

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 28th November 2017, 7.30pm in The Pavilion, The Brook, Sutton.

Present: Mr M Inskip (Chair) Mr B Browne Mr S Smith Mr A Marking
Mr B Huxley Mr P Percival

Public: Cllr L Dupre Clerk: Mrs R Hughes

110/17 To receive and note apologies for absence.

Apologies for absence were received and noted from Miss A Poulter, Mr B Harker, Mr K Brownell, Mr P Bigsby, Mr I Dewar, Mrs C Bigsby, Mrs S Partington and Mr B Collard

111/17 To receive declarations of interest

Mr S Smith Agenda item 117/17/3/iii Prejudicial interest Dec No: 309/17

112/17 Public Participation

Agenda item 120/17. A resident gave information to the council on his wishes for a memorial headstone in the parish council burial ground.

The Chairman moved agenda item 120/17 to the next item on the agenda.

120/17 Burial Ground Memorials.

1. To discuss request for a memorial headstone.

The clerk informed the council that the specification for memorial stone shapes and sizes has not reviewed by the council for a number of years. Over the years the council has approved a number of headstones that have etchings, photos and different shapes. The application received has a number of these elements that the council will need to consider.

It was proposed by Mr Browne, seconded by Mr Inskip and **resolved following a vote of 5 in favour and 1 abstention that the application for the memorial and its design is approved as seen.**

2. To discuss policy review for memorial headstones.

The clerk recommended to the council that the headstone policy is reviewed by the council and a future council meeting.

113/17 Matters for information only

1. Clerk to report on Christmas trees and programme.

The Clerk reported that the Xmas trees are programmed to come on at 6pm on the 1st December, a weekend programme of events has been arranged with St Andrews PCC and Sutton Scouts. The parish council will be entering a tree into the church tree festival.

2. Clerk to report on Cleaner job vacancy.

No applicants have been received for the cleaner vacancy, the clerk will make arrangements to re-advertise in the New Year.

3. Clerk to report on Lengthsman training.

The Clerk reported that the Lengthsman is undertaking PA1 and PA6 training to be able to use a knapsack weed sprayer.

114/17 To approve the minutes of the meeting of 24th October 2017

The minutes of the meeting of the 24th October 2017, were taken as read, signed and approved by the Chairman as a true record of the meeting.

115/17 To receive County and District Councillor reports.

115/17/i County Council Report – Cllr L Dupre.

Cllr Dupre updated some of the information in her report, and informed the meeting that the specification on the new archives centre has been reduced.

115/17/ii District Council Report – Cllr L Dupre.

Cllr Dupre updated some of the information in her report, and informed the meeting that ECDC are setting up a further trading company to bring back the waste contract in-house.

It was noted that an extension has been given to the Co-op application until 30th November. The County council transport officers are discussing the transport assessment with the applicant.

115/17/iii District Council Report – Cllr L Stubbs – Apologies were received.

116/17 Resolution action chart

The resolution action chart was noted.

117/17 Planning

1. Planning Approvals

- i) 17/01768/FUL. 48 Bellairs. Proposed bedroom extensions to existing dwelling. –Noted.
- ii) 17/01668/FUL. 12 Churchill Close. Rear extension. – Noted.
- iii) 17/01728/FUL. Unit 5 & 6 Stirling Place, Elean Business Park. Retain chiller cover building extension. – Noted.

2. Planning Refusals – None received to date.

3. Planning Application

- i) 17/01842/FUL. 4 Mostyn Close. Proposed single-storey rear extension, garage and part carport conversions. – No concerns, ECDC planning to determine.
- ii) 17/01866/FUL. Foxgloves. 20 Pound Lane. First floor extension above existing double garage. - No concerns, ECDC planning to determine.

8.04pm Cllr Smith left the meeting.

- iii) 16/01419/FUL. Land to north of Isle of Ely Sports Club, Mepal Bypass. Construction of a new 100m firing range comprising a grass topped berm with a sand filled bank and targets. – Amendment to scheme involves a revised noise management plan.

It was proposed by Mr Browne, seconded by Mr Inskip and **resolved unanimously that the council has the same concerns as previously noted, and these still stand.**

8.09pm Cllr Smith returned to the meeting.

- iv) 17/01445/OUM Land rear of Garden Close. Outline planning application for erection of up to 53 houses to include public open space and details relating to access. Additional information: - minor amendments to the application red line in the north-west and south-west corners. Updated documents to take account of the change to the red line. Additional tree and heritage comments.

