

**Parish Clerk**

Mr Philip Harty
The Glebe
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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 October 2025 at 7.30pm in The Pavilion, The Brook, Sutton.

Present: Cllr M Inskip Cllr N Oakland Cllr L Jordan Cllr A Newton
Cllr L Kirby Cllr M Butler Cllr B Browne Cllr S Partington Cllr P Cassidy

Clerk: Mr P Harty

Public: 0 County Cllr L Dupre

MINUTES

Meeting opened at 7.30pm

MEMBERS: 15

QUORUM: 5

Vacancies: 4

Minutes Meeting Opened at 7.30pm**120/25 To receive and note apologies for absence.**

Apologies Received from Cllr Goodjohn and Cllr Barnard

121/25 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.
- None Declared

122/25 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.
No Public in Attendance

123/25 To approve the minutes of the meeting of Council held on 23rd September 2025 (See Info Pack)

Resolved - It was proposed by Cllr Inskip and seconded by Cllr Kirby to approve the minutes of the 23rd September 2025 as a true reflection of the meeting. 4 councillors in favour with 5 abstentions.

124/25 To receive and note the Project Chart and Action Plan

Noted by Council

125/25 To receive reports in relation to Sutton from:

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

1. To approve payments.Online Payments

September 2025	Salaries & expenses	£8633.64
September 2025	Cambs Pension Fund	£855.64
Veolia Ltd	Easi-bins	£149.75
The Copier Warehouse	Photocopying	£121.50
Centra Data	Computer Support	£274.60
Sutton Tree Services	Cemetery Hedge	£1080
TrueLink	Grass Jul/Aug	£346.90
East Tec	Training	£180
Sutton Charity	Rent for Land	£235.49
Gowing&Hunt	Boiler service/gas test	£540
ESPO	Office Supplies	£28.14
Cameo	Curtains	£360
Amazon	Office Eqpt	£29.41
RBL	Wreath	£35
CB Groundworks	Footpath	£11547.45
MS Electrical	PAT Test	£117.60
MAGPAS	Grant	£250
Ely Food Bank	Grant	£750
SuttonPCC	Pepperpot	£60

Direct Debits

ECDC	Non-domestic rates	£665
Lloyds	Multipay	£123.64
O2	Mobile Phones	£102
DRAX	Pavilion Electric	£155.83
DRAX	Glebe Electric	£283.65
DRAX UMS	Street Lights	£116.37
British Gas	Glebe Gas	£25.79
British Gas	Pavilion Gas	£203.65
B & CE	Peoples Pension	£200.27
HMRC	Tax & NIC	£2132.69

Resolved - It was proposed by Cllr Inskip and seconded by Cllr Cassidy to approve the payments as shown. All in favour by show of hands.

2. Report From Finance Working Party

- a. Review of Finances Quarter 2 July to September 2025
 - a. Noted by Council.
Cllr Cassidy to join Financial Working Party.

Planning

1. Planning approvals/Refusals –
 - a. Proposal: Two storey side extension
Location: 6 Fieldgate Sutton Ely Cambridgeshire CB6 2NT
Reference: 25/00787/FUL
NOTED
 - b. Ref 25/00624/BNGD Paddock To South Of 65A The Row Sutton Cambridgeshire
To discharge Biodiversity Net Gain Condition in relation to decision 25/00624/FUL dated 10 September 2025 for erection of hay barn for the storage of hay bales for personal usage
NOTED
2. Appeals/Variations – NONE

3. Planning Applications –

- a. Demolition of garage and erection of a two-storey, two-bedroom dwelling with associated private amenity, waste storage, car and cycle parking

Location: Land Adj To 1 Victoria Place Sutton Ely Cambridgeshire CB6 2NP

Reference: 25/01076/FUL

After a brief discussion it was proposed by Cllr Newton and seconded by Cllr Cassidy to raise a comment regarding parking issues along this lane and at the top of the junction. Agreed by 8 Cllrs with 1 abstention. Clerk to comment on planning portal.

- b. Outline planning permission for the demolition of existing garage and erection of 5 dwelling. All matters reserved except for access

Location: 104 High Street Sutton Ely Cambridgeshire CB6 2NW

Reference: 25/01016/OUT

NOTED

4. Tree Consents –

- a. 25/01048/TPO 3 Eastwood Close Sutton Ely Cambridgeshire CB6 2RH

T1 Horse Chestnut - Crown reduce back to last pruning points by approximately 1-2 metres. To reduce weight in the tree for it to be re braced

25/01060/TRE 3 Eastwood Close Sutton Ely Cambridgeshire CB6 2RH

T2 Beech - Crown reduce by 1 - 1.5 metres maximum

T3 Silver Birch - Reduce height by approximately 2-3 metres. All trees in rear garden

NOTED

- b.T1 Robinia - Remove deadwood dead and reduce whole crown by up to 2.5m.

Location: Dundas House 17 High Street Sutton Ely Cambridgeshire

Reference: 25/00918/TRE

NOTED

128/25 Update of LHI/20mph Bids

a. Testing/Monitoring

Clerk reported to Council that all monitoring is scheduled to take place in December 2025 for the Weight Restriction LHI.

Stages 1 and 2 of the Weight Restriction bid have been approved by CCC. Clerk to liaise with CCC going forward.

The 20mph bid along The Row and Mepal Road has been successful. Clerk to liaise with CCC.

129/25 Review and Adopt Policies/ToR

- a. Disability Discrimination Policy

Clerk to ensure legislation is up to date and bring back to Council

- b. Reserves Policy

- c. Clerk to ensure legislation is up to date and bring back to Council

CCTV Policy Clerk to ensure legislation is up to date and bring back to Council

- d. ToR for Glebe Management Committee

Resolved - It was proposed by Cllr Inskip and seconded by Cllr Partington to adopt the ToR as shown. All in favour by show of hands.

130/25 Discuss Placement of MVAS along Pound Lane.

Resolved - After a brief discussion it was proposed by Cllr Inskip and seconded by Cllr Kirby to place MVAS at 2 positions along Pound Lane. All in favour by show of hands.

Clerk to apply to CCC for license to place MVAS

131/25 Discuss and Approve Revised Bowls Club Quote

£15820 – see quote for work spec.

Resolved - After a brief discussion it was proposed by Cllr Inskip and seconded by Cllr Butler to approve the revised quote. All in favour by show of hands.

133/25 Discuss and Approve IT Training

Clerk has Identified 2 Providers:

Course 1 – GDPR Training £26 per course, online, 10% discount for 5+ courses.

Course 2 - Data Protection Training For Parish Councillors, through CAPALC – £40 per delegate

Resolved - After a brief discussion it was proposed by Cllr Inskip and seconded by Cllr Jordan to go ahead with Course 1. All in favour by show of hands.

Clerk to organise training.

134/25 Discuss Any Recommendations from The Glebe Management Committee Meeting

a. Mailshot to local Companies

Resolved - After a brief discussion it was proposed by Cllr Inskip and seconded by Cllr Jordan to go ahead with the mailshot. All in favour by show of hands.

b. To increase hire charges and introduce new business rate.

Resolved - After a brief discussion it was proposed by Cllr Inskip and seconded by Cllr Butler to approve a CPI increase of the November CPI - 2 (minus 2), to be applied to all group hirers from 1ST April 2026. Business Rates for all Business hirers to be applied from 1st April 2026. All in favour by show of hands.

Clerk to implement changes.

135/25 Discuss Community Library – Way Forward

Resolved - After a brief discussion it was proposed by Cllr Inskip and seconded by Cllr Browne to increase the Working Party number to help spread the workload for this project.

Cllrs Kirby and Cassidy to join Working Party. Cllr Kirby will now be the lead on this project.

