

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on Tuesday 22nd October 2019, 7.30pm in The Pavilion, The Brook, Sutton.

Present: Mr M Inskip (Chair) Mr B Browne Mr B Collard Mrs H Wales Mr B Harker
 Ms L Ruse Miss B Skelham Mr B Watson Mr I Dewar Mr S Smith
 Mr A Newton Mrs J Webb

Not Present: Miss D Finn

Public: Cllr L Dupre Clerk: Mrs R Hughes

97/19 To receive and note apologies for absence.

Apologies were received and noted from Mrs S Partington and Mr B Goodjohn.

98/19 To receive declarations of interest

No declarations made.

99/19 Public Participation

No public in attendance.

100/19 Matters for Information only.

1. Clerk to note resignation of a member of staff and recruitment process to fill post.

The Clerk informed the meeting that the Cleaner has resigned from his post, the position has been advertised with a closing date of the 24th October.

2. CCC Highways department Open Day – Witchford.

Members were informed of the Open Day at the Witchford Depot, 29th October, 10am – 3pm, it is a drop in session, no need to book.

3. Clerk to update on Sutton Time Bank.

The Clerk reported that the grant for the Time Bank has been approved by the CCC Committee. The clerk is meeting the CCC Lead Officer on the 11th November, and details will be provided for the November meeting in order to update the council and proceed with the project.

4. Clerk to update on Open Spaces group planting.

The Clerk has met with the Open Spaces group. The group will commence with the planting of The Green this weekend, a plan and risk assessment has been received.

5. Invitation to Cambs Local Councils Conference 2019

The Clerk requested that members inform her as soon as possible if they would like to attend the conference so bookings can be made.

101/19 To approve the minutes of the meeting of Council held on 24th September 2019

The minutes of the meeting of the 24th September 2019 were taken as a true record of the meeting and signed by the Chairman.

102/19 To receive County and District Councillor reports.

- a) County Council Report – Cllr L Dupre.

Minutes of the meeting of 22nd October 2019



- Cllr Dupre will obtain further details regarding the proposed changes for Charging for Care.
- ECDC has not formally discussed the closure of public access to the Police Station
- The parish council can formally discuss the Bridleways applications if it wishes.
- ECDC has declared a Climate Change Emergency. A plan will emerge within 6 months.

b) District Council Report – Cllr L Dupre & Cllr Inskip

- The gates should be erected at The Elean Business Park this week.
- The shareholder meeting did take place on the 10th October, however it was not clear on the status of the meeting.
- Flooding issues in the village can be reported online on the County Council website.

103/19 To receive and note the Resolution Action chart.

The resolution action chart was noted.

104/19 Finance

1. **To note report from Finance & Reporting working party - 8th October 2019 - Noted.**

i) To consider and approve recommendation

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

£200 to Election costs 4180/100 from Contingencies 4610/500

ii) To approve payments

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

a) **Online Payments**

| | | |
|----------------------|----------------------------|----------|
| October | Salary payments & expenses | £6437.45 |
| LGSS | Pension | £1219.25 |
| Veolia ES (UK) Ltd | Easi-bins | £138.67 |
| The Copier Warehouse | Photocopying | £91.20 |
| IntouchCRM | Website | £35.99 |
| Truelink Ltd | Grass maintenance | £1578.00 |
| ESPO Ltd | Cleaning/Admin materials | £201.46 |
| Centra data Ltd | Computer equip/security | £730.54 |
| Salmons Bros | Glebe maintenance | £1101.50 |
| Savills (UK) Ltd | Allotment land rent | £900.00 |
| Balfour Beatty | Street light maintenance | £93.60 |
| David Frear | Boiler replacement – Glebe | £3712.32 |
| SLCC Enterprises | Conference/Training | £502.00 |
| G & J Peck Ltd | Safety wear | £53.98 |
| Vision ICT | New website set up | £1311.00 |

b) **Direct Debits**

| | | |
|---------------------|------------------------|----------|
| Volkswagen Leasing | Van Lease | £242.99 |
| ECDC | Non domestic rates | £614.00 |
| PWLB | Loan | £8580.00 |
| The Peoples Pension | Pension | £68.86 |
| WAVE | Water rates – Glebe | £65.87 |
| WAVE | Water rates – Pavilion | £135.97 |
| SSE | Floodlights – electric | £18.23 |
| SSE | Glebe – electric | £158.51 |
| SSE | Glebe – electric | £18.02 |

c) **Cheques**

| | | |
|------------|------|---------|
| Petty Cash | Cash | £150.00 |
|------------|------|---------|

2. **Grant application from Haddenham Guides**

i) To consider grant application from Haddenham Guides

Haddenham Guides have requested grant funding of £150.00 towards the cost of purchasing new equipment for the new national programme. They currently have 7 young girls who attend.

It was proposed by Mr Browne, seconded by Mr Collard and **resolved following a vote of 11 in favour and 2 abstentions to give a donation of £150.00** (Power: GPC).

105/19 To receive reports from Committees, Management Committees and working parties.

1. **Planning Committee**

i) To receive and note minutes of the meeting of the 15th October 2019. – Noted.

106/19 Burial Ground Regulations

1. To receive report from Parish Clerk on burial ground and the burial ground regulations.

25pm Ms Ruse left the meeting.

The parish council received the report from the clerk recommending that the Burial Ground regulations are amended to cover some of the recent concerns: Cat food left out on site, alcohol left at grave sides, memorabilia encroaching onto grass and other plots, allowing dogs to visit graves.

2. To consider changes to Burial Ground regulations.

It was proposed by Mr Inskip, seconded by Mr Collard and **resolved following a vote of 11 for and 1 abstention, to adopt the amended changes to the Regulations, along with amendments to cover access for the disabled.**

107/19 Sutton Pepperpot – Christmas Issue 2019

1. Approve a second page at a cost of £50.00
2. To consider and approve a donation of £50.00 towards the printing of the free Christmas edition
3. To consider items for inclusion on second page (if agreed).

It was agreed to discuss the content for a second page first. Items for inclusion: Time bank, review of Sports & Rec consultation, 20mph zone, Traffic and Transport WP update, and the Open Space village planting.

It was proposed by Mr Inskip, seconded by Mr Smith and **resolved unanimously to give the £50 donation towards printing costs, and pay the £50.00 for the additional page.**

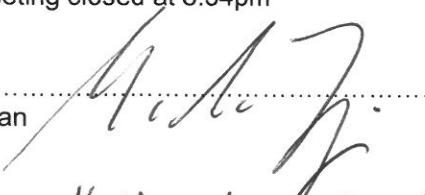
108/19 Diary Dates

5pm, 7th November 2019. ECDC Council Chamber –Community Safety Accreditation Scheme in East Cambs

109/19 Date of Next Meeting(s)

Planning Committee -19th November 2019
Full Council – 19th November 2019

The meeting closed at 8.34pm

Signed.....
Chairman 

Date..... 19th November 2019

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