



**Parish Clerk**  
Mr Philip Harty  
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Minutes of the meeting of Sutton Parish Council held on 26<sup>th</sup> November 2024 at 7.30pm in The Glebe Hall, 4 High Street, Sutton.

**Present:** Mr M Inskip(Chair) Mr B Browne Mr B Goodjohn Mr A Newton  
Mr L Jordan Mr N Oakland Mrs S Partington

**Public:** None Present **Clerk:** Mr P Harty **Deputy Clerk:** Melanie Gilbert

#### MINUTES

Meeting opened at 7.30pm

**MEMBERS** 15 **QUORUM:** 5

Minutes

**103/24** To receive and note apologies for absence.

Apologies received and noted from Cllr M Butler and Cllr L Dupre.

**104/24** 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 consider written requests from Members for dispensations.

Cllr M Inskip declared an interest in Agenda Item 110/24(3b).

**105/24** 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

**106/24** To approve the minutes of the meeting of the Council held on 30<sup>th</sup> September 2024 and the 22<sup>nd</sup> October 2024

Proposed by Cllr A Newton and Seconded by Cllr L Jordan that the minutes from the 30<sup>th</sup> September 2024 are a true reflection of the meeting. All Cllrs present agreed by show of hands.

Proposed by Cllr A Newton and Seconded by Cllr L Jordan that the minutes from the 22<sup>nd</sup> October 2024 are a true reflection of the meeting. All Cllrs present agreed by show of hands. Except for 2 abstentions.

**107/24** To receive and note the Project Chart and Action Plan (attached)

Noted

**108/24 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

Reports received and noted. Clerk to put up on Website

**109/24 Finance**

**1. To approve payments. Up to and Including **21/11/24****

**Online Payments**

November	Salaries & expenses	£10158.82
November	Cambs Pension Fund	£959.15
Veolia Ltd	Easi-bins	£187.20
The Copier Warehouse	Photocopying	£108.57
ESPO	Office/Cleaning Materials	£190.44
SSE	Elec	£580.26
SSE	Gas	£412.08
CamAlarms Ltd	Fire Alarm Service	£235.20
Stunning Landscapes	Reset Glebe Slabs	£1687
Online Playgrounds	Aerial Wire Inspection	£655.20
Grassroots Services	Cut back Cemetery Hedge	£250
Nurture	Verge Cutting	£381.54
SLCC	GDPR Training	£36
Service Master Clean	High Level Cleaning	£200
TrueLink Ltd	Grass Cutting	£330.40
Centra Data	Computer Support/Microsoft	£287.57

**Direct Debits**

ECDC	Non-domestic rates (Nov)	£645
Lloyds	Multipay	£120.84
Wavenet	Mobile Phones	£125.89
SSE	Street Lights	£249.08
B & CE	Peoples Pension	£278.12
HMRC	Tax & NIC	£2676.19

Proposed by Cllr Inskip, Seconded by Cllr Goodjohn to approve the payments. Councils agreed unanimously by show of hands to approve.

**109/24-1 Discuss Budget 1<sup>st</sup> Draft (Attached)**

Draft budget discussed with no recommendations for change.  
Full Budget and Precept Presentation to be completed in December 2024 Full Council meeting.  
Budget and Precept to be decided at this meeting

**109/24-2 Discuss Allocation of CIL Monies (Attached)**

Clerk to allocate CIL money as follows to allow better financial control.

1. Footpath Bowls Club £6000
2. Footpath St Andrews £6000
3. Ovens £2100
4. Glebe Rear Garden Refurb £5000
5. The Old Rec Ditch £5000
6. Glebe Windows £10000
7. Glebe Maintenance £2500
8. Pavilion Maintenance £2500
9. LHI Weight Restriction £14850.33

**110/24 Planning**

Cllr Inskip took no part in the discussion on item 110/24(3b).

1. Planning approvals – None

2. Appeals/Variations –

- a. 24/00747/VARM. Variation of Condition 4 of previously approved 19/01707OUM. Land adjacent to 43 Mepal Rd Sutton - NOTED
- b. 24/00340/RMM. Amended Plan re landscaping, open space, roads etc. Pursuant to 19/01707OUM. Land adjacent to 43 Mepal Rd Sutton - NOTED

3. Planning Applications –

- a. 24/01112/FUL 7 Simpson St CB6 2GL Installation of air source heat pump - NOTED
- b. Pre Application Query – PREAPP/00176/24 Development of up to 9 Dwellings – Land adjacent to rear of 30 The America CB6 2NY -NOTED
- c. 24/01166/FUL New front door – 6 Garden Close CB6 2RF - NOTED

4. Tree Consents –

- a. 24/01005/TRE T1 Re-pollard Maple Tree, Dunford House 7 Station Rd CB6 2RL - NOTED

**111/24 Community Safety Forum Update**

Joanne Andow from ECDC has been invited to the meeting in January 2025 to explain what is involved next.

**112/24 Fire and Chill Group**

After a long discussion it was felt that due to budgetary constraints setting up the Fire and Chill Group was not manageable at this time.

Clerk to write a Youth Policy and Council to investigate setting up a Youth Working Party.

**113/24 Solar Panels ECDC Grant**

Due to additional Funding being released by ECDC - Net Zero Villages, it was agreed that an expression of interest should sent to ECDC by the Clerk.

**114/24 EV Chargers Update**

Believ have decided not to go ahead with charge points at Brooklands car park but are happy to proceed with charge points at The Glebe. Clerk to contact Believ and obtain a more detailed installation plan for consideration by Council.

**115/24 Cambs County Council Capital Funding**

Clerk has submitted Hundred Foot Bank and an area of Chain Causeway to the County Council for consideration

**116/24 LHI/PFHI Bids for 2025**

Clerk to carry on with Weight Restriction Project into 2025.  
Clerk to reapply to 20mph scheme in 2025.

**117/24 Time Bank Report**

Noted. Council very happy with how the Time Bank is developing and thank Lucy for her time and commitment.

**118/24 Letter from Pepperpot**

Councillors were very pleased to receive this letter of thanks and are happy to help with The Pepperpot as the PC believe it is an important part of communications within the village.

**119/24 Date of Next Meeting(s)**

10<sup>th</sup> December 2024  
28<sup>th</sup> January 2025  
25<sup>th</sup> February 2025  
25<sup>th</sup> March 2025

Meeting Closed at 8.40pm

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



# PROJECT AND ACTION PLAN

Full Council – 10<sup>th</sup> December 2024



December 2024  
SUTTON PARISH COUNCIL  
The Glebe, 4 High Street, Sutton, Ely, Cambs

2024 – Sutton Parish Council Project and Action chart

As at: 20<sup>th</sup> August 2024

Date	Priority Level	Detail	Budget	Progress	Completed
27.10.20 Min 90/20/2/i	M	<p><b>Transfer of land to provide path between St Andrews Close and The Orchards</b></p> <ul style="list-style-type: none"> <li>• Instruct Solicitor</li> <li>• Obtain all paperwork for solicitor.</li> </ul>		<ul style="list-style-type: none"> <li>• Invoice received and once paid we will get the paperwork finalised (14.10) Waiting for confirmation on ownership.</li> <li>• Chased 11/1/2021</li> <li>• Chased 19/01/2021 Solicitor should be making the final land transfer application have emailed twice to confirm no reply (24.03)</li> <li>• Other solicitor now querying Map, so awaiting further contact from our solicitor, the application has not been submitted to Land Registry (14.04)</li> <li>• Further chased on 28.06.21 as have heard nothing from the solicitors, chased again on 14/7 he is on annual leave until 19/7 – Chase if nothing by 22<sup>nd</sup> July – Chased 22.7 Chased 4/8 if not contact by Monday 9<sup>th</sup> call to speak to them</li> <li>• 16/08/2021 – Solicitors haven't heard from other sols and have been snowed under with other work.</li> <li>• 14/09/21 – Final plan received from other solicitors and will now be sent to Land Registry to transfer the land. Awaiting timescale from our solicitor</li> <li>• Melissa chased Solicitor for an update 14.10.21</li> <li>• Solicitors have advised Land Registry are still taking almost a year to sort Transfers of Part. They have tried to prompt/chase them but unfortunately, they do not expedite unless you have an active sale.</li> </ul> <p>25.04.22</p>	<p>Complete.</p> <p>To go to working party for discussion.</p>

			<ul style="list-style-type: none"> <li>• Melissa requested an update from solicitor as nearly a year since application sent to Land registry 08.08.22</li> <li>• Been advised that the solicitor has tried to prompt land registry but without a sale or other dealing they simply process in order. 10.08.22</li> <li>• Chased and advised the process can take over a year, Office to look to see if we can get details and chase Land Registry ourselves. 30.11.22</li> <li>• Solicitor will look to see if they can expedite the application. 02.03.23</li> <li>• Transfer of land all completed and land registry confirmation received on 22<sup>nd</sup> March 2023.</li> <li>• Traffic and Transport working Party to review options at next working party meeting.</li> <li>• Survey set up online and consultation letter prepared</li> <li>• Survey completed and sent out with Newsletter to houses the path would be used by 18<sup>th</sup> August 2023</li> <li>• Data and responses to be given to the TTWP to review once collated.</li> <li>• Clerk to obtain quotes and item to be added to Agenda in Feb 2024 – Awaiting site visits.</li> </ul> <p><b>As of 13/3/24 2 quotes have been obtained. 4 Companies contacted 2 have quoted and 2 have declined. To go to WP.</b></p> <p><b>TRAFFIC &amp; TRANSPORT WP</b></p>	Yes	
2	M	<ul style="list-style-type: none"> <li>• <b>Picnic Benches for open spaces and recreation ground</b></li> </ul>	CIL	<ul style="list-style-type: none"> <li>• 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</li> </ul>	

24 <sup>th</sup> October 2023	M	<p><b>EV – Charging points</b></p> <ul style="list-style-type: none"> <li>Provide charging points for The Glebe and Pavilion.</li> </ul>	<ul style="list-style-type: none"> <li>Clerk to sign Non-disclosure agreement (Believ)</li> <li>Clerk to contact Roger Taylor (Solicitor)</li> <li>Roger Taylor emailed 15/2/24 – awaiting response.</li> <li>Non Disclosure resigned by Clerk and emailed to Believe. 21/2/24</li> <li>Currently awaiting solicitors to respond to email for help with contracts.</li> <li>Solicitors have responded with concerns over 20 year lease/rent. Passed to Luke for comment.</li> <li>Solicitors now retained. Have been instructed to look at a break clause after 10 years.</li> <li>Clerk has spoken to Believ who will now start to survey proposed locations to finalise exact locations.</li> <li>Update – CCC are offering fully funded EV Charge points – Clerk to investigate – Meeting with CCC 23/4/24</li> <li>Clerk reported back to Council re CCC charge points</li> <li>Solicitors instructed to talk to Believ re break clause in contract.</li> <li>Currently awaiting contracts</li> <li>Awaiting RBL to come back re using 4 spaces in their agreement for charge points.</li> <li>Believ will go ahead with charge points at Glebe whilst awaiting RBL.</li> <li>Believ have requested Deeds for relevant areas. Clerk to provide.</li> </ul>

