



Parish Clerk

Mr Philip Harty
The Glebe
4 High Street
Sutton
Ely
Cambs
CB6 2RB

Tel: 01353 777189

Email: office@sutton-cambs-pc-gov.uk

NOTICE OF MEETING:

TIME:

Full Council

7.30pm

DATE:

22nd April 2025

VENUE:

The Pavilion, The Brook, Sutton.

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

Dear Sir/Madam

A Meeting of Sutton Parish Council¹ will be held on Tuesday 22nd April 2025 at 7.30pm at: The Pavilion, The Brook, Sutton.

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

The meeting is open to members of the public (including the press) unless stated otherwise in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

Philip Harty

Mr Philip Harty
Clerk to Sutton Parish Council
15th April 2025

MEMBERS: 15

QUORUM: 5

Vacancies: 6

A G E N D A

001/25 To receive and note apologies for absence.

002/25 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.

003/25 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.**

004/25 To approve the minutes of the meeting of Council held on 25th March 2025 (Attached)

005/25 To receive and note the Project Chart and Action Plan (attached)

¹ Local Government Act 1972, schedule 12, paragraph 7 (2).

006/25 To receive reports in relation to Sutton from:

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

007/25 Finance

1. To approve payments.

Online Payments

April 2025	Salaries & expenses	£8304.91
April 2025	Cambs Pension Fund	£809.19
Veolia Ltd	Easi-bins	£177.53
The Copier Warehouse	Photocopying	£107.06
SSE	Elec	£160.60
SSE	Gas	£426.32
SLCC	Training	£184
TrueLink Ltd	Grass Cutting	£346.90
Centra Data	Computer Support/Microsoft	£274.15
Ely Skips	Skip Hire	£198
ESPO	Office/Cleaning Supplies	£25.20
MA Cleaning Services	Window Cleaning	£30
DataShredders	Disposal of Paperwork	£12
Direct 365	Sanitation	£813.22
ECDC	Glebe Licence	£180
Rialtas	Support/Maintenance	£810
ICCM	Membership	£105
G&J Peck Ltd	Oil/Funnel For Mower	£12.17
Vision ICT	Website Hosting June 25	£342

Direct Debits

ECDC	Non-domestic rates	£710.09
Lloyds	Multipay	£204.18
O2	Mobile Phones	£91.20
SSE	Street Lights	£224.97
B & CE	Peoples Pension	£186.55
HMRC	Tax & NIC	£1974.04
Savills	Agricultural Rent	£1000

2. Direct Debits and Standing Orders

To Consider and Approve Direct Debits and Standing Orders for Financial Year 2025/26

3. Internal Audit 2025

Internal Audit is due on the 23rd April. To be undertaken by CAPALC.

008/25 To Approve and Adopt Policies

- a. Financial Regulations 2025 - Updated
- b. Standing Orders – Updated
- c. Code of Conduct – Review and adopt for 2025/26

009/25 Planning

1. Planning approvals –

- a. Proposal: Outline application with all matters reserved except access and scale for the erection of two dwellings (re-submission of 22/01044/OUT)
Location: 44 The Row Sutton Ely Cambridgeshire CB6 2PD

2. Appeals/Variations – NONE
3. Planning Applications –
 - a. Proposal: Extensions to front and side, garage conversion, new windows and doors, internal and external alterations
Location: The Bungalow 1 The Close Sutton Ely Cambridgeshire
Reference: 25/00075/FUL
4. Tree Consents – To Be Noted Only
 - a. Proposal: T1 Silver Birch - Reduce crown spread by up to 2m. Prune to raise crown clearance to 3m from ground level, punning tertiary branches only and prune to clear dwelling and garage by up to 1m.
Location: Trinity Farm 39 The Row Sutton Ely Cambridgeshire
Reference: 25/00106/TPO
 - b. Proposal: G1 2x Lime trees - Thin whole crown by 25%
Location: 1 Yew Tree Gardens Sutton Cambridgeshire CB6 2ND
Reference: 25/00340/TPO
5. Consider and Comment on Name Put Forward for STNN/24/109 - Land Adjacent 43 Mepal Road, Sutton

Consider `Stirling Cross` – “Our marketing team is going to market the site as “Stirling Cross”. The name “Stirling” honours the area's rich history with the RAF and aircraft industry, referring to the first aircraft - the Short Stirling, which was one of the first planes to be used by 75 Squadron, this name captures the spirit of the early days of RAF Mepal”

010/25 Litter Pick 2025

To Discuss and Approve Litter Pick for June 2025

011/25 Defib at the Chequers.

Update – Defib now adopted and has been added to Council Inspections and Registered on The Circuit

012/25 Climbing Wall

To Note – Funding now received and installation due in June 2025

013/25 Update on quotes for footpath between St Andrews Close and the Orchards.

Still awaiting contractors to confirm costing for offset pedestrian barrier.

Quote 1 - £7320 + VAT
Quote 2 - £8475.20 + VAT

014/25 Signage for Awareness of Horses

To Consider new signage to make highway users aware of horses

015/25 Matters as Agenda Items for Future Consideration

No Decision can be Made Under This Item²

Any items for consideration for next Full Council Meeting to be sent to Clerk by the 12th May 2025

016/25 Date of Next Full Council Meeting(s)

20th May 2025 – Full Council and Annual Parish Council Meeting

29th May 2025 – Annual Meeting of the Electorate

24th June 2025 - Full Council

22nd July 2025 - Full Council

19th August 2025 - Full Council

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

² Local Government Act 1972, s12 10(2) (b)