136/25 Matters as Agenda Items for Future Consideration

No Decision can be Made Under This Item¹

Any items for consideration for next Full Council Meeting to be sent to the Clerk by the 18th November 2025

137/25 Date of Next Full Council Meeting(s)

25th November 2025 - Full Council & Budget/Precept

16th December 2025 - Full Council

27th January 2025 - Full Council

24th February 2025 - Full Council

25th March 2025 - Full Council

The Office will be closed from 24th December 2025 and reopen on 5th January 2026

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

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



PROJECT AND ACTION PLAN

Full Council – 25th November 2025 Agenda Item 142/25



November 2025
SUTTON PARISH COUNCIL
The Glebe, 4 High Street, Sutton, Ely, Cambs

2025 – Sutton Parish Council Project and Action chart

As at: 19th November 2025

Date	Priority Level	Detail	Budget	Progress	Completed
	M	Picnic Benches for open spaces and recreation ground	CIL	- Look at options of octagonal benches for park and old rec, preferably recycled durable plastic or metal. Prices given to SRWP. More details on the costs on fixing of the picnic tables requested – We need to know where these are to be installed and onto what ground so calculations can be made. – WP need to provide more specific details. 4/8 – Asked working party for more specific info as to what benches will be purchased, if they are going to be on hard standing or grass 4/8 - Clerk to get 3 quotes once WP decide - Currently on Hold - WP to investigate overlay of concrete pad and addition of 2 concrete picnic benches and a table tennis table. - SPORTS & RECREATION WP	
		•		•	

24 th October 2023	M	EV – Charging points Provide charging points for The Glebe and Pavilion.		- Clerk to sign Non-disclosure agreement (Believ) - Clerk to contact Roger Taylor (Solicitor) - Roger Taylor emailed 15/2/24 – awaiting response. - Non Disclosure resigned by Clerk and emailed to Believe. 21/2/24	Yes Yes
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			• Currently awaiting solicitors to respond to email for help with contracts. • Solicitors have responded with concerns over 20 year lease/rent. Passed to Luke for comment. • Solicitors now retained. Have been instructed to look at a break clause after 10 years. • Clerk has spoken to Believ who will now start to survey proposed locations to finalise exact locations. • Update – CCC are offering fully funded EV Charge points – Clerk to investigate – Meeting with CCC 23/4/24 • Clerk reported back to Council re CCC charge points • Solicitors instructed to talk to Believ re break clause in contract. • Currently awaiting contracts • Awaiting RBL to come back re using 4 spaces in their agreement for charge points. • Believ will go ahead with charge points at Glebe whilst awaiting RBL. • Believ have requested Deeds for relevant areas. Clerk to provide. • RBL have proposed area for Disabled Bay – area opposite entrance. Clerk to look at and report back. • Still no contract – Clerk to chase Solicitors. • RBL have suggested locating 2 to 3 disabled bays in front of the building on the grass area. • To go to Full Council. • Awaiting Minutes from Meeting held 30/9/24 • Believ have contacted the PC saying they will not currently be going ahead with the Chargers at RBL but will be at the Glebe – if suitable demand will revisit RBL location • Clerk to obtain full detailed plan for installation and bring back to PC
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				• Clerk to contact Believ and make sure the bike racks moving will be at their cost. Confirmed by Believ they will pay for racks. • Full Council to approve lease and plan. • Awaiting Believ to come back with full contract • Chased several times still awaiting contract • Currently Solicitors are reviewing contract • Report back from Solicitors – to go to Full Council Aug 25 • Updated response from Believ to Solicitors – Full Council to make decision in September 2025 • Awaiting for completed lease to come back from Believ/Solicitors for signing			Yes Yes
H	Cycle Parking (CCC) at facilities • Locations agreed. The Glebe car park, The Pavilion and The Brooklands Centre.	CCC funded	• The Glebe installation 4th May 2022 • Pavilion and Brooklands installation • Awaiting bollards and mesh flooring (No date given) Chased 16/06 • Contractors came to install the bollards, however after reviewing with the parish clerk, they will be coming back when they have found a better solution for the installation taking into account the resin car park. 02.08.22, No mention of Mesh at Pavilion • No updates from CCC regarding Pavilion or Glebe, office to chase 18.10.22 • Pavilion and RBL bike stands have had the Geogrid installed and area made neat. • To chase CCC about the Glebe stands and rectifying the surrounds to the surfacing. • Clerk to look into Oct/Nov 2024 • Bike Stands to be moved			yes	
H	LHI Scheme – 20mph speed reduction • Application to be made for speed reductions on The Row, Painters Lane, West Lodge Lane and Mepal Road.	CIL	• Application form submitted 25th April 2022 • CCC Has allocated an Engineer to work with SPC. • CCC Engineer emailed to give info on CCC 20mph reduction scheme. SPC to consider if it wishes to			Yes Yes	

		• Scheme to also include Ely Rd, Brooklands, High Street.	• continue with application. • SPC agreed to hold the application until its in receipt of CCC 20mph policy. It will be discussed again at this point. (24.5.22) • Been advised by Highways officer at CCC that further information on the application process, specific requirements and timelines will be provided in due course after their meeting in December 2022 • Email sent to CCC Highways for an update on the scheme. • Application forms have been received, and data being collected to make the application. • Consultations letters sent to residents in the area. • Application form completed. • Pending decision • 20mph Scheme fully funded reopens 15/2/24 https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/improving-the-local-highway/20mph-funding – Clerk has reapplied to the scheme. • Clerk to produce survey re 20mph from A142 Roundabout through to the America. This part to be PFHL. • Funding for the scheme has now been allocated and Sutton was unsuccessful. Council to decide if we should reapply next year. • Clerk to reapply – produce residents survey to support application – January 2025 • Survey active now – once complete to go to Working Party. Survey now closed. • Traffic and Transport Working Party WP Next meeting 20/2/24 – to report back at March 25 meeting • Full Council to decide on what areas to apply for in	Yes Yes Yes
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				20mph Scheme at March 25 Meeting - Clerk has now applied for Mepal Road, The Row, Painters Lane and West Lodge Lane Awaiting outcome of application Approved by CCC – Due date Summer 2026 - New working party formed to discuss project 23rd May 2023 – Working party membership agreed and date to be set for the meeting Councillor Kirby to arrange meeting of WP LIBRARY ACCESS POINT WP	Yes	
10 th May 2022		Library Access Point		- New working party formed to discuss project 23rd May 2023 – Council agreed to discuss this group again in September - Currently placed on hold – May 2024 - Clerk is investigating the Fire and Chill group to see about a group for Sutton. - Meeting with group 21/10/24 – Costs to be pprox.. £9k pa. Clerk to produce Youth Policy and WP party to be established in 2025 YOUTH SERVICES AND ACTIVITIES WP	Yes	
10 th May 2022		Provision for Young People		- Obtain specialist advice as to what work is required. I.e., cleaning and/or re-lettering, re-pointing etc. - Clerk to take pics of wording etc. - Obtain a Church Faculty (Planning permission), as it is in the Churchyard and apply for Conservation Consent. - Obtain quotations from specialist companies. - Obtain Funding – Application to the War Memorial Trust.		
28 th June 2022		War Memorial				

		War Memorial		- Clerk/Deputy Clerk to action in 2024 – Deputy Clerk currently obtaining inspections. 3 Quotes received. Will added to Agenda for July 2025 - Quote Of £2128 from Brown & Ralph agreed. Clerk to look at a grant and approach PPC - Grant applied for – WMT will grant 50% of quoted works if successful. - PCC have informed us we need a Faculty. Applied for.	
24 th January 2023		LHI 23/24 Application Weight restriction on B1381	CIL	- Submit application to CCC - Application submitted - LHI application Dismissed and not reviewed as part on the complex or non-complex application. - Recommendation 25th July 2023. To approve that an item is included on the next full council agenda to enable the parish council to discuss the latest status and if necessary to formally raise concerns about the handling of the LHI application to the county council. Added to 22nd August 2023 Agenda - Meeting arranged with Highway Officer, Cllr Dupre and SPC – 2nd October 2023 - Clerk to arrange for traffic surveys up to a sum of £1,000. – To go back to November FC meeting, as quotations over £1,000. - Clerk delegated a spend of £2,000 for one set of surveys in 3 locations. - Order placed with Tracsis – survey January 2024 - Tracsis have now had approval from CCC for survey to be undertaken. Due January 24. - Clerk to have funding approved for 2nd survey before March 24	Yes Yes Yes Yes Yes Yes

