

# SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 24<sup>th</sup> January 2017, 7.30pm in The Pavilion, The Brook, Sutton.

Present: Mr M Inskip (Chairman) Mr B Browne Mr G Redman Mr B Harker  
Mr S Smith Mrs S Partington Mr B Collard Mrs C Bigsby

Public: 36 members of the public Clerk: Mrs R Hughes Assistant Clerk: Mrs M Wolland  
Cllr L Dupre  
Cllr L Stubbs

## 157/17 To receive and note apologies for absence.

Apologies were received and noted from Mr P Bigsby and Mr I Dewar

## 158/17 To receive declarations of interest

Mr B Harker	Agenda item 168/17	Pecuniary interest	Dec No: 295/17
<del>Mr S Smith</del>	<del>Agenda item 172/17</del>	<del>Personal interest</del>	<del>Dec No: 296/17</del>
Mr S Smith	Agenda item 175/17	Prejudicial interest	Dec No: 297/17

## 159/17 Public Participation

Residents asked questions in relation to Agenda Item 160/17 Co-op application

- Location of the Co-Op and would it be better situated within the new Linden Homes development and Burial ground be placed on the Ely road site instead

Residents asked questions in relation to Agenda item 161/17 Linden Homes application

- Does the burial ground have to be on consecrated ground, questions about access roads and would there be a chance for locals to buy the houses, starter homes for the first time buyers.

## 160/17 Planning application at Ely Road for Co-op and retail development.

1. To receive a presentation from Paul Shepherd (Central England Co-op) and Gary Ellis (Chaldean Properties)

Gary Ellis gave a presentation regarding the planning application, pointing out the main features of the application

- 3000sq feet which is 3 times the size of the One Stop Shop
- 3 separate retail units will also be built - 2 of which will have A5 use (Hot food takeaways)
- 38 Car parking Spaces
- Main Co-op suggested opening times 7am – 10pm Monday to Sunday
- 25 Jobs to be created – 11 full time and 25 part time equivalents in the Co-operative and a further 21 jobs will be created

Paul Shepherd gave a short presentation about the Central England Co-operative which is one of 15 independent Co-operatives based at Litchfield. He handed out booklets with more information, this information will be held at the Parish Office and will be available on the parish council website.

Meeting adjourned at 8.06pm

Questions and concerns from members of the public and members of the Council related to

- Existing cycle path – How this would fit into the proposed plans
- Proposed junction for the site being situated on a busy road and fears that this is unsafe for all users of the site.
- Would jobs be locally sourced?
- Concerns that the store at Chatteris was closed and what is the difference with this proposal
- Pedestrian crossing point being a major hazard and suggestions that a Toucan crossing be put in
- Timescales for the development of the store

Gary and Paul have taken on board all of the feedback from the meeting and will take this back to review this with the technical teams and traffic consultants.

Meeting recommenced 8.14pm

#### **161/17 Linden Homes Re: Site north of The Brook.**

1. To receive a presentation from Mr Barry Maynard regarding plan for north of The Brook,

Barry Maynard from Linden Homes gave a presentation on the submitted planning application that is now under consultation at East Cambs District Council.

Plans of the site and more information given on the updated application, including points they have taken onboard from previous consultation events and meetings. These include

- Altered plans for the houses that back on to Tower Road – This area has now been widened
- The roads have been widened where they can be
- Traffic impact statements have been carried out and the site can take the 77 proposed houses
- Plans have been amended to give a greater space for Sports and recreation
- Landscaping buffer on edge of site along A142 has now got screening in both directions
- Drainage – Extensive work with Anglia Water and they have a strategy that will help with easing existing issues.
- The cycle path/footpath can be connected through to the Orchards – Highways have confirmed.

Meeting adjourned for public participation 8.33pm

2. Councillors to ask questions of the applicant.

Questions and concerns from members of the public and Council were raised

- Questions over the increase from 50 to 77 houses raised
- Concerns over the increased flow of traffic in and out of the site and the narrowness of the road close to the corner of Millfield
- Concerns for over subscription on local services namely schools and doctors surgery.
- Sizes of houses being built in the first phase
- Questions about CIL (Community Infrastructure Levy) money and how this is spent and by who.