			<ul style="list-style-type: none"> <li>• RBL have proposed area for Disabled Bay – area opposite entrance. Clerk to look at and report back.</li> <li>• Still no contract – Clerk to chase Solicitors.</li> <li>• RBL have suggested locating 2 to 3 disabled bays in front of the building on the grass area.</li> <li>• To go to Full Council.</li> <li>• Awaiting Minutes from Meeting held 30/9/24</li> <li>• <b>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</b></li> <li>• Clerk to obtain full detailed plan for installation and <a href="#">bring back to PC</a></li> </ul>
H	<b>Cycle Parking (CCC) at facilities</b> <ul style="list-style-type: none"> <li>• Locations agreed. The Glebe car park, The Pavilion and The Brooklands Centre.</li> </ul>	CCC funded	<ul style="list-style-type: none"> <li>• The Glebe installation 4<sup>th</sup> May 2022</li> <li>• Pavilion and Brooklands installation Chased 16/06</li> <li>• 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 office to chase 18.10.22</li> <li>• No updates from CCC regarding Pavilion or Glebe, office to chase 18.10.22</li> <li>• Pavilion and RBL bike stands have had the Geogrid installed and area made neat.</li> <li>• To chase CCC about the Glebe stands and rectifying the surrounds to the surfacing.</li> <li>• <a href="#">Clerk to look into Oct/Nov 2024</a></li> </ul>
H	<b>LHI Scheme – 20mph speed reduction</b> <ul style="list-style-type: none"> <li>• Application to be made for speed reductions on The Row, Painters Lane, West Lodge Lane and Mepal Road.</li> <li>• Scheme to also include Ely Rd, Brooklands, High</li> </ul>	CIL	<ul style="list-style-type: none"> <li>• Application form submitted 25<sup>th</sup> April 2022</li> <li>• CCC Has allocated an Engineer to work with SPC.</li> <li>• CCC Engineer emailed to give info on CCC 20mph reduction scheme. SPC to consider if it wishes to continue with application.</li> </ul>

		<ul style="list-style-type: none"> <li>• 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)</li> <li>• 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</li> <li>• Email sent to CCC Highways for an update on the scheme.</li> </ul>	
		<ul style="list-style-type: none"> <li>• Application forms have been received, and data being collected to make the application.</li> <li>• Consultations letters sent to residents in the area.</li> <li>• Application form completed.</li> <li>• Pending decision</li> <li>• 20mph Scheme fully funded reopens 15/2/24 <a href="https://www.cambridgeshire.gov.uk/Residents/Travel-roads-and-parking/roads-and-pathways/Improving-the-local-highway/20mph-funding">https://www.cambridgeshire.gov.uk/Residents/Travel-roads-and-parking/roads-and-pathways/Improving-the-local-highway/20mph-funding</a> - Clerk has reapplied to the scheme.</li> <li>• Clerk to produce survey re 20mph from A142 Roundabout through to the America. This part to be PFH.</li> <li>• Funding for the scheme has now been allocated and Sutton was unsuccessful. Council to decide if we should reapply next year.</li> <li>• Clerk to reapply – produce residents survey to support application – January 2025</li> </ul>	<p>Yes</p> <p>Yes</p>
10 <sup>th</sup> May 2022	Library Access Point	<ul style="list-style-type: none"> <li>• New working party formed to discuss project</li> <li>• 23<sup>rd</sup> May 2023 – Working party membership agreed and date to be set for the meeting</li> <li>• <b>Councillor Newton to arrange meeting of WP</b></li> </ul> <p><b>LIBRARY ACCESS POINT WP</b></p>	Yes
10 <sup>th</sup> May	Provision for Young People	<ul style="list-style-type: none"> <li>• New working party formed to discuss project</li> </ul>	Yes

2022				<ul style="list-style-type: none"> <li>• 23<sup>rd</sup> May 2023 – Council agreed to discuss this group again in September</li> <li>• Currently placed on hold – May 2024</li> <li>• Clerk is investigating the Fire and Chill group to see about a group for Sutton.</li> <li>• Meeting with group 21/10/24 – Costs to be approx. £9k pa.</li> <li>• <b>Clerk to produce Youth Policy and WP party to be established in 2025</b></li> </ul>
28 <sup>th</sup> June 2022	War Memorial			<p><b>YOUTH SERVICES AND ACTIVITIES WP</b></p> <ul style="list-style-type: none"> <li>• Obtain specialist advice as to what work is required. i.e., cleaning and/or re-lettering, re-pointing etc.</li> <li>• Clerk to take pics of wording etc.</li> <li>• Obtain a Church Faculty (Planning permission), as it is in the Churchyard and apply for Conservation Consent.</li> <li>• Obtain quotations from specialist companies.</li> <li>• Obtain Funding – Application to the War Memorial Trust.</li> <li>• Clerk/Deputy Clerk to action in 2024 – Deputy Clerk currently obtaining inspections.</li> </ul>
24 <sup>th</sup> January 2023	LHI 23/24 Application Weight restriction on B1381	CIL	<ul style="list-style-type: none"> <li>• Submit application to CCC</li> <li>• Application submitted</li> <li>• LHI application Dismissed and not reviewed as part on the complex or non-complex application.</li> <li>• Recommendation 25<sup>th</sup> 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</li> </ul>	Yes Yes Yes

	<ul style="list-style-type: none"> <li>and if necessary to formally raise concerns about the handling of the LHI application to the county council.</li> </ul>	
Added to 22 <sup>nd</sup> August 2023 Agenda	<ul style="list-style-type: none"> <li>Meeting arranged with Highway Officer, Cllr Dupre and SPC – 2<sup>nd</sup> October 2023</li> </ul>	Yes
	<ul style="list-style-type: none"> <li>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.</li> <li>Clerk delegated a spend of £2,000 for one set of surveys in 3 locations.</li> </ul>	Yes
	<ul style="list-style-type: none"> <li>Order placed with Tracsis – survey January 2024. Tracsis have now had approval from CCC for survey to be undertaken. Due January 24.</li> <li>Clerk to have funding approved for 2<sup>nd</sup> survey before March 24</li> <li>Tracsis to need locations and duration to give quote for March survey.</li> <li>Further information required by CCC regarding impact on people</li> <li>Online survey ready to go out once approved by WP.</li> <li>Next traffic survey to be carried out on w/c 15<sup>th</sup> April 2024</li> <li>Note – additional fee of £330 for licences from CCC not included in original quote.</li> <li>Online survey went live 4<sup>th</sup> March 2024.</li> <li>Local PC'S and Police have been contacted.</li> <li>Clerk currently organising Particulate testing. One cost estimate received approx. £3600+vat to comply with CCC testing requirements.</li> <li>Presentation with CCC Clerk and Chair to attend 22/4/24.</li> <li>Enviro testing sent to Council. Councillor Jordan to look into other companies.</li> <li>Decision from CCC will now be September 2024</li> <li>Unsuccessful – Council to decide how to proceed</li> </ul>	Yes
Clerk to continue with application in 2025	<ul style="list-style-type: none"> <li>Clerk to continue with application in 2025</li> <li>Letter to Business in area</li> <li>Ask Lorna/Joshua with help/ideas</li> <li>Environmental survey</li> <li>Traffic and Transport WP</li> </ul>	

25 <sup>th</sup> July 2023	<b>Definitive Map Modification Order</b> 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	<ul style="list-style-type: none"> <li>Deferred to meeting on the 22<sup>nd</sup> August 2023 until Cllr Inskip is in attendance to give more of a background to the application.</li> <li>To be tabled at December 2023 meeting</li> <li>Mark Inskip to determine how forms to be distributed to people by PC</li> </ul>
25 <sup>th</sup> July 2023	<b>ECDC – Pride of Place, Nature Recovery Plans, Climate and Nature Actions</b>	<ul style="list-style-type: none"> <li>Approved to make an application for this grant for the Orchards, to clear drainage and restore areas to grass</li> <li>Placed on hold – May 2024</li> <li><a href="#">Seek grant to help with ditch clearance in Old Rec/The Orchard.</a></li> </ul>
22 <sup>nd</sup> August 2023	<b>Maintenance to The Glebe:</b> 1) External windows – need cementing. 2) Window Hall internal – need attention 3) Replace oven and extractor	<ul style="list-style-type: none"> <li>Salmons Bros, contacted for an assessment on the windows.</li> <li>Clerk has arranged for a quote on replacement oven/extractor. Awaiting quotes 21/2/24</li> <li>Clerk has spoken to contractor to quote for work on windows.</li> <li>Contractor has now declined to quote – new contractors contacted. Ray Langley coming out 28/5/24 to look at work.</li> <li><a href="#">Still chasing contractors to quote for windows.</a></li> <li><a href="#">Salmon Bros have quoted £5635+vat for painting of windows. Does not include any remedial work.</a></li> </ul>
28 <sup>th</sup> November 2023	<b>Sutton Post Office – Proposed closure/change of service</b>	<ul style="list-style-type: none"> <li>SPC to write to One-stop and Post Office to express concerns</li> <li>Post Office to close 27<sup>th</sup> June 2024 with pick up</li> </ul>

		<ul style="list-style-type: none"> <li>and drop service only starting 6<sup>th</sup> July.</li> <li>Investigate with County Councillor having a pop up community ran post office.</li> <li>Contact County Councillor for update</li> </ul>
March 2024	Fire Station – Proposed Closure	<ul style="list-style-type: none"> <li>Clerk has arranged for a Public Consultation to take place on the 5<sup>th</sup> March 2024.</li> <li>Consultation completed – to be discussed at next Full Council Meeting on 26<sup>th</sup> March 24.</li> <li>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.</li> <li>Clerk has now written directly to Fire Station offering help – no response as of May 2024</li> <li><b>Fire Services have notified PC that no decision will be made before summer 2025.</b></li> </ul>
March 2024	Bowls Club Access and footpath around green	<ul style="list-style-type: none"> <li>Site visit by Clerk 6/3/24 – report sent to Sports and Rec WP for discussion.</li> <li>Clerk obtaining quotes and will seek funding if possible.</li> <li>3 quotes obtained and passed to Cllr Inskip – refer to Sports and Rec WP.</li> <li>Clerk to have quote for 30mm asphalt top be increased to 50mm</li> <li>Awaiting Minutes from meeting 30/9/24</li> <li>Quotes to go to FC</li> <li>Nov 24 – Clerk to source matched funding for project.</li> </ul>