			• Tracsis to need locations and duration to give quote for March survey. • Further information required by CCC regarding impact on people • Online survey ready to go out once approved by WP. • Next traffic survey to be carried out on w/c 15th April 2024 • Note – additional fee of £330 for licences from CCC not included in original quote. • Online survey went live 4th March 2024. • Local PC'S and Police have been contacted. • Clerk currently organising Particulate testing. One cost estimate received approx. £3600+vat to comply with CCC testing requirements. • Presentation with CCC Clerk and Chair to attend 22/4/24. • Enviro testing sent to Council. Councillor Jordan to look into other companies. • Decision from CCC will now be September 2024 • Unsuccessful – Council to decide how to proceed • Clerk to continue with application in 2025 • Letter to Business in area • Ask Lorna/Joshua with help/ideas • Environmental survey • Application Submitted January 2025 • CCC have advised we look at doing this in 3 stages. Clerk to explore further on 20th June at LHI Panel. • T&T WP to discuss on 29/7/25 • Recommendations from WP to go to FC in Aug 2025 • Clerk has obtained Quotes for environmental monitoring – to go to FC • Enviro monitoring being arranged for Nov/Dec 25 • Advisory Signage now with CCC Design Team. Sate for Install Summer 2026 • PC to look at types of traffic calming and locations. To go back to CCC to approve. Once approved public consultation to take place prior to LHI bid. • PC/Clerk to produce covenants for local businesses. • Traffic and Transport WP
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25 th July 2023	Definitive Map Modification Order To make a formal Definitive Map Modification Order application for the old railway track bed between Sutton and Haddenham using the evidence supplied to Cllr Inskip		- Deferred to meeting on the 22nd August 2023 until Cllr Inskip is in attendance to give more of a background to the application. - To be tabled at December 2023 meeting - Mark Inskip to determine how forms to be distributed to people by PC	
25 th July 2023	ECDC – Pride of Place, Nature Recovery Plans, Climate and Nature Actions		- Approved to make an application for this grant for the Orchards, to clear drainage and restore areas to grass - Placed on hold – May 2024 - Seek grant to help with ditch clearance in Old Rec/The Orchard. - Still awaiting prices from Contractors - One quote obtained – to go to FC - Quote of £4995 approved – work due Dec 2025	
22 nd August 2023	Maintenance to The Glebe: 1) External windows – need cementing. 2) Window Hall internal – need attention		- Salmons Bros, contacted for an assessment on the windows. - Clerk has arranged for a quote on replacement oven/extractor. Awaiting quotes 21/2/24 - Clerk has spoken to contractor to quote for work on windows. - Contractor has now declined to quote – new contractors contacted. Ray Langley coming out 28/5/24 to look at work. - Still chasing contractors to quote for windows. - Salmon Bros have quoted £5635+vat for painting of windows. Does not include any remedial work.	

				• Clerk to keep trying to obtain more quotes	
March 2024		Fire Station – Proposed Closure		• Clerk has arranged for a Public Consultation to take place on the 5th March 2024. • Consultation completed – to be discussed at next Full Council Meeting on 26th March 24. • Clerk emailed Fire Services with offers to help with recruitment in any way possible. Fire Services response to be discussed at next FC Meeting in April. • Clerk has now written directly to Fire Station offering help – no response as of May 2024 • Fire Services have notified PC that no decision will be made before summer 2025. • Fire Services have extended decision time into 2026.	
March 2024		Bowls Club Access and footpath around green		• Site visit by Clerk 6/3/24 – report sent to Sports and Rec WP for discussion. • Clerk obtaining quotes and will seek funding if possible. • 3 quotes obtained and passed to Cllr Inskip– refer to Sports and Rec WP. • Clerk to have quote for 30mm asphalt top be increased to 50mm • Awaiting Minutes from meeting 30/9/24 • Quotes to go to FC • Nov 24 – Clerk to source matched funding for project.	

				- Dec 24 PC approved FC Construction to undertake work - Awaiting update on grant application - Grant application to ECDC was unsuccessful. Clerk to carry on seeking funding. - Clerk has applied to Sport England for Grant. - Sports England have awarded a grant of £6k. Currently awaiting dates from contractor. - More work has been identified – contractor to requote – to go to FC - Update quote of £15840 approved – arranging date with contractor - Sports and Rec WP			
August 2024	L	Wildflower Project		- Working Party to consider project - Clerk to provide more info. - Sports and Rec WP			Ongoing
Dec 2025		PFHI Bid to place double yellows at junctions of Victoria Place/High St, Brookside/The Brook, York Rd/High St, West Lodge/High St		To go to Full Council Nov 2025 to approve.			Ongoing
Dec 2025		Investigate groups for young people such as Connexions Bus, Fire and Chill Group		Clerk to look at groups and provide breakdown/costing to Council.			Ongoing
Dec 2025		MVAS Along Pound Lane		Clerk to apply to CCC for licence to attach MVAS to Lampposts			Ongoing

Cllr Lorna Dupré

MONTHLY REPORT NOVEMBER 2025

FULL COUNCIL

Council composition

In the last month, the Reform UK group on the council has lost one of its members who now sits as an Independent, and appointed a new interim leader Cllr Stefan Fisher to replace the previous leader James Sidlow.

Meanwhile the 31 Liberal Democrats and two other Independents have joined forces to form a single Liberal Democrat & Independent Group.

The new composition of the council is as follows.

Liberal Democrat & Independent	33
Conservative	10
Reform UK	9
Labour	5
Green	3
Independent	1

Local Government Reorganisation

The Full Council meeting on Tuesday 21 October resolved by a majority to submit Option A to Government for its consideration. Cambridge and South Cambridgeshire will vote to submit Option B, as will East Cambridgeshire though with at least half the council opposing it.



Proposal A



Proposal B



Proposal C

Huntingdonshire may submit either Option C, or its own Option E which looks like Option C but with a separate Huntingdonshire.

Peterborough is likely to submit either Option A or Option D which is being pushed by its two MPs. Option D would split Huntingdonshire in two, with East Cambridgeshire in a council with Fenland and the east half of Huntingdonshire.

It is not clear what if anything Fenland will submit.

Surrey is further along in the process than we are, and the Government has just announced its decision on the new boundaries there. This will create just two unitary authorities, with five of the current districts in one, and six in the other. The majority of respondents to the Government's consultation did not want this solution for Surrey—just 19 per cent supported it while 56 per cent opposed it.

Cambridgeshire's outcome may be different, but at the moment it appears that Local Government Reorganisation is being led by the Treasury and resulting in larger councils, with local opinion not counting for much.

Motions for debate

Four motions were debated at the County Council meeting on 21 October.

1. the impact of the Government's plan to end overseas recruitment for social care visas.
2. the opportunity to lower the voting age to 16 for the new unitary councils, and to change the voting system.
3. attacks on public-facing workers including, but not only, shop workers.
4. support for people in mental health crisis and suicide prevention.

A fifth motion, on fast food advertising on bus shelters, was withdrawn for further work.

STRATEGY RESOURCES & PERFORMANCE

Customer care

The Council has amended its Customer Feedback Policy and Care Standards in line with recent changes made by the Ombudsman. Among other things, these changes mean that a council's internal complaints system must have no more than two stages—Cambridgeshire's had three, which has now been reduced.

Budget and business plan

The council continues to forecast an overspend for the current year, which is gradually reducing. The overspend reflects the key pressures facing the council, including the increasing number of children requiring care and the shortfall of local placements; the cost of home to school transport; higher costs for services for people with learning disabilities following the end of a pooled budget arrangement with the NHS; and higher capital financing costs.

Every year, the council must set a balanced budget to support a wide range of services including social care, education, libraries, highways and transport, environmental services, and waste management. With rising costs, a growing population, and increasing demands, more than half of the council's spending currently goes toward social care, while other major areas of spending include special educational needs and disabilities, transport, and the environment.

Budget survey

The council has launched a public engagement survey to **gather residents' views** on where the council should prioritise spending and savings in the years ahead.

The engagement survey, which will close on Monday 24 November, asks residents for their views on how the council should approach budget priorities. It asks questions such as whether the council should be looking to increase its income, or decrease spending on some of its services.

<https://yourvoice.cambridgeshire.gov.uk/business-planning/26-27-phase-1-engagement/>

ADULTS & HEALTH

Arthur Rank Hospice

Arthur Rank Hospice is facing a funding deficit of £829,000, primarily due to the withdrawal of a long-standing funding contribution from Cambridge University Hospitals. This cut could force the hospice to close nine of its 23 beds—a 40 per cent reduction in capacity, and a contradiction of the government's own 10-year Health Plan to shift care into the community.

This dramatic loss of service will mean that over 200 people a year could be denied the option of dying with dignity, receiving compassionate, specialist palliative care in the community until the very end of their lives.

The hospice's financial crisis is worsened by the government's increase in employer National Insurance Contributions (NICs), which is costing the hospice an additional £225,000 a year and further threatens patient care.

A petition to save the Arthur Rank Hospice beds and protect end-of-life care in Cambridgeshire is due to be presented to Government on Monday 3 November.

