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

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 27th October 2026 at 7.30pm at The Glebe, 4 High Street, Sutton.

Present: Cllr B Browne, Cllr Jordan, Cllr Goodjohn, Cllr L Kirby, Cllr Oakland, Cllr Inskip, Cllr Partington, Cllr Butler

Clerk: Mr P Harty **Public:** 2 County Cllr L Dupre

MINUTES

MEMBERS: 11 QUORUM: 5 Vacancies: 4

Meeting Opened at 7.30pm

Minutes

109/26 To receive and note apologies for absence.

Apologies received from Cllrs Owen, Barnard and Newton

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.

None Received

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.

None Received

112/26 To approve the minutes of the meeting of the 29th September 2026 as a true record of that meeting.
Resolved – It was proposed by Cllr Goodjohn and seconded by Cllr Kirby that the presented minutes were a true reflection of the meeting held on the 29th September 2026. 5 Cllrs in favour and 3 abstentions.

113/26 To Consider One Co-Option
Resolved – It was proposed by Cllr Inskip and seconded by Cllr Goodjohn to Co Opt Amy Housden to The Sutton PC. 7 Cllrs voted in favour with one abstention.

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

Resolved – It was proposed by Cllr Goodjohn and seconded by Cllr Inskip to support the in principle the CIL application by the Fire Service. All Cllrs present agreed by show of hands.

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

Noted by Council

116/26 Project and Action Plan

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

Noted by Council

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

Resolved – It was proposed by Cllr Inskip and seconded by Cllr Butler to approve all payments as listed. All Cllrs present agreed by show of hands.

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

Noted by Council

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 Noted by Council
   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 Noted by Council
   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 Noted by Council
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 Noted by Council
   b. Proposal: Part two storey and part single storey extension to rear Location: 20 The Orchards Sutton Ely Cambridgeshire CB6 2PX Noted by Council
   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 Noted by Council

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 Noted by Council
   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 Noted by Council

119/26 To Consider and Approve Recommendations for Bowling Green Use by Sutton Bowls Club.

a. Green Annual Maintenance Contract. 3 quotes.
Resolved – It was proposed by Cllr Inskip and seconded by Cllr Browne to accept quote 3 for 4 visits per year at £1830 pa from Premier Sports Surfaces. All Cllrs present voted in favour.
b. To Consider Formal Agreement with Bowls Club.
Resolved - It was proposed by Cllr Inskip and seconded by Cllr Goodjohn to approve the agreement with Sutton Bowls Club. All Cllrs present agreed by show of hands. Clerk to have Bowls Club sign agreement.

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.
Resolved – After a brief discussion it was proposed by Cllr Inskip and seconded by Cllr Jordan to approve the updated agreement. All Cllrs present agreed by show of hands. Clerk to present to school for signing.

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

Resolved – It was proposed by Cllr Inskip and seconded by Cllr Jordan that both grants by approved. MAGPAS for £250 and Ely Foodbank for £750. All Cllrs present agreed by show of hands.

122/26 To Consider Moving to Rialtas Web.
Resolved – It was proposed by Cllr Jordan and seconded by Cllr Goodjohn to move to Rialtas web at an additional cost of £212 pa. All Cllrs present agreed by show of hands.

122/26 To Note the Meeting of the Personnel Committee.
It was noted that at the Meeting of the Personal Committee it was agreed that the Deputy Clerk had successfully completed her probation period and will be taken on permanently.

123/26 Report from Sutton Charity
Cllr Goodjohn gave a report on Sutton Charity which was noted by Cllrs.

124/26 Matters as Agenda Items for Future Consideration

None

No Decision can be Made Under This Item[1]

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

M.A.
24th November 2026

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