn left the meeting

- vi) 18/00895/FUL. 1 Ely Road. Change of use from car sales to hand car wash.

It was proposed by Mr Harker, seconded by Mr Browne and **resolved unanimously that concerns were raised that can be addressed by amendments and conditions.**

- Egress of the site close to the roundabout.
- Opening hours to be restricted to 9am to 1pm on a Sunday.
- Neighbours concerns to be taken into account.

21.06 Mr Goodjohn returned to the meeting

- vii) Information only: 18/00578/FUL. West Lodge, 125 High Street. Additional Tree assessment and plan. – Noted.

4. Notice of Appeal

21.08 Mr Harker left the meeting

- i) 16/01772/FUM. Linden Homes. Erection of 77 dwellings. Deadline 1st August 2018.

It was proposed by Mr Inskip, seconded by Mr Watson and **resolved unanimously that Mr Inskip will attend the hearing on the 21st August 2018.**

21.16 Mr Harker returned to the meeting

5. Tree work applications and consents

- i) 58 High St. Consent: Prune back branches overhanging properties at 56a and 58b High Street. - Noted.

59/18 Finance

21.18 Mr Inskip left the meeting.

1. To approve payments

It was proposed by Mr Browne, seconded by Mr Smith and **resolved unanimously that all payments are approved.**

a) <u>Online Payments</u>		
July	Salary payments & expenses	£5,343.71
LGSS	Pension	£1,120.00
MS Electrical	Electric works – Pavilion	£144.00
Veolia ES (UK) Ltd	Easi-bins	£102.60
The Copier Warehouse	Photocopying	£174.51
Intouch CRM	Website	£35.99
Truelink Ltd	Grass Maintenance	£647.23
CAPALC	Seminar/Training	£65.00
David Frear Plumbing	Boiler service	£144.00
Mr M Inskip	Re-imbursement NP	£35.00
b) <u>Direct Debits</u>		
ECDC	Non domestic rates	£599.00
The Peoples Pension	Pension	£32.06
Wave	Water rates – Glebe	£53.25
Wave	Water rates – Pavilion	£96.21
SSE	Electric Pavilion	£219.15
Volkswagen Leasing	Van Lease	£242.99
SSE	Electric – Glebe	£13.37
SSE	Electric – Floodlights	£14.07
SSE	Electric – Glebe	£75.32

21.20 Mr Inskip returned to the meeting

2) Finance and Controls Working Party

- a) To receive notes from the working party held on 16th July 2018 – noted.
- b) To consider recommendations from the working party.
 - i) To accept the quotation from MS Amlin at a sum of £442.40 for van insurance.

It was proposed by Mr Browne, seconded by Mr Goodjohn and **resolved unanimously to accept the quotation for the van insurance at a sum of £442.40.**

- ii) To accept working party recommendation to set up the youth club for September using the Connections youth staff team, to be financed by the allocated budget for 2018/2019.

Mr Browne and the clerk met with The Connections Bus manager to obtain additional details and costs for using the staff to work in-house. However, a suitable evening and venue could not be found to suit both parties. The option to continue with the bus on a Tuesday evening is still available.

It was proposed by Mr Browne, seconded by Mr Harker and **resolved unanimously that the council contracts the bus for two terms (Autumn and Spring), and discusses further provision when it sets the budget for 2019/2020.**

60/18 To consider a request for a memorial oak bench in the burial ground.

- a) To consider request for oak bench in the burial ground.

A request for an Oak bench has been received, the applicant will purchase and pay for installation of the bench. It was proposed by Mr Harker, seconded by Mr Inskip and **resolved following a vote of 8 in favour and 3 abstentions to approve the application and for the applicant to liaise with the clerk to complete the works.**

61/18 Reports from Working parties and management meetings

- 2. Ely Power Resources – Community Liaison Committee meeting.
 - a) To receive notes from the meeting held on 4th June 2018. – Noted.

62/18 FLAMES Mobile Van trial period

- 1. To review the short term licence to occupy land at the Brooklands Centre.

The clerk informed the meeting that ECDC has received one complaint during the last 5 months of trading, no additional complaints have been received by the district or parish council.

- 2. To discuss request to supply catering from a container.

The applicant has asked if trading from a container (like the one on site for playgroup) could be considered. The clerk informed the meeting that this has not been discussed between the applicant and ECDC Licensing department. Planning permission, environmental services and the licensing dept would have to approve the use of a container.

- 3. To agree future provision for use of site.

It was proposed by Mr Browne, seconded by Mr Goodjohn and **resolved unanimously that the council continues with an annual agreement at a cost of £2,000pa, for a mobile van and terms as existing.**

It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at agenda items 63/18 it is advisable in the public interest that the public and press be temporarily excluded from this meeting and are herewith instructed to withdraw.



63/18 Cleaner vacancy

1. To consider recommendation from the Interview Panel to fill the Cleaner position.

The clerk informed the meeting that shortlisting and interviews had taken place and it is recommended that the cleaner position is offered to Mr S Hales. It was proposed by Mr B Browne, seconded by Mr Inskip and **resolved unanimously to offer the position to Mr Hales, 10 hours per week, SCP 7, with a 6 month probationary period.**

64/18 Diary Dates

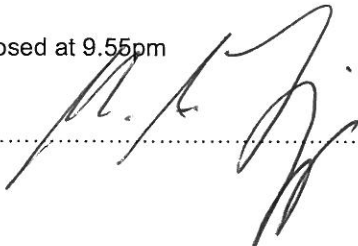
Neighbourhood Plan Pre-submission consultation 16th July to 10th September 2018.

65/18 Date of Next Meeting(s)

Full Council - 28th August 2018

The meeting closed at 9.55pm

Signed.....
Chairman



Date.....

20th August 2018