			• <b>Sports and Rec WP</b>
Feb 2024		<b>Donation for new Defib</b>	<ul style="list-style-type: none"> <li>• Council agreed to place defib on The Row at junction with Painters Lane. To be placed on CCC Street Light.</li> <li>• Clerk to fill out paperwork and contact CCC</li> <li>• Type of Defib and housing to be agreed for application. CCC need to know size, weight etc.</li> <li>• 21<sup>st</sup> May 2024 Council agreed Zoll AED.</li> <li>• 22<sup>nd</sup> May 2024 Application sent to CCC.</li> <li>• CCC Declined stating they do not allow Defibs to be attached to streetlights. PC to determine new location and if use of an insulated box is suitable.</li> <li>• Sutton Feast have contacted the PC regarding another potential donation for another Defib.</li> <li>• No response from resident regarding location/donation etc.</li> <li>• <b>Awaiting further communication regarding defib</b></li> </ul>
August 2024	L	<b>Wildflower Project</b>	<ul style="list-style-type: none"> <li>• <b>Working Party to consider project</b></li> <li>• <b>Sports and Rec WP</b></li> </ul>
August 2024	L	<b>Monkey Challenge Climbing Wall</b>	<ul style="list-style-type: none"> <li>• <b>Working Party to Consider Project</b></li> <li>• Clerk to meet with Sutton Rangers to discuss placement of item.</li> <li>• Sutton FC are ok with this. To be put on agenda.</li> <li>• <b>Sports and Rec WP</b></li> </ul>
September 2024	M	<b>Speeding Pound Lane</b>	<ul style="list-style-type: none"> <li>• Concern raised with poor visibility, children crossing between parked vehicles and speeding along</li> </ul>

		Pound Lane.	
		Traffic and Transport WP	
November 2024	M	<b>Solar Panels at The Glebe</b>	<ul style="list-style-type: none"> <li>• ECDC have reopened funding of up to £30k for install of solar panels under a Net Zero Villages grant fund. Council to decide how to proceed.</li> <li>• EOI for £20-30k grant has been sent 27/11/24.</li> <li>• EOI has been accepted – proceeding to full quote</li> <li>•</li> <li>•</li> </ul>

# Sutton Parish Council

## Budget Proposal for 2025/2026



RS1

Could you remove the award logo, as we don't have that at the moment.

Rosie Seymour, 10/01/2022

# The Budgeting Process

- Parish councils can raise revenue to meet their spending requirements by issuing a 'Precept'
- Every year in January 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

# Sources of Income

- The Precept
  - This is the total amount to be raised through the Council Tax from all the dwellings within the parish
  - The 'Precept' is converted into an amount per Council Tax band and is part of the Council Tax bill from the District Council
- Income from Facilities
  - Hiring fees charged on users of the Community Room, the Pavilion and The Glebe
- Income from Community Infrastructure Levy
  - The Community Infrastructure Levy (CIL) is a charge levied by local authorities on new development in their area
  - It can only be spent to provide new infrastructure or maintain existing infrastructure needed to support new development

# Recap on 2024/25 Budget

- Budget for 2024-25 has seen a decrease in utility costs but facility hire has dropped
- Precept decision for 2024-2025:
  - Precept rose from £179,000 to £188,960, a Council Tax rise of **£2.74** to **£130.32** for a Band D property (+2.3%)
- Forecast General Reserve rise to 31% of Net Operating Requirement by 31 March 2025
  - Recover to 32% by 31 March 2026
  - Remain steady at around 30% by 31 March 2026

# Backdrop to 2025/26 Budget

- Started 2024/25 with a reasonable level of Reserves
  - General Reserves of £65036 at 31<sup>st</sup> March 2024
    - It is anticipated that the balance on 31<sup>st</sup> March 2025 will be approx £60922 (31% of Net Operating Requirement)
- New contracts for utilities from early March 2025
  - Should produce further reductions compared to 2024 tariffs
- Need to keep General Reserve above 25% of Net Revenue Expenditure
  - Based on guidance from Joint Panel on Accountability and Governance (JPAG) Practitioners' Guide March 2022



# Key Budget Changes 2025/26 (1)

- Significant reduction in utilities (gas and electricity)
  - Energy costs forecast to be roughly £1500 less than 2024
- Staffing budget updated with latest NJC agreement
  - No changes to staffing, retaining same office and facilities roles plus Lengthsman and Time Bank Coordinator
  - Much larger NI contributions, 13.8% contribution increased to 15% and threshold reduced from £9100 to £5000, leading to around £6,000 increase in NIC bill
- Adjusting expected income from Facilities -
  - Total income forecast at £21,080 for 2024/25
  - Total income forecast at £20,330 for 2025/26

# Key Budget Changes 2025/26 (2)

- Community Infrastructure Levy
  - Only to be used for highways improvements and facilities improvements and facilities maintenance
  - Plus allocations made for specific projects and maintenance needs

# Recommendation for Precept

- Last year agreed precept of **£188,960**
  - A Band D Council Tax of £130.32 (+2.3%)
  - Annual increase of **£2.74 or 3p per week**
- **Proposal for 2025-2026:**
  - Precept rise from **£188,960** to **£200,000** Leading to Council Tax rise from £130.32 to £139.61 for a Band D property (+6.9%)
  - Annual increase of **£9.30 or 18p per week**

# Impact on the General Reserve

- Starting position on 31 March 2024
  - General Reserve balance of £65,036
- Anticipated impact on GR in current financial year
  - Anticipated loss of £4,114 by year end
  - Leading to GR balance of £60,922 on 31 March 2025
- Anticipated spend from GR in 2025/2026
  - Draft budget forecasts addition of £3,958 in 2025/26
  - Leading to GR balance of £64,888 on 31 March 2026

# Three Year Forecast

- In addition to budget for the coming year, the council looks at a three year forecast
  - Assumes 3.5% annual increase in expenditure
  - Assumes 3.5% annual increase in the precept

Summary	2024-25	2025-26	2026-27	2027-28
	Actual+F'cast	Budget	Forecast	Forecast
CASH REQUIREMENT	£ 193,254	£ 196,453	£ 198,972	£ 193,293
PRECEPT	£ 188,960.00	£ 200,000.00	£ 207,000.00	3.5% £ 214,245.00 3.5%
TO/FROM GENERAL RESERVES	(4,294.00)	3,547.00	8,028.22	20,952.08
TOTAL GENERAL RESERVES	£ 65,036	£ 60,742	£ 64,289	£ 72,317
START OF FINANCIAL YEAR				
Net Expenditure (ex loan repayment)	£ 235,505	£ 214,135	£ 221,630	£ 229,387
General Reserves as %age of	26%	27%	27%	32%
Net Operating Requirement				

# Medium Term Outlook

- **Short term:** Restoration of General Reserves to comfortably above 25% minimum (predicted to be around 30% by 31<sup>st</sup> March 2026)
- **Medium term:** Balanced budget should be feasible without further action on General Reserves
  - Precept increases expected to roughly track inflationary pressures on future expenditure
  - Any new properties build in the parish could enable reduced future Council Tax increases or further services
  - Mortgage payments for The Glebe cease in 2 years allowing approx. £13,000 of budget to be freed up

# Earmarked Reserves 2025/26

- CIL Reserve totals £53,950.33
- Agreed to allocate CIL Money as follows;
  - Footpath Bowls Club £6,000
  - Footpath St Andrews £6,000
  - New ovens £2,100
  - Glebe Rear Garden Refurb £5,000
  - The Old Rec Ditch £5,000
  - Glebe Windows £10,000
  - Glebe Maintenance £2,500
  - Pavilion Maintenance £2,500
  - LHI Weight Restriction £14,850.33

# Cllr Lorna Dupré

## MONTHLY REPORT DECEMBER 2024

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### LOCAL GOVERNMENT FUNDING

On 28 November the Government published its *Local government finance policy statement 2025 to 2026*. This lays out the principles for the funding of principal local authorities for the financial year starting in April.

There will be no change to the council tax cap, which will remain at three per cent for core council tax, with a two per cent adult social care precept. The cap for the police precept will be £14, and £5 for fire and rescue authorities. There will be no cap for Combined Authorities, or for town and parish councils. There will be a number of changes to grant funding. And in 2026/27 the Government plans to 'radically simplify the local government funding landscape'.

### Local government reorganisation

Proposals to review local government arrangements are coming over the horizon yet again. In particular, all-purpose unitary councils are likely to replace the two tiers of county and district councils; and we are likely to see more directly elected Mayors in parts of the country which currently do not have them. There will be endless debate and consultations, and it is not clear to me that local government will necessarily be better as a consequence.

### Remote meetings consultation

I have submitted my own personal response to the Government's consultation on returning to remote meetings.

My personal view is that I would be very happy if the Government were to permit meetings online, as this is more efficient, and better for the environment too—and it also enables more people, including those with disabilities or caring commitments, to participate in local democracy.

However, I believe that hybrid meetings, with some councillors physically present and others online, are less successful because they disadvantage those who are not in the room. I am confident technology, and training for chairs, will eventually catch up with that, but they have not done so yet.

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### CHILDREN & YOUNG PEOPLE

#### Special educational needs and disabilities funding update

The County Council's Children & Young People Committee received an update last month on the 'safety valve' agreement it made with the Government in 2023. The agreement was made because of the escalating costs of providing for

children and young people with high levels of need to meet their special educational needs and disabilities (SEND).

The agreement included a contribution of £49M from the Government to help repay the council's SEND deficit, with a further £9M to be supplied from the council's reserves. A further £11.3M has been supplied in capital to support new SEND provision in mainstream schools. Two new special schools are to be established in March and Gamlingay delivered directly by the Department of Education.

The intention of the agreement is that children with SEND should be supported to remain in mainstream education wherever possible. However, demand continues to outstrip supply, with an increase of over 46 per cent in the number of requests for Education Health & Care Plans in the last five years. This means that the terms of the agreement have not been met and are being renegotiated. Many 'safety valve' councils elsewhere in the country are in the same situation.

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## **COMMUNITIES, SOCIAL MOBILITY & INCLUSION**

### **Post office provision in Little Downham**

The Post Office has announced that it will be opening a new Post Office 'drop and collect' branch at Nisa in Main Street, starting on Friday 10 January at 1:00PM. The branch will offer Post Office services from a handheld device.

Operating hours will be Monday to Saturday 7:00AM to 9:00PM, and Sunday 8:00AM to 9:00PM. Services available will be prepaid parcel collect and return, bill payments, and mobile top-up services.

I have asked the Post Office whether this will have any effect on the outreach post office service currently in place in the village, and have been told that the Post Office currently has no plans to change this service.

### **Pension Credit**

A reminder that anyone wishing to qualify for a 2024/25 Winter Fuel Payment must apply for Pension Credit by 21 December 2024.

Pension Credit information at [www.cambridgeshire.gov.uk/pension-credit](http://www.cambridgeshire.gov.uk/pension-credit)

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## **ENVIRONMENT & GREEN INVESTMENT**

### **Booking system for Witchford recycling centre**

A new, larger Household Recycling Centre at Milton has been given the go-ahead. The modern, split-level facility will be built on the site of the existing centre, and adjacent land, at Butt Lane, Milton, and will include a purpose-built re-use area and more parking for cars and bikes. It will cover a larger area than

the current facility, already the busiest in the county, and is designed for easier, more accessible recycling for residents.

Work is expected to start on the new facility in autumn 2025 and will take around nine months. This will include the demolition of the existing centre, so while work takes place the site will be temporarily closed and residents directed to their closest alternative sites at Thriplow, Witchford and Bluntisham.

