

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

**Present:** Mr M Inskip (Chairman) Mr B Harker Mr B Collard Mrs S Partington  
Mr K Brownell Mr P Percival Mr A Marking Mr S Smith

**Public:** 3 members of public Assistant Clerk – Mrs M Wolland  
Cllr L Dupre

**97/17 To receive and note apologies for absence.**

Apologies were received and noted from Mr B Browne, Mr I Dewar, Mr P Bigsby and Mrs C Bigsby.  
Also apologies received from Cllr L Stubbs  
Absent – Miss A Poulter

**98/17 To receive declarations of interest**

Mr S Smith Personal Interest Agenda item: 164/17/3/i Dec No: 308/17

**99/17 Public Participation**

No public wishing to participate

**100/17 Matters for information only**

1. Report on LHI 2018/2019 submitted application. - Noted
2. Police & Crime Commissioner Update October - Noted
3. East Cambs Local plan Update

**101/17 To approve the minutes of the meeting of 26<sup>th</sup> September**

The minutes of the meeting of the 26<sup>th</sup> September 2017 were taken as read, approved and signed by the Chairman.

**102/17 To receive County and District Councillor reports**

102/17/i County Council Report – Cllr L Dupre.  
102/17/ii District Council Report – Cllr L Dupre.  
102/17/iii District Council Report – Cllr L Stubbs

All reports were noted, and are available on the parish council website.

102/17/iv Councillor Questions.

- County Council budget options – Projected gap between income and expenditure £37.5M how are they going to manage this. Reductions in services equates to around 32M and 5M still to find. The budget will have to be balanced
- Childrens Centre – Plans to reshape, cuts to managers if Childrens centres, means 1 manager will cover the whole of East Cambs area. The 7% increase in frontline expenditure has been miscalculated and this is 2.5%. Unsure what these cuts means for Sutton as they did not have village specific data

**103/17 Resolution action chart**

The resolution action chart was noted.

**104/17 Planning**

**1. Planning Approvals**

- i) 17/01529/FUL. 15a Stewards Lane. Side extension and part garage conversion. – Noted.
- ii) 17/01015/FUL. 14 Station Road. Erection of two detached dwellings. – Noted.



- iii) 17/01363/FUL, Whitegate Farm, Witcham Road, Mepal. Proposed 3 bed detached dwelling – Noted.

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

3. **Planning Application**

- i) 16/01419/FUL. Land to north of Isle of Ely Sports Club. Amendment: The additional information received includes a revised noise management plan. -

It was proposed by Mr Smith, seconded by Mr Harker **and resolved following a vote of 7 for and 1 abstention to advise that this amendment does not change the original concerns that the parish council had. ECDC will be informed that comments are still valid.**

- ii) 17/01768/FUL. 48 Bellairs. Proposed bedroom extension to existing dwelling. – No comments, ECDC to determine.
- iii) 17/01728/FUL. Unit 5 & 6 Stirling Place, Elean Business Park. Retain chiller cover building extension. – No comments, ECDC to determine.
- iv) 17/01668/FUL. 12 Churchill Close. Rear extension. – No comments, ECDC to determine.
- v) 17/01800/OUT. 123 High Street. Erection of 9 no, two storey dwellings, garages, and associated works following demolition of the existing bungalow –

It was proposed by Mr Collard, seconded by Mr Marking **and resolved unanimously to advise ECDC of concerns for visibility on the access in and out of the site for vehicles and pedestrians due to gradient of road and visibility on to the High Street. The proposed crossing point is unsuitably sited and will be dangerous to pedestrians. Sutton Parish Council express the need to extend the footpath on the south side of the High Street to enable pedestrians to cross at existing crossing points. Concerns are also noted regarding the steep incline/gradient of the road and whether this will be adopted by Cambridgeshire County Council within their regulations and that the turning point is insufficient for any large vehicles(such as refuse lorries) to turn at the bottom of the site**

4. **Withdrawn applications.**

- i) 17/0138/OUT Site west of Crown Yard, Station Rd, Residential development for 10 dwellings. – Noted.

