



Parish Clerk

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

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

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

Clerk: Mr P Harty

Public: County Councillor Lorna Dupres

MINUTES

MEMBERS: 15 QUORUM: 5 Vacancies: 2 Meeting Opened at 7.30pm

001/26 To receive and note apologies for absence.

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

002/26 To receive declarations of interest

- a) Councillors to declare any personal interest in any items on the agenda
- b) Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- c) Councillors to declare any pecuniary interest in any items on the agenda.

None Declared

003/26 Public Participation

To adjourn the meeting for up to 10 minutes to allow any members of the public and Councillors declaring a prejudicial interest to address the meeting **in relation to the business to be transacted at that meeting.**

None

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

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

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

Noted by Council

006/26 To receive reports in relation to Sutton from: (See Info Pack)

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

Noted by Council

1. To approve payments.

Online Payments

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

Direct Debits/Standing Orders

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

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

2. Finance WP (See Info Pack)

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

All present voted in favour.

Clerk to action

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

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

Report from Traffic and Transport WP (See Additional Info)

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

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

It was proposed by Cllr Inskip and seconded by Cllr Butler to consult with residents regarding making the Row one way from the High Street and making Painters Lane one way up to the High Street. 7 Cllrs voted in favour with 1 abstention.

Clerk to Action

009/26 Planning (See Info Pack)

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

010/26 Items To Be Noted

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

Noted by Council

011/26 To Approve Payment for Church Faculty

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

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

012/26 Review of Youth Club

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

013/26 Update on CCTV

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

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

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

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

Noted by Council

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

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

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

015/26 Safety at Mepal Road

To discuss:

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

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

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

Clerk to meet with Cllr Jordan to look at options.

017/26 Matters as Agenda Items for Future Consideration

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

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

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

Meeting Closed at 9.10pm



PROJECT AND ACTION PLAN

Full Council –19th May 2026 Agenda Item 036/26



May 2026

SUTTON PARISH COUNCIL

The Glebe, 4 High Street, Sutton, Ely, Cambs

2026 – Sutton Parish Council Project and Action chart

As at: 13th May 2026

Date	Priority Level	Detail	Budget	Progress	Completed
	M	Picnic Benches for open spaces and recreation ground	CIL	<ul style="list-style-type: none"> 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 	

	H	Cycle Parking (CCC) at facilities	CCC funded	<ul style="list-style-type: none"> 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 	Yes Yes
		<ul style="list-style-type: none"> Locations agreed. The Glebe car park, The Pavilion and The Brooklands Centre. 			

			<ul style="list-style-type: none"> 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 	<p>Yes</p>
H	<p>LHI Scheme – 20mph speed reduction</p> <ul style="list-style-type: none"> Application to be made for speed reductions on The Row, Painters Lane, West Lodge Lane and Mepal Road. Scheme to also include Ely Rd, Brooklands, High Street. 	CIL	<ul style="list-style-type: none"> 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 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. 	<p>Yes</p> <p>Yes</p> <p>Yes</p>

			<ul style="list-style-type: none"> • Clerk to produce survey re 20mph from A142 Roundabout through to the America. This part to be PFH1. • 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 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 	
10 th May 2022		Library Access Point	<ul style="list-style-type: none"> • 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 • WP looking at costs and configuration of room. • Meeting with school 10th Feb 26 • LIBRARY ACCESS POINT WP 	Yes
10 th May 2022		Provision for Young People	<ul style="list-style-type: none"> • 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 approx. 	Yes

			<ul style="list-style-type: none"> • £9k pa. • Clerk to produce Youth Policy and WP party to be established in 2025 • Clerk getting quote to provide activities from April 2025 • 3 quotes to go to Meeting Jan 2026 • Kirby & Cox to give presentation at Feb 2026 Meeting • Club scheduled to start on 14th April 2026 at 5.30pm • Youth Club started 14th April – 6 turned up. Hope to build on members in coming weeks. • Numbers now between 10 – 15 each week. 13th May 26 <p>YOUTH SERVICES AND ACTIVITIES WP</p>	
28 th June 2022	<p>War Memorial</p> <p>War Memorial</p>		<ul style="list-style-type: none"> • Obtain specialist advice as to what work is required. I.e., cleaning and/or re-letting, 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. • 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 	

			<ul style="list-style-type: none"> Grant applied for – WMT will grant 50% of quoted works if successful. PCC have informed us we need a Faculty. Applied for. FC To approve payment to Church. Faculty Approved – awaiting for price increase from approved contractor. Grant application updated. 	
24 th January 2023	LHI 23/24 Application Weight restriction on B1381	CIL	<ul style="list-style-type: none"> 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 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. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>

		<ul style="list-style-type: none"> • 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. Results of ANPR and Vibration back back – to go to WP • WP update in FC meeting 21/4/26 • Traffic Calming ideas sent to CCC – Awaiting site visit • Traffic and Transport WP 	

25 th July 2023	<p>Definitive Map Modification Order</p> <p>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</p>		<ul style="list-style-type: none"> • 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	<p>ECDC – Pride of Place, Nature Recovery Plans, Climate and Nature Actions</p>		<ul style="list-style-type: none"> • 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 • Work now complete. Conservation Group to do some tidy up work. 	
22 nd August 2023	<p>Maintenance to The Glebe:</p> <p>1) External windows – need cementing. 2) Window Hall internal – need attention</p>		<ul style="list-style-type: none"> • 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. 	

			<ul style="list-style-type: none"> • Salmon Bros have quoted £5635+vat for painting of windows. Does not include any remedial work. • Clerk to keep trying to obtain more quotes 	
August 2024	L	Wildflower Project	<ul style="list-style-type: none"> • Working Party to consider project • Clerk to provide more info. • Sports and Rec W/P 	
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	<ul style="list-style-type: none"> • To go to Full Council Nov 2025 to approve. • Application is now in with CCC 	Ongoing

Cllr Lorna Dupré

MONTHLY REPORT MAY 2026

FULL COUNCIL

Fenland county councillor Andy Osborn (Roman Bank and Peckover), elected as a Reform UK councillor, is currently a non-aligned independent and is suspended from duties after being found guilty of breaking electoral law by making or publishing a false statement about an opposing candidate.

Mr Osborn remains entitled to hold his seat until any appeal has been lodged and discharged. No vacancy can be declared until, at the earliest, the period in which an appeal can be lodged has first expired. The earliest date for the seat to be declared vacant is 6 May, if Mr Osborn chooses not to appeal. If he appeals, the seat will not become vacant until 15 July, unless the appeal is discharged earlier than this date.

At the time of writing, the composition of the county council is therefore as follows.

Liberal Democrat	32
Conservative	10
Reform UK	8
Labour	5
Green	3
Independent	2
Non-aligned Independent	1
Total	61

The Annual Meeting of the County Council will take place on Tuesday 19 May.

CHILDREN & YOUNG PEOPLE

More children offered first choice primary school place

94.7 per cent of Cambridgeshire children have been offered places at their first preference primary school this September, up 0.6 per cent on last year. The proportion offered a place at either their first, second or third choice school has marginally increased to 98.9 per cent. Just over one per cent of pupils (65 children) have been allocated places at schools not among their expressed preferences, the second lowest proportion recorded in the last five years.

This year saw a slight reduction in the total number of applications received for a primary school place—from 6,457 in 2025 to 6,313 this year.

Successful Healthy Child Programme extended

Councillors have agreed to extend the Healthy Child Programme partnership for two more years. The partnership with Cambridgeshire Community Services NHS Trust (now part of the new East of England Community Health & Care NHS Trust) is a national public health programme which aims to achieve good outcomes for all children from before birth through to age nineteen. It includes health visiting for 0-5s, and school nursing for 5-19s.

Since the agreement began a year ago, health visiting performance has steadily improved and in many categories Cambridgeshire is now above regional and national benchmarks.

The percentage of Cambridgeshire children achieving a Good Level of Development at the end of the reception year at school has also seen recent improvements, particularly for children on free school meals. New oral health sessions have been delivered in primary schools, alongside parent/carer webinars to support primary to secondary transition, and the creation of new resources for young people with special educational needs and disabilities.