Linden Homes will take back the feedback from the meeting and will review this along with other conditions and concerns raised with the planning application and work closely with the Parish council and community.

Meeting recommenced 8.55pm

#### **162/17 Matters for information only**

1. Notification of Temporary traffic order. Road closure Red Lion Lane – 20<sup>th</sup> – 22<sup>nd</sup> March - Noted
2. Clerk to update on Play Park – Spring board installation - Noted
3. NALC - Notification of Local Council Award Scheme – Noted that the council has been awarded a Foundation Award.
4. ECDC Decision notice – Asset of Community Value: The Chequers Public House - Noted
5. The Connections Bus – Termly report Sept – Dec 2016 - Noted

#### **163/17 To approve the minutes of the meeting of 10<sup>th</sup> January 2017**

The minutes of the meeting of the 10<sup>th</sup> January 2017 were taken as read, approved and signed by the Chairman as a true record of the meeting with a minor alteration. Min 155/17/1 change '£750.00' to '£750.00'

#### **164/17 To receive County and District Councillor reports.**

Reports were received from Cllr Dupre and Cllr Stubbs and are available on the parish council website.

#### **165/17 Resolution action chart**

The resolution action chart was noted.

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*AM*

**166/17 Planning****1. Planning Approvals**

- i) 16/01405/FUL. Land to west of 2 Tower Road. Construction of a four bedroom, two storey detached dwelling – Noted.

**2. Planning Refusals – None received to date.****3. Planning Application**

Mr B Harker left the meeting at 9.16pm

- i) 16/01645/FUL. Land at junction of A142 Ely Road. Construction of a new convenience with 3 no retail and associated car park.

**It was proposed by Mr Inskip, seconded by Mr Browne and resolved unanimously to support the application in principle, however the parish council has concerns with the safety aspect for pedestrians and cyclists**

**Pedestrians using the footpath from the village centre to the proposed site do not have a completed footpath on both sides of the road and the parish council would like to see this connected, please see pictures attached.**

**Cyclists using the existing shared use path would have to use the crossing point as per the proposed plan. If the footpath is connected as suggested above this could be a shared use path for cyclists and pedestrians which would enable safe use for all and would alleviate having to cross the B1381.**

**Conditions the parish council would like to be added are for the additional 3 retail units to have opening times to be in line with the Co-op stores (Monday to Sunday 7am to 10pm)**

Mr B Harker returned to the meeting at 9.19pm

- ii) 16/01594/FUL. 5 The America. Demolition of bungalow and development of 1 x no. detached 4 bedroom and 2 x detached bungalows - No concerns, ECDC to determine
- iii) 17/00022/FUL. 34 Lawn Lane. Proposed first floor side extension and internal alterations - No concerns, ECDC to determine

**4. Tree work applications and consents.**

- i) Consent – 6 East Wood Close. Willow- re-pollard to maintain tree in current location – Noted.
- ii) Consent – Burrows Farm, Sutton Gault. (TPO) Ash –Reduce crown by 30%, minor thin of internal branches and Yew - Reduce crown by 1 – 1.5m, crown thin by 25% – Noted.

**5. Street Naming & Numbering.**

- i) Change of address - 78a High St to The Old Baptist Chapel, 86 The Brook – Noted.

**167/17 Neighbourhood Plan Working Party.**

- 1. To receive notes from the working party

The report from the 16<sup>th</sup> January 2017 meeting were noted.

- 2. To consider recommendations from the working party.

Recommendations related to the ECDC Local Plan and were considered with agenda item 168/17.

168/17 ECDC Local Plan Public Consultation.

*Clr. Harker left the meeting 21:31*

1. ECDC Local Plan – Sutton Policies. - Noted
2. To consider a response to the ECDC draft Local Plan.

It was proposed by Mr Inskip, seconded by Mr Collard and **resolved unanimously** to adopt the recommendations from the Neighbourhood Plan Working Party which are

**Sutton1:** Policy addresses the protection of views from the village. However a major concern is the protection of external views of the village particularly from the fen south and west of the village.