To help manage demand and tonnages at those sites, the council will be introducing a temporary online booking system while Milton recycling centre is closed. This will help reduce queues and waiting times, and aim to ensure residents can visit the three sites at a time convenient to them.

### **Flood funding for Internal Drainage Boards**

The government last month announced that £50M will be distributed to internal drainage boards (IDBs). The funding will help projects to improve, repair or replace IDB assets, including flood barriers, embankments, and maintenance of watercourses. The funding will support projects which reduce risks and impacts from flooding to farmers and rural communities across England.

The government has also committed to look at the funding formula for allocating money to proposed flood defences. A consultation will be launched in the new year which will include a review of the existing formula to ensure that the challenges facing businesses and rural and coastal communities are adequately taken into account when delivering flood protection.

I have been advised that the Littleport and Downham IDB has been awarded £744K for temporary pumps and generators in case of issues at its pumping stations.

### **Community Energy Action Plan**

The county council has approved a new Community Energy Action Plan which defines how the council will support communities in developing solutions of local energy supply.

The eleven actions in the Plan are:

- 1.** Facilitate the set-up of a Cambridgeshire community energy co-operative.
- 2.** Provide match funding for feasibility studies.
- 3.** Employ a council community energy development officer.
- 4.** Offer guidance and advice to community energy groups.
- 5.** Broker customer relationships between community energy groups, host sites and customers for community delivered rooftop solar.
- 6.** Search for sites.
- 7.** Promote uptake of domestic energy efficiency grants.

8. Raise awareness of innovative energy tariffs.
9. Support neighbourhood uptake of domestic renewables.
10. Promote domestic retrofit with private landlords.
11. Continue education and awareness raising.

## Packaging fees

The Government has published an update on the introduction of Extended Producer Responsibility (EPR)—the ‘polluter pays’ scheme whereby those responsible for producing and circulating packaging must pay for the cost of its disposal over the course of its life.

EPR for packaging fees has been deferred for a year. No EPR packaging fees will be payable in 2024. However, businesses must report their packaging data for 2023, and will be required to pay any related fees in 2025 based on 2024 data. They must also continue to pay any fees due under previous regulations.

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## HIGHWAYS & TRANSPORT

### Winter preparations

Preparations for winter are well under way with the county council’s fleet of 37 gritters and two quad bikes on stand-by to keep the county’s roads, paths and cycleways safe for residents in the colder months.

The team’s annual preparatory ‘dry runs’ are now complete. The council’s salt barns are fully stocked with 10,000 tonnes of rock salt ready for the start of the cold season, and grit bins across Cambridgeshire have been refilled. The council maintains over 108,000 drains across the county, and has been clearing and repairing these where necessary before winter sets in.

Crews will be on standby across the council’s four winter service depots at Huntingdon, March, Whittleford and Witchford, 24 hours a day, seven days a week, between now and April 2025. Around seventy community volunteers also go out to help grit paths and pavements to keep them safe for those on foot.

### Link Lane bramble hedge Sutton

Following the cutting back of the bramble hedge along Sutton Footpath 2 at the back of Link Lane, a number of residents asked about the possibility of planning a new hedge along the footpath, and I took this up with the county council’s Rights of Way officer.

His response was that Cambridgeshire County Council has a duty to maintain the Surface of Public Rights of Way under Section 41 of the Highways Act 1980. As a reflection of this duty, the council would not give consent for the planting of any form of hedgerow in the surface of the Public Right of Way on the northern side of the ditch.

He suggested seeking permission from the landowner of the field to plant a hedge along the southern side of the ditch. This would then be the landowner's responsibility to maintain.

### **Red Lion Lane Sutton vegetation**

Following communication from a resident about overgrown vegetation along the top of Red Lion Lane—a regular issue at this location—I have approached the Local Highways Officer who will attempt to contact the landowner and get the foliage cut back before spring.

### **Street lighting in St Andrew's Close**

Following a complaint about a street light out in St Andrew's Close Sutton I have been seeking to clarify ownership of the light. It is of a different design from others in the estate, which suggests it might be a developer installation. I have asked the district council to review the records of planning permissions for St Andrew's Close to see whether these hold information about street lighting plans and requirements.

### **Witchford to Lancaster Way cycle path**

The county council has agreed to allocate funding from the 2025/26 Delivering Transport Strategy Aims budget for design and investigation work for this project, and make a future budget allowance in case of overrun if the grant from the district council cannot be extended beyond May 2027.

I have contacted the district council to investigate the potential to extend the deadline for spending of the grant to the parish council for this scheme; or alternatively for the district council to pay the grant directly to the county council. At the time of writing I am awaiting a response.

### **Prioritising the Highways capital programme**

The county council's Highways & Transport Committee on 3 December is asked to approve a new scoring system to set priorities for planned capital highways maintenance schemes.

The total proposed allocation for capital highway maintenance in 2025/26 is subject to the council's business plan being agreed in February, but is expected to total £40.576M. This excludes £5.5M set aside for specific work on the de-trunking of the A14 and reactive capital work throughout the year.

The aim of this new system is to provide a more transparent process for building the programme, based on weighted scoring of a range of factors relevant to each asset type (for example, carriageways, footways, bridges, signing and lining, rights of way, traffic signal replacement).

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## Meanwhile on the Combined Authority

The Cambridgeshire and Peterborough Combined Authority is developing a Fen Roads Economic Impact Assessment for Peat Soil Affected Roads. This is something I have been asking the Combined Authority to get involved in, given how important our peat soil affected roads are to our area.

The Combined Authority has also received an update on the project 'to address existing and future challenges around capacity and road safety' on transport corridor between Ely and Cambridge. The Department for Transport asked the Combined Authority to put forward a preferred option that includes both junction improvements and dualling, and a lower cost alternative option. Further work is in progress or about to begin, and is expected to conclude by the end of January.

The Authority's Best Value Improvement programme is closing down, now that the 'best value notice' improved by the previous government has been lifted.

## MEET YOUR COUNCILLORS

Cllr Mark Inskip and I will be in the Sutton school Community Room on Monday 2 December and Monday 6 January at 6:30-7:30PM.

I can also be contacted

- by email at [lorna@lornadupre.org.uk](mailto:lorna@lornadupre.org.uk)
- on Facebook
- by phone on 07930 337596

Wishing all parish council members and residents of the Sutton division a very merry Christmas and a happy New Year.

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**Cllr Lorna Dupré**

County Councillor for the Sutton division

# Cllrs Lorna Dupré and Mark Inskip

## MONTHLY REPORT DECEMBER 2024

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### **NEW LIB DEM & INDEPENDENT GROUP SETS COUNCIL BALANCE ON KNIFE EDGE**

The formation of a new Liberal Democrat & Independent Group on East Cambridgeshire District Council has set the political balance on the 28-strong council on a knife edge.

The new Group has fourteen members—thirteen Liberal Democrats plus one independent (James Lay, Woodditton). So does the ruling Conservative Group, which is expected nonetheless to cling onto control of the council and its committees.

The formation of the new Group will now force the council to review the size of council committees and the number of members on them.

Cllr Lorna Dupré has been elected as the Group's Leader, and Cllr Christine Whelan has been elected as the Group's Deputy Leader.

The new Group has submitted a requisition to the Chair of the Council calling for an Extraordinary General Meeting of the Council to agree sizes and membership of committees. By law these must be proportional to the balance of the membership of the council as a whole.

The meeting will take place on Wednesday 11 December.

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### **OPERATIONAL SERVICES**

#### **Waste and street cleaning services**

The Council's Operational Services Committee noted at its meeting on 18 November that two large fly-tipping incidents had cost approximately £40,000 to remove, which was about three times the existing budget. Consideration was being given to how to address any future challenges.

#### **Air quality**

The Committee approved an updated Air Quality Strategy for 2024 to 2029. The Scientific Officer explained that the level of nitrogen dioxide had reduced since 2018 and this indicated that concentrations of fine particulate matter (PM2.5) had also reduced, although this was not measured specifically as the Council was not required to do so by the Government. He also reported that all emissions in the district were below the legal limits.

Members of the Committee suggested ways in which air quality could be improved:

- Promoting sustainable transport
- Sustainable development
- Including air quality measures in the new Local Plan
- Promoting ultra-low emission and zero emission vehicles
- Regular inspections of rented properties to measure internal air quality

## Dog fouling

The Committee agreed an extension of the Public Space Protection Order for dog fouling, first introduced in the district in 2018. The fixed penalty charge has been increased to £100.

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## AUDIT

### Disclaimed audit opinion

New Government legislation enacted in September requires all council audits up to and including the financial year 2022/23 to be concluded by 13 December 2024.

The external auditors had carried out the minimum amount of work required by the regulations to move to a disclaimed audit opinion. This meant that they were unable to obtain sufficient evidence to provide an audit opinion on the council's 2022/23 financial statements and could not provide any assurance for these accounts. It would take four financial years after a disclaimed audit opinion to recover to an unqualified audit opinion, as matters such as the opening and closing balances would have to be recalculated.

This appears to be a national issue, with auditors EY alone issuing over 200 disclaimed audits. According to the external auditor there was nothing the council could have done differently to avoid the disclaimed audit opinion.

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## LICENSING

The Licensing Committee has approved a review of the council's licensing fees, and reviewed its mobile homes licensing fees policy. Mark asked whether the council had undertaken an analysis of cost recovery when agreeing to mobile home fee increases in previous years, and was told it had not. He also asked whether the council ought to have undertaken an annual review every year, which had not happened since 2014.

The Licensing Manager reported on current and emerging issues in licensing, including changes to animal and primate licensing, and tobacco and vape sales.

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## FINANCE & ASSETS

### Littleport Market Town Fund

We were somewhat shocked to see a report proposing to approve the allocation of £867,822 'Market Town Fund' from the Combined Authority towards a new community building in Littleport, consisting of only one and a half sides of A4, with no appendices or background documents. The proposal may very well be excellent, but spending of over three quarters of a million pounds deserves rather more evidence than that.

The proposal will also be going to the Combined Authority's Investment Board, so after some discussion and a counter-proposal from Lorna, the committee agreed to *recommend* to the Investment Board the *use* of the fund for this project—in the hope that the Combined Authority will do more due diligence than the district council.

### Local council tax reduction scheme

Once again, like last year, we proposed that the maximum council tax discount for people on very low incomes should be 100 per cent rather than 91.5 per cent. And once again this proposal was refused by the ruling Conservative group.

### Finance

The council is projected to underspend by £477,000 this year. Most of this is from increased interest income (£350,000) and neighbourhood planning grants (£150,000).

### Whistleblowing

The council has approved a revised Whistleblowing Policy. Lorna and her colleagues proposed at a previous meeting that the council should engage the services of Protect, an independent charity, to review the draft policy and recommend improvements. The council agreed to do this, and the revised policy that has come back is much stronger as a result.

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## BUSINESS GRANTS

Capital grants of up to £50,000 are now available to existing local SMEs or micro businesses to create or safeguard jobs or bring new products to market. Businesses can also use it to invest in new technologies, processes or measures to improve productivity.