Meanwhile the Family Nurse Partnership, a dedicated programme to support vulnerable young parents which is delivered as part of the scheme, has seen positive outcomes encouraging breastfeeding and reducing levels of smoking and teen pregnancies.

COMMUNITIES, SOCIAL MOBILITY & INCLUSION COMMITTEE

New vehicle for mobile library service

Cambridgeshire Libraries has been awarded £150,000 by Arts Council England to replace an ageing mobile library with a new, modern vehicle. This is likely to be deployed largely in Fenland.

Digital Hubs second round of funding now open

Connecting Cambridgeshire is now accepting applications for the next round of Digital Hubs funding. Community spaces can apply for grants of up to £4,200 to provide residents with free WiFi and digital devices and offer support with digital skills.

www.connectingcambridgeshire.co.uk/about/help-to-get-online/apply-to-become-a-digital-hub/

Slow cooker offer from Cambridgeshire ACRE

Cambridgeshire ACRE are currently running a programme across East Cambridgeshire to support people with the cost of living, focusing on practical, low-cost ways to prepare nutritious meals while keeping energy costs down.

As part of this work, they can offer a slow cooker donation and information-only option for community groups, food banks, and food support sessions. This would include

- donation of slow cookers for people who don't already have one and feel it would help them at home
- clear, easy-to-read information on safe and effective use of a slow cooker
- simple, affordable recipe ideas using low-cost ingredients commonly available through food support

This option is designed to be very light-touch and can be delivered discreetly alongside existing sessions, without adding pressure for volunteers or people using the service.

Cambridgeshire ACRE are also offering, where practical, free slow cooker demonstrations that can be delivered within community groups or food support sessions. These sessions are designed to be flexible and low-key and can work alongside food parcel distribution or existing activities. The session would include

- a short, practical demonstration using low-cost ingredients commonly available through food support
- information on running costs and safe use of slow cookers
- simple, affordable recipe ideas
- the option to provide free slow cookers to people who don't already have one, where appropriate

More information from Rachel.Mason@camsacre.org.uk

The Library Presents

Details of the latest *The Library Presents* season (16 May to 25 July) are now out. www.library.live/the-library-presents

ENVIRONMENT AND GREEN INVESTMENT

Grunty Fen landfill fires

A high-level multi-agency meeting took place on 28 April regarding the ongoing situation at Grunty Fen.

The County Council's lead member for the landfill site, Cllr Tom Hawker-Dawson, joined representatives from the Environment Agency, Police, Fire Service, district council, county council officers and the site operator for detailed discussions on recent incidents, site operations, air quality, litter, highways concerns and the impact on the local community.

Tom made clear the strength of local feeling and reinforced the concerns residents have raised with us.

A live regulatory assessment process is being conducted by the Environment Agency into recent incidents and site compliance. The Environment Agency has advised that it will keep us updated as soon as this process concludes.

We also raised residents' concerns regarding hazardous waste. We were assured that hazardous waste is not accepted at the site, and that waste loads are subject to robust checking procedures monitored by the Environment Agency.

While last week's fire was understood to have resulted from a hot waste load, previous deliberate fire-setting incidents remain firmly in mind. We were advised that a number of additional security measures have been introduced since the most recent such incident, and that site security arrangements continue to be kept under review.

Residents' concerns regarding highways impacts have been formally escalated, and we have been assured that the operator is implementing measures to prevent litter from escaping into the surrounding area.

We understand that waste importation is still expected to conclude by the current restoration deadline of 31 December 2026. This is an important factor in considering potential next steps—the sooner the site is restored, the sooner the site can close permanently. Although waste importation is expected to finish on time, final finishing works may continue into 2027.

We will continue to keep residents updated as further information becomes available.

Isle of Ely Villages Nature Recovery Project

A new project developed by Sustainable South East Cambridgeshire and Surrounding Areas (SSECAM) encourages the Isle of Ely parishes—Coveney, Haddenham, Little Downham, Little Thetford, Mepal, Stretham, Sutton, Wentworth, Wilburton, Witcham, and Witchford—to join forces to create a landscape where nature and people thrive side by side. This includes existing community groups as well as new people.

At the centre of this is growing a team of Nature Detectorists: local residents who care about their surroundings and want to play an active role improving habitats on their doorstep.

Who is a Nature Detectorist?

A Nature Detectorist is any community member who enjoys exploring their local area and spotting opportunities to help wildlife. You don't need to be an expert—just curious, observant and willing to get involved. Much like metal

detectorists uncover hidden treasures, Nature Detectorists uncover hidden potential for biodiversity. Together, they help identify opportunities such as:

- Planting hedgerows or native trees
- Restoring or creating ponds
- Improving streams, ditches and wetlands
- Enhancing woodland management
- Encouraging wildlife-friendly gardens
- Installing bird boxes, bat boxes or hedgehog highways
- Identifying land for community nature spaces

This is about neighbours working together to protect the landscapes they love. Contact Peter Bates at peter@ssecam.org if you are interested.

£1.48M grant to boost water resilience

Councillors have approved plans for a new £1.38 million grant scheme to help farmers and growers across Cambridgeshire use water more efficiently and reduce pressure on the county's chalk streams and water resources.

The Government-funded Water Resilience Grant Scheme will be delivered by Water Resources East (WRE), and will support practical measures such as rainwater harvesting, on-farm water storage and more efficient irrigation. These improvements will help farms become more resilient and access alternative water sources, helping to manage overall water demand across homes, businesses, and the environment.

Detailed design is still being worked through, and more information on how and when farms can apply will be shared in the coming weeks.

Cambridgeshire is already facing growing pressure on water resources. Helping farms and horticultural businesses reduce the amount of water they need to take from rivers and chalk streams will increase water resilience whilst supporting wildlife and protecting sensitive habitats.

More information will be published on the county council and WRE websites when available.

HEALTH SCRUTINY

The new Central East Integrated Care Board was officially launched on 1 April 2026. There is a new Central East ICB website which includes the new Board's five year strategy, called *Our Way*.

www.centraleast.icb.nhs.uk/

www.centraleast.icb.nhs.uk/about/icb/five-year-plan/

A new pilot scheme enables patients from Cambridgeshire and Peterborough with worrying breast cancer symptoms to be referred directly to specialist clinics at Addenbrooke's, Hinchingsbrooke or Peterborough hospital, without needing a GP appointment. The new self-referral service is available via NHS 111 online or the NHS App and means patients do not need to wait for a GP appointment and subsequent hospital referral, offering eligible patients faster access to diagnostic care. Patients complete a symptom assessment via NHS 111 online.

<https://111.nhs.uk/>

The latest update from East of England Ambulance Service reports an improved average response time of 28 minutes 15 seconds for Category 2 emergency calls like chest pain or symptoms of stroke. This is within the thirty-minute target set for all ambulance trusts by NHS England; and it is the local ambulance trust's best monthly average since May 2021.

Ahead of the building of the new Cambridge Children's Hospital which is due to start next year, the project has been bringing together the project team, construction team, parents, staff and other stakeholders to review the final designs for the hospital. Meanwhile a new study is looking at how health impacts school readiness. Called BLOOMS (Babies' Longitudinal Outcomes, Omics and Milestones Study), it aims to predict which babies in Neonatal Intensive Care Units are most likely to need additional help to prepare them for school. Although BLOOMS starts recruiting children in 2026, several years before the new hospital opens, it will be one of the Cambridge Children's Research Institute's flagship programmes.

The Care Quality Commission has published the findings of a community mental health survey of over 12,000 service users. Results for individual trusts can be found including those for Cambridgeshire and Peterborough NHS Foundation Trust (CPFT). The Commission served a warning notice on Cambridgeshire and Peterborough NHS Foundation Trust on 12 March 2026 for failing to meet the regulations related to person-centred care, dignity and respect, safe care and treatment and good governance at Fulbourn Hospital and the Cavell Centre in Peterborough.