**Sutton2:** The following changes are proposed:

1. Change the “New play equipment at Stirling Way play area” to “Additional play equipment at Stirling Way play area for toddlers and junior”
2. Add “Creation of new equipped youth play area” both in line with Policy LP21 from “Local Plan Further Draft January 2017”.
3. Change “Additional football pitch provision” to “Additional multi-functional sports fields” in line with Policy LP21.
4. Change “New burial ground located north of The Brook” to the “New burial ground at a suitable location within the parish boundaries”.
5. At the end of the final sentence add reference to LP21 and LP29.

**Sutton 3:** No changes proposed, however request that the District Council develop a policy for the site

SUT.E1: To produce a development brief or masterplan for the development of the Elean Business Park site.

The masterplan to be prepared by the landowners through engagement with the local community, East Cambs District Council and any other relevant bodies, and then adopted by East Cambridgeshire as a Supplementary Planning Document for the site.

**Sutton 4:** The following changes are proposed:

1. Second bullet point to be rewritten to be “Development of the site should provide a maximum of 250 dwellings, new multi-functional sports fields, provision towards a multi-use games area along with public open space and areas of play for infant, junior and youth groups.”
2. Additional bullet point “Provision of a burial ground at a suitable location in the village.”
3. Amend the final bullet “A landscape buffer which also provides a wildlife corridor joining to green space within the development at the northern boundary is required to frame the development from the open countryside.”

**Sutton 5:** Amendment the first sentence of the first bullet to read “Development of the site will be low density, providing a maximum of 25 single storey dwellings to preserve the view of the church from the south of the village. This will maintain residential amenity and enable mature trees and hedgerows of value to be retained. In addition a suitable habitat buffer for protected species which exist on the site.”

It was also approved to advise ECDC that the Parish Council are disappointed with the rejections of the Local Green spaces sites LGS/26/02, LGS/26/03, LGS/26/04 and LGS/26/05 and would like to have a clearer detailed understanding of the district councils reasoning for not supporting the Parish Councils application.

*Clr. Harker returned to the meeting 21:38*

169/17 Finance

1. Financial and Controls working party.
  - a) To receive notes from the Financial & Controls Working Party 17<sup>th</sup> January 2017  
The report from the meeting was noted.
  - b) To consider recommendations from the working party.

*Handwritten signature*

- i) The Parish Clerk sets up the lease agreement for the Citroen Nemo van at a sum of £202.49 per month.

**Deferred until after item 175/17 has been discussed**

- ii) To approve the Internal Audit Report

The Internal Audit Report was approved

- iii) To continue with Came & Company for a further 3 years, thus reducing the premium for the current year to £4561.02

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously to continue with Came & Company for a further 3 years, thus reducing the premium for the current year to £4561.02**

2. **To approve payments**

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

a) Online Payments

Jan - Salary payments & expenses		£3955.96
LGSS – Pension		£1003.80
Veolia ES (UK) Ltd	Easi-bins	£68.88
ESPO	Cleaning materials	£101.30
The Copier Warehouse	Photocopying	£131.00
CambsACRE	PAYE	£162.60
ECDC	Play area inspection	£24.00
Intouch CRM	Website	£35.99
Came & Co	Insurance	£4561.12
Parish Online	Online mapping	£67.20
Salmons Bros	Glebe External works	£1328.95
Acacia Tree Surgery Ltd	Tree survey	£1050.00
Truelink Ltd	Football field aerating	£300.00
The Connections Bus	Youth bus	£3250.00
JP Construction	Fence – Brooklands	£270.00
CrystalClean	Pavilion – Oven Clean	£113.00

b) Direct Debits

The Peoples Pension	Pension	£64.45
SSE	Pavilion – Gas	£441.30
SSE	Flood-lights – electric	£19.93
SSE	Glebe – electric	£158.06
SSE	Glebe – electric	£17.96
Total Gas & Power	Glebe – Gas	£313.79
Anglian Water	Pavilion	£82.62
SSE	Pavilion – Electric	£224.38
BT	Telephone	£102.55
	Broadband services	£106.20
SSE	Glebe – Electric	£17.96
SSE	Glebe - Electric	£117.26
SSE	Floodlights – Electric	£18.04

c) Cheques

The Pepperpot	Newsletter (Xmas)	£100.00
Petty Cash	Cash	£150.00
ICO	Data protection registration	£35.00

**170/17 Quotations for Bollards – Brooklands Centre.**

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*ML*

1. To receive report for quotations for installing bollards at The Brooklands Centre - Noted
2. To consider and approve a contractor.