Integrated Care System

In response to Government requirements for cost savings, Cambridgeshire & Peterborough's NHS Integrated Care Board, responsible for planning and commissioning local health services, has now been gathered into a much bigger cluster of boards. Stretching from Milton Keynes to Hertfordshire, the new Board will be one of the biggest in the country, with the focus on Cambridgeshire very much reduced.

The change is being implemented at breakneck speed, in a way which means it cannot deliver. The Boards must cut their running costs by fifty per cent in a matter of months. Many of the staff are at risk of redundancy, but there is no money for those redundancies to be enacted. Staff cannot be let go from their current jobs, or the new system staffed, because there is no money to do so.

Health scrutiny

The first meeting of the council's new Health Scrutiny Committee reviewed how the system of annual health checks for young adults with learning disabilities was working. It also considered the Government's ten-year plan for the NHS.

CCS Trust merger

Cambridgeshire Community Services (CCS) NHS Trust is planning to merge with Norfolk Community Health & Care NHS Trust, to form East of England Community Health & Care NHS Trust. The organisations will be engaging with the public, stakeholders and local MPs, and working with NHS England on the process to ensure everything is in place for the end of March 2026.

CCS provides a range of health services in Cambridgeshire, from services for children and young people and dental provision to musculoskeletal physiotherapy, contraception and sexual health services.

Be Winter Wise

Cambridgeshire County Council has relaunched its annual #BeWinterWise campaign, for winter 2025–26. The campaign aims to help Cambridgeshire residents stay safe, warm, and healthy throughout the colder months by sharing practical advice, highlighting local support, and encouraging communities to look out for one another. It will:

- Raise awareness of how winter weather, financial pressures, and health challenges can be connected.
- Provide support by signposting residents to useful services, and sharing advice tailored to different needs.
- Encourage community spirit, empowering neighbours to support one another and build resilience together.

The campaign will share useful information about cost of living support, including practical guidance on how to claim Pension Credit for those over State Pension age and on a low income. It will explain how families can apply for supermarket vouchers for children eligible for free school meals during the school holidays, helping to ease pressures on household budgets.

In addition, the campaign will signpost to support and information from local partner organisations who provide essential services during the winter months, from heating and energy advice to community-based wellbeing support.

CHILDREN & YOUNG PEOPLE

New special schools delayed

The Department for Education was due to build two new special schools in Cambridgeshire, in March and Gamlingay, as part of an agreement with the council to help contain overspending on special educational needs and disabilities.

However, the Government's special schools and free schools programme has been paused and the council is unclear when the promised schools will be built. Without these extra schools children are being placed in expensive specialist independent schools, which is creating increased costs for the county council.

The Government had promised to publish a schools white paper in the autumn, but this has now been delayed until the new year. While this will create more time for reforms to special educational needs and disabilities support, it does not help the council address its financial pressures.

Education Health & Care Plans

The council has agreed to move an additional £780,000 from reserves to improve the timeliness of the production of Education Health & Care Plans (EHCPs) for children with special educational needs and disabilities. Recent years have seen significant increases in the numbers of children needing these plans—4,667 in 2019, compared with 8,007 now.

Care leavers celebration

The council held a celebration event for young people between the ages of 17 and 25 from across Cambridgeshire moving on out of care. The council has in place a 'local offer' for care leavers, which provides services and support for those leaving care to ensure they are well looked after. This includes support from the council as well as external organisations.

<https://www.cambridgeshire.gov.uk/residents/children-and-families/children-s-social-care/what-is-the-care-leavers-local-offer>

COMMUNITIES SOCIAL MOBILITY & INCLUSION

Poverty Commission

The council has agreed to start work with its partners to implement the recommendations of Cambridgeshire's Poverty Strategy Commission. The Commission's report focuses on six main themes:

- Income maximisation: support for individuals and households to increase their financial stability by ensuring they are receiving all the income, benefits, and financial support they are entitled to.
- Digital inclusion: the link between poverty and digital exclusion is well established, and access to the internet and digital technology is critical to

everyday life, from applying for jobs and claiming benefits to accessing healthcare, managing finances and engaging with public services.

- Rural poverty: transport, health and wellbeing, loneliness and isolation, and affordable housing are the most pressing issues for rural communities.
- Housing and homelessness: housing costs place a significant burden on households. For those experiencing homelessness, access to support can depend on an individual's ability to navigate multiple, often fragmented and demanding service systems.
- Children and families: children are at the most risk of the effects of poverty, and many families that are 'just about managing' are at risk of crossing a line into poverty.
- Mental health: those living in poverty are more likely to experience mental health problems.

ENVIRONMENT & GREEN INVESTMENT

Flood resilience campaign

The council has launched a new flood resilience campaign to improve flood preparedness and communications about flooding. As part of the campaign, practical advice and resources will be shared through the council's website and social media channels. This includes how to sign up for flood alerts, report flooding to the appropriate authority, and access support to form or join a community flood group. For more information and to get involved, visit <https://www.cambridgeshire.gov.uk/flood-prepare>, or follow the campaign on social media, using #CambsFloodResilience.

Solar-powered EV charging at St Ives Park & Ride

Nine solar-powered electric vehicle charging points have been installed at the St Ives Park & Ride site. Eight standard charging points housed on four columns are available for everyone to use, with a further accessible PAS compliant charger and parking bay designated for disabled drivers.

The 22 kW chargers use renewable electricity produced by the Park & Ride's smart energy grid—a network of solar panels on canopies across the site.

To use the EV chargers, drivers can either register with the Genie Point app or make a contactless payment. Revenue from the chargers and the renewable energy produced by the smart energy grid supports the provision of front-line council services including social care.

When EV charging comes online at Babraham Road Park & Ride site later this year drivers will be able to use the same app and type of chargers in both places.

HIGHWAYS & TRANSPORT

20MPH schemes

Sutton was successful in its bid for new 20MPH zones on The Row and Mepal Road, using money left over from the Local Highway Improvement programme.

Local Highway Improvements

Sutton was also successful in securing funding for the first two phases of a three-phase programme working towards a weight limit for the village. Phase 1 is the implementation of an HGV Covenant and engagement with stakeholders, while Phase 2 is advisory signs and a concept for traffic calming measures.

And Witchford was successful in its bid for road warning signs, and bollards, signs or posts warning drivers of the existence of public paths and byways crossing the A142 and the likelihood of walkers, cyclists and riders crossing.

LED street light replacements

The county council's programme to replace existing street lights with LEDs continues. Where vegetation or trees are obscuring the street lights, contractor Balfour Beatty should arrange for works to be completed as a separate task to trim up to one metre around the lantern where required.

Balfour Beatty should also send the council a monthly report of any vegetation or trees needing to be cut back to allow street lights to light the road correctly.

Powered two-wheelers

There has been an increase this year in the number of riders of powered two-wheeled vehicles being killed or seriously injured on Cambridgeshire's roads. I asked the Highways & Transport Committee to press for this to be treated as a priority within Cambridgeshire & Peterborough's Vision Zero programme (zero deaths or serious injuries on our roads).

Public Rights of Way maintenance hierarchy

The council has now agreed a new hierarchy for maintenance of Public Rights of Way, targeting activity on the rights of way which are most used and valued by local communities.

Council officers have reviewed feedback received over the summer, and undertaken a map-based review of school catchment areas. Any Public Rights of Way that provide a direct alternative to on-road walking or cycling routes towards a school site from residential areas within the catchment have had their rankings increased. 221 Public Rights of Way have had their rankings uplifted.

Parishes will be formally invited to comment every two years on the rankings of Public Rights of Way within the hierarchy beginning in 2027.

Road works signage

I have continued to raise with the council the issue of excessive and obstructive road works signage—in particular, excessive and confusing signage in Little Downham, and plans for no fewer than 31 signs for work on a small part of The Row in Sutton. The council has agreed to review signage in both places.

Signage for road works is the responsibility of whoever is carrying out the works (the ‘promoters’), and must comply with

- *The Traffic Signs Regulations and General Directions*
- *Chapter 8 of the Traffic Signs Manual*
- *Safety at Street Works and Road Works: A Code of Practice* (“the Red Book”)

Council officers have agreed to remind all works promoters of the need for proportional, well-placed signage that maintains pedestrian and cyclist access and avoids unnecessary visual clutter. The council’s street works inspectors will continue site audits, identifying any recurring issues with excessive or poorly placed signage and escalating these with the companies concerned.

MEET YOUR COUNCILLORS

Sutton surgery

Cllr Mark Inskip and I hold our monthly surgery at Joy Bistro 65 High Street Sutton. Forthcoming dates are Monday 3 November and Monday 1 December, 18:30-19:30.