<https://www.cqc.org.uk/provider/RT1/surveys/134>

HIGHWAYS & TRANSPORT

Local Highway Improvements

Four parishes in the Sutton division have submitted Local Highway Improvement applications this year.

- Mepal: MVAS units (two)
- Witcham: speed limit change (village-wide)
- Witchford: priority narrowing (Main Street)

- Coveney: various signage eg road narrows, single track road no passing places, pedestrians in road, and distance subplate (near Wardy Hill)

Indicative timescales for determination of applications are as follows.

Complex applications

- April–May: Feasibility report preparation and distribution
- June–July: Scoring panel sessions with applicant presentations
- August–September: Finalisation of prioritised funding lists

Non-complex applications

- April–June: Ongoing scoring of applications
- July–August: Finalisation of prioritised funding lists

Funding award

- Tuesday 6 October: CCC Highways & Transport Committee

Sutton to Mepal cycleway

Work is ongoing to investigate a new segregated cycle route across the A142 from Sutton to Mepal. The aim is to install a new signalised crossing and speed reduction on the A142, with upgrades to the existing paths at either side to provide a safer active travel route.

Street lighting

The county council's programme of LED street light replacements is continuing, with work planned for Sutton, Wentworth and Witcham in August.

Road updates

Straight Furlong, Pymoor: as a result of the recent works, the verge now slopes much more steeply down and less road width is safely usable. At the time of writing, options are being considered and costed to address this.

Station Road, Sutton: this project completed ahead of schedule and has been well received.

Prioritisation for road maintenance 2027/28: the condition of the road network across Cambridgeshire will be mapped in the coming weeks, and the results reviewed to help determine priorities for funding from April 2027.

Cambridgeshire's road hierarchy will also be reviewed in 2027. Road types in the hierarchy below motorway level are as follows.

- Strategic route
- Main distributor
- Secondary distributor
- Link road

- Local access road
- Minor road

'Close pass' campaign for cyclists and horse riders

A new campaign is being launched by Cambridgeshire County Council to highlight a change in the Highway Code which came into force in 2022.

Following the change to Rule 163, motorists may overtake only when it is legal and safe to do so and now need to leave at least 1.5 metres between their vehicles and people on bikes when driving at speeds up to 30MPH—and more space at higher speeds. The rule also makes clear that drivers should give motorcyclists, cyclists and horse riders at least as much room as when overtaking a car.

For pedestrians walking in the road—for example where there is no pavement—motorists should allow at least two metres and pass slowly. When passing horse riders and horse-drawn vehicles, drivers should slow to under 10MPH.

Motorists are also instructed to take extra care and give more space in bad weather including high winds and at night. Rule 163 makes clear that drivers should not overtake if it is unsafe or if it is not possible to meet these clearances.

As part of the campaign to reduce close passes, temporary signs will be installed on lampposts on roads throughout the county through to the end of 2027. Adverts are being run on Stagecoach and Whippet buses along with social media promotion and messages across the county's roadside Variable Messaging Signs. www.cambridgeshire.gov.uk/close-pass-campaign

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 1 June and Monday 6 July, 18:30-19:30.

On Wednesday 27 May I hope to be at the Coveney coffee morning at 10:30AM and Little Downham Book Café at 2:00PM.

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 divisi

Cllrs Lorna Dupré and Mark Inskip

MONTHLY REPORT MAY 2026

UPDATE ON NEW WASTE COLLECTION PLANS

Plans are now well under way for a new, weekly food waste service and wheeled bins to replace black bags for non-recyclable waste. The majority of the containers are already on site and are being delivered, with the remainder on their way in time for new services to start on 1 June.

Crews are currently carrying out dry runs, to familiarise themselves with the new routes. Some missed collections are bound to occur initially (many of us will remember when this happened after collection rounds were changed a few years ago). To counter this, mop-up crews will be in place to address and clear any missed collections as quickly as possible.

The new black bins and food waste caddies are being unloaded at the depot and delivered to residents by contractors Kee Environmental at a rate of around 1200 properties a day. Flats and communal properties will receive their bins in the week immediately before the new service is due to begin, so that the existing bins can be emptied and removed. Each household is also supplied with an information pack, covering key issues for the new service.

Large numbers of residents have requested additional or larger bins and council officers are working through these requests in order of receipt.

COMMUNITY FUND APPLICATIONS OPEN

Grants of up to £1,000 are now available to community groups from the Community Fund.

The money can be spent on new or existing projects designed to improve the quality of life for residents in East Cambridgeshire. Up to 75 per cent of the project costs can be sought, with a minimum grant of £250 and a maximum grant of £1,000. Applicants will need to demonstrate they have 25 per cent of the total project cost as cash or as in-kind match funding. Only one grant per group or organisation may be awarded in any financial year (April to March).

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

Other live grant schemes

A reminder that, as we reported last month, the Local Infrastructure Fund and Inclusive Plan and Open Spaces Fund are also currently open to applications.

LAND AT ANGEL DROVE ELY

A planning application (26/00211/ESF) has been submitted for a warehouse with ancillary office and welfare, associated parking, van storage, access, landscaping, lighting and associated services and infrastructure.



The development of over thirteen hectares would include 193 car parking spaces and 705 van storage spaces. City of Ely Council has recommended that the plans be refused on grounds of increased congestion and 'out of scale' design.

NEW RULES FOR PLANNING APPEALS

The Government has laid down new regulations for managing planning appeals carried out by written representation (rather than an oral hearing or inquiry).

Under the new process, the majority of written representation appeals will accept only the evidence put before the local planning authority during application. Material not submitted as part of the process of the original planning application will not be admissible.

<https://www.gov.uk/government/news/simpler-faster-planning-appeals-are-coming>

AFFORDABLE HOMES AND GARDEN CLOSE

Abbey Homes have claimed that it is not viable for them to provide the required proportion of affordable homes on the land behind Garden Close. Two alternatives are under consideration at the time of writing.

- four 'First Homes' on site
- payment of a 'commuted sum' of £310,000 to provide affordable housing somewhere else

The assessment of Bespoke Property Consultants is that 'both offers are acceptable, albeit the commuted sum position does not deliver a developers return that is within the NPPG [National Planning Policy Guidance] guidance of between 15% and 20%'.

The 'First Homes' offer would deliver a 15.65% return, and the commuted sum would deliver a return of 14.67%. Our view is that neither option is adequate.

<https://www.gov.uk/first-homes-scheme>

LOCAL PLANNING APPLICATIONS

AWAITING CONSIDERATION OR DECISION

Applications in the Sutton ward awaiting consideration or determination include

Mepal

- **17 Bridge Road, Mepal:** conservation, repair and partial demolition of redundant agricultural storage structures and elements of new build to create leisure and accommodation facility (25/00018/FUL)
- **Three Pickerels, Mepal:** single storey function room within garden area to replace temporary marquee (25/01303/FUL)

Sutton

- **Garden Close:** modification of planning obligation 17/01445/OUM affordable housing requirement (25/01097/MPO) (see above)
- **Garden Close:** variation of approved plans 22/00057/RMM including removal of affordable housing (25/00667/VARM) (see above)
- **Meadlands Farm, Sutton Gault:** replacement dwelling (25/01258/FUL)
- **SE of 107 The Row:** proposed lake and associated works (25/00114/FUL)
- **3 Victoria Place:** two-storey side and front extension, following demolition of garage; new single storey porch and additional external works (26/00324/FUL)
- **15 Painters Lane:** single storey extension to side and rear, with external alterations including removal of chimneys (26/00352/FUL)
- **Anson Packaging, Elean Business Park:** to retain portacabins (26/00363/FUL)
- **22A High Street:** ground floor internal alterations and addition of window (26/00248/LBC)

Witcham

- **The Bungalow, Hive Road, Witcham:** single storey side extensions and installation of rooflights and PV panels (26/00194/FUL)

DECIDED

Applications in the Sutton ward which have recently been decided include

- **26 Chestnut Way, Mepal:** removal of existing fence and replacement with new close-boarded timber fence (26/00185/CLP) **REFUSED**
- **35 High Street, Sutton:** demolish single storey store and part boundary wall, construct replacement single story store, extend existing drop kerb to provide two off-street parking spaces (26/00214/FUL) **PERMITTED**
- **104 High Street:** demolition of existing garage and erection of five dwellings (25/01016/OUT) **PERMITTED**
- **The Bungalow, Hive Road, Witcham:** conversion from office to residential (26/00195/ERN) **REFUSED**

The application for temporary siting of caravan / static caravan (26/00172/CLP) at 7 High Street, Witcham has been withdrawn.