It was proposed by Mr Browne, seconded by Mr Collard and **resolved following a vote of 7 for and 1 Abstention to approve the quote from JP External Construction to remove the old bollards, supply and install new wooden bollards at The Brooklands Centre with a total cost of £605.**

#### 171/17 Recycling Centre

1. To receive correspondence from a resident regarding the poor state of the recycling centre

The clerk advised members present that a resident had concerns about the poor state of the surfacing at the recycling centre on The Brook. The main concern is that in wet weather large puddles occur covering some of the footpath

2. To consider recycling centre and response to resident.

It was approved to defer the discussion to a future meeting so that further information can be collated and then added to a future agenda.

#### 172/17 To discuss future provision of Scamps Toddler Group.

1. To discuss the future provision of Scamps and any assistance that the council can provide

The clerk provided information received from the Chair of Scamps regarding the future provision of Scamps. It was agreed that the Clerk will speak with the Scamps Committee and offer assistance and advise them of the Grants available from the Parish Council and offer advice and assistance where possible and needed.

#### 173/17 Highway Matters.

1. To receive report from Clerk following a meeting at Wizzle Ltd.

- a) To consider report and recommendations.

- i) Request that CCC provide a 'warning horses' triangle sign for Station Road.

It was noted that members present felt that it was unnecessary to have warning triangle signs put in place at the moment

- ii) To consider adding DPD as one of the suggested companies for the covenant.
- ii) The council contacts Wizzle Ltd at the time of making a LHI application for a speed limit change in Station Road.

It was proposed by Mr Inskip, seconded by Mr Collard and **resolved following a vote of 6 for and 2 abstentions to add DPD as one of the suggested companies for the covenant and to liaise with Wizzle Ltd in the future to look into speed restrictions in Station road using CIL money.**

2. To discuss the Parish Council adopting the use of the Covenant.

- b) To consider haulage companies to be included in the covenant - Deferred from previous Meeting

It was proposed by Mr Inskip, seconded by Mr Collard and **resolved unanimously for the Clerk to contact 5 haulage companies to include them in the covenant, these companies are G Webb, PJ Lee and Sons, Hansons, Bretts and Frimstones.**

3. CCC - Minerals & Waste enforcement plan.

- a) To receive reply from CCC – Noted and no comments to make

#### 174/17 Reports from Working parties and management meetings

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1. HCV Joint Committee.
  - a. To receive minutes of meeting held 12<sup>th</sup> December 2016 - Noted
2. Emergency Plan working Party
  - a. To receive notes of the meeting held on the 15<sup>th</sup> December 2016 - Noted

It was hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would have been prejudicial to the public interest by reason of the confidential nature of the business transacted at agenda items 175/17 it was advisable in the public interest that the public and press were temporarily excluded from the meeting and were herewith instructed to withdraw.

Mr S Smith and the Assistant Clerk left the meeting at 10.20pm

#### 175/17 Appointment of Village Lengthsman

1. To receive a report and recommendation for appointment from the Clerk & Cllr Bigsby (Personnel Committee member)

The Clerk and Cllr Bigsby reported that they interviewed 3 good candidates for the Village Lengthsman post and it was recommended that the position be offered to Mr Gareth Thomas subject to satisfactory reference for 25 hours per week, SCP11 and a 6 month probationary period.

2. To consider and approve recommendation for appointment.

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously to appoint Mr Gareth Thomas for the position of Village Lengthsman.**

- 169/17/1/b/i** The Parish Clerk sets up the lease agreement for the Citroen Nemo van at a sum of £202.49 per month.

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously to set up the lease agreement for the Citroen Nemo Van at a sum of £202.49 per month.**

#### 176/16 Diary Dates

The Glebe Management Meeting – 26<sup>th</sup> January 2016.

#### 177/16 Date of next meeting(s)

28<sup>th</sup> February 2017– Full Council

The meeting closed at 10.30pm

Signed.....  
Chairman

Date..... 28<sup>th</sup> February 2017