



Parish Clerk

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

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

Minutes of the meeting of Sutton Parish Council held on 21st April 2026 at 7.30pm in The Glebe, 4 High Street, Sutton.

Present: Cllr B Browne Cllr Owen Cllr Goodjohn Cllr Butler Cllr Barnard
Cllr L Kirby Cllr Inskip Cllr Jordan

Clerk: Mr P Harty

Public: County Councillor Lorna Dupres

MINUTES

MEMBERS: 15

QUORUM: 5

Vacancies: 2

Meeting Opened at 7.30pm

001/26 To receive and note apologies for absence.

Apologies received from Cllrs Brown, Newton, Partington and Oakland.

002/26 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.

None Declared

003/26 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.

None

004/26 To approve the minutes of the meeting of Council held on 24th March 2026 (See Info Pack)

Resolved – It was proposed by Cllr Goodjohn and seconded by Cllr Owen that the minutes of the meeting for 24th March 2026 were a true reflection of the meeting. 4 voted in favour with 3 abstentions.

005/26 To receive and note the Project Chart and Action Plan (See Info Pack)

Noted by Council

006/26 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

Noted by Council

1. To approve payments.

Online Payments

April 2026	Salaries & expenses	£7862.62
April 2026	Cambs Pension Fund	£765.76
Veolia Ltd	Easi-bins	£120
The Copier Warehouse	Photocopying	£111.19
Centra Data	Computer Support	£284.52
ESPO	Office Supplies	£80.10
SoloProtect	Device Fees	£36
ECDC	Licence	£180
Rialtas	Software/Support	£841.20
Glover	Grass Cutting	£372.67
VisionICT	Website	£393.30
Direct 365	Sanitation	£813.22
ICCM	Membership	£110
Zoom	Subscription	£139.90
SLCC	Training	£69.30
Amazon	Projector	£380.29
Premier Education	Holiday Sports	£2160

Direct Debits/Standing Orders

ECDC	Non Domestic Rates	£667.72
Lloyds	Multipay	£88.42
O2	Mobile Phones	£102
DRAX	Pavilion Electric	£229.19
DRAX	Glebe Electric	£289.48
DRAX UMS	Street Lights	£123.78
British Gas	Glebe Gas	£207.35
British Gas	Pavilion Gas	£268.34
B & CE	Peoples Pension	£127.26
HMRC	Tax & NIC	£1851.04
Savills	Allotment Rents	£1050

Resolved – It was proposed by Cllr Inskip and seconded by Cllr Butler to approve all payments. All Cllrs voted in agreement

2. Finance WP (See Info Pack)

Resolved - After a discussion it was proposed by Cllr Browne and seconded by Cllr Inskip that £40,000 should be moved from EMR back to General Reserves and that pending this the YE accts can be closed down.

All present voted in favour.

Clerk to action

3. Approve Direct Debits & Standing Orders for Financial Year 2026-27 (See Additional Info)

Resolved – It was proposed by Cllr Inskip and seconded by Cllr Kirby that the DD and SO's presented should be approved for coming year. All present voted in favour.

Report from Traffic and Transport WP (See Additional Info)

Report From Working Party Noted. The 2 recommendations were discussed with the following decisions:

It was proposed by Cllr Inskip and seconded by Cllr Kirby that the options for traffic calming in line with the County Council advise regarding Weight Restriction should be put to the County Council for comment. All present voted in favour. Clerk to action and report back.

It was proposed by Cllr Inskip and seconded by Cllr Butler to consult with residents regarding making the Row one way from the High Street and making Painters Lane one way up to the High Street. 7

Cllrs voted in favour with 1 abstention.