INDUCTION OF NEW RECTOR

We were delighted to attend the institution and induction of The Revd Christopher Hollingshurst as our new Rector. We wish him well in his new role, and look forward to working with him.

MAY MEETINGS

- Wednesday 6 May: Planning Committee
- Thursday 21 May: Annual Council

MEET YOUR COUNCILLORS

We will be at Joy Bistro, 65 High Street, Sutton on Monday 1 June and Monday 6 July 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 Glebe Management Committee - Terms of Reference

All meetings shall follow the Councils Standing Orders.

Conduct of all members shall be in line with Code of Conduct as adopted by the Council.

Purpose of the Management Committee:-

This committee is appointed to make recommendations to Full Council in respect of the following:

- Review of hiring regulations
- Annually Review Pricing Structure relating to Hire of Rooms
- Review maximising revenue
- Review opportunities to promote centre
- Monitor income and expenditure of the centre
- Review long term maintenance plan

This is an Advisory only Committee and has no delegated Powers.

Membership

1. Membership of the Committee is 2 councillors with 1 reserve and 2 PCC Trustees with 1 reserve.
The Committee will comprise of no more than 6 members at any one time.
2. The Chair will be elected by the Committee and must be a serving Councillor. The Vice-Chair will be appointed from any other members of the Committee.
This will be at the First Committee meeting following the Annual Parish Council Meeting of that Civic Year.
3. Membership of the Committee shall be determined at the Annual Meeting of the Council.
The PCC are to notify in writing who they have appointed as representatives for the coming year to the Clerk prior to the first meeting of that civic year.

Quorum

The quorum necessary for the transaction of any business shall be three.

Frequency of Meeting(s)

The Committee will hold at least one meeting per year, but no more than two meetings to discuss management issues only.

Terms of Reference

A Delegated Powers:

- The Committee has no delegated powers.

B Recommendations to Full Council:

- a. Review of hiring regulations**
To discuss and review current hiring regulations and make recommendations to Full Council.
- b. Annually Review Pricing Structure relating to Hire of Rooms**
To review CPI Index and make recommendations to Full Council regarding percentage increase in pricing..
- c. Review maximising revenue**
To review ways to increase revenue such as costs, pricing and marketing.
- d. Review opportunities to promote centre**
To look at ways of promoting the centre to increase usage such as advertising and make recommendations to Full Council.
- e. Monitor income and expenditure of the centre**
To review and ensure that best practice is in place and to recommend any ways to improve income and expenditure to Full Council
- f. Review long term maintenance plan**
To review maintenance issues and to make recommendations to Full Council within budgetary constraints.

C Role of the Parish Clerk

- The Clerk will issue and advertise the agenda along with related information in line with the Parish Council Standing Orders.
- To ensure ToR are reviewed and adopted annually
- To ensure Members are appointed annually
- To ensure any recommendations form part of the next Full Council Meeting Agenda.

Review date	By Whom	Version	Date adopted
19 TH May 2026	Full Council	V1	



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Association of Local Councils

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Cambridgeshire & Peterborough Association of Local Councils

11th May 2026

By Email: clerk@sutton-cambs-pc.gov.uk

Sutton Parish Council

Dear Chairman and Cllrs

Sutton Parish Council Internal Audit: End of Year Visit 2026

Following my recent visit to Sutton Parish Council on 8th May 2026, I confirm I met with the Clerk & RFO to complete the council's Internal Audit for 2025/26.

With the new Assertion 10 coming into effect this year, I have noted that an IT Policy is in place, the Council is using an authority owned domain for its website and all Councillors are using Council email addresses. An Accessibility Statement is published on the website.

Please find enclosed my report and recommendations following the visit. As with proper practices the Council should formally receive this report (as it does for the External Audit) and minute the plans it has to set out any improvements required and remedial actions to be taken.

Yours faithfully

Linda Miller

Internal Auditor



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Association of Local Councils

INTERNAL AUDIT CHECKLIST 'YEAR END 2025-26'

Name of Authority: Sutton Parish Council **Date(s) of Audit:** 8th May 2026
Audit Completed By: Linda Miller

AGAR Certificate Reference	Work Completed by CAPALC	Conclusion	Recommendations
A. Appropriate accounting records have been properly kept throughout the year.	During our visit(s) we have reviewed the accounting system and checked that the information is recorded accurately and promptly. This means we have reviewed the cashbook, examined a sample of financial transactions, ensured bank reconciliations (see item I) are carried out, etc. This list is just an example.	All accounting records were found to be in good order. The council makes use of reports from Rialtas and paying, banking and recording all transactions promptly and regularly. Regular bank reconciliations are completed.	None Council response:
B. This authority complied with its financial regulations, payments	We have reviewed Financial Regulations and Standing Orders ensuring they are adequate and if	Procedures for making payments are in line with proper practices	None

monitored; and reserves were appropriate.	established Earmarked Reserves which are reviewed annually during the budgetary process. That the precept request is submitted to the relevant authority on time and matches the receipt in the accounts.	Earmarked Reserves are identified and managed. The precept was submitted in good time and matches with the receipt shown. We have confirmed the figure corresponds with Box 2 of the AGAR.	Council response:
E. Expected income was fully received based on correct prices, properly recorded and promptly banked; and VAT appropriately accounted for.	We have checked that expected income has been received and checked that there are no obvious omissions. Income may include allotments, cemeteries, hall hire, leases, or other revenue streams depending on the council. We have checked that there are appropriate follow ups made for 'aged debtors'.	Income records are thorough and well kept. Rialtas accounting software is used.	None
			Council response:
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	If held, we have considered the amount of petty cash held in line with the number of transactions made during the year.	Sutton Parish Council does not use Petty Cash.	None
			Council response:
G. Salaries to employees and allowances to members were paid in	We picked one month and tested the payroll to ensure the correct deductions have been made,	The salary records in our sample were found to be in good order.	None

creditors were properly recorded.			
K. If the authority certified itself as exempt from a limited assurance review in the prior year, it met the exemption criteria and correctly declared itself exempt.	We have confirmed that the Council was subject to limited assurance review OR We have confirmed that the Council was exempt, met the criteria and correctly declared itself exempt.	We have confirmed that the Council was subject to limited assurance review and the external auditors certificate was viewed as part of this process.	None
			Council response:
L. The authority publishes information on a free to access website, up to date at the time of the internal audit in accordance with the relevant legislation.	We have reviewed the Council's website to confirm it is meeting the requirements of the relevant regulations, including publishing the ICO Model Publication Scheme on the website.	The existing website is up to date and contains the required information. ICO Model Publication Scheme V3 has been adopted as of May 2025 and is published on the website.	None
			Council response:
M. The authority, during the previous year, correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations.	We have reviewed the notice announced during the summer of 2025 along with Sections 1 and 2 of the 2024/25 AGAR. We have obtained evidence that the required documentation has been published on the Council's website (webpage).	The council properly provided for the period for the exercise of public rights. The notices for this are correctly completed and still available on the council's website.	None
			Council response:

Notes

In our column entitled 'Conclusions' we have highlighted areas where we believe improvements could be considered or attention is required if necessary. If we feel you should be considering a response to your Assertions under Section 1, we have commented under our column 'Recommendations'.

