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: **Meeting of the Parish Council**
TIME: **7.30pm**
DATE: **Tuesday 27th October 2026**
VENUE: **The Pavilion, The Brook, Sutton.**

Dear Sir/Madam

A Meeting of Sutton Parish Council[1] will be held on Tuesday 27th October 2026 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
22nd October 2026

MEMBERS: 11 QUORUM: 5 Vacancies: 4

A G E N D A

109/26 To receive and note apologies for absence.

110/26 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 grant any dispensations.

11126 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.

112/26 To approve the minutes of the meeting of the 29th September 2026 as a true record of that meeting.

113/26 To Consider One Co-Option

114/26 To Consider Support for CIL Application by Fire Service for Sutton Fire Station
1. Presentation by Mr Hill from Cambs Fire and Rescue Service

115/26 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

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

116/26 Project and Action Plan

a. To receive and note the Project Chart and Action Plan

117/26 Finance

1. To approve payments.

Online Payments

Oct 2026	Salaries & expenses	£8895.98
Oct 2026	Cambs Pension Fund	£791.19
Veolia Ltd	Easi-bins	£132.12
The Copier Warehouse	Photocopying	£104.26
CentraData	Microsoft/Maintenance	£96.48
Glover Enviro	Grass Cutting	£1092
SoloProtect	Lone Worker Devices	£36
Cox & Kirby	Youth Club Oct	£900
Amazon	Office Supplies	£3.95
Ace Fire & Security	Intercom/CCTV Service	£531.38
Fenland Fire	Replace Extinguishers	£142.20
Cam Alarms	Fire Alarm Service	£115.20
Damp Proofing	Repair to Glebe	£400
PFK Littlejohn	External Audit	£1008
Sutton Trees	Cemetery Hedge	£816
Sutton Charity	Old Rec Land Rent	£235.49
Pepperpot	Annual Donation and 2 page spread	£120
RBL	Poppy Appeal	£35
CAPALC	Training – Planning	£45
UK Safety Store	Dog Signs	£36.24
Cambs Carbon Footprint	Repair Café Insurance/Tool Kit	£50

Direct Debits

ECDC	Non-domestic rates (Oct)	£613
Lloyds	Multipay	£347.51
O2	Mobile Phones	£112.80
B & CE	Peoples Pension	£219.04
HMRC	Tax & NIC	£2295.88
British Gas	Pavilion	£157.50
British Gas	Glebe	£32.42
Drax	Elec Glebe	£254.15
Drax	Elec Pavilion	£181.35
Drax	Street Lights	£116.37
Savills	Allotment Rents	£1050

2. To Note Financial Working Party Information 15th October 2026

118/26 Planning
https://eastcambs.gov.uk/services/planning-and-building-control/planning

1. Planning approvals –
   a. Proposal: 1 no. 1220mmx2800mm panel sign, 1 no. 1700mmx4000mm monolith sign, 5 no. flagpoles for the advertisement of the sales centre.
   Location: Land Adjacent 43 Mepal Road Sutton Cambridgeshire
   Reference: 26/00755/AND
   b. Proposal: Conversion of existing outbuildings to habitable space and demolition of conservatory and an existing outbuilding. External alterations, including porch canopy, log burner flue, new windows and doors
   Location: 126 High Street Sutton Ely Cambridgeshire CB6 2NW
   Reference: 26/00076/FUL
   c. Proposal: Change of use from storage and distribution (B8) to general industrial use (B2)
   Location: Units 5 And 6 Elean Business Park Sutton Ely Cambridgeshire
   Reference: 26/00642/FUM

2. Planning Appeals/Withdrawals – NONE

3. Planning Applications/Variations –.
   a. Proposal: Loft conversion (including roof windows to front), single storey rear extension, internal alterations, outbuilding and installation of 8 Solar Photovoltaic Panels on the South-Western Roof
      Location: 3 Peacock Chase Sutton Ely Cambridgeshire CB6 2GN
      Reference: 26/00103/FUL
   b. Proposal: Part two storey and part single storey extension to rear Location: 20 The Orchards Sutton Ely Cambridgeshire CB6 2PX
      Reference:26/00143/FUL – Response extended until 28th October
   c. Proposal: T1 Cedar - Remove completely as the cones are emitting clouds of pollen, which have caused an allergic reaction in a family member, resulting in breathing difficulties. The branch with the cones overhangs the footpath, so passing pedestrians could be unknowingly affected/contaminated. The Cedar is viewed as unsuitable for a small domestic front garden; it is of poor form with surface roots spreading across the lawn. Have received and viewed advice that Cedar trees should be a minimum of 12m (40ft) from a dwelling. Replacement planting of a more suitable species, such as Rowan or Holly, is suggested that are more suitable for wildlife.
      Location: Highfield House 15 Sutton Park Sutton Ely Cambridgeshire
      Reference: 26/01045/TPO

4. Tree Consents –
   a. Proposal: T2 Hornbeam - Crown Reduce by 1-1.5 metres Location:
      Reference: 10 Sutton Park Sutton Ely Cambridgeshire CB6 2RP
      Reference: 26/00916/TRE
   b. Proposal: T1 Oak - Crown reduce by 1-1.5 metres and Crown thin by 20%. Aiming to maintain the tree for the future and contain within a relatively small garden
      Location: 10 Sutton Park Sutton Ely Cambridgeshire CB6 2RP
      Reference: 26/00892/TPO

119/26 To Consider and Approve Recommendations for Bowling Green Use by Sutton Bowls Club.
   a. Green Annual Maintenance Contract. 3 quotes.
   b. To Consider Formal Agreement with Bowls Club.

120/26 To Consider and recommend Agreement with Sutton Primary School.
   a. To Consider and Approve updated Agreement with School over use of Community Room.

121/26 To Consider Grant Application from MAGPAS and Ely Food Bank

122/26 To Consider Moving to Rialtas Web.

122/26 To Note the Meeting of the Personnel Committee.

123/26 Report from Sutton Charity

124/26 Matters as Agenda Items for Future Consideration

No Decision can be Made Under This Item[2]

Any items for consideration for next Full Council Meeting to be sent to Clerk by the 17th November 2026

125/26 Date of next meetings/Events

24th November 2026 - Full Council
15th December 2026 - Full Council
26th January 2027 - Full Council
23rd February - Full Council
23rd March 2027 - Full Council
27th April 2027 - Full Council

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