Clerk to Action

009/26

Planning (See Info Pack)

1. Planning approvals/Refusals – None
2. Appeals/Variations –
 - a. Ref 25/01076/FUL. Demolition of Garage and erection of 2 storey building. Appeal with Planning Inspectorate Ref 6005887
Noted by Council – No Comments
3. Planning Applications –
 - a. Reference: 26/00352/FUL Single storey extension to side and rear, with external alterations including removal of chimneys Location: 15 Painters Lane Sutton Ely Cambridgeshire CB6 2NS
Noted by Council – No Comments
 - b. Reference: 26/00324/FUL Two storey side/front extension, following demolition of garage. New single storey porch and additional external works Location: 3 Victoria Place Sutton Ely Cambridgeshire CB6 2NP
Noted by Council – No Comments
 - c. Reference: 26/00248/LBC Ground floor internal alterations and addition of window Location: 22A High Street Sutton Ely Cambridgeshire CB6 2RB
Noted by Council – No Comments
 - d. Reference: 26/00363/FUL To retain the temporary Portakabin buildings on site (approved under 21/01726/FUL) used as temporary welfare facilities Location: Anson Packaging Ltd Elean Business Park Sutton Cambridgeshire CB6 2QE
Noted by Council – No Comments
4. Tree Consents –
 - a. 26/00362/TPO 3 Station Road Sutton Ely Cambridgeshire CB6 2RL
T1 Sycamore - Crown lift over neighbours shed by approximately 1.5 metres. These are mostly secondary side lateral branches.
T2 - Sycamore - Crown lift lowest section of branches to approximately 3-4 metres from the ground. Both trees in back garden. T2 is on the rear boundary
Noted by Council – No Comments

010/26

Items To Be Noted

- a. Newsletter due out June 2026
- b. Litter Pick Scheduled for 27th June, 10-12, Community Room
- c. Electorate Meeting 5th May at the Glebe
- d. RBL have expressed the amount of water being used by Bowls Club to clean the green. They are looking to be reimbursed for the usage.
- e. Internal Audit booked for 8th May with CAPALC

Noted by Council

011/26

To Approve Payment for Church Faculty

Payment of £362.40 required prior to obtaining a Faculty from the Church to undertake work on War Memorial.

Resolved - It was proposed by Cllr Inskip and seconded by Cllr Owen to approve payment. All present voted in favour. Clerk to action

012/26 Review of Youth Club

Clerk reported back that the first week had seen 6 attendees and at the start of today's Youth Club had approximately the same number again.
Clerk to carry on advertising club with schools and on social media and to report back regularly to Council.

013/26 Update on CCTV

Quote 1 £3797
Quote 2 £3860
Quote 3 £2651.80

Specifications to Replace existing 3 cameras and install one additional camera overlooking carpark.

All quotes require internet access 50GB SIM only at approx. £8.00 per month

As per minute ref: 194/26 Clerk has placed order with Quote 3, Secure Your Farm, at £2651.80

Noted by Council

014/26 Discuss and Approve Permission to allow Rural Plate to use Carpark to Distribute Food for a Small Donation

See website <https://www.theruralplateproject.co.uk/>

Resolved - It was proposed by Cllr Goodjohn and seconded by Cllr Owen that The Rural Plate Scheme can be allowed access to car park. All Present voted in favour. Clerk to action.

015/26 Safety at Mepal Road

To discuss:

1. Bump Track entrance/exit from wooded area onto road
After a brief discussion it was decided that more information was required prior to making a decision.
Clerk to approach County Council to investigate ownership of land and report back
2. Street Lighting
No decision made

016/26 Pavilion Water & Heating System (See Additional Info)

After a discussion it was decided that more options and costs would be needed before any decision could be made.

Clerk to meet with Cllr Jordan to look at options.

017/26 Matters as Agenda Items for Future Consideration

1. Financial WP to Discuss use of CIL Money and report Back
2. Sports and Recreation WP to meet and report back
3. Report to be made from EPR Committee

018/26 Date of Next Full Council Meeting(s)

5th May 2026 – Annual Meeting of Electorate
19th May 2026 – Annual Parish Council Meeting and Full Council
23rd June 2026 – Full Council
28th July 2026 - Full Council
25th August 2026 - Full Council
22nd September 2026 - Full Council

Meeting Closed at 9.10pm

M.A. [Signature]
Tuesday 19th May 2026