

# Sutton Parish Council

Minutes of the meeting of Sutton Parish Council held on Tuesday 25<sup>th</sup> February 2020, 7.30pm in The Pavilion, The Brook, Sutton.

**Present:** Mr M Inskip (Chair) Mr B Browne Mr S Smith Mr B Goodjohn Mrs J Webb  
Miss B Skelham Mr B Collard Mr A Newton Mrs S Partington Mr B Watson  
Ms L Ruse Mr B Harker

**Not Present:** Miss D Finn Mr I Dewar

**Public:** Cllr L Dupre Assistant Clerk: Mrs M Wolland

## 159/20 To receive and note apologies for absence.

Apologies were received and noted from Mrs H Wales

## 160/20 To receive declarations of interest

Mr S Smith	Agenda item 166/20/3/ii	Prejudicial interest	Dec No: 337/20 and requested to speak in Public Participation
Mr B Watson	Agenda item 166/20/3/ii	Prejudicial interest	Dec No: 338/20
Mr B Collard	Agenda item 167/20/2/ii/b	Prejudicial interest	Dec No: 339/20

## 161/20 Public Participation

Mr S Smith spoke on behalf of Sutton Feast Committee re Agenda item 166/20/3/ii with an update about the upcoming events planned for VE day. The events are a collaboration between many different groups, the Church and school. The events programs are going through their final proof reads and will be delivered to every house in the village in due course

## 162/20 Matters for Information only.

1. CCC – Road closure- Bury Lane, March – September (Tree works) - Noted
2. Clerk to inform council of the undertaking of a Masters Study in Sutton –  
It was noted that a study would be undertaken to look at micro plastics in the local environment with moss samples being taken next to roads, rivers and fields. On completion of the studies the council will be interested in the findings.

## 163/20 To approve the minutes of the meeting of Council held on 28<sup>th</sup> January 2020

It was proposed by Mr Newton, seconded by Mr Collard and **resolved following a vote of 8 for and 4 abstentions to approve the minutes of the meeting of the 28<sup>th</sup> January 2020 as a true record of the meeting.**

## 164/20 To receive County and District Councillor reports.

- a) County Council Report – Cllr L Dupre – Noted
  - Budget passed there will be a 1.59% increase
  - Winter Gritting Costs – There has been an overspend and they are exploring as to why this is the case
  - Climate Commission chair not been appointed yet
  - Sutton Gault Footbridge Repairs – Replacement will now be with more traditional wooden surfacing
  - LHI Bids – Once the CC highways team know how many successful bids for MVA's they will buy them in bulk. However the specifications on current MVA's do vary a lot
  - County Council Archives – When can public go and have a look at items stored at the archives?
  - EHCP concerns regarding to where the information is coming from, Who is going to champion this as the more disadvantaged need to be helped more
- b) District Council Report – Cllr L Dupre & Cllr Inskip – Noted

- Citizens Advice Bureau – At the Full Council meeting on the 20<sup>th</sup> February the fate of the CAB was called in and unfortunately they decided to go ahead with the closure on the 31<sup>st</sup> March 2020. As to what happens next this will be discussed at an Emergency meeting of the CARC Board
- 65 High Street, Sutton planning application has been called in to go to the planning committee

#### 165/20 To receive and note the Resolution Action chart

The resolution action chart was noted.

#### 166/20 Finance

1. Finance Working Party – to note minutes of the meetings of:

- a) 27<sup>th</sup> January 2020 - Noted
- b) 17<sup>th</sup> February 2020 - Noted

2. To consider and approve recommendations from those meetings.

- i) Retrospective approval for Play Park repairs at a sum of £698.17.

It was proposed by Mr Inskip, seconded by Mrs Webb and **resolved unanimously to approve the play park repairs at a sum of £698.17**

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

- ii) Virements:

4160/100 Insurance £847.00 to 4610/500 Contingencies  
4610/500 contingency £1038.00 to 4210/150 Website

- ii) Set up a Public Sector Deposit Fund with CCLA.