Or catch me on ...

- Wednesday 5 November, 10:00, St Andrew’s Hall (Witchford coffee)
- Tuesday 18 November, 10:00, The Glebe Sutton (Timebank coffee)
- Wednesday 19 November, 10:30, Coveney Village Hall (coffee morning)
- Wednesday 19 November, 14:00, Little Downham Village Hall (book café)
- Wednesday 28 November, 12:00, Scott Court Sutton (Nellie’s)

The above dates may change at short notice subject to late changes to my diary.

I can also be contacted ...

- by email at lorna@lornadupre.org.uk
 - on Facebook
 - by phone on 07930 337596
-

Cllr Lorna Dupré

County Councillor for the Sutton division

Cllrs Lorna Dupré and Mark Inskip

MONTHLY REPORT NOVEMBER 2025

FULL COUNCIL MEETING

The next Full Council meeting will take place on Thursday 20 November.

The leadership of the Council will be proposing to recommend Option B to the Government for Local Government Reorganisation for Cambridgeshire and Peterborough. This would put East Cambridgeshire in a new council with Peterborough, Fenland and Huntingdonshire.

The Council is likely also to be asked to approve the appointment of a new Chief Executive. Interviews take place on Tuesday 4 November. We reported last month on our concerns about the appointment process.

GARDEN CLOSE SUTTON REMOVAL OF AFFORDABLE HOUSING

This planning application would remove all affordable housing from Abbey's site at Garden Close in Sutton—we have written to object.

The applicant has agreed the council's request for an extension of time to 2 December, so that an independent 'viability assessment' (paid for by the applicant) can be carried out to determine whether the proposed development is financially feasible with the affordable housing required.

STREET SWEEPING

Mark has been taking up issues relating to street sweeping in High Street Witcham. Under the Environmental Protection Act 1990, local authorities have a statutory duty to provide clean streets, footways and open spaces that are in public ownership. All towns and villages are divided up into "zones" with the busiest being cleaned more regularly.

<https://eastcambs.gov.uk/waste-and-recycling/clean-streets>

EAST CAMBRIDGESHIRE COMMUNITY FUND

The East Cambridgeshire Community Fund will be open to applications between 31 October and 12 December 2025. Community groups are being encouraged to apply for grants of up to £1,000 to spend on new or existing projects designed to improve the quality of life for residents.

Information about the grant including eligibility criteria and application guidance can be found on the council's web site.

<https://eastcambs.gov.uk/community-safety-and-wellbeing/grants-and-community-projects/community-fund>

EPR LIAISON MEETING

Mark attended the most recent meeting of the EPR straw plant liaison group on 16 October. No issues were raised by, or with, the Environment Agency. Since the previous meeting there had been two noise complaints: one from Sutton Park about undulating noise late at night, and the other from Ely Road about dust on a car after it had been washed. In neither case was EPR found to be the source.

The annual maintenance outage had taken place in July, and a BES inspection for insurers had been carried out recently. Two apprentices had recently been taken on, and were being trained at Chatteris training centre.

There was still no clarity on the UK government's plan to end its Renewables Obligation (RO) scheme in April 2027 and whether there would be a replacement support mechanism.

NOVEMBER MEETINGS

- Wednesday 5 November: Planning Committee
 - Thursday 6 November: Licensing (Statutory) Sub-Committee
 - Monday 17 November: Operational Services Committee
 - Wednesday 19 November: Licensing Committee
 - Thursday 20 November: Full Council
 - Thursday 27 November: Finance & Assets Committee
-

MEET YOUR COUNCILLORS

We will be at Joy Bistro, 65 High Street, Sutton on Monday 1 December at 6:30-7:30PM. Between surgeries, residents can continue to contact us by email, Facebook, or phone.

Cllrs Lorna Dupré and Mark Inskip

District Councillors for the Sutton ward
(Mepal, Sutton, Wentworth, and Witcham)

Sutton Parish Council

Budget Proposal for 2026/2027



Agenda Item
144/25 2.

The Budgeting Process

- Parish councils can raise revenue to meet their spending requirements by issuing a 'Precept'
- Every year in November or December the Parish Council needs to agree the Precept for the next financial year
- The Finance Working Party reviews the council's spending commitments and creates a draft budget for the next year
- The council discusses and agrees the budget for the next financial year
- The council then agrees the Precept, which together with other income and drawings from Reserves, needs to cover the planned expenditure

Recap on 2025/26 Budget

- Budget for 2025-26 has seen a decrease in utility costs but facility hire income has dropped
- Precept decision for 2025-2026:
 - Precept rose from £ 188,960 to £200,000 a Council Tax rise of £9.27 to £139.59 for a Band D property (+6.9%)
- Forecast General Reserve rise to 54% of Net Operating Requirement by 31 March 2026
 - Recover to 32% by 31 March 2027
 - Remain steady at around 30% by 31 March 2028

Slide 5

RH1

Rosie Hughes, 21/12/2022

Key Budget Changes 2026/27 (2)

- Adjusting expected income from Facilities -
 - Total income forecast at £21,080 for 2024/25
 - Total income forecast at £20,330 for 2025/26
 - Total income forecast at £20,150 for 2026/27

Impact on the General Reserve

- Starting position on 31 March 2025
 - General Reserve balance of £96,802
- Anticipated impact on GR in current financial year
 - Anticipated gain of £11,959 by year end
 - Leading to GR balance of £108,761 on 31 March 2026
- Anticipated spend from GR in 2026/2027
 - Draft budget forecasts decrease of £12,240 in 2026/27
 - Leading to GR balance of £96,521 on 31 March 2027

Earmarked Reserves 2025/27

Future CIL Payments:

- 11 February 2026 - £88,837.06 to be paid to SPC March 2026
- 16 June 2026 - £133,255.59 to be paid to SPC October 2026
- 08 December 2026 - £133,651.09 to be paid to SPC March 2027

Agenda Item
144/25 2.

	<u>2024/2025 Last Year</u>		<u>2025/2026 Current Year</u>			<u>2026/2027 (Next Year)</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	Carried Forward
100 Administration								
1076 Precept	188,960	188,960	200,000	200,000	200,000	0	200,000	0
1250 Hire of Projector	10	0	0	0	0	0	0	0
	188,970	188,960	200,000	200,000	200,000	0	200,000	0
Total Income								
4650 Connections Bus	0	0	0	0	0	0	10,000	0
	0	0	0	0	0	0	10,000	0
Direct Expenditure								
4000 Office Staff Cost	57,000	56,675	62,550	38,187	59,000	0	60,881	0
4010 Time bank Coordinator salary	14,200	13,806	14,750	9,515	14,500	0	14,882	0
4015 Employee Expenses	150	309	150	0	100	0	150	0
4020 Employer NIC	6,615	7,752	13,740	6,575	11,500	0	13,500	0
4045 Brightpay PAYE	165	31	600	90	550	0	600	0
4050 Employer Pension Contrib Costs	8,970	10,536	9,510	6,007	9,300	0	9,698	0
4055 Facilities Staff	29,900	29,158	31,500	19,569	30,000	0	31,262	0
4075 Lengthsman Staff	17,180	15,976	18,005	11,462	17,700	0	17,927	0
4120 Subscriptions	1,725	1,797	2,959	2,214	2,550	0	2,500	0
4125 Training/Conferences	1,650	1,228	1,650	1,370	1,650	0	2,000	0
4135 Phone/Internet	1,950	2,435	2,000	1,542	2,200	0	2,500	0
4140 Admin Costs	850	938	850	494	700	0	800	0
4145 Photocopier	950	979	1,000	735	1,000	0	1,200	0
4150 Data Protection Fee	35	35	35	0	35	0	70	0
4155 Computer Equip & Support	2,500	2,648	2,500	2,177	2,500	0	2,900	0
4160 Insurance	5,000	4,022	6,000	582	6,300	0	6,200	0

