



## Parish Clerk

Mrs R A Hughes FSLCC  
The Glebe  
4 High Street  
Sutton  
Ely  
Cambs  
CB6 2RB

Tel: 01353 777189

Email: [office@sutton-cambs-pc-gov.uk](mailto:office@sutton-cambs-pc-gov.uk)

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### NOTICE OF MEETING:

**TIME:**

**Full Council**

**7.30pm**

**DATE:**

**28<sup>th</sup> November 2023**

**VENUE:**

**The Glebe Hall, 4 High Street, Sutton.**

Planning applications: All applications can be viewed at [www.eastcambs.gov.uk/online-applications/](http://www.eastcambs.gov.uk/online-applications/), then putting the application number in the search bar.

Dear Sir/Madam

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

Mrs R Hughes  
Clerk to Sutton Parish Council  
22<sup>nd</sup> November 2023

MEMBERS

15

QUORUM:

5

### A G E N D A

#### 120/23 To receive and note apologies for absence.

Mr A Newton.

#### 121/23 To receive declarations of interest.

- a) Councillors to declare any personal interest in any items on the agenda
- b) Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- c) Councillors to declare any pecuniary interest in any items on the agenda.
- d) To consider written requests from Members for dispensations.

#### 122/23 Public Participation

To adjourn the meeting for up to 10 minutes to allow any members of the public and Councillors declaring a prejudicial interest to address the meeting **in relation to the business to be transacted at that meeting.**

#### 123/23 To approve the minutes of the meeting of Council held on 24<sup>th</sup> October 2023 and 14<sup>th</sup> November 2023 (attached)

#### 124/23 Matters for Information only

1. Cambs Fire & Rescue – Information regarding redistribution of resources. (attached)
2. Ouse Washes Section 10 works (attached)
3. ECDC – Road Safety Volunteer Scheme update (attached)
4. ECDC – Waste Service update (attached)

#### 125/23 To receive and note the Project Chart and Action Plan (attached)

#### 126/23 To receive reports in relation to Sutton from:

1. Cllr Lorna Dupre – Cambridgeshire County Council (attached)
2. Cllr Lorna Dupre & Cllr Mark Inskip – East Cambridgeshire District Council (attached)

## 127/23 Finance

### 1. To approve payments.

#### Online Payments

November	Salaries & expenses	£11,101.45
November	Cambs Pension Fund	£1110.92
Veolia Ltd	Easi-bins	£146.90
Centradata Ltd	IT support	£60.84
The Copier Warehouse	Photocopying	£90.91
ESPO	Cleaning/Admin	£113.28
Truelink Ltd	Grass maintenance	£703.01
Premier Education	Sports holiday club	£2400.00
St Andrews PPC	Xmas peppepot	£120.00
TSO Host	Website domain	£19.08

#### Direct Debits

ECDC	Non-domestic rates (Sept)	£611.00
B & CE	Peoples Pension	£270.66
Wavenet	Mobile Phones	£125.89
EDF	Floodlights	£20.44
SSE	Street lights	£201.38
HMRC	Tax & NIC	£3340.72
EDF	Glebe electric	£24.76
EDF	Pavilion Electric	£278.79

## 128/23 Brooklands Centre car park resurfacing and grant funding.

1. Clerk to update on Grant Funding for the project.
2. To consider funding in the event the 3<sup>rd</sup> party funding application is not granted.

## 129/23 Traffic Surveys

1. Clerk to update on Traffic Survey specification and quotations.
2. To consider and approve quotation.

## 130/23 Sutton Post-Office (One-Stop Shop).

1. To consider a response to the closure of Sutton Post Office.

## 131/23 Planning

1. Planning approvals
  - i) 23/00327/FUL 34 Saffron Piece – proposed timber outhouse for use as dog grooming facility.
2. Planning Appeals
  - i) APP/V0510/W/23/3328203 (appeal reference 22/00057/RMM Land rear of Garden Close - Reserved matters for appearance, landscaping, scale and layout for the erection of 47 homes including public open space of previously approved outline planning application 17/01445/OUM for erection of up to 53 houses to include public open space and details relating to access.
3. Planning Applications – None received to date.
4. Tree Consents
  - i) 23/01042/TRE Durnford House, 7 Station Rd.  
T1 Walnut tree- fell and replant with a silver birch about 4 meters further back so in line with the tree line at rear of garden and other silver birches.
  - ii) 23/01042/TRE Durnford House 7 Station Road

T1 Walnut tree – Fell and replant with a Silver Birch about 4 metre further back so in line with the tree line at rear of garden and other Silver Birches.

- iii) 23/01066/TRE 10 Sutton Park  
T1 Hornbeam – Crown reduce by a maximum of 1 metre.
- iv) 23/01067/TPO 10 Sutton Park  
T1 Oak – Crown reduce by 1-1.5 metres maximum and crown thin epicormic growth by 20%. Works to be carried out to maintain the tree for the future and not out grow its space while creating more light in the garden.
- v) 23/01064/TRE 4 Station Road  
T1 and T2 – Acers – Crown reduce by a maximum of 1 metre. T3 – Apricot – Fell.
- vi) 23/01058/TRE Mostyn 76 High Street  
T1 Sycamore – Re pollard to maintain size appropriately 2m of regrowth. T2 self set Sycamore growing against barn – remove due to proximity and potential to damage building. T3 Weeping Willow – remove due to species related risk and building damage. T4 Elders – removed species related to risk and building damage. T5 Elders – removed species related risk and building damage. T6 Ash Tree – reduce crown spread by approximately 3m-3.5m and shape accordingly.

5. Email from resident re: Highway concerns – application 121/3 High Street. (attached)

- 1. To consider a response to the comments.

6. Mepal Neighbourhood Plan (attached)

- 1. To consider a response.

7. Sutton Revised Neighbourhood Plan – Proposal modification to paragraph 3.5. (attached)

- 1. To consider and approve the amendment to the revised Neighbourhood Plan.

8. **It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at agenda items 131/23/8 it is advisable in the public interest that the public and press be temporarily excluded from this meeting and are herewith instructed to withdraw.**

- 1. ECDC -Notification of pre-application advice.

#### **132/23 Correspondence:**

- 1. Sutton Open Spaces group – email regarding bulb and tree planting.
  - 1. To consider and approve planting on Sutton PC land.

#### **133/23 Diary Dates**

- 1. Friday 1<sup>st</sup> December 2023 6pm – Xmas lights switch on.
- 2. 14<sup>th</sup> December 2023 7pm – 9pm CAPALC AGM. (Online – need to book in).

#### **134/23 Date of Next Meeting(s)**

Full Council – 12<sup>th</sup> December 2023  
2024/2025 Dates circulated. (attached)

**Members of the public and press are welcome to attend the meeting.**