The funding has been made available to East Cambridgeshire District Council from the Rural England Prosperity Fund.

Applicant businesses should have in place a strong business plan that:

- demonstrates plans to grow the business
- how funding will be used to support this growth
- where applicable how funding will support job creation including apprenticeships
- how the funding will support the business to respond to market changes
- a clear delivery plan for the project that funding is supporting
- how the funding will be of benefit to the wider local economy, for example, the supply chain

Interested businesses can submit an Expression of Interest form from Monday 25 November until midnight on Friday 3 January 2025.

If approved, applicants will be invited to submit a Full Application by midnight on 14 February 2025. Successful applicants will be notified after 28 February 2025.

The minimum award available to any successful applicant is £10,000 and the maximum award is £50,000. Access to grant funding for those businesses who are approved will be up to a maximum of 50 per cent of the total project cost.

More information at <https://eastcambs.gov.uk/business/business-finance/business-grants-and-funding/capital-growth-fund>

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## PLANNING

### Vistry Phase 2, Mepal Road

The Reserved Matters application for Phase 2 of the Vistry development at the top of Mepal Road is set for determination on Wednesday 4 December. We have written to the Planning Department as follows:

"Well-founded concerns about drainage from this development were expressed by residents during the consultation process for Phase 1. The consequences of that phase for properties in adjacent streets were predictable, and indeed predicted. One property in St Andrew's Close has been internally flooded twice, and a property in Tower Road has experienced repeated external flooding to the front and rear. In the second case, it took considerable community effort to prevent internal flooding via the front of the property, and the flooding to the rear would have overwhelmed the interior of the property without intervention from the homeowner. Investigations into the causes of the flooding to the rear of the property since the completion of Phase 1 have still not concluded.

The applicant proposes to rely on this same drainage system to manage water flows from Phase 2 of the development. The Middle Level Commissioners have noted that they have a capacity issue in the

downstream Catchwater drain to the east of Sutton, which eventually takes the runoff from the highway system in Mepal Road, and have commented on the potential impact of these proposals much more widely through the village.

We would want to see a conclusion of the investigations into the flooding caused by Phase 1 of the development before drainage arrangements for Phase 2 are signed off; and robust measures in place to alleviate further flood risk from this development. We would also request a condition on the developer that they carry out a detailed condition survey of the full length of the drain along Mepal Road and be held responsible for repairs to bring it up to standard should issues be identified, given the additional flow of water which would be introduced by the new drainage scheme in this phase of the development. Furthermore, we would want the Local Planning Authority to impose covenants on the properties in Phase 2 to prevent hard-paving or astroturfing of gardens which exacerbate high levels of surface water run-off."

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## **COUNCIL MEETINGS**

The following meetings are scheduled for January.

- Planning Committee, Wednesday 15 January
- Licensing Committee, Wednesday 22 January
- Operational Services, Monday 27 January
- Finance & Assets, Thursday 30 January

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## **MEET YOUR COUNCILLORS**

Our next surgeries will take place in the Community Room at Sutton School:

- Monday 6 January, 6:30-7:30PM
- Monday 3 February, 6:30-7:30PM

Between surgeries, residents can contact us by email, Facebook, or phone.

A very merry Christmas and a happy new year to all our parish councils and to the residents of Sutton, Mepal, Witcham, and Wentworth.

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**Cllr Lorna Dupré**

**Cllr Mark Inskip**

District Councillors for the Sutton ward

**Sutton Parish Council Current Year**  
**Annual Budget - By Centre**  
**Note: Budget 2024/2025**

<b>100</b>	<b>Administration</b>	<b>2023/2024 Last Year</b>			<b>2024/2025 Current Year</b>			<b>2025/2026 (Next Year)</b>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
				179,000	179,000	188,960	188,960	188,960	0	200,000
1076	Precept			179,000	179,000	188,960	188,960	188,960	0	200,000
1250	Hire of Projector			10	9	10	0	0	0	0
				<b>Total Income</b>	<b>179,010</b>	<b>179,009</b>	<b>188,970</b>	<b>188,960</b>	<b>188,960</b>	<b>0</b>
4000	Office Staff Cost			58,162	59,109	57,000	36,569	57,000	0	62,550
4010	Time bank Coordinator salary			13,235	13,322	14,200	9,088	13,900	0	14,750
4015	Employee Expenses			150	107	150	5	50	0	150
4020	Employer NIC			6,700	9,534	6,615	4,702	7,892	0	13,740
4045	Brightpay PAYE			150	568	165	29	570	0	600
4050	Employer Pension Contrib Costs			8,963	6,697	8,970	7,358	9,100	0	9,510
4055	Facilities Staff			26,476	24,982	29,900	19,489	29,100	0	31,500
4075	Lengthsman Staff			15,302	16,066	17,180	10,533	16,705	0	18,005
4120	Subscriptions			1,725	1,815	1,725	873	1,725	0	1,725
4125	Training/Conferences			1,500	1,778	1,650	953	1,650	0	1,650
4135	Phone/Internet			1,900	2,853	1,950	1,164	1,950	0	2,000
4140	Admin Costs			850	548	850	514	850	0	850
4145	Photocopier			900	1,174	950	650	1,000	0	1,000
4150	Data Protection Fee			35	35	35	0	35	0	35
4155	Computer Equip & Support			2,500	2,671	2,500	1,939	2,500	0	2,500
4160	Insurance			4,900	3,842	5,000	0	5,000	0	6,000
4175	ICCM			95	95	95	100	100	0	0
4180	Election costs			2,000	250	0	0	0	0	0
4580	Licence: The Glebe			180	180	180	180	180	0	180

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**Sutton Parish Council Current Year**  
**Annual Budget - By Centre**  
**Note: Budget 2024/2025**

	2023/2024 Last Year		2024/2025 Current Year		2025/2026 (Next Year)						
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward		
			145,723	145,624	149,115	94,146	149,307	0	166,845	0	0
<b>Overhead Expenditure</b>											
<b>100 Net Income over Expenditure</b>			33,287	33,385	39,855	94,814	39,653	0	33,155	0	0
6000 plus Transfer From EMR			0	375	0	178	178	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>			<u>33,287</u>	<u>33,760</u>	<u>39,855</u>	<u>94,992</u>	<u>39,831</u>	<u>33,155</u>			
<b>150 Finance</b>											
1090 Interest Rcvd			2,000	6,604	2,575	5,876	6,800	0	3,500	0	0
1100 Income from RBL Lease			1,500	1,500	1,500	750	1,500	0	1,500	0	0
1150 Community Infrastructure Levy			0	0	0	3,675	3,675	0	0	0	0
<b>Total Income</b>			<u>3,500</u>	<u>8,104</u>	<u>4,075</u>	<u>10,300</u>	<u>11,975</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>
4100 Audit Fees			900	913	900	-176	1,076	0	1,000	0	0
4110 Loan Repayments			14,419	14,419	13,774	6,968	13,774	0	13,129	0	0
<b>Overhead Expenditure</b>			<u>15,319</u>	<u>15,331</u>	<u>14,674</u>	<u>6,791</u>	<u>14,850</u>	<u>0</u>	<u>14,129</u>	<u>0</u>	<u>0</u>
<b>150 Net Income over Expenditure</b>			-11,819	-7,228	-10,599	3,509	-2,875	0	-9,129	0	0
6001 less Transfer To EMR			0	0	0	3,675	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>			<u>(11,819)</u>	<u>(7,228)</u>	<u>(10,599)</u>	<u>(166)</u>	<u>(2,875)</u>	<u>(9,129)</u>			
<b>200 Communications &amp; PR</b>											
4200 Newsletter			190	250	788	788	788	0	650	0	0
4210 Website			250	338	275	285	285	0	300	0	0
4225 PR			50	0	55	65	65	0	100	0	0
<b>Overhead Expenditure</b>			<u>490</u>	<u>588</u>	<u>1,118</u>	<u>1,138</u>	<u>1,138</u>	<u>0</u>	<u>1,050</u>	<u>0</u>	<u>0</u>

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**Sutton Parish Council Current Year**  
**Annual Budget - By Centre**  
**Note: Budget 2024/2025**

		<u>2023/2024 Last Year</u>			<u>2024/2025 Current Year</u>			<u>2025/2026 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>250</b>	<b>Grants Made</b>									
4300	Section 137	1,753	0	2,500	1,970	2,500	0	2,500	0	0
4310	Minor Grants Scheme	0	1,752	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>									
	<b>Movement to/(from) Gen Reserve</b>									
<b>300</b>	<b>Play Area/Open Space</b>									
4025	Groundsman	0	1,157	550	46	550	0	550	0	0
4400	Repairs & Maintenance	500	3,449	500	1,517	1,100	0	0	0	0
4405	ROSPA & ECCD Inspection	300	107	200	114	200	0	250	0	0
	<b>Overhead Expenditure</b>									
6000	plus Transfer From EMR	800	4,712	1,250	1,677	1,850	0	800	0	0
	<b>Movement to/(from) Gen Reserve</b>									
<b>310</b>	<b>Highway and Conservation</b>									
1105	Income from Agency Services	1,996	1,996	1,996	2,395	2,395	0	2,395	0	0
2010	Christmas tree donation	400	264	200	176	160	0	200	0	0
	<b>Total Income</b>									
5040	Tree surveys & Tree works	0	0	825	650	825	0	800	0	0
	<b>Direct Expenditure</b>									
		0	0	825	650	825	0	800	0	0

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**Sutton Parish Council Current Year**  
**Annual Budget - By Centre**  
**Note: Budget 2024/2025**

		<u>2023/2024 Last Year</u>		<u>2024/2025 Current Year</u>				<u>2025/2026 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
2000	Christmas Trees/lights	2,200	3,016	3,016	0	2,950	0	3,100	0	0
4430	Agency Services Costs	1,996	2,121	1,996	2,298	2,100	0	2,300	0	0
4435	Street Lighting	2,750	2,244	1,320	1,766	2,650	0	900	0	0
4440	Street Furniture	0	4,805	0	15	15	0	0	0	0
4460	Speed Surveys	0	1,775	0	1,825	1,825	0	0	0	0
4462	Village planting	0	0	150	66	150	0	150	0	0
	<b>Overhead Expenditure</b>			6,946	13,961	6,482	5,969	9,690	0	6,450
	<b>310 Net Income over Expenditure</b>			-4,550	-11,701	-5,111	-4,048	-7,960	0	-4,655
6000	plus Transfer From EMR	0	6,485	0	2,100	2,100	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>			<u>(4,550)</u>	<u>(5,216)</u>	<u>(5,111)</u>	<u>(1,948)</u>	<u>(5,860)</u>		<u>(4,655)</u>
<b>320</b>	<b>Neighbourhood Planning</b>									
1180	NP Grant Rcvd	0	2,310	0	-210	-210	0	0	0	0
	<b>Total Income</b>			<u>0</u>	<u>2,310</u>	<u>0</u>	<u>-210</u>	<u>-210</u>	<u>0</u>	<u>0</u>
4465	NP Research	0	2,100	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>			<u>0</u>	<u>2,100</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Movement to/(from) Gen Reserve</b>			<u>0</u>	<u>210</u>	<u>0</u>	<u>(210)</u>	<u>(210)</u>	<u>0</u>	<u>0</u>
<b>330</b>	<b>Burial Ground</b>									
1185	Income from Burials	3,250	3,730	2,500	1,091	1,800	0	2,500	0	0
	<b>Total Income</b>			<u>3,250</u>	<u>3,730</u>	<u>2,500</u>	<u>1,091</u>	<u>1,800</u>	<u>0</u>	<u>2,500</u>
4400	Repairs & Maintenance	200	0	220	761	900	0	0	0	0

