

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 25th July 2017, 7.30pm in The Pavilion, The Brook, Sutton.

Present:	Mr M Inskip (Chair) Mr B Harker Mr I Dewar	Mr B Browne Mr P Bigsby Mrs S Partington	Mr B Collard Mr A Marking	Mr S Smith Miss A Poulter
----------	--	--	------------------------------	------------------------------

Public:	5 members of public Cllr L Stubbs	Cllr L <i>Dupré</i> Stubbs <i>ML</i>	Assistant Clerk: Mrs M Wolland
---------	--------------------------------------	--------------------------------------	--------------------------------

47/17 To receive and note apologies for absence.

Apologies were received and noted from Mrs C Bigsby.

48/17 To receive declarations of interest

Mr I Dewar	Agenda item 54/17/3(v)	Pecuniary Interest	Declaration No: 303/17
------------	------------------------	--------------------	------------------------

49/17 Public Participation

Agenda item 57/17: A representative from Flames spoke on behalf of the owner of the hot food van. Their proposal to site their van within the first set of spaces that the Royal British Legion lease. 1 Option being the Disabled Space, the other slightly further back in line with rear exit from the Brooklands hall. They explained that the Chairman of the RBL has agreed they can site their van within these spaces and use their electricity Supply. This will mean there will be no generator noise to affect local residents. No questions were raised from members present.

50/17 Matters for information only

1. Stagecoach service changes - Noted
2. Announcement from CAPALC regarding NALC Improvement and Development Manager - Noted
3. Thank you letter from Sutton Garden Club - Noted

51/17 To approve the minutes of the meeting of 27th June 2017

The minutes of the meeting of the 27th June 2017 were taken as read, approved and signed by the Chairman as a true record of the meeting.

52/17 To receive County and District Councillor reports.

Cllr Lorna Dupre gave a report on behalf of the County Council and District Council. Cllr Lisa Stubbs gave a report on behalf of the District Council. Full reports will be available on the parish council website.

53/17 Resolution action chart

The resolution chart was noted.

54/17 Planning

1. Planning Approvals

- i) 17/00903/FUL. 7 Fieldgate. Construction of detached double garage – Noted.
- ii) 17/00765/FUL. 10 Oates Lane. Construction of a replacement dwelling, with associated landscaping and parking – Noted.

2. Planning Refusals

- i) 17/00709/AND. Elean Business Park. Site marketing board, logo and agent contact details – Noted.

3. Planning Application



- i) 17/00959/FUL 22 York Road. Proposed extension to existing dwelling. Plus amendment involves changes to proposed roof - No comments, ECDC to determine
- ii) 17/0175/FUL. Land adjacent 14 Station Rd. Erection of two detached dwellings - No comments, ECDC to determine
- iii) 17/01123/FUL. 63 The Row, Change of use from paddock to ménege – It was proposed by Mr Dewar, seconded by Mr Browne and **resolved unanimously that ECDC will be informed the Council have concerns regarding the increase of vehicles to the site if change of use is granted. The Row is a narrow road and access to the site equally narrow, Consideration should be taken to the traffic impact this will have on local residents along the Row. ECDC to determine**
- iv) 17/01077/FUL. 3a Ely Road. Garage conversion of existing triple garage to for a dwelling.

It was proposed by Mr Smith, seconded by Mr Bigsby and **resolved unanimously that ECDC will be informed that the council support the concerns from those that have been submitted already and have concerns that it is an over development of the Site. Concerns are also raised about the access to the site due to Churchill Close being congested and heavily used already so causing traffic issues with parked cars - Recommend for refusal.**

Mr I Dewar Left the room 8.14pm

- v) 17/01049/FUL. 22d High Street. Construction of a pair of semi-detached 2 bedroom properties on land to the rear of 20 High St, (rear of One Stop Shop), as approved by planning application 16/00166/FUL.

It was proposed by Mr Harker, seconded by Mr Browne and **resolved unanimously that the council support the concerns from those that have been submitted already and have concerns that it is over development of the site. Concerns are also raised about the access to the site being over a public footpath that has heavy foot flow onto the High Street that is busy with vehicles at all times of the day. Previously submitted comments by the council still stand. Recommend for refusal.**

Mr I Dewar returned to the room 8.18pm

- vi) 16/01645/FUL. Land at Junction of A142 Ely Road. Construction of new convenience store and one A5(hot food takeaway) retail units and associated parking – Amendment to application involves revised transport assessment, retail assessment, Design and Access Statement, Ecology report and revised proposal to one convenience store and one A5 unit.

It was proposed by Mr Browne, seconded by Mr Harker and **resolved unanimously the previous comments submitted by Sutton Parish Council regarding this application still remain the same the council supports the application in principle but have concerns about pedestrian and cyclist safety.**

4. Tree applications & consents

- i) Consent – 51 High Street. Re-pollard to previous pruning points Sycamore, reduce by 20% over garden of 45 High Street, and removal of 3 lowest branches Silver Birch – Noted.