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2025/26

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty) and is properly signed and dated. Any amendments **must** be approved by the authority and properly initialled.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2026
- The Annual Governance Statement (Section 1) **must** be approved before the Accounting Statements (Section 2) and evidenced by the agenda or minute references, even where approved on the same day.
- The Responsible Financial Officer (RFO) **must** certify the accounts (Section 2) before they are presented to the authority for approval. The authority **must** in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period which **must** be a single period of 30 working days for inspection (this excludes weekends and public holidays) which **must** include the first 10 working days of July.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chair, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor **must** be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- Additional costs may be incurred if additional audit work is required.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2025) equals the balance brought forward in the current year (Box 1 of 2026).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights which **must** be a single period of 30 working days for inspection (this excludes weekends and public holidays) which **must** include the first 10 working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2026**

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', has an explanation been published?	N/A	
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?	✓	
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chair of the approval meeting?		
	Has an explanation of significant variations been published where required?		
	Has the bank reconciliation as at 31 March 2026 been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.		

***Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices**, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Governance and Accountability Return 2025/26 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £15 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2025/26

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** must be completed by the authority's internal auditor.
 - **Sections 1 and 2** must be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2026**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2026** Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2026
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2025/26

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability Return **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities **must** publish the following information on the authority website/webpage:

Before 1 July 2026 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2025/26** approved and signed, page 4
- **Section 2 - Accounting Statements 2025/26** approved and signed, page 5

Not later than 30 September 2026 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review. It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

Sutton Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		Yes means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes:	No:	N/A has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.			<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

<https://www.sutton-cambs-pc.gov.uk/>

ENTER FULLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Annual Internal Audit Report 2025/26

Sutton Parish Council

<https://www.sutton-cambs-pc.gov.uk/>

During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
H. Asset and investments registers were complete and accurate and properly maintained.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Periodic bank account reconciliations were properly carried out during the year.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set)</i> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N. The authority has complied with the publication requirements for 2024/25 AGAR <i>(see AGAR Page 1 Guidance Notes)</i> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

DD/MM/YYYY 08/05/2026

BY LINDA OF MILLER AUDITOR

Signature of person who carried out the internal audit

L. Miller

Date

08/05/2026

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 2 – Accounting Statements 2025/26 for


Sutton Parish Council

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
1. Balances brought forward	154,873	165,525	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	188,960	200,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	74,649	134,898	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	134,244	140,489	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	13,744	13,129	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	104,939	128,981	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	165,525	217,824	Total balances and reserves at the end of the year. must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	164,952	205,220	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	1,111,064	1,119,296	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	24,000	12,000	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?		<input checked="" type="checkbox"/>	For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval.

SIGNATURE REQUIRED

 Date 08/05/2026

I confirm that these Accounting Statements were approved by this authority on this date:

DDMMYYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Section 3 – External Auditor’s Report and Certificate 2025/26

In respect of

Sutton Parish Council

1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2026 and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor’s limited assurance opinion 2025/26

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2025/26

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2026

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DDMMYYYY

WHAT PARISH MEETINGS NEED TO DO TO ADVERTISE THE PERIOD DURING WHICH ELECTORS AND INTERESTED PERSONS MAY EXERCISE RIGHTS RELATING TO THE ANNUAL ACCOUNTS

The [Local Audit and Accountability Act 2014](#) and the [Accounts and Audit Regulations 2015](#) require that:

- 1) The accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested, during a period of 30 working days set by the smaller authority (i.e. the parish meeting) and including the first 10 working days of July.
- 2) The period referred to in paragraph (1) starts with the day on which the period for the exercise of public rights is treated as having been commenced i.e. the day following the day on which all of the obligations in paragraph (3) below have been fulfilled.
- 3) The Chair must, on behalf of that authority, publish (**which must include publication on the authority's website where the parish meeting has a website**):
 - a) the Accounting Statements (i.e. Section 2 of either Form 2PM or 3PM, whichever is relevant, of the Annual Governance & Accountability Return (AGAR)), accompanied by:
 - i) a declaration, signed by that officer to the effect that the status of the Accounting Statements are unaudited and that the Accounting Statements as published may be subject to change;
 - ii) the Annual Governance Statement (i.e. Section 1 of either Form 2PM or Form 3PM, whichever is relevant, of the AGAR); and
 - b) a statement that sets out—
 - i) the period for the exercise of public rights;
 - ii) details of the manner in which notice should be given of an intention to inspect the accounting records and other documents;
 - iii) the name and address of the local auditor;
 - iv) the provisions contained in section 26 (inspection of documents etc.) and section 27 (right to make objections at audit) of the Act, as they have effect in relation to the authority in question;

HOW DO YOU DO IT?

- 1) You will meet statutory requirements if you fully and accurately **complete the notice of public rights pro forma** in this document, and if the parish meeting has a website, **publish the following documents** on the website, the day before the public rights period commences. If the parish meeting has no website, the following documents must simply be displayed in the local area for 14 days:
 - a) the approved Sections 1 and 2 of either Form 2PM or 3PM, whichever is relevant to your smaller authority, of the AGAR; and
 - b) the completed Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return. Please note that we have pre-completed it with the following suggested dates: Wednesday 3 June – Tuesday 14 July 2026. (The latest possible dates that comply with the statutory requirements are Wednesday 1 July – Tuesday 11 August 2026); and
 - c) the notes which accompany the Notice (Local authority accounts: a summary of your rights).

Where the authority has answered 'No' to any assertions on Section 1, as stated on the face of Section 1 of the AGAR, a sufficiently detailed explanation of the reasons must be published with the AGAR on the authority's website.

Smaller authority name: _____

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF UNAUDITED ANNUAL GOVERNANCE &
ACCOUNTABILITY RETURN**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026

**Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)**

NOTICE	NOTES
<p>1. Date of announcement <u>1/6/26</u> (a)</p> <p>2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.</p> <p>Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2026, these documents will be available on reasonable notice by application to:</p> <p>(b) <u>Philip Harty, Clerk & RFO, 01353 777189</u></p> <p>_____</p> <p>_____</p> <p>commencing on (c) <u>Wednesday 3 June 2026</u></p> <p>_____</p> <p>and ending on (d) <u>Tuesday 14 July 2026</u></p> <p>_____</p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none">• The opportunity to question the appointed auditor about the accounting records; and• The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2024. The appointed auditor is:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 30 Churchill Place London E14 5RE (sba@pkf-l.com)</p> <p>5. This announcement is made by (e) <u>Philip Harty, Clerk & RFO</u></p>	<p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Chair or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and exactly 30 working days before the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July.</p> <p>(e) Insert name and position of person placing the notice – this person must be the Chair of the parish meeting</p>

LOCAL AUTHORITY ACCOUNTS: A SUMMARY OF YOUR RIGHTS

Please note that this summary applies to all relevant smaller authorities, including parish meetings where there is no parish council.

The basic position

The [Local Audit and Accountability Act 2014](#) (the Act) governs the work of auditors appointed to smaller authorities. This summary explains the provisions contained in Sections 26 and 27 of the Act. The Act and the [Accounts and Audit Regulations 2015](#) also cover the duties, responsibilities and rights of smaller authorities, other organisations and the public concerning the accounts being audited.

As a local elector, or an interested person, you have certain legal rights in respect of the accounting records of smaller authorities. As an interested person you can inspect accounting records and related documents. If you are a local government elector for the area to which the accounts relate you can also ask questions about the accounts and object to them. You do not have to pay directly for exercising your rights. However, any resulting costs incurred by the smaller authority form part of its running costs. Therefore, indirectly, local residents pay for the cost of you exercising your rights through their council tax.

The right to inspect the accounting records

Any interested person can inspect the accounting records, which includes but is not limited to local electors. You can inspect the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records. You can copy all, or part, of these records or documents. Your inspection must be about the accounts, or relate to an item in the accounts. You cannot, for example, inspect or copy documents unrelated to the accounts, or that include personal information (Section 26 (6) – (10) of the Act explains what is meant by personal information). You cannot inspect information which is protected by commercial confidentiality. This is information which would prejudice commercial confidentiality if it was released to the public and there is not, set against this, a very strong reason in the public interest why it should nevertheless be disclosed.