It was proposed by Mr Goodjohn, seconded by Mr Newton and **resolved following a vote of 8 for and 4 abstentions to set up a Public Sector Deposit Fund with CCLA**

- iii) To approve and sign the bank mandate to Savills for the rent of the land at Chain Causeway.

It was proposed by Mr Inskip, seconded by Mr Browne and **resolved unanimously to approve and sign the bank mandate to Savills for the rent of the land at Chain Causeway**

#### 2. To approve payments

It was proposed by Mr Inskip, seconded by Mr Watson and **resolved following a vote of 11 for and 1 Abstention to approve the following payments:**

a)	<u>Online Payments</u>		
	February	Salary payments & expenses	£7220.86
	LGSS	Pension	£1219.25
	Veolia ES (UK) Ltd	Easi-bins	£138.67
	The Copier Warehouse	Photocopying	£85.06
	IntouchCRM	Website	£35.99
	ESPO Ltd	Cleaning/Admin materials	£157.00
	SLCC Enterprises Ltd	Training (Climate Change) & Conference	£536.00
	Salmons Bros Ltd	Repair – Pavilion guttering	£808.34
	CAPALC	Training: HR	£75.00
	Centradata	Computer set-up & software	£197.64
	Balfour Beatty	Street light maintenance	£93.60
	Shaw & Sons	Burial Receipt book	£24.42
	Sutton Poors Land	Rent of Recreation field	£382.66 (Cheque)

b)	<u>Direct Debits</u>		
	Volkswagen Leasing	Van Lease	£242.99
	The Peoples Pension	Pension	£92.52
	SSE	Street light energy	£81.51
c)	Petty Cash	Cash	£150.00

Mr S Smith and Mr B Watson left the room at 8:06pm

### 3. Grant application – Sutton Feast Committee

- i) To receive report from the clerk - Noted
- ii) To consider donation to Sutton Feast Committee.

It was proposed by Mr Inskip, seconded by Mr Goodjohn and **resolved unanimously to approve the grant application for £186.22 to cover the hire of The Glebe and Pavilion for 2 events as part of planned VE day celebrations.**

Mr S Smith and Mr B Watson re-entered the room at 8:07pm

### 4. CIL – expressions of interest

- i) To consider request from ECDC for projects for inclusion on the ECDC CIL Infrastructure List.  
  
The Parish Council did not feel that there were any projects for inclusion at this time. It was noted that the clerk should advise Sutton Scouts of the CIL Infrastructure list in case it is of interest to them.
- ii) To consider request from Haddenham PC for a joint parish council inclusion for a roundabout at Witcham Toll.  
The Parish Council would like to accept the Invitation from Haddenham PC to attend a meeting to discuss the possibilities of their request.

### 167/20 To receive reports from Committees and Working Parties

- 1. Planning Committee – 21<sup>st</sup> January 2020.
  - i) To note minutes from the meeting 21<sup>st</sup> January 2020 - Noted
- 2. Sports & Recreation working party
  - i) To note report from the meeting of 3<sup>rd</sup> February 2020 - Noted
  - ii) To approve recommendations from the meeting.
    - a) To adopt the Football agreement after it has been updated with proposed amendments, then once approve the Clerk to forward to Sutton Rangers FC for agreement.

It was proposed by Mr Inskip, seconded by Mr Newton and **resolved unanimously to adopt the Football agreement after it has been updated with the proposed amendments and approve the Clerk to forward to Sutton Rangers FC for agreement.**

Mr B Collard left the room at 8:28pm

- b) Lease agreement – Poors Land. The Clerk takes the proposal updates back to the Poors Land for further review.

It was proposed by Mr Inskip, seconded by Mrs Webb and **resolved following a vote of 10 for and 1 abstention for the Clerk to take the proposed updates back to the Poors Land for further review.**

Mr B Collard Re entered the room at 8:31pm

### 168/20 CAPALC – Proposed change of legal status

Minutes of the meeting of Sutton Parish Council – 25<sup>th</sup> February 2020

- i) To consider proposed changes of legal status.