Continued on next page

Sutton Parish Council Current Year

Annual Budget - By Centre

Note: Budget 2026/2027

2024/2025 Last Year			2025/2026 Current Year				2026/2027 (Next Year)		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4175	95	100	100	105	105	0	110	0	0
4580	180	180	180	180	180	0	180	0	0
	149,115	148,605	168,079	100,802	159,870	0	167,360	0	0
	39,855	40,355	31,921	99,198	40,130	0	22,640	0	0
6000	0	661	0	60	0	0	0	0	0
	39,855	41,015	31,921	99,258	40,130		22,640		
150	Finance								
1090	2,575	8,100	3,500	4,575	3,600	0	4,500	0	0
1100	1,500	1,500	1,500	0	1,500	0	1,500	0	0
1150	0	3,675	0	88,837	0	0	0	0	0
	4,075	13,274	5,000	93,412	5,100	0	6,000	0	0
4100	900	724	1,000	-16	885	0	1,000	0	0
4110	13,774	13,774	13,129	6,645	13,290	0	12,484	0	0
	14,674	14,498	14,129	6,629	14,175	0	13,484	0	0
	-10,599	-1,223	-9,129	86,784	-9,075	0	-7,484	0	0
6001	0	3,675	0	88,837	0	0	0	0	0
	(10,599)	(4,898)	(9,129)	(2,053)	(9,075)		(7,484)		
200	Communications & PR								
4200	788	788	650	646	650	0	680	0	0
4210	275	285	300	0	0	0	400	0	0

Continued on next page

Sutton Parish Council Current Year

Annual Budget - By Centre

Note: Budget 2026/2027

	<u>2024/2025 Last Year</u>		<u>2025/2026 Current Year</u>				<u>2026/2027 (Next Year)</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4225 PR	55	65	100	125	65	0	120	0	0
Overhead Expenditure									
	1,118	1,138	1,050	771	715	0	1,200	0	0
Movement to/(from) Gen Reserve	(1,118)	(1,138)	(1,050)	(771)	(715)		(1,200)		
250 Grants Made									
4300 Section 137	3,500	3,500	2,500	1,000	2,500	0	3,000	0	0
4310 Minor Grants Scheme	500	450	0	0	0	0	0	0	0
Overhead Expenditure									
	4,000	3,950	2,500	1,000	2,500	0	3,000	0	0
Movement to/(from) Gen Reserve	(4,000)	(3,950)	(2,500)	(1,000)	(2,500)		(3,000)		
300 Play Area/ Open Space									
4415 Lottery Grant	0	7,150	0	-7,150	0	0	0	0	0
Total Income	0	7,150	0	-7,150	0	0	0	0	0
4025 Groundsman	550	376	550	124	500	0	550	0	0
4400 Repairs & Maintenance	500	1,517	0	0	0	0	0	800	0
4405 ROSPA & ECDC Inspection	200	114	250	116	250	0	300	0	0
Overhead Expenditure									
	1,250	2,007	800	240	750	0	850	800	0
300 Net Income over Expenditure	-1,250	5,143	-800	-7,390	-750	0	-850	-800	0
plus Transfer From EMR	0	1,517	0	0	0	0	0	0	0
less Transfer To EMR	0	7,150	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(1,250)	(490)	(800)	(7,390)	(750)		(850)		
310 Highway and Conservation									

Continued on next page

Sutton Parish Council Current Year

Annual Budget - By Centre

Note: Budget 2026/2027

2024/2025 Last Year			2025/2026 Current Year				2026/2027 (Next Year)		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1105	1,996	2,395	2,395	2,043	2,395	0	2,395	0	0
2010	200	176	200	88	180	0	200	0	0
	2,196	2,571	2,595	2,131	2,575	0	2,595	0	0
5040	825	650	800	650	800	0	1,200	0	0
	825	650	800	650	800	0	1,200	0	0
2000	3,016	2,948	3,100	0	2,900	0	3,300	0	0
4430	1,996	2,298	2,300	0	2,300	0	2,400	0	0
4435	1,320	2,652	900	845	1,100	0	1,100	0	0
4440	0	15	0	706	500	0	0	500	0
4460	0	1,825	0	0	0	0	0	0	0
4462	150	85	150	0	150	0	500	0	0
	6,482	9,823	6,450	1,551	6,950	0	7,300	500	0
	-5,111	-7,902	-4,655	-70	-5,175	0	-5,905	-500	0
6000	0	2,100	0	706	0	0	0	0	0
	(5,111)	(5,801)	(4,655)	636	(5,175)		(5,905)		
320									
1180	0	-210	0	0	0	0	0	0	0
	0	-210	0	0	0	0	0	0	0
	0	(210)	0	0	0		0		
330									

Continued on next page

Sutton Parish Council Current Year

Annual Budget - By Centre

Note: Budget 2026/2027

2024/2025 Last Year			2025/2026 Current Year			2026/2027 (Next Year)			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1185									
	Income from Burials	2,500	3,061	2,500	1,550	2,200	0	2,200	0
	Total Income	2,500	3,061	2,500	1,550	2,200	0	2,200	0
4400	Repairs & Maintenance	220	701	0	900	0	0	0	3,000
4470	Burial Ground Skip Hire	650	737	750	330	600	0	750	0
4485	Non-domestic Rates Expenses	341	309	350	309	309	0	350	0
	Overhead Expenditure	1,211	1,747	1,100	1,539	909	0	1,100	3,000
	330 Net Income over Expenditure	1,289	1,314	1,400	11	1,291	0	1,100	-3,000
6000	plus Transfer From EMR	0	701	0	900	0	0	0	0
	Movement to/(from) Gen Reserve	1,289	2,015	1,400	911	1,291		1,100	
340	Allotments								
1190	Income from Rent	2,517	2,517	2,517	2,381	2,517	0	2,517	0
1195	Income: Allotment Drain Rates	350	440	440	404	440	0	440	0
1200	Income from Admin	40	40	40	36	40	0	40	0
	Total Income	2,907	2,997	2,997	2,821	2,997	0	2,997	0
4140	Admin Costs	40	0	40	0	40	0	40	0
4500	Rent	2,200	2,000	2,400	1,000	2,517	0	2,100	0
4505	Allotment Drainage Rates	385	440	440	440	440	0	440	0
	Overhead Expenditure	2,625	2,440	2,880	1,440	2,997	0	2,580	0
	Movement to/(from) Gen Reserve	282	557	117	1,381	0		417	
350	Facilities Services								

Continued on next page

Sutton Parish Council Current Year

Annual Budget - By Centre

Note: Budget 2026/2027

	<u>2024/2025 Last Year</u>		<u>2025/2026 Current Year</u>				<u>2026/2027 (Next Year)</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
5045 Defibrillator	500	104	500	213	250	0	500	0	0
	500	104	500	213	250	0	500	0	0
4400 Repairs & Maintenance	0	3,746	0	9,623	0	0	0	500	0
4520 Safety & Security	2,000	1,838	2,000	2,502	2,100	0	2,300	0	0
4525 Cleaning Materials	660	767	700	349	600	0	700	0	0
4530 Sanitation	1,900	2,366	2,000	1,730	2,100	0	2,300	0	0
4630 Health & Safety Clothing	70	27	100	21	100	0	300	0	0
4640 Lengthsman equipment	50	91	120	10	120	0	150	0	0
	4,680	8,835	4,920	14,234	5,020	0	5,750	500	0
6000 Overhead Expenditure	0	6,613	0	0	0	0	0	0	0
plus Transfer From EMR									
Movement to/(from) Gen Reserve	(5,180)	(2,325)	(5,420)	(14,447)	(5,270)		(6,250)		
<u>360 Community Room</u>									
1190 Income from Rent	330	309	330	94	120	0	150	0	0
	330	309	330	94	120	0	150	0	0
Total Income									
4400 Repairs & Maintenance	0	0	0	376	376	0	0	600	0
4485 Non-domestic Rates Expenses	638	162	661	527	661	0	700	0	0
	638	162	661	904	1,037	0	700	600	0
Overhead Expenditure									
360 Net Income over Expenditure	-308	147	-331	-810	-917	0	-550	-600	0
plus Transfer From EMR	0	0	0	376	0	0	0	0	0
Movement to/(from) Gen Reserve	(308)	147	(331)	(433)	(917)		(550)		