When smaller authorities have finished preparing accounts for the financial year and approved them, they must publish them (including on a website). There must be a 30 working day period, called the 'period for the exercise of public rights', during which you can exercise your statutory right to inspect the accounting records. Smaller authorities must tell the public, including advertising this on their website, that the accounting records and related documents are available to inspect. By arrangement you will then have 30 working days to inspect and make copies of the accounting records. You may have to pay a copying charge. The 30 working day period must include a common period of inspection during which all smaller authorities' accounting records are available to inspect. This will be 1-14 July 2026 for 2025/26 accounts. The advertisement must set out the dates of the period for the exercise of public rights, how you can communicate to the smaller authority that you wish to inspect the accounting records and related documents, the name and address of the auditor, and the relevant legislation that governs the inspection of accounts and objections.

The right to ask the auditor questions about the accounting records

You should first ask your smaller authority about the accounting records, since they hold all the details. If you are a local elector, your right to ask questions of the external auditor is enshrined in law. However, while the auditor will answer your questions where possible, they are not always obliged to do so. For example, the question might be better answered by another organisation, require investigation beyond the auditor's remit, or involve disproportionate cost (which is borne by the local taxpayer). Give your smaller authority the opportunity first to explain anything in the accounting records that you are unsure about. If you are not satisfied with their explanation, you can question the external auditor about the accounting records.

The law limits the time available for you formally to ask questions. This must be done in the period for the exercise of public rights, so let the external auditor know your concern as soon as possible. The advertisement or notice that tells you the accounting records are available to inspect will also give the period for the exercise of public rights during which you may ask the auditor questions, which here

means formally asking questions under the Act. You can ask someone to represent you when asking the external auditor questions.

Before you ask the external auditor any questions, inspect the accounting records fully, so you know what they contain. Please remember that you cannot formally ask questions, under the Act, after the end of the period for the exercise of public rights. You may ask your smaller authority other questions about their accounts for any year, at any time. But these are not questions under the Act.

You can ask the external auditor questions about an item in the accounting records for the financial year being audited. However, your right to ask the external auditor questions is limited. The external auditor can only answer 'what' questions, not 'why' questions. The external auditor cannot answer questions about policies, finances, procedures or anything else unless it is directly relevant to an item in the accounting records. Remember that your questions must always be about facts, not opinions. To avoid misunderstanding, we recommend that you always put your questions in writing.

The right to make objections at audit

You have inspected the accounting records and asked your questions of the smaller authority. Now you may wish to object to the accounts on the basis that an item in them is in your view unlawful or there are matters of wider concern arising from the smaller authority's finances. A local government elector can ask the external auditor to apply to the High Court for a declaration that an item of account is unlawful, or to issue a report on matters which are in the public interest. You must tell the external auditor which specific item in the accounts you object to and why you think the item is unlawful, or why you think that a public interest report should be made about it. You must provide the external auditor with the evidence you have to support your objection. Disagreeing with income or spending does not make it unlawful. To object to the accounts you must write to the external auditor stating you want to make an objection, including the information and evidence below and you must send a copy to the smaller authority. The notice must include:

- confirmation that you are an elector in the smaller authority's area;
- why you are objecting to the accounts and the facts on which you rely;
- details of any item in the accounts that you think is unlawful; and
- details of any matter about which you think the external auditor should make a public interest report.

Other than it must be in writing, there is no set format for objecting. You can only ask the external auditor to act within the powers available under the [Local Audit and Accountability Act 2014](#).

A final word

You may not use this 'right to object' to make a personal complaint or claim against your smaller authority. You should take such complaints to your local Citizens' Advice Bureau, local Law Centre or to your solicitor. Smaller authorities, and so local taxpayers, meet the costs of dealing with questions and objections. In deciding whether to take your objection forward, one of a series of factors the auditor must take into account is the cost that will be involved, they will only continue with the objection if it is in the public interest to do so. They may also decide not to consider an objection if they think that it is frivolous or vexatious, or if it repeats an objection already considered. If you appeal to the courts against an auditor's decision not to apply to the courts for a declaration that an item of account is unlawful, you will have to pay for the action yourself.

For more detailed guidance on public rights and the special powers of auditors, copies of the publication [Local authority accounts: A guide to your rights](#) are available from the NAO website.

If you wish to contact your authority's appointed external auditor please write to the address in paragraph 4 of the *Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return*.



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:

Olivia Akroyd

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 25/01016/OUT
Your ref

17th April 2026

Dear Clerk

Proposal: Outline planning permission for the demolition of existing garage and erection of 5 dwellings. All matters reserved except for access
Location: 104 High Street Sutton Ely Cambridgeshire CB6 2NW
Reference: 25/01016/OUT

I am writing to inform you that the above proposal has been considered and it was resolved to approve the application.

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=T2SJ5QGGIHY00>.

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

Yours faithfully

Olivia Akroyd
Planning Officer



**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:

Charlotte Sage

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 26/00324/FUL
Your ref

7th May 2026

Dear Clerk

Proposal: Two storey side/front extension, following demolition of garage. New single storey porch and additional external works
Location: 3 Victoria Place Sutton Ely Cambridgeshire CB6 2NP
Reference: 26/00324/FUL

I am writing to inform you that the above proposal has been considered and it was resolved to approve the application.

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=TC6TSHGGL9G00>.

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

Yours faithfully

Charlotte Sage
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:

Christopher Partrick

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 26/00248/LBC
Your ref

7th May 2026

Dear Clerk

Proposal: Ground floor internal alterations and addition of window
Location: 22A High Street Sutton Ely Cambridgeshire CB6 2RB
Reference: 26/00248/LBC

I am writing to inform you that the above proposal has been considered and it was resolved to approve the application.

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=TB9MM4GGK5F00>.

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

Yours faithfully

Christopher Partrick
Conservation Officer



**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:

Charlotte Sage

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 25/00114/FUL
Your ref

12th May 2026

Dear Clerk

Proposal: Proposed lake and associated works
Location: Land South East Of 107 The Row Sutton Cambridgeshire
Reference: 25/00114/FUL

I am writing to inform you that the above proposal has been considered and it was resolved to approve the application.

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=SQYOU5GGKOH00>.

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

Yours faithfully

Charlotte Sage
Planning Officer



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:

Philip Baum

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 26/00214/FUL
Your ref

30th April 2026

Dear Clerk

Proposal: Demolish existing single storey store and part boundary wall, construct replacement single storey store, extend existing drop kerb to provide two off-street parking spaces
Location: 35 High Street Sutton Ely Cambridgeshire CB6 2RB
Reference: 26/00214/FUL

I am writing to inform you that the above proposal has been considered and it was resolved to approve the application.

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=TAWH2WGGJQM00>.

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

Yours faithfully

Philip Baum
Planning Officer



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:

Cassy Paterson

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 26/00352/FUL
Your ref

11th May 2026

Dear Sir/Madam

Proposal: Single storey extension to side and rear, with external alterations including removal of chimneys
Location: 15 Painters Lane Sutton Ely Cambridgeshire CB6 2NS
Reference: 26/00352/FUL

I am writing to inform you that the above proposal on which we consulted you has now been withdrawn. If you wish to discuss this matter by telephone, the Case Officer Cassy Paterson is available on 01353 665555

Yours faithfully

Cassy Paterson
Planning Officer



**EAST CAMBRIDGESHIRE
DISTRICT COUNCIL**
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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:

Christopher Partrick

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 26/00163/LBC
Your ref

7th May 2026

Dear Sir/Madam

Proposal: Remedial works to curtilage-listed barn, including partial demolition and rebuilding of north elevation
Location: Mostyn 76 High Street Sutton Ely Cambridgeshire
Reference: 26/00163/LBC

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 29th May 2026. 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=TAAJHCGG0CU00>. 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 29th May 2026, 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 Christopher Partrick on 01353 665555.

Yours faithfully

Christopher Partrick
Conservation Officer



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:

Kanchan Sharma

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 26/00405/VARM
Your ref

21st April 2026

Dear Sir/Madam

Proposal: To vary conditions 1 (Approved Plans), 5 (Off-site Pedestrian Improvement Work), 6 (Roundabout Upgrade), 7 (Priority junction Upgrade), 8 (Access construction) and 18 (Construction Environmental Management Plan) of previously approved 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

Location: Land Adjacent 43 Mepal Road Sutton Cambridgeshire

Reference: 26/00405/VARM

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 13th May 2026. 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=TDF9SDGGMKA00>. 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 13th May 2026, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.