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**Sutton Parish Council Current Year**  
**Annual Budget - By Centre**  
**Note: Budget 2024/2025**

		<u>2023/2024 Last Year</u>				<u>2024/2025 Current Year</u>				<u>2025/2026 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward		
4470	Burial Ground Skip Hire	700	1,187	650	450	650	0	750	0	0		
4485	Non-domestic Rates Expenses	310	299	341	247	310	0	350	0	0		
	<b>Overhead Expenditure</b>											
330	<b>Net Income over Expenditure</b>	1,210	1,485	1,211	1,458	1,860	0	1,100	0	0		
6000	plus Transfer From EMR	2,040	2,245	1,289	-367	-60	0	1,400	0	0		
	<b>Movement to/(from) Gen Reserve</b>	0	0	0	761	0	0	0	0	0		
<b>340</b>	<b>Allotments</b>	<b>2,040</b>	<b>2,245</b>	<b>1,289</b>	<b>394</b>	<b>(60)</b>		<b>1,400</b>				
1190	Income from Rent	2,517	2,517	2,517	2,381	2,517	0	2,517	0	0		
1195	Income: Allotment Drain Rates	350	385	350	404	440	0	440	0	0		
1200	Income from Admin	40	44	40	36	40	0	40	0	0		
1205	Refund (Rent)	0	1,000	0	0	0	0	0	0	0		
	<b>Total Income</b>	<b>2,907</b>	<b>3,946</b>	<b>2,907</b>	<b>2,821</b>	<b>2,997</b>	<b>0</b>	<b>2,997</b>	<b>0</b>	<b>0</b>		
4140	Admin Costs	40	0	40	0	0	0	40	0	0		
4500	Rent	2,000	3,991	2,200	1,000	2,000	0	2,400	0	0		
4505	Allotment Drainage Rates	350	387	385	440	440	0	440	0	0		
	<b>Overhead Expenditure</b>	<b>2,390</b>	<b>4,379</b>	<b>2,625</b>	<b>1,440</b>	<b>2,440</b>	<b>0</b>	<b>2,880</b>	<b>0</b>	<b>0</b>		
<b>350</b>	<b>Movement to/(from) Gen Reserve</b>	<b>517</b>	<b>(433)</b>	<b>282</b>	<b>1,381</b>	<b>557</b>		<b>117</b>				
<b>350</b>	<b>Facilities Services</b>	<b>500</b>	<b>0</b>	<b>500</b>	<b>104</b>	<b>200</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>0</b>		
5045	Defibrillator	500	0	500	104	200	0	500	0	0		
	<b>Direct Expenditure</b>											

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**Sutton Parish Council Current Year**  
**Annual Budget - By Centre**  
**Note: Budget 2024/2025**

		<u>2023/2024 Last Year</u>				<u>2024/2025 Current Year</u>				<u>2025/2026 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward		
4400	Repairs & Maintenance	0	0	0	3,715	3,715	0	0	0	0	0	
4520	Safety & Security	2,000	1,087	2,000	1,268	2,000	0	2,000	0	0	0	
4525	Cleaning Materials	650	667	660	691	700	0	700	0	0	0	
4530	Sanitation	1,900	2,544	1,900	1,674	1,900	0	2,000	0	0	0	
4630	Health & Safety Clothing	60	30	70	0	70	0	100	0	0	0	
4640	Lengthsman equipment	0	117	50	91	120	0	120	0	0	0	
	<b>Overhead Expenditure</b>	<b>4,610</b>	<b>4,444</b>	<b>4,680</b>	<b>7,438</b>	<b>8,505</b>	<b>0</b>	<b>4,920</b>	<b>0</b>	<b>0</b>	<b>0</b>	
6000	plus Transfer From EMR	0	0	0	6,582	2,867	0	0	0	0	0	
	<b>Movement to/(from) Gen Reserve</b>	<b>(5,110)</b>	<b>(4,444)</b>	<b>(5,180)</b>	<b>(960)</b>	<b>(5,838)</b>		<b>(5,420)</b>				
<b>360</b>	<b>Community Room</b>											
1190	Income from Rent	280	330	330	198	290	0	330	0	0	0	
	<b>Total Income</b>	<b>280</b>	<b>330</b>	<b>330</b>	<b>198</b>	<b>290</b>	<b>0</b>	<b>330</b>	<b>0</b>	<b>0</b>	<b>0</b>	
4485	Non-domestic Rates Expenses	580	147	638	130	162	0	190	0	0	0	
	<b>Overhead Expenditure</b>	<b>580</b>	<b>147</b>	<b>638</b>	<b>130</b>	<b>162</b>	<b>0</b>	<b>190</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>Movement to/(from) Gen Reserve</b>	<b>(300)</b>	<b>183</b>	<b>(308)</b>	<b>68</b>	<b>128</b>		<b>140</b>				
<b>400</b>	<b>Football Pitches</b>											
4400	Repairs & Maintenance	500	23	600	0	600	0	0	0	0	0	
4490	Grass Cutting	0	860	1,200	440	1,200	0	1,200	0	0	0	
	<b>Overhead Expenditure</b>	<b>500</b>	<b>883</b>	<b>1,800</b>	<b>440</b>	<b>1,800</b>	<b>0</b>	<b>1,200</b>	<b>0</b>	<b>0</b>	<b>0</b>	
6000	plus Transfer From EMR	0	941	0	0	0	0	0	0	0	0	

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**Sutton Parish Council Current Year**  
**Annual Budget - By Centre**  
**Note: Budget 2024/2025**

		<u>2023/2024 Last Year</u>				<u>2024/2025 Current Year</u>				<u>2025/2026 (Next Year)</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward		
<b>Movement to/(from) Gen Reserve</b>		<u>(500)</u>	<u>57</u>	<u>(1,800)</u>	<u>(440)</u>	<u>(1,800)</u>		<u>(1,200)</u>				
<b>420 Playing Field &amp; Paddock</b>												
4510	Tree Maintenance			0	150	550	0	550	0	600		
	<b>Direct Expenditure</b>			<u>0</u>	<u>150</u>	<u>550</u>	<u>0</u>	<u>550</u>	<u>0</u>	<u>600</u>		
4490	Grass Cutting			0	764	990	936	1,000	0	1,000		
4500	Rent			225	235	248	235	235	0	260		
	<b>Overhead Expenditure</b>			<u>225</u>	<u>999</u>	<u>1,238</u>	<u>1,172</u>	<u>1,235</u>	<u>0</u>	<u>1,260</u>		
6000	plus Transfer From EMR			0	906	0	0	0	0	0		
	<b>Movement to/(from) Gen Reserve</b>			<u>(225)</u>	<u>(243)</u>	<u>(1,788)</u>	<u>(1,172)</u>	<u>(1,785)</u>		<u>(1,860)</u>		
<b>440 Pavilion</b>												
1190	Income from Rent			6,660	7,961	7,000	4,209	5,300	0	7,000		
	<b>Total Income</b>			<u>6,660</u>	<u>7,961</u>	<u>7,000</u>	<u>4,209</u>	<u>5,300</u>	<u>0</u>	<u>7,000</u>		
4400	Repairs & Maintenance			0	1,504	0	1,031	231	0	0		
4485	Non-domestic Rates Expenses			2,600	2,567	2,860	2,117	2,645	0	2,860		
4550	Utilities			14,000	8,837	7,000	1,854	3,600	0	6,800		
	<b>Overhead Expenditure</b>			<u>16,600</u>	<u>12,909</u>	<u>9,860</u>	<u>5,002</u>	<u>6,476</u>	<u>0</u>	<u>9,660</u>		
	<b>440 Net Income over Expenditure</b>			<u>-9,940</u>	<u>-4,948</u>	<u>-2,860</u>	<u>-792</u>	<u>-1,176</u>	<u>0</u>	<u>-2,660</u>		
6000	plus Transfer From EMR			0	1,664	0	16,874	15,844	0	0		
	<b>Movement to/(from) Gen Reserve</b>			<u>(9,940)</u>	<u>(3,283)</u>	<u>(2,860)</u>	<u>16,082</u>	<u>14,668</u>		<u>(2,660)</u>		

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Sutton Parish Council Current Year					
Annual Budget - By Centre					
Note: Budget 2024/2025					
2023/2024 Last Year		2024/2025 Current Year		2025/2026 (Next Year)	
Budget	Actual	Total	Actual YTD	Projected	Committed
<b>460</b>	<b>Brooklands Centre</b>				
1000	Brooklands Car Park Grant	0	0	15,000	15,000
		0	0	15,000	15,000
	<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>
4400	Repairs & Maintenance	0	0	30,499	30,499
		0	0	30,499	30,499
	<b>Overhead Expenditure</b>	<b>0</b>	<b>0</b>	<b>30,499</b>	<b>30,499</b>
	<b>460 Net Income over Expenditure</b>	<b>0</b>	<b>0</b>	<b>-15,499</b>	<b>-15,499</b>
6000	plus Transfer From EMR	0	0	15,000	15,000
6001	less Transfer To EMR	0	0	15,000	15,000
	<b>Movement (to/(from)) Gen Reserve</b>	<b>0</b>	<b>0</b>	<b>(15,499)</b>	<b>(15,499)</b>
<b>480</b>	<b>The Glebe</b>				
1190	Income from Rent	13,320	13,796	13,750	8,250
		13,320	13,796	13,750	8,250
	<b>Total Income</b>	<b>13,320</b>	<b>13,796</b>	<b>13,750</b>	<b>8,250</b>
4400	Repairs & Maintenance	0	2,660	0	5,047
4485	Non-domestic Rates Expenses	3,000	3,091	3,300	2,675
4550	Utilities	12,600	12,455	7,500	744
4555	Ikonic Lift Service/Repair	0	0	160	169
	<b>Overhead Expenditure</b>	<b>15,600</b>	<b>18,206</b>	<b>10,960</b>	<b>8,635</b>
	<b>480 Net Income over Expenditure</b>	<b>-2,280</b>	<b>-4,411</b>	<b>2,790</b>	<b>-385</b>
6000	plus Transfer From EMR	0	2,733	0	5,615
				568	0

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**Sutton Parish Council Current Year**  
**Annual Budget - By Centre**