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New documents are information only purposes, and it is noted the council still has the same concerns, and the previous comments still stand.

4. Tree applications & consents
 - i) Consent Brooklands, Ely Road. Ash Tree – Fell and Wellingtonia – Crown lift. – Noted.
5. ECDC Local Plan – Proposed submission Local Plan and Sustainability Appraisal consultation 8th November – 19th December 2017.
 - i) To consider Local Plan Proposed Submission and discuss any comments. (Form H)

No comments will be given on Form H.

118/17 Finance

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

1. To approve payments

a)	<u>Online Payments</u>		
	November	Salary payments & expenses	£5,113.92
	LGSS	Pension	£1,056.19
	Veolia ES (UK) Ltd	Easi-bins	£93.90
	ESPO	Admin/cleaning/equipment	£126.49
	The Copier Warehouse	Photocopying	£85.21
	David Frear Ltd	Boiler – Pavilion	£5070.00
	Centradata Ltd	IT Support	£215.70
	Premier Signs	No Parking sign for gate	£20.00
	Premier Signs	Van magnetic signs	£60.00
	Truelink Ltd	Grass cutting	£140.40
	Canalbs Ltd	Internal Audit	£128.40
	CamAlarms Ltd	Fire alarm maintenance	£173.26
	Rialtas Business Solutions Ltd	Alpha software	£139.20
	Online Playgrounds	Play park repairs	£24.00
	Fenland Leisure Products Ltd	Play park repairs	£309.06
b)	<u>Direct Debits</u>		
	ECDC	Non domestic rates	£582.00
	The Peoples Pension	Pension	£90.24
	Volkswagen Leasing	Van lease	£242.99
	BT	Telephone	£92.95
	BT	Internet services	£106.20
	SSE	Glebe – Electric	£14.07
	SSE	Glebe – Electric	£160.33
	SSE	Floodlights	£14.95
	Total Gas & Power	Glebe – Gas	£119.47
c)	<u>Cheques</u>		
	Petty Cash	Cash	£150.00
	The RBL Poppy Appeal	Wreath	£25.00
	Pepperpot	Xmas Newsletter	£100.00

119/17 Co-option to Fill 1 casual vacancy.

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

The clerk informed the meeting that there is one application to fill the remaining vacancy on the parish council. There will not be a requirement to vote to fill the seat. The council will hear the presentation then vote to resolve to accept the candidate.

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2. To receive short introduction from the applicant.

Mr Brendan Goodjohn was invited to make a short presentation to the council.

3. Members to vote on acceptance of candidate.

It was proposed by Mr Inskip, seconded by Mr Browne, and **resolved unanimously to co-opt Mr Brendan Goodjohn to the parish council.** The clerk will make the arrangements for Mr Goodjohn to sign the declaration of acceptance of office, and attend the December parish council meeting.

121/17 County Council Real Time Bus information.

1. The Assistant Clerk has reported to the council that the village will be having real time displays for the bus stops installed. They will be at Ely Road (both sides), The Brook near Scott Court and High Street near The Brook junction. Currently it is not possible to install one outside The One Stop Shop as there is no power supply available at present. This location will be considered again when solar powered displays become available in late 2018.

122/17 Reports from Working parties and management meetings

1. Neighbourhood Plan

- a) To receive notes from meeting of 30th October 2017. – Noted.
- b) To receive notes from meeting of 20th November 2017. – Noted.

The Chairman gave details of the progress of the plan so far.

2. HCV Joint Committee.

- a) To receive minutes from meeting 3rd October 2017. – Noted.

It was noted that Miss Poulter wishes to resign from the joint committee due to work commitments, the clerk will make arrangements for the council to consider appointing a replacement.

123/17 Correspondence

1. Cambs CC invitation to attend presentation of 'Road Safety Route' study of the A142. – 4.30pm – Thursday 7th December 2017. Highways dept. Councillors to inform the clerk if they wish to attend.
2. Priors Field Surgery. Letter regarding extension to surgery, and a request for financial assistance.

The Clerk informed the meeting that a parish council does not have a legal power to grant money to a medical service that is run as a business, therefore is unable to offer financial support for the capital project to extend the surgery building. Cllr Stubbs has been working with the surgery and ECDC regarding CIL monies from the District Council. The clerk will obtain further information on the project so the council can discuss other ways it may be able to support the project.

124/17 Date of next meeting(s)

Full Council – 12th December 2017

The meeting closed at 8.52pm

Signed.....
Chairman.....

Date.....
12th December 2017.....

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