**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 616332
E-mail: kevin.drane@eastcambs.gov.uk
My Ref: TPO/E/07/25
Your ref

16th April 2026

Dear Mr Philip Harty

Parish of Sutton in the County of Cambridgeshire
TREE PRESERVATION ORDER NO. – TPO/E/07/25

Please find enclosed the Confirmation Notice for the above Tree Preservation Order served by East Cambridgeshire District, at Highfield House 15 Sutton Park Sutton Ely Cambridgeshire CB6 2RP .

Objections to the serving of the TPO were received during the consultation period which ended on 15th January 2025 and a report was taken to Planning Committee, where it was decided to confirm the Order.

The Council has now confirmed the TPO/E/07/25, without modification on 16th April 2026.

If you would like to speak to someone about the Tree Preservation Order please telephone the Trees Officer, Kevin Drane, on the number at the top of this letter.

Yours faithfully,

David Morren MRTPI Strategic Planning And Development Management Manager



THIS NOTICE SUPERSEDES THE ORIGINAL NOTICE ISSUED OF THE SAME DATE

Mr P Hutchinson
C/O Swann Edwards Architecture Limited
FAO Mr Sam Herring
Black Barn
Fen Road
Guyhirn
Wisbech
PE13 4AA

This matter is being dealt with by:

Charlotte Sage

Telephone: 01353 616353
E-mail: Charlotte.Sage@eastcambs.gov.uk
My Ref: 25/00114/FUL
Your ref

12th May 2026

Dear Sir/Madam

TOWN AND COUNTRY PLANNING ACT 1990

PLANNING PERMISSION

Subject to conditions

The Council hereby **approves** the following development:

Proposal: Proposed lake and associated works
Location: Land South East Of 107 The Row Sutton Cambridgeshire
Applicant: Mr P Hutchinson

This consent for planning permission is granted in accordance with the application reference 25/00114/FUL registered 12th February 2025.

Subject to the additional conditions set out below:

ADDITIONAL CONDITIONS

- 1 Development shall be carried out in accordance with the drawings and documents listed below

Plan Reference	Version No	Date Received
Biodiversity Net Gain Metric	28.1.26	2nd February 2026
Biodiversity Net Gain Report	rev 4	2nd February 2026
Countersigned IACPC and Annex 3 map 1237-0000-001		20th April 2026
Preliminary Ecological Appraisal	R1	31st January 2025
		31st January 2025

- 1 Reason: To define the scope and extent of this permission.
- 2 The development hereby permitted shall be commenced within 3 years of the date of this permission.
- 2 Reason: To comply with Section 91 of the Town and Country Planning Act 1990, as amended.
- 3 No demolition/development shall commence until the applicant, or their agents or successors in title, has implemented a programme of archaeological work, commencing with the evaluation of the application area, that has been secured in accordance with a Written Scheme of Investigation (WSI) that has been submitted to and approved by the Local Planning Authority in writing. For land that is included within the WSI, no demolition/development shall take place other than under the provisions of the agreed WSI, which shall include:
 - a. The statement of significance and research objectives;
 - b. The programme and methodology of investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works;
 - c. The timetable for the field investigation as part of the development programme;
 - d. The programme and timetable for the analysis, publication & dissemination, and deposition of resulting material and digital archives.
- 3 Reason: To safeguard archaeological assets within the approved development boundary from impacts relating to any demolitions or groundworks associated with the development scheme and to ensure the proper and timely preservation and/or investigation, recording, reporting, archiving and presentation of archaeological assets affected by this development, in accordance with national policies contained in the National Planning Policy Framework (MHCLG 2021). The condition is pre-commencement as it would be unreasonable to require applicants to undertake this work prior to consent being granted.
- 4 In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported to the Local Planning Authority within 48 hours. No further works shall take place until an investigation and risk assessment has been undertaken and submitted to and approved in writing by the Local Planning Authority. Where remediation is necessary, a remediation scheme must be submitted to and approved in writing by the Local Planning Authority. The necessary remediation works shall be undertaken, and following completion of measures identified in the approved remediation scheme a verification report must be prepared, and approved in writing by the Local Planning Authority.
- 4 Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors, in accordance with policy ENV9 of the East Cambridgeshire Local Plan 2015 (as amended 2023).
- 5 The surface water drainage scheme shall be constructed and maintained in full accordance with the Planning Drawing, Swann Edwards, Ref: PP22000, Rev: O, Dated: August 2025
- 5 Reason: To reduce the impacts of flooding in extreme circumstances on future occupants, in accordance with policies ENV2 and ENV8 of the East Cambridgeshire Local Plan 2015 (as amended 2023).

- 6 Within 6 months of development commencing a full schedule of all soft landscape works shall be submitted to and approved in writing by the Local Planning Authority. The schedule shall include, planting plans, a written specification; schedules of plants noting species, plant sizes, proposed numbers/densities; and a detailed implementation programme. It shall also indicate all existing trees and hedgerows on the land and details of any to be retained. The works shall be carried out in accordance with the approved details prior to the end of the first planting season following completion of the development. If within a period of five years from the date of the planting, or replacement planting, any tree or plant (including retained existing trees/hedgerows) is removed, uprooted or destroyed or dies, another tree or plant of the same species and size as that originally planted shall be planted at the same place, unless the Local Planning Authority gives its written consent to any variation.
- 6 Reason: To assimilate the development into its surroundings, in accordance with policies ENV1 and ENV2 of the East Cambridgeshire Local Plan 2015 (as amended 2023).
- 7 Construction times and deliveries, shall be limited to the following hours: 0730 to 1800 each day Monday - Friday, 0730 to 1300 Saturdays and none on Sundays, Bank Holidays and Public Holidays.
- 7 Reason: To safeguard the residential amenity of neighbouring occupiers, in accordance with policy ENV2 of the East Cambridgeshire Local Plan 2015 (as amended 2023).
- 8 Within 6 months of the development commencing a scheme of biodiversity improvements shall be submitted to and agreed in writing with the Local Planning Authority. The biodiversity improvements shall be installed within 12 months of agreement of the approved scheme and thereafter maintained in perpetuity.
- 8 Reason: To protect and enhance species in accordance with policies ENV1, ENV2 and ENV7 of the East Cambridgeshire Local Plan 2015 (as amended 2023) and the Natural Environment SPD, 2020.
- 9 The lake, hereby approved, shall not be used for any commercial activity or uses, and shall be used only by occupiers of the adjacent property at 107 the Row, Sutton.
- 9 Reason: The application has been assessed as acceptable and complying with Policy SUT 1 of the Sutton Neighbourhood Plan 2024, and Policies ENV 1, and ENV 2 of the East Cambridgeshire District Council 2015 Local Plan 2015 (as amended 2023); on this basis.

STATUTORY BIODIVERSITY NET GAIN CONDITION

The effect of paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 is that planning permission granted for the development of land in England is deemed to have been granted subject to the condition "(the biodiversity gain condition)" that development may not begin unless:

- (a) a Biodiversity Gain Plan has been submitted to the planning authority, and
- (b) the planning authority has approved the plan.

The planning authority, for the purposes of determining whether to approve a Biodiversity Gain Plan if one is required in respect of this permission would be East Cambridgeshire District Council.

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. These are listed below.

Based on the information available this permission is considered to be one which will require the approval of a biodiversity gain plan before development is begun because none of the statutory exemptions or transitional arrangements listed below are considered to apply.

Should the permission which has been granted have the effect of requiring or permitting the development to proceed in phases, the modifications in respect of the biodiversity gain condition which are set out in Part 2 of the Biodiversity Gain (Town and Country Planning) (Modifications and Amendments) (England) Regulations 2024 apply.

In summary: Biodiversity gain plans are required to be submitted to, and approved by, the planning authority before development may be begun (the overall plan), and before each phase of development may be begun (phase plans).

Statutory exemptions and transitional arrangements in respect of the biodiversity gain condition.