Continued on next page

Sutton Parish Council Current Year

Annual Budget - By Centre

Note: Budget 2026/2027

2024/2025 Last Year			2025/2026 Current Year				2026/2027 (Next Year)		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
400	Football Pitches								
4400	600	0	0	0	0	0	0	0	0
4490	1,200	1,743	1,200	1,200	1,200	0	1,600	0	0
4550	0	500	0	-500	0	0	0	0	0
	1,800	2,243	1,200	700	1,200	0	1,600	0	0
	(1,800)	(2,243)	(1,200)	(700)	(1,200)		(1,600)		
	Overhead Expenditure								
	Movement to/(from) Gen Reserve								
420	Playing Field & Paddock								
4510	550	0	600	0	400	0	0	0	0
	550	0	600	0	400	0	0	0	0
	Direct Expenditure								
4490	990	936	1,000	939	1,000	0	3,500	0	0
4500	248	235	260	235	260	0	260	0	0
	1,238	1,172	1,260	1,175	1,260	0	3,760	0	0
	(1,788)	(1,172)	(1,860)	(1,175)	(1,660)		(3,760)		
	Overhead Expenditure								
	Movement to/(from) Gen Reserve								
440	Pavilion								
1190	7,000	7,838	7,000	3,434	4,500	0	6,000	0	0
4401	0	0	0	6,000	6,000	0	0	0	0
	7,000	7,838	7,000	9,434	10,500	0	6,000	0	0
	Total Income								
4400	0	1,423	0	618	383	0	0	1,000	0
4485	2,860	2,645	2,860	2,117	2,650	0	2,800	0	0
4550	7,000	3,787	6,800	4,391	6,500	0	6,800	0	0

Continued on next page

Annual Budget - By Centre

Note: Budget 2026/2027

	<u>2024/2025 Last Year</u>		<u>2025/2026 Current Year</u>				<u>2026/2027 (Next Year)</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure									
	9,860	7,855	9,660	7,126	9,533	0	9,600	1,000	0
440 Net Income over Expenditure	-2,860	-16	-2,660	2,309	967	0	-3,600	-1,000	0
6000 plus Transfer From EMR	0	17,266	0	660	0	0	0	0	0
6001 less Transfer To EMR	0	0	0	6,000	0	0	0	0	0
Movement to/(from) Gen Reserve	(2,860)	17,250	(2,660)	(3,031)	967		(3,600)		
460 Brooklands Centre									
1000 Brooklands Car Park Grant	0	15,000	0	0	0	0	0	0	0
Total Income	0	15,000	0	0	0	0	0	0	0
4400 Repairs & Maintenance	0	30,499	0	0	0	0	0	0	0
Overhead Expenditure	0	30,499	0	0	0	0	0	0	0
460 Net Income over Expenditure	0	-15,499	0	0	0	0	0	0	0
6000 plus Transfer From EMR	0	15,000	0	0	0	0	0	0	0
6001 less Transfer To EMR	0	15,000	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	(15,499)	0	0	0		0		
480 The Glebe									
1190 Income from Rent	13,750	15,521	13,000	7,496	13,000	0	14,000	0	0
Total Income	13,750	15,521	13,000	7,496	13,000	0	14,000	0	0
4400 Repairs & Maintenance	0	5,505	0	4,120	3,820	0	0	4,000	0
4485 Non-domestic Rates Expenses	3,300	3,343	3,500	2,675	3,345	0	3,678	0	0

Continued on next page

10:20

Annual Budget - By Centre

Note: Budget 2026/2027

	<u>2024/2025 Last Year</u>		<u>2025/2026 Current Year</u>				<u>2026/2027 (Next Year)</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4550 Utilities	7,500	2,534	6,000	4,334	6,200	0	7,000	0	0
4555 Ikonc Lift Service/Repair	160	169	500	0	500	0	500	0	0
	10,960	11,551	10,000	11,129	13,865	0	11,178	4,000	0
Overhead Expenditure									
480 Net Income over Expenditure	2,790	3,970	3,000	-3,633	-865	0	2,822	-4,000	0
6000 plus Transfer From EMR	0	6,073	0	4,120	0	0	0	0	0
Movement to/(from) Gen Reserve	2,790	10,043	3,000	487	(865)		2,822		
500 Contingencies Earmarked Funds									
4610 Contingency	932	0	1,295	0	1,295	0	3,500	0	0
Overhead Expenditure	932	0	1,295	0	1,295	0	3,500	0	0
Movement to/(from) Gen Reserve	(932)	0	(1,295)	0	(1,295)		(3,500)		
520 Vehicles									
5030 Van Insurance	660	660	700	627	627	0	700	0	0
Direct Expenditure	660	660	700	627	627	0	700	0	0
5000 Lease of vehicle	0	135	0	0	0	0	0	0	0
5015 Road tax for Van	500	335	400	192	400	0	450	0	0
5020 Fuel for vehicle	330	229	330	112	160	0	200	0	0
5060 Van Maintenance	0	0	500	135	150	0	500	0	0
Overhead Expenditure	830	698	1,230	439	710	0	1,150	0	0
Movement to/(from) Gen Reserve	(1,490)	(1,358)	(1,930)	(1,066)	(1,337)		(1,850)		
530 Time Banking									

Continued on next page

Sutton Parish Council Current Year

Annual Budget - By Centre

Note: Budget 2026/2027

	<u>2024/2025 Last Year</u>		<u>2025/2026 Current Year</u>				<u>2026/2027 (Next Year)</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1226 Donations to Timebank	700	1,138	800	548	780	0	800	0	0
Total Income	700	1,138	800	548	780	0	800	0	0
4335 Time Bank Equipment	0	322	250	229	250	0	250	0	0
Direct Expenditure	0	322	250	229	250	0	250	0	0
4330 Timebank UK Subscription	200	0	200	0	200	0	220	0	0
Overhead Expenditure	200	0	200	0	200	0	220	0	0
530 Net Income over Expenditure	500	815	350	319	330	0	330	0	0
6000 plus Transfer From EMR	0	144	0	229	0	0	0	0	0
6001 less Transfer To EMR	0	1,138	0	414	0	0	0	0	0
Movement to/(from) Gen Reserve	500	(178)	350	135	330		330		
540 Summer Hols Sports Project									
1280 Grant	0	6,000	0	6,000	6,000	0	6,000	0	0
Total Income	0	6,000	0	6,000	6,000	0	6,000	0	0
5055 Sports Holiday Club	0	4,000	0	2,000	6,000	0	6,000	0	0
Overhead Expenditure	0	4,000	0	2,000	6,000	0	6,000	0	0
540 Net Income over Expenditure	0	2,000	0	4,000	0	0	0	0	0
6000 plus Transfer From EMR	0	4,000	0	2,000	0	0	0	0	0
6001 less Transfer To EMR	0	6,000	0	6,000	0	0	0	0	0
Movement to/(from) Gen Reserve	0	0	0	0	0		0		

Continued on next page

Sutton Parish Council Current Year

Annual Budget - By Centre

Note: Budget 2026/2027

	<u>2024/2025 Last Year</u>		<u>2025/2026 Current Year</u>				<u>2026/2027 (Next Year)</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
570 Telephone Kiosk									
4400 Repairs & Maintenance	50	0	0	0	0	0	0	0	0
Overhead Expenditure	50	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(50)	0	0	0	0		0		
Total Budget Income	222,428	263,609	234,222	316,336	243,272	0	240,742	0	0
Expenditure	214,198	252,957	230,264	153,397	231,313	0	252,982	10,400	0
Net Income over Expenditure	8,230	10,652	3,958	162,939	11,959	0	-12,240	-10,400	0
plus Transfer From EMR	0	54,076	0	9,052	0	0	0	0	0
less Transfer To EMR	0	32,962	0	101,251	0	0	0	0	0
Movement to/(from) Gen Reserve	8,230	31,766	3,958	70,741	11,959		(12,240)		

Reference: 25/01159/TPO

Officer: Kevin Drane

Date application valid: 20th October 2025

Parish:

Sutton

Location: Durnford House 7 Station Road Sutton Ely Cambridgeshire

Proposal: T2 Sycamore - Remove due to subsidence damage
T3 Sycamore - Remove due to subsidence damage

Applicant:

Mrs Melissa Iball
Durnford House
7 Station Road
Sutton
Ely
Cambridgeshire
CB6 2RL

Agent:

Agenda Item
145/25 4(c)

Grid Reference: 545021 278961

Reference: 24/00747/DISD

Officer: Yole Medeiros

Date application valid: 17th October 2025

Parish:

Sutton

Location: Land Adjacent 43 Mepal Road Sutton Cambridgeshire

Proposal: To discharge Condition 6 (roundabout upgrade details) and 7 (priority junction upgrade details) of decision dated 6 December 2024 for 24/00747/VARM To Vary Condition 4 (Assessment of Ground Conditions) of previously approved 19/01707/OUM, dated 12 April 2022 for outline planning application for the demolition of existing buildings and erection of up to 173 dwellings and provision of land for community facilities (sports pitches and burial ground), including access (not internal roads), open space, sustainable urban drainage systems and associated landscaping. All matters reserved apart from access

Applicant:

Vistry Homes Limited
FAO Rebecca Smith
Ashurst
Southgate Park
Orton Southgate
Peterborough
PE2 6YS

Agent:

Agenda Item
145/25 1(a)

Grid Reference: 544362 279505



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE

Telephone: Ely (01353) 665555
www.eastcambs.gov.uk

Mr Philip Harty
Clerk to Sutton Parish Council
The Glebe
4 High Street
Sutton
Ely
Cambs
CB6 2RB

This matter is being dealt with by:

Kevin Drane

Telephone: 01353 665555
E-mail: pls@eastcambs.gov.uk
My Ref: 25/01060/TRE
Your ref

7th November 2025

Dear Clerk

Proposal: T2 Beech - Crown reduce by 1 - 1.5 metres maximum
T3 Silver Birch - Reduce height by approximately 2-3 metres. All trees in rear garden

Location: 3 Eastwood Close Sutton Ely Cambridgeshire CB6 2RH

Reference: 25/01060/TRE

I am writing to inform you that the above proposal has been considered and it was resolved to allow the above works to be carried out.