It was proposed by Mr Browne, seconded by Mr Harker and **resolved unanimously in favour of CAPALC becoming a non-profit, incorporated body in the form of a company limited by guarantee.**

- ii) To appoint a member of Sutton PC to attend the EGM on 2<sup>nd</sup> March 2020 to vote on behalf of the Parish Council.

It was proposed by Mr Inskip, seconded by Mr Smith and **resolved following a vote of 9 for and 2 abstentions for Mr B Browne to attend the EGM on behalf of the Parish Council**

#### **169/20 Climate change**

1. To consider Sutton Parish Council Declaring a Climate Emergency and forming a working party to produce an action plan.

It was proposed by Mr Inskip, seconded by Mrs Webb to consider Sutton Parish Council Declaring a Climate Change Emergency and forming a working party to produce an action plan.

It was proposed by Ms Ruse, seconded by Mr Watson and **resolved following a vote of 8 for and 4 against to amend the proposal by removing “Declaring a Climate Emergency” and amending it to consider Sutton Parish Council to form a Climate Change Working Party to produce an action plan.**

**The proposal as amended was then unanimously approved and working party members to be**  
**Mr Inskip   Miss Skelham   Mrs Partington   Mr Watson   Mr Harker**  
**Mr Newton   Mrs Webb   Mr Smith**

#### **170/20 Letter from Fordham Parish Council re: Dog fouling on recreation grounds**

1. To consider request from Fordham Parish Council for a Public Space Protection Order.

The Parish Council considered the request from Fordham Parish Council but felt no action required from them on this occasion.

Mr Inskip the Chairman left the room at 9.05pm  
Mr B Browne Vice Chairman took over as Chairman

#### **171/20 Sutton Open Spaces – Report to date and proposals.**

1. To consider report from the Sutton Open Spaces Volunteers

The report was noted and number of comments put forward:-

- Sponsorship for the planters – some members present had seen this work in other villages and would help with the costs of the planters and potentially the contents too
- Telephone Box – in addition to the proposals from the Open Spaces volunteers, the idea of books or similar had also recently been raised by residents. It was noted that it was a listed building in the village since 1988 and within a conservation area, so there may be restrictions with what it can be changed into
- Great ideas with tree and shrub planting in various locations but more detail and thought would need to be put into the future maintenance and costs

Mr Inskip Re-entered the room at 9.08pm and took back over as chairman

2. To consider proposals and recommendations from the Parish Clerk in relation to:

- i) Planters
- ii) Telephone Box
- iii) Tree Planting
- iv) Shrub Planting

It was proposed by Mrs Webb, seconded by Mr Goodjohn and **resolved unanimously to approve the recommendations from the Clerk as follows**

1. The clerk arranges a formal meeting with the County Council and District Council regarding the proposals for their land.
2. The Parish Council investigates the legal agreement with BT for the change of use for the telephone box, and for the clerk to check any planning restrictions.
3. The Clerk to obtain costs for alternative planters suitable for the area
4. Consider and agree initial costs and costs for future maintenance plans

#### **172/20 AgeUK – Community Warden Scheme.**

1. To consider email from Age UK and details from the Clerk.

It was agreed for the Clerk to contact Age UK and invite them to a future meeting to find out how the Community Warden scheme would work for the village and have an opportunity to ask questions.

#### **173/20 Request from Friends of Sutton School to re-locate their shed to the community room carpark.**

1. To consider request to re-locate shed.

The Parish Council felt the request to relocate the shed to the front of the school in the gravel area near to the community room was inappropriate.

#### **174/20 Diary Dates**

1. 26<sup>th</sup> March 2020 – Annual meeting of the electorate.
2. 4<sup>th</sup> April 2020 – Annual Sutton Spring Clean.

#### **175/20 Date of Next Meeting(s)**

Planning Committee – 17<sup>th</sup> March 2020  
Full Council – 24<sup>th</sup> March 2020

The meeting closed at 9.42pm

Signed.....  
Chairman

Date.....