1. The application for planning permission was made before 12 February 2024.
2. The planning permission relates to development to which section 73A of the Town and Country Planning Act 1990 (planning permission for development already carried out) applies.
3. The planning permission was granted on an application made under section 73 of the Town and Country Planning Act 1990 and
 - (i) the original planning permission to which the section 73 planning permission relates* was granted before 12 February 2024; or
 - (ii) the application for the original planning permission* to which the section 73 planning permission relates was made before 12 February 2024.
4. The permission which has been granted is for development which is exempt being:
 - 4.1 Development which is not 'major development' (within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015) where:
 - i) the application for planning permission was made before 2 April 2024;
 - ii) planning permission is granted which has effect before 2 April 2024; or
 - iii) planning permission is granted on an application made under section 73 of the Town and Country Planning Act 1990 where the original permission to which the section 73 permission relates* was exempt by virtue of (i) or (ii).
 - 4.2 Development below the de minimis threshold, meaning development which:
 - i) does not impact an onsite priority habitat (a habitat specified in a list published under section 41 of the Natural Environment and Rural Communities Act 2006); and
 - ii) impacts less than 25 square metres of onsite habitat that has biodiversity value greater than zero and less than 5 metres in length of onsite linear habitat (as defined in the statutory metric).
 - 4.3 Development which is subject of a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015. A "householder application" means an application for planning permission for development for an existing dwellinghouse, or development within the curtilage of such a dwellinghouse for any purpose incidental to the enjoyment of the dwellinghouse which is not an application for change of use or an application to change the number of dwellings in a building.
 - 4.4 Development of a biodiversity gain site, meaning development which is undertaken solely or mainly for the purpose of fulfilling, in whole or in part, the Biodiversity Gain Planning condition which applies in relation to another development, (no account is to be taken of any facility for the public to access or to use the site for educational or recreational purposes, if that access or use is permitted without the payment of a fee).
 - 4.5 Self and Custom Build Development, meaning development which:
 - i) consists of no more than 9 dwellings;
 - ii) is carried out on a site which has an area no larger than 0.5 hectares; and
 - iii) consists exclusively of dwellings which are self-build or custom housebuilding (as defined in section 1(A1) of the Self-build and Custom Housebuilding Act 2015).

4.5 Development forming part of, or ancillary to, the high speed railway transport network (High Speed 2) comprising connections between all or any of the places or parts of the transport network specified in section 1(2) of the High Speed Rail (Preparation) Act 2013.

* "original planning permission means the permission to which the section 73 planning permission relates" means a planning permission which is the first in a sequence of two or more planning permissions, where the second and any subsequent planning permissions are section 73 planning permissions.

Irreplaceable Habitat

If the onsite habitat includes irreplaceable habitat (within the meaning of the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) there are additional requirements for the content and approval of Biodiversity Gain Plans.

The Biodiversity Gain Plan must include, in addition to information about steps taken or to be taken to minimise any adverse effect of the development on the habitat, information on arrangements for compensation for any impact the development has on the biodiversity of the irreplaceable habitat.

The planning authority can only approve a Biodiversity Gain Plan if satisfied that the adverse effect of the development on the biodiversity of the irreplaceable habitat is minimised and appropriate arrangements have been made for the purpose of compensating for any impact which do not include the use of biodiversity credits.

The effect of section 73D of the Town and Country Planning Act 1990

If planning permission is granted on an application made under section 73 of the Town and Country Planning Act 1990 (application to develop land without compliance with conditions previously attached) and a Biodiversity Gain Plan was approved in relation to the previous planning permission ("the earlier Biodiversity Gain Plan") there are circumstances when the earlier Biodiversity Gain Plan is regarded as approved for the purpose of discharging the biodiversity gain condition subject to which the section 73 planning permission is granted.

Those circumstances are that the conditions subject to which the section 73 permission is granted:

- i) do not affect the post-development value of the onsite habitat as specified in the earlier Biodiversity Gain Plan, and
- ii) in the case of planning permission for a development where all or any part of the onsite habitat is irreplaceable habitat the conditions do not change the effect of the development on the biodiversity of that onsite habitat (including any arrangements made to compensate for any such effect) as specified in the earlier Biodiversity Gain Plan.

INFORMATIVES RELATING TO THIS APPLICATION

- 1 The decision to approve this application has been taken, having regard to the policies and proposals in the Local Development Plan and all relevant material considerations, including the NPPF. The proposal is considered to be in accordance with the policies of the Development Plan, that are considered to be up to date, and represents 'sustainable' development in compliance with the provisions of the NPPF. The application has been subject to pre-application advice/extensive discussion and amendments have been made that address officer concerns in regards to Flood Risk.
- 2 Partial discharge of the condition can be applied for once the fieldwork at Part c) has been completed to enable the commencement of development. Part d) of the condition shall not be

discharged until all elements have been fulfilled in accordance with the programme set out in the WSI. A brief for the recommended programme of archaeological works is available from this office upon request. Please see our website for CHET service charges

3 IDB Consent

Part or all of your proposed development area falls within the Middle Level Commissioners (MLC) catchment. All increased discharges proposed to enter watercourses directly or indirectly or any works affecting watercourses or access to or along them for maintenance if the site is within the Board's district will require MLC/IDB consent. It is therefore recommended that you contact the MLC to discuss their requirements. Further information is available at: <https://middlelevel.gov.uk/>

4 Pollution Control

Surface water and groundwater bodies are highly vulnerable to pollution and the impact of construction activities. It is essential that the risk of pollution (particularly during the construction phase) is considered and mitigated appropriately. It is important to remember that flow within the watercourse is likely to vary by season, and it could be dry at certain times throughout the year. Dry watercourses should not be overlooked as these watercourses may flow or even flood following heavy rainfall.

- 5** The applicant/developers attention is drawn to the guidance notes issued by the Council's Environmental Health on potential nuisance during construction and demolition works which is available on our website <http://eastcambs.gov.uk/planning/guidance-leaflets>. All reasonable measures should be taken to prevent nuisance during demolition and construction works, with reference to those notes.

PLEASE ALSO NOTE THAT THIS PERMISSION IS GRANTED SUBJECT TO DUE COMPLIANCE WITH THE BYE-LAWS AND GENERAL STATUTORY PROVISION IN FORCE IN THE DISTRICT AND DOES NOT CONSTITUTE APPROVAL UNDER BUILDING REGULATIONS. YOU ARE ADVISED TO CONTACT THE BUILDING REGULATIONS SECTION IF YOU WISH TO DISCUSS THIS FURTHER

13th May 2026



**David Morren MRTPI
Strategic Planning And Development
Management Manager**



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: plservices@eastcambs.gov.uk
My Ref: 26/00316/TRE
Your ref

22nd April 2026

Dear Clerk

Proposal: T1 Eucalyptus - Remove overhanging branches back to the vertical boundary
T2 Cherry - Remove overhanging branches back to the vertical boundary
T3 Horse Chestnut - Remove overhanging branches back to the vertical boundary
All three trees are causing shading that affects plant and lawn growth; this and the falling debris prevent the full enjoyment of the garden. There is also a large and excessive amount of autumnal leaf drop

Location: 2 Eastwood Close Sutton Ely Cambridgeshire CB6 2RH

Reference: 26/00316/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=TC3B0WGG0CU00>.

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

Yours faithfully

Kevin Drane
Trees Officer



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: plservices@eastcambs.gov.uk
My Ref: 26/00362/TPO
Your ref

14th May 2026

Dear Clerk

Proposal: T1 Sycamore - Crown lift over neighbours shed by approximately 1.5 metres. These are mostly secondary side lateral branches.
T2 - Sycamore - Crown lift lowest section of branches to approximately 3-4 metres from the ground. Both trees in back garden. T2 is on the rear boundary

Location: 3 Station Road Sutton Ely Cambridgeshire CB6 2RL

Reference: 26/00362/TPO

I am writing to inform you that the above proposal has been considered and it was resolved to give consent to the above works.

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=TCP7SCGGLRG00>.

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

Yours faithfully

Kevin Drane
Trees Officer