55/17 Finance

1. To approve payments

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

a)	<u>Online Payments</u>		
	July	Salary payments & expenses	£4,856.82
	LGSS	Pension	£1056.19
	HMRC	Tax & NIC	£2941.18
	Veolia ES (UK) Ltd	Easi-bins	£112.68
	ESPO	Admin/cleaning/equipment	£60.95

The Copier Warehouse	Photocopying	£108.36
Intouch CRM	Website	£35.99
Truelink Ltd	Grass maintenance	£756.00
Cambs ACRE	PAYE service	£135.00
David Frear Service	Boiler service	£144.00
Ely Skip Hire Ltd	Burial ground – skip	£216.00
Sutton Tree Services	Fell tree at recycling centre	£40.00
Salmons Bros Ltd	meter door – pavilion	£83.40
Shaw & Sons	Burial Internment receipt book	£23.82
CentraData	IT support	£215.70
Madingley Mulch	Play Bark Surfacing	£91.50
CamAlarms Limited	Alarm Callout – Pavilion	£178.50
LancePrint	Newsletter printing	£165.00
Man Construction	Brooklands Paving Repair	£310.80
MS Electrical Services	PAT Inspection Glebe/Pav	£78.54

b) Direct Debits

ECDC	Non domestic rates	£582.00
The Peoples Pension	Pension	£66.24
SSE	Pavilion electric	£219.15
Total Gas & Power	Pavilion gas	£38.08
SSE	Glebe electric	£14.03
SSE	Glebe	£75.32
SSE	Pavilion floodlights	£18.08

56/17 Burial Ground Bench

1. Receive report from Parish Clerk regarding a memorial bench in the Burial Ground - Noted
2. To consider recommendation for the purchase of a new seat for the Burial Ground

It was proposed by Mr Browne, seconded by Mr Dewar and **resolved unanimously for the Clerk to look into whether other members of the Parish would like to have a memorial bench or plaque to add to a new Bench. The Clerk should bring findings back to a full council meeting in the future.**

57/17 Brooklands Centre Car park

1. To consider use of part of the Brooklands Centre car park for a mobile hot food van

The council considered the request from Flames to permanently site a kebab van on the Brooklands Centre car park. The council did not think this site appropriate due to the location being a heavily used Car park and the loss of an estimated four parking spaces would add to the congestion that already occurs during school term and events at the Brooklands Centre and Pavilion. They also had concerns over the noise, smells and mess that may be left on the site that is owned by the Parish Council.

The council are in favour of new business starting up in the village however a permanent hot food van is not appropriate for this site.

It was proposed by Mr Dewar, seconded by Mr Harker and **resolved unanimously to write to the applicant requesting they consider changing their proposal. If the hot food van was mobile and taken off site each day this would reduce the parking issues on the Brooklands car park.**

58/17 Reports from Working parties and management meetings

1. Traffic and Environmental Enhancement working party
 - a) To receive notes from the Traffic management working party meeting – 4th July 2017 - Noted
 - b) To consider recommendations from the working party:
 - i. That the Clerk obtains formal agreement from Kenford Developments to the construction of a path between St. Andrews Close and the Orchards over their land.

- ii. That the Clerk obtains quotations for a footpath constructed to county council standards and an alternative quotation for a footpath constructed to minimal acceptable standards between St. Andrews Close and the Orchards with both quotations reported to the full council. Both quotations should include measures to stop motorcycles using the path.

It was proposed by Mr Dewar, seconded by Mr Harker and **resolved following a vote of 9 for and 1 abstention that the Clerk obtains formal agreement from Kenford Developments to the construction of a footpath between St. Andrews Close and the Orchards over their land and the Clerk obtains quotations for a footpath constructed to county council standards and an alternative quotation for a footpath constructed to minimal acceptable standards between St. Andrews Close and the Orchards with both quotations reported to the full council. Both quotations should include measures to stop motorcycles using the path.**

- iii. That the Parish Council pursues the introduction of a 20mph limit along Station Road funded by the Parish Council together with contributions from businesses located along Station Road.
- iv. That the Clerk replies to local residents explaining the actions previously undertaken and current proposals regarding the concerns about the problems associated with lorries using Station Road.

It was proposed by Mr Dewar, seconded by Mr Browne and **resolved following a vote of 7 for and 3 abstentions that the Council pursues the introduction of a 20mph limit along stations road and ask County Council Highways team for other options that may be suitable along Station road to reduce the speed of vehicles as an alternative to a 20mph limit. The Clerk to reply to local residents with an update of the resolution and recommendations.**

- v. The working party recommends that the Parish Council purchases a salt bin to be installed at the top of Red Lion Lane.

It was proposed by Mr Inskip, seconded by Mr Collard and **resolved unanimously to purchase a salt bin for £85 to be installed at the top of Red Lion Lane subject to being enough space to have it installed. The salt will be added and topped up by CCC.**

- vi. The Clerk invites a county highways officer to meeting with working party members to discuss options for LHI scheme bids for 2018-2019.

It was proposed by Mr Inskip, seconded by Mr Harker and **resolved unanimously that the Clerk invites a county highways officer to meeting with working party members to discuss options for LHI scheme bids for 2018-2019**

2. Neighbourhood Plan Working Party

- a) To receive notes of the Neighbourhood Plan Working Party meeting on the 19th June 2017 – Noted

3. The Glebe Management Committee

- a) To receive minutes of The Glebe Annual meeting and ordinary meeting 22nd June 2017 - Noted
- b) To consider recommendations from the Committee:

- i. That the Clerk can set an interim fee of £2,000 subject to ratification by the Parish Council with immediate effect. The Parish Clerk will then work out a cost based on a hire from 2pm on the Friday until 11am on the Sunday. This will allow for hire of the facility, administration, caretaking staff on site, setting up and additional cleaning.

It was proposed by Mr Harker, seconded by Mr Inskip and **resolved unanimously that the Clerk can set an interim fee of up to £2000 subject to working out costs based on a hire from 2pm on the Friday until 11am on the Sunday. This will allow for hire of the facility, administration, caretaking staff on site, setting up and additional cleaning.**

59/17 Diary Dates

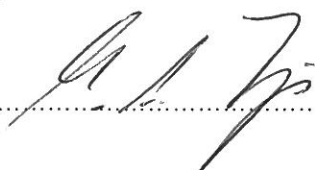
CAPALC Councillor Training – Noted

60/17 Date of next meeting(s)

22nd August 2017

The meeting closed at 9.09pm

Signed.....
Chairman



Date.....

22nd August 2017