**105/17 Finance**

1. **To receive notes of Finance & Controls working party – 9<sup>th</sup> October 2017. – Noted.**

- a) **To approve recommendations from working party.**

- i) **Virements.**  
 4610/500 contingencies to 4055/100 Facilities staff. £300.00 to cover overtime – Head caretaker  
 4310/250 to 4300/250. Minor grant scheme to section 137 £519.00.  
 5030/520 Van insurance to 4610/500 contingencies £63.00  
 4200/200 Newsletter to 4610/500 contingencies £20.00

It was proposed by Mr Inskip, seconded by Mr Collard **and resolved unanimously to make the virements.**

2. **To approve payments**

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

a) <u>Online Payments</u>			
October	Salary payments & expenses		£4880.22
LGSS	Pension		£1056.19
Veolia ES (UK) Ltd	Easi-bins		£75.12
ESPO	Admin/cleaning/equipment		£53.79
ESPO	Bench for Burial ground		£404.40
Truelink Ltd	Grass maintenance		£601.20
The Copier Warehouse	Photocopying		£85.06
Cambs ACRE	Payroll charges		£135.00
Savills (UK) Ltd	Allotment rent		£900.00
MS Electrical Services	Fixed wire testing		£693.60
Ely Skip Hire Ltd	Skip Hire BG		£258.00
SLCC Enterprises Ltd	Conference/Training		£348.00
CAPALC	Councillor training		£175.00
Centradata Ltd	Lap-Top		£741.60
HMRC	VAT return		£9.06
IntouchCRM	Website		£107.97
Jo Perkins	PA1 & PA6 Assessment		£200.00
Ely & District Training group	PA1 & PA6 Training		£192.00
The Copier Warehouse	Photocopying(July)		£85.95
G & J Pecks LTD	Lengthsman equipment		£20.00
b) <u>Direct Debits</u>			
ECDC	Non domestic rates		£582.00
The Peoples Pension	Pension		£66.24
Anglian Water	Water rates – Pavilion		£99.30
Volkswagen Leasing	Van lease		£242.99
Anglian Water	Water rates – Glebe		£29.62
SSE	Electric – Pavilion		£244.47
Total Gas & Power	Pavilion – Gas		£74.87
SSE	Glebe – Electric		£14.07
SSE	Flood-lights – Electric		£13.15
SSE	Glebe – Electric		£117.89

#### 106/17 Co-option to Fill 1 casual vacancies.

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

The Assistant Clerk informed the meeting that one applicant has applied for one of the two vacant seats. There will not be a requirement to vote to fill the seats. The council will hear the presentation then vote to resolve to accept the candidate.

2. To receive short introduction from the applicant.

Mr Ben Huxley gave a short presentation informing the council why he would like to be a councillor.

3. Members to vote on acceptance of candidates.

It was proposed by Mr Inskip, seconded by Mr Smith and **resolved unanimously to co-opt Mr Huxley to the parish council.** The Clerk will make the arrangements to sign the declaration of acceptance of office, and he will attend the November Full Council meeting.

#### 107/17 Reports from Working parties and management meetings

1. Neighbourhood Plan

- a) To receive notes from meeting of 2<sup>nd</sup> October 2017. – Noted.

2. Village Hall Management sub-committee meeting.

- a) To receive notes from meeting of 5<sup>th</sup> September 2017 – Noted.

- b) To discuss action points from meeting.

- i) Circulate copy of inspection report.
- ii) Consider adding reflective plates to the wooden bollards.
- iii) To discuss the continued annual use of the football field for Armed Forces Day.

It was proposed by Mr Inskip, seconded by Mr Smith and **resolved unanimously to circulate a copy of the inspection report and to permit the continued annual use of the football field for Armed Forces Day. This is subject to adequate notice being given to the Clerk of the date each year and that appropriate consideration is given to the use of the Football fields ie No heavy large vehicles to be allowed on the pitches.**

3. The Glebe Community Centre Management Committee.

- a) To receive notes form meeting 12<sup>th</sup> October 2017. – Noted.

#### 108/17 Correspondence

- 1. Invitation to CAPALC AGM – 7<sup>th</sup> December 7pm – Histon & Impington Recreation Hall. – Noted.

#### 109/17 Date of next meeting(s)

Full Council – 21<sup>st</sup> November 2017

The meeting closed at 8.36pm

Signed.....  
Chairman

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