**Note: Budget 2024/2025**

		<u>2023/2024 Last Year</u>		<u>2024/2025 Current Year</u>		<u>2025/2026 (Next Year)</u>				
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>500</b>	<b>Contingencies Earmarked Funds</b>									
4610	Contingency	2,747	781	2,432	0	2,432	0	3,000	0	0
	Overhead Expenditure	2,747	781	2,432	0	2,432	0	3,000	0	0
	<b>Movement to/(from) Gen Reserve</b>	<u>(2,747)</u>	<u>(781)</u>	<u>(2,432)</u>	<u>0</u>	<u>(2,432)</u>		<u>(3,000)</u>		
<b>520</b>	<b>Vehicles</b>									
2025	Refund for Van	0	0	0	0	0	0	0	0	0
	<b>Total Income</b>	<u>0</u>	<u>1,147</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
5030	Van Insurance	600	654	660	660	660	0	700	0	0
	<b>Direct Expenditure</b>	<u>600</u>	<u>654</u>	<u>660</u>	<u>660</u>	<u>660</u>	<u>0</u>	<u>700</u>	<u>0</u>	<u>0</u>
5000	Lease of vehicle	968	1,012	0	135	135	0	0	0	0
5010	Purchase of vehicle	0	5,750	0	0	0	0	0	0	0
5015	Road tax for Van	0	358	500	335	335	0	400	0	0
5020	Fuel for vehicle	300	233	330	198	300	0	330	0	0
5060	Van Maintenance	0	0	0	0	0	0	500	0	0
	<b>Overhead Expenditure</b>	<u>1,268</u>	<u>7,353</u>	<u>830</u>	<u>667</u>	<u>770</u>	<u>0</u>	<u>1,230</u>	<u>0</u>	<u>0</u>
	<b>520 Net Income over Expenditure</b>	<u>-1,868</u>	<u>-6,860</u>	<u>-1,490</u>	<u>-1,327</u>	<u>-1,430</u>	<u>0</u>	<u>-1,930</u>	<u>0</u>	<u>0</u>
6000	plus Transfer From EMR	0	5,750	0	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<u>(1,868)</u>	<u>(1,110)</u>	<u>(1,490)</u>	<u>(1,327)</u>	<u>(1,430)</u>		<u>(1,930)</u>		

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## Sutton Parish Council Current Year

## Annual Budget - By Centre

## Note: Budget 2024/2025

	2023/2024 Last Year				2024/2025 Current Year				2025/2026 (Next Year)			
	Budget		Actual		Total		Actual YTD		Projected	Committed	Agreed	EMR
	530	Time Banking										Carried Forward
1210	Innovate & Cultivate Grant	0	-225	0	0	0	0	0	0	0	0	0
1226	Donations to Timebank	0	760	700	833	800	0	800	0	0	0	0
	<b>Total Income</b>	<b>0</b>	<b>535</b>	<b>700</b>	<b>833</b>	<b>800</b>	<b>0</b>	<b>800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4335	Time Bank Equipment	0	0	0	178	250	0	250	0	0	250	0
4325	Poors Land - Timebank grant	0	232	0	0	0	0	0	0	0	0	0
4330	Timebank UK Subscription	200	0	200	0	200	0	200	0	0	200	0
	<b>Overhead Expenditure</b>	<b>200</b>	<b>232</b>	<b>200</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>0</b>
530	<b>Net Income over Expenditure</b>	<b>-200</b>	<b>302</b>	<b>500</b>	<b>655</b>	<b>350</b>	<b>0</b>	<b>350</b>	<b>0</b>	<b>0</b>	<b>350</b>	<b>0</b>
6000	plus Transfer From EMR	0	232	0	0	0	0	0	0	0	0	0
6001	less Transfer To EMR	0	760	0	833	606	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(200)</b>	<b>(225)</b>	<b>500</b>	<b>(178)</b>	<b>(256)</b>	<b>350</b>					
540	<b>Summer Hols Sports Project</b>											
1280	Grant	0	5,924	0	6,000	6,000	0	0	0	0	0	0
	<b>Total Income</b>	<b>0</b>	<b>5,924</b>	<b>0</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5055	Sports Holiday Club	0	5,600	0	2,000	4,000	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	<b>0</b>	<b>5,600</b>	<b>0</b>	<b>2,000</b>	<b>4,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
540	<b>Net Income over Expenditure</b>	<b>0</b>	<b>324</b>	<b>0</b>	<b>4,000</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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Sutton Parish Council Current Year

## Annual Budget - By Centre

Note: Budget 2024/2025

		2023/2024 Last Year			2024/2025 Current Year			2025/2026 (Next Year)		
Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward		
6000	plus Transfer From EMR	0	5,600	0	2,000	2,000	0	0	0	
6001	less Transfer To EMR	0	5,924	0	6,000	6,000	0	0	0	
<b>Movement to/(from) Gen Reserve</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,000)</b>		<b>0</b>			
<b>570</b>	<b>Telephone Kiosk</b>									
4400	Repairs & Maintenance	0	28	50	0	50	0	0	0	
	<b>Overhead Expenditure</b>	<b>0</b>	<b>28</b>	<b>50</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>	
6000	plus Transfer From EMR	0	37	0	0	0	0	0	0	
<b>Movement to/(from) Gen Reserve</b>		<b>0</b>	<b>10</b>	<b>(50)</b>	<b>0</b>	<b>(50)</b>		<b>0</b>		
<b>Total Budget Income</b>		211,323	229,052	222,428	240,024	247,467	0	234,222	0	
<b>Expenditure</b>		218,061	242,319	214,198	172,164	251,761	0	230,264	0	
<b>Net Income over Expenditure</b>		<b>-6,738</b>	<b>-13,267</b>	<b>8,230</b>	<b>67,859</b>	<b>-4,294</b>	<b>0</b>	<b>3,958</b>	<b>0</b>	
plus Transfer From EMR		0	29,173	0	50,628	39,528	0	0	0	
less Transfer To EMR		0	6,684	0	25,508	21,606	0	0	0	
<b>Movement to/(from) Gen Reserve</b>		<b>(6,738)</b>	<b>9,222</b>	<b>8,230</b>	<b>92,980</b>	<b>13,628</b>		<b>3,958</b>		



**EAST CAMBRIDGESHIRE  
DISTRICT COUNCIL**  
**THE GRANGE, NUTHOLT LANE,  
ELY, CAMBRIDGESHIRE CB7 4EE**  
Telephone: Ely (01353) 665555  
[www.eastcambs.gov.uk](http://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:*

Rachael Forbes

Telephone: 01353 665555  
E-mail: [plservices@eastcambs.gov.uk](mailto:plservices@eastcambs.gov.uk)  
My Ref: 24/01233/VAR  
Your ref

29th November 2024

Dear Sir/Madam

**Proposal:** To Vary Condition 1 (Approved Plans) of previously approved 24/00071/FUL dated 28 March 2024 for new access and relocation of proposed septic tank  
**Location:** The Orchards Ely Road Sutton Cambridgeshire  
**Reference:** 24/01233/VAR

An application been received by this Authority for the development described above.

Please complete and return the attached sheet with any comments and/or observations your Council may have by 20th December 2024. You can view the application and supporting information on our Public Access page

[\(<http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SNK2WFGGGT00>\)](http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SNK2WFGGGT00). Any such comments will, under the Local Government (Access to Information) Act 1985, be available to the general public.

**If we do not receive a response from you by 20th December 2024, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.**

If you would like to discuss this application further, please contact Rachael Forbes on 01353 665555.

Yours faithfully

**Rachael Forbes**  
Planning Officer



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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: [plservices@eastcambs.gov.uk](mailto:plservices@eastcambs.gov.uk)  
My Ref: 24/01095/TRE  
Your ref

22nd November 2024

Dear Clerk

**Proposal:** T1 Weeping Willow on front lawn - Re-pollard to previous pruning points  
**Location:** 9 Eastwood Close Sutton Ely Cambridgeshire CB6 2RH  
**Reference:** 24/01095/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=SLHXG9GGMB900>.

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

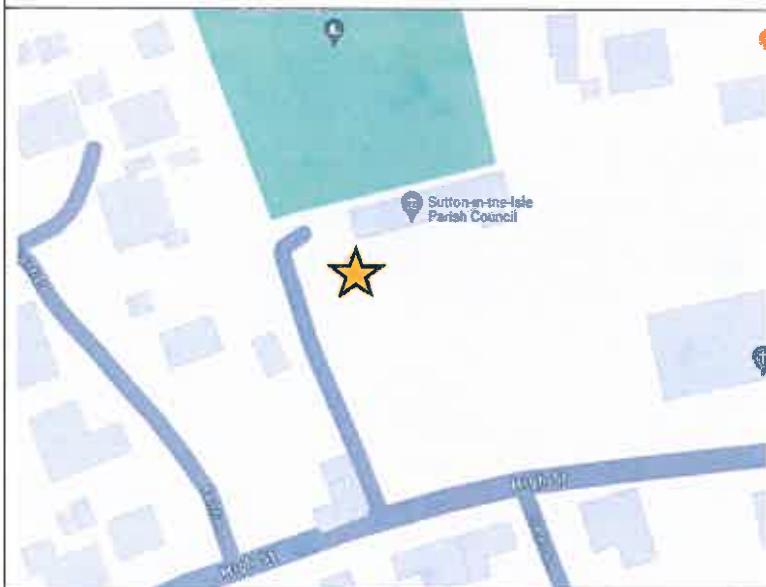
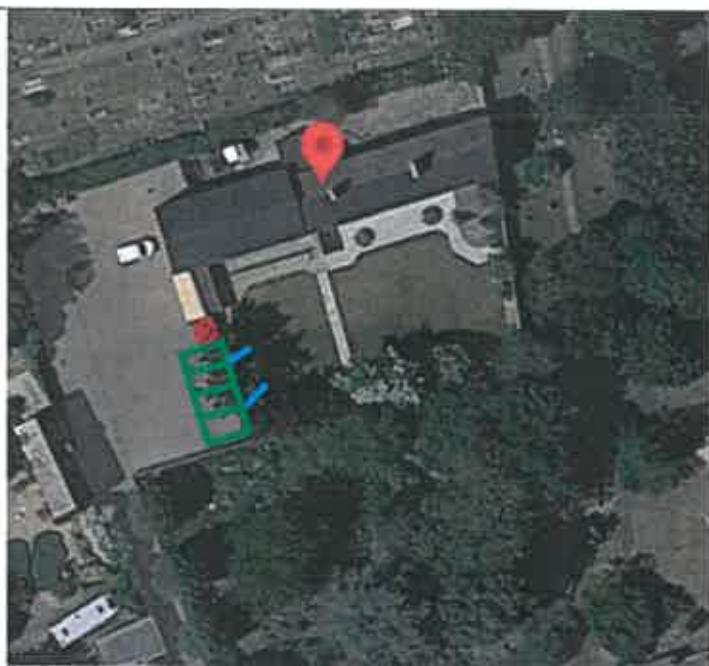
Yours faithfully

