



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:

19th August 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 19th August 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
13th August 2025

MEMBERS: 15

QUORUM: 5

Vacancies: 5

A G E N D A

077/25 To receive and note apologies for absence.

078/25 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.

079/25 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.**

080/25 To approve the minutes of the meeting of Council held on 24th June 2025 (See Info Pack)

081/25 To Consider the Co Option of One Parish Councillor

082/25 To receive and note the Project Chart and Action Plan (See Info Pack)

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

083/25 To receive reports in relation to Sutton from: (See Info Pack)

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

084/25 Finance

1. To approve payments.

Online Payments

August 2025	Salaries & expenses	£9409.40
August 2025	Cambs Pension Fund	£954.32
Veolia Ltd	Easi-bins	£123.17
ECOApproach Ltd	EPC Inspections	£1234
The Copier Warehouse	Photocopying	£88.36
Safety Signs 4 Less	Signs/Posts	£350.09
CAMEO	Glebe Curtains	£3213.60
Centra Data	Computer Support	£85.37
The Workplace Depot	Bins for Pavilion	£103.18
Gordon Ellis & Co	3 x Planters	£759.77
Stunning Landscapes	Replace Roof Tiles/Install Signs	£305
Gallagher	Van/Cyber Insurance	£917.62
Amazon Business	Kettles/Signs/CCTV	£77.45
PFK Littlejohn	External Audit	£756
Ma Cleaning Services	Glebe Windows	£30
SLCC	Training	£144
Pecks	Paint	£22.78

Direct Debits

ECDC	Non-domestic rates	£717
Lloyds	Multipay	£56.81
O2	Mobile Phones	£102
DRAX	Pavilion Electric	£261.15
DRAX	Glebe Electric	£310.12
British Gas	Glebe Gas	£32.89
British Gas	Pavilion Gas	£160.17
B & CE	Peoples Pension	£242.02
HMRC	Tax & NIC	£2573.54

2. Report From Finance Working Party (See info Pack)

- a. Review of Finances
- b. Note External Auditors Report

085/25 Planning

1. Planning approvals/Refusals –
 - A. Proposal: To Vary Condition 1 (Approved Plans) of previously approved 23/00870/RMM dated 11 March 2024 for reserved matters for outline planning application 18/01053/OUM for 41 residential dwellings including Appearance, Layout Scale and Landscaping, along with parking and open space
Location: Land Rear Of 30 To 40 Garden Close Sutton Cambridgeshire
Reference: 24/01096/VARM: REFUSED
 - B. 24/00747/DISA & 24/00747/DISB & 24/00340/DISC
To discharge Condition 5 Off Site Pedestrian Improvements
To Discharge Condition 27 Archaeological Excavation Report
To Discharge Condition 4 Lighting Scheme
Land Adjacent 43 Mepal Road Sutton Cambridgeshire
2. Appeals/Variations –
To Vary Condition 1 (Approved Plans) of previously 22/00057/RMM approved at appeal APP/V0510/W/23/3328203, dated 08 July 2024 for 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
Location: Land Rear Of 30 To 40 Garden Close Sutton Cambridgeshire
Reference: 25/00667/VARM

3. Planning Applications – NONE
4. Tree Consents –
25/00846/TRE: 58 High Street Sutton Ely Cambridgeshire CB6 2RA
T1 - Holly - Reduce height by approximately 2-3 metres.
T2 - Bay - Reduce height by 3 metres.
T3 - Apple - Crown reduce by approximately 2 metres.
T4 - Apple - Crown reduce by approximately 1 metre. All trees in back garden

086/25 To Discuss Local Government Reorganisation (See Info Pack)

087/25 Review and Adopt Policies

- a. Press & Media Policy
- b. Complaints Procedure Code of Conduct

088/25 To discuss AGAR 2025 Assertion 10 - Digital and data compliance (See info Pack)

- a. Training
- b. Ensure PC meets requirements

089/25 To Discuss Witcham Neighbourhood Plan (See Info Pack)

090/25 To Approve Replacement Fence at The Glebe (See Info Pack)

Rear Fence at the Glebe is damaged and rotten.
Quote to Replace £687

091/25 Clerks Report

- a. Play Park Signage Now in Place
- b. Vandalism at the Pavilion
 1. Windows – small holes from a sling shot device.
 2. Graffiti on Climbing Wall.
- c. EPC Certificate to be Completed in September
- d. War Memorial – Grant applied for and PCC Contacted.
- e. The Glebe curtains are now being refurbished – expected date back September 2025.

092/25 Nature Recovery Strategy (See Info Pack)

Discuss and make recommendations

093/25 To Discuss EV Chargers

- a. Contract with Believ
- b. Solicitors' Recommendations

094/25 To Discuss and Approve Traffic and Transport Working Party Meeting. (See Info Pack)

To Discuss and Approve Recommendations:
a. LHI Bid Weight Restriction

095/25 To Note Outcome of Personnel Committee Meeting on the 19th August 2025.

096/25 Matters as Agenda Items for Future Consideration

No Decision can be Made Under This Item²

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

Any items for consideration for next Full Council Meeting to be sent to the Clerk by the
17th September 2025

097/25 Date of Next Full Council Meeting(s)

23rd September 2025 – Full Council
21st October 2025 - Full Council
25th November 2025 - Full Council
16th December 2025 - Full Council & Budget/Precept
27th January 2025 - Full Council

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