In considering this application your comments were taken into consideration. You are able to view the officer/committee report using public access <http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T3ECN0GG0GJ00>.

If you wish to discuss this matter further please contact the case officer Kevin Drane on 01353 665555.

Yours faithfully

Kevin Drane
Trees Officer

Agenda Item 145/25 4(a)

Reference: 25/01161/TRE

Officer: Kevin Drane

Date application valid: 17th October 2025

Parish:

Sutton

Location: Highfield House 15 Sutton Park Sutton Ely Cambridgeshire

Proposal: T1 Crab Apple - Remove as has a 8 degree lean towards house, shading from canopy, possible fire hazard, leaves block gutters, insurance costs
T2 Maple - Remove as has a 22 degree lean towards house, shading from canopy, possible fire hazard, leaves block gutters, insurance costs
T3 Maple - Remove as has a lean over garden with a 5m crown spread, surface root effecting lawn, unsuitable for small garden, shading and leaf litter
T4 Sycamore - Remove due to height, leaf and seed drop, unsuitable for garden
T5 Spruce (Cedar) - Remove as unsuitable for small front lawn, surface root growing towards house, difficulty in mowing grass
T6 Beech (Chanticleer Pear) - Remove as very large tree overhanging roof and gutters of house, shading, large root system near house
T7 Silver Birch (Himalayan Birch) - Remove as overhangs gutters, leaf drop, roots, possible fire hazard

Applicant:

Mr Kenneth Love
Highfield House
15 Sutton Park
Sutton
Ely
Cambridgeshire
CB6 2RP

Agent:

Grid Reference: 544951 279080

Agenda Item 145/25 4(b)

Agenda Item 146/25

Traffic and Transport Working Party Zoom meeting 7.30pm on 13 November 2025

Attendees: Mark Inskip, Brendan Goodjohn, Shelagh Partington, Linda Kirby

Apologies: Nick Oakland, Andrew Newton, Mark Butler

1. Update on 20mph speed limit (The Row & Mepal Road) highways bid

The application for 20mph speed limits on The Row and associated side roads along with Mepal Road and roads off had been approved by the county council. 20mph projects usually take up to 18 months, though this can vary. The Parish Council is in the queue for design allocation. The indicative timeline is:

- Project initiation: Oct – Nov 2025
- Design stage: Nov 2025 – Apr 2026
- Consultation (incl. TRO): Mar – Oct 2026
- Pricing: After consultation
- Delivery: May 2026 – Mar 2027

2. Proposal to open footpath from The Orchards to St Andrews Close

The work to open up the footpath between The Orchards and St Andrews Close was completed in early October and the path is now open for use.

3. BHS (British Horse Society) signs

BHS signs to advise motorists to reduce their speeds when passing horse riders have been put up on. A total of ten signs 10 were received and put up in Bury Lane, High Street as far as The Brook and The Brook/Ely Road. Unfortunately the Bury Lane ones have been removed and taken already.

4. Speeding in Pound Lane

The last full council meeting agreed to request mounting points for the MVAS signs in Pound Lane. Phil is working on the form to request permission.

5. Update on Local Highways Improvement (LHI) HGV weight limit

Stages 1 and 2 of the bid have been approved by the county council as a complex project with a budget of £40,000, with £25,000 from the county council and £15,000 from the parish council (CIL).

The combined budget of £15,000 from the Parish and £25,000 from CCC will cover Stage 1, which includes:

1. Support for the HGV Covenant and engagement with HGV stakeholders
2. Advisory signs

3. Concept designs for traffic calming measures, which will aid future bids as we will look at the most appropriate features and locations.

The exact cost of the advisory signs will be confirmed during the design stage. At this point, the number of signs and their permitted locations are still being reviewed. Some locations may require special posts for safety, which can affect costs. These details will be finalised during design. From previous similar schemes, it is estimated that advisory signs could cost around £20,000, which is why the full £25,000 LHI allocation was assigned to this project. The total budget of £40,000 includes both the Parish and CCC contributions. The actual cost may be lower, but this will only be clear after design and pricing.

The Clerk has been working on the following surveys;

1. Origin and destination survey planned for 15th to 21st November
2. Vibration monitoring before done with week
3. NOX monitoring is in progress

The next step for the parish council is to work on a Voluntary HGV Covenant. The HGV Covenant is a County Council supported agreement between local communities and commercial vehicle operators to reduce noise, pollution and increase safety. And to contact to local hauliers. Mark will support the Clerk on this activity.

6. Review List of Traffic & Transport Actions from the Neighbourhood Plan

The Sutton Neighbourhood Plan has several other issues and proposals relating to Traffic & Transport matters raised previously with the Parish Council. The status of each of these were reviewed by the working party members.

1. The Parish Council will apply to the County Council for the introduction of weight restrictions on the B1381 between the A142 roundabout and Earith Bridge to prevent lorries using the B1381 as a short cut to and from the A14 and instead to use the Freight Advisory Routes.
In progress and discussed earlier in the meeting.
2. The Parish Council will work with the County Council to reduce traffic speed and improve crossing points in the village.
Should also be addressed as part of the HGV actions.
3. The Parish Council notes the particularly high speed of traffic entering and leaving the village on The America. It will work with the County Council to identify traffic management measures to reduce speeds.
Still open. Agree that we wait to see what comes out of the HGV actions.
4. The Parish Council will seek the introduction of 20mph speed limits:
 - i. Along the length of The Row and the side roads adjoining The Row; and
 - ii. Along Mepal Road including all roads off including Millfield and the Linden Homes development.Funding approved by the county council. Waiting to hear on the next steps.

5. The Parish Council will pursue a series of enhancements to routes and crossings, as identified on Map 9 to improve opportunities for safe walking.
The path between The Orchards and St Andrews Close has been addressed. The other route is the installation of the path on the south side of Ely Road to the Co-op. It is expected that the footpath to the Co-op will cost a substantial amount. A number of sections of the grass verge are too narrow for a footpath without extending over the adjacent ditch. It was agreed to put the path to Co-Op on hold until the parish council is confident it has funds to progress it.
6. The Parish Council will lobby for the establishment of a cycle route between Sutton and Earith to connect with the cycle path into St Ives, potentially using the haul road from Sutton Gault alongside the Middle Level Barrier Bank.
The district council commissioned Sustrans to undertake a feasibility study, the report is here [Sutton to Earith route feasibility study \(PDF, 7.84MB\)](#).
It was agreed that the parish council should continue to lobby East Cambs and CPCA. It is expected that the costs to construct any of the proposed options identified by Sustrans are much more than the parish council could fund.
7. The Parish Council will seek the introduction of parking restrictions at the junctions of roads joining the High Street where there is poor visibility.
The working party had previously discussed the possibility of a proposal to use a single privately funded local highways improvement scheme to cover a number of junctions. There have been specific requests from residents for Victoria Place and Brookside. The working party reviewed the junctions in the village along The America, the High Street, Ely Road and The Brook.
In addition to Victoria Place/High Street and Brookside/The Brook, a further two junctions with the High Street were identified; West Lodge and York Road.

Recommendation to full council: To instruct the Clerk to investigate a privately funded local highways initiative to install double yellow lines on the following junctions; Victoria Place/High Street, Brookside/The Brook, York Road/High Street and West Lodge/High Street

7. Next meeting

The next meeting will be organized when there is further feedback from the County Council on either the 20mph scheme or the HGV scheme.

Traffic and Transport Working Party Zoom meeting 7.30pm on 13 November 2025

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