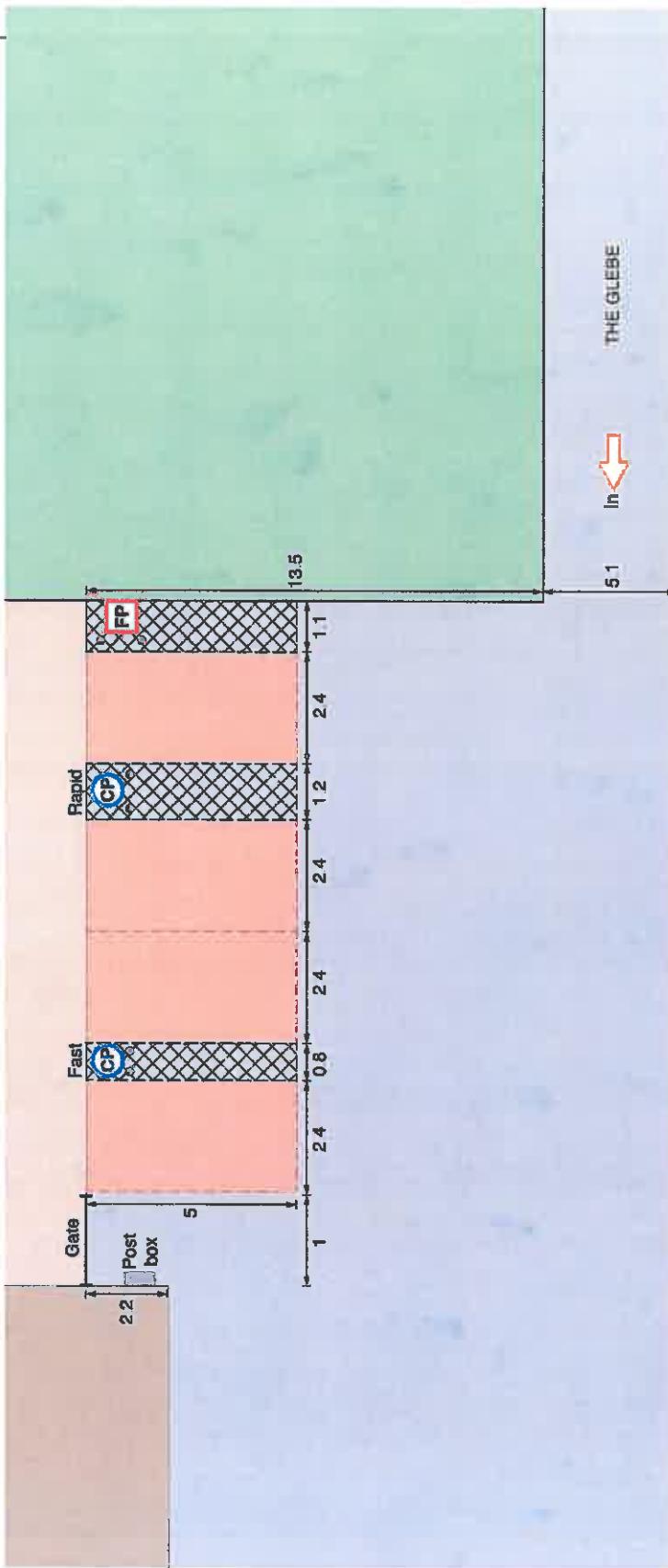
**Kevin Drane**  
Trees Officer

Part A - Project Scope – to be completed by Sales team			
Customer	Sutton Parish Council	Number of Bays	4
SBPM Name	Charlie Allen	Number of Sockets	4
Site Name/Street	The Glebe, 2 High Street, Sutton, Ely	Charger Type Required	1x 50kW 1x 7kW
Post Code	CB6 2RB	Date	10/04/2024
Handover Date	10/04/24	SBPM Signature	C ALLEN
		Allocated Planning	

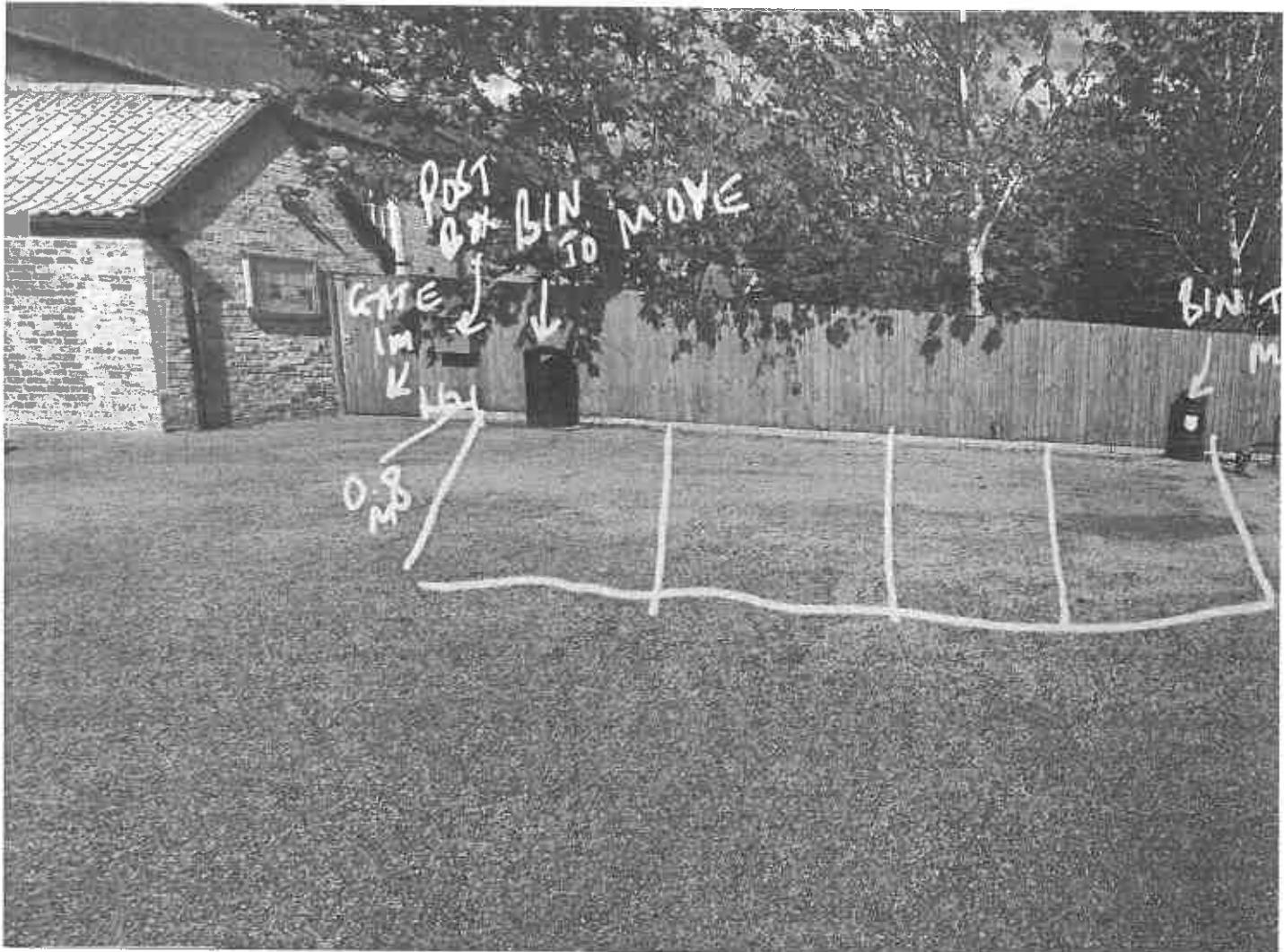
Part B - Site Information – to be completed by OPs team				
Site Name/Street	The Glebe, 2 High Street, Sutton, Ely	EVC. LA ID	Sutt-001	
Borough	Sutton Parish Council	Selector	C. Allen	
Ward	Sutton	Date Selected	10/4/24	
City	Ely	Revision Number	v. 1	
Post Code	CB6 2RB	Planning Manager	G. Rowe	
What 3 Words	lightly.multiple.squirts			
Activation	RLOA	1	LLOA	3
Site location	Latitude:	52.389773509653374	Eastings:	544756
	Longitude:	0.12575457218255165	Northings:	278987
NBU – PMO to Provide	330037	Power Capacity:	Three phases - 57 kVA	
Day 1 No. of Charger.	2	Wattage – 7kw, 22kw etc.	1x 50kW 1x 7kW	
Active Bays	4	Max No. of Bays	4	
Passive Bays	0	No. Required Hatched Bays	N/A	
Build Out/Bollards	No	Car Club Bays	N/A	
Signs: LA or VM	VM	Lining: LA or VM		
Street View & Map				

EV CHARGERS

**Key:****Location of EVCP Site****Active EVCP Bays****Location of Feed Pillar****Passive EVCP Bays****Chargepoint**



<p><b>Address:</b> The Glebe 2 High Street Sutton EY CB6 2FB</p> <p><b>Client:</b> Sutton Parish Council NB: 330037</p>	<p><b>Notes:</b></p> <ul style="list-style-type: none"> <li>Kerb height – N/A cm</li> <li>Mobile signal – 55 dBm</li> <li>Bin to be removed</li> <li>Carpark is special surface, match maybe (speak to contractor)</li> </ul>	<p><b>CP</b> Charge point   <b>FP</b> Feed pillar   <b>SP</b> Signage post</p> <p><b>CP</b> Chamber   <b>LP</b> Lamp post   <b>W</b> Water</p> <p><b>FP</b> Fire hydrant   <b>TP</b> Tree   <b>W</b> Water</p> <p><b>FP</b> Feed pillar   <b>LP</b> Lamp post   <b>W</b> Water</p> <p><b>CP</b> Chamber   <b>LP</b> Lamp post   <b>W</b> Water</p>
<p><i>Not to scale</i> All measurements in metres</p>		



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**From:** Philip Harty <clerk@sutton-cambs-pc.gov.uk>

**Sent:** 02 December 2024 08:51

**To:** Charlie Allen <Charlie.Allen@believ.com>

**Cc:** Mark Inskip <mark.inskip@sutton-cambs-pc.gov.uk>; Luke Jordan <luke.jordan@sutton-cambs-pc.gov.uk>

**Subject:** FW: "[EXTERNAL]"RE: Sutton PC -EV Charge Points

Hi Charlie,

I hope you had a good weekend.

Thank you for sending over the info re charging bays.

The Councillors are a bit concerned that the position of the Feed Pillar is where we currently have the bike racks.

The site drawing seems to make no reference to this.

Can you confirm if the bike racks are to stay or be removed?

Regards,

## Philip Harty

**From:** Charlie Allen <Charlie.Allen@believ.com>  
**Sent:** 02 December 2024 11:46  
**To:** Philip Harty  
**Cc:** Mark Inskip; Luke Jordan  
**Subject:** RE: "[EXTERNAL]"RE: Sutton PC -EV Charge Points

Hi Phil,

I have spoken to our build manager who has clarified that the bike racks and two bins will need to be moved to allow space for the bays and equipment. He has suggested we can move two of the bike racks to be parallel to the wall, but he does not think three will fit. Is there another location where the third bike rack could go?

Let me know your thoughts.

Charlie

