

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on 30th September 2024 at 7.30pm in The Glebe Hall, 4 High Street, Sutton.

Present: Mr M Inskip (Chair) Mr L Jordan Mr A Newton
Mr M Butler Mr B Goodjohn Mr N Oakland

Public: None **Clerk:** Apologies
Deputy Clerk: Apologies

Mr Inskip explained that the Clerk was unwell and therefore unable to attend the meeting. He was minute the meeting in the absence of the Clerk and Deputy Clerk.

075/24 To receive and note apologies for absence.

Apologies received and noted Bob Browne and Shelagh Partington

076/24 To receive declarations of interest.

- a) Councillors to declare any personal interest in any items on the agenda
- b) Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- c) Councillors to declare any pecuniary interest in any items on the agenda.
- d) To consider written requests from Members for dispensations.

None Declared.

077/24 Public Participation

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

None.

078/24 To approve the minutes of the meeting of Council held on 20th August 2024 (attached)

It was proposed by Mr M Inskip and seconded by Mr N Oakland and resolved following a vote of 5 for and 1 abstention to approve the minutes of the meeting of the Council held on 20th August 2024.

079/24 To receive and note the Project Chart and Action Plan (attached)

Noted.

080/24 To receive reports in relation to Sutton from:

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

Received and notes.

Minutes of the Meeting of Sutton Parish Council 30th September 2024

081/24 Finance

1. To approve payments. Up to and including 25/9/24

It was proposed by Mr M Butler, seconded Mr B Goodjohn and approved unanimously to approve the following payments.

Online Payments

September	Salaries & expenses	£8016.49
September	Cambs Pension Fund	£789.15
TrueLink	Grass Cutting	£660.80
Veolia Ltd	Easi-bins	£162.62
The Copier Warehouse	Photocopying	£112.32
CentraData	Website/Domain	£156.38
ESPO	Office/Cleaning Materials	£67.50
SSE	Elec	£257.63
Nurture Landscapes	Verges	£702.60
Ely Skip Hire	Skip	£180
Sutton Garden Services	Cemetery Hedge	£250
Gordon Ellis & Co	Planter	£280.04
The Sign Shed	Signs	£18.39
Ace Fire & Security	Alarm Annual Contract	£211.68
The Sutton Charity	Old Rec Rent	£235.49

Direct Debits

ECDC	Non-domestic rates (Sept)	£645
Lloyds	Multipay	£280.53
Wavenet	Mobile Phones	£125.89
SSE	Street Lights	£249.08
B & CE	Peoples Pension	£173.61
HMRC	Tax & NIC	£1584.60
BT	Phones	£527.93
Wave	Water Rates	£179.68
PWLB	Loan	£6967.50
Savills	Allotment Rent	£1000

082/24 Planning

1. Planning approvals – None
2. Appeals – None
3. Planning Applications –

Proposal: Driveway and alterations to the plot
Location: 39 The Row Sutton Ely Cambridgeshire CB6 2PD
Reference: 24/00683/FUL – Refused by Planning – to be noted only.

Noted.

1. Tree Consents – None

083/24 Consider Switching Energy Providers (attached)

Quotations from new energy providers for gas and electricity were reviewed.

It was proposed by Mr L Jordan and seconded by Mr A Newton and unanimously agreed to accept the quotation from British Gas for a 36 month gas plan and to instruct the Clerk to investigate further electricity quotes and to understand associated carbon factor and fuel mix.

084/24 Cambs Acre (Attached)

The presentation made by Cambs ACRE at the August council meeting was discussed.

It was proposed by Mr A Newton and seconded by Mr L Jordan and unanimously agreed to request Cambridgeshire ACRE to commission a survey on housing needs and potential sites.

085/24 Community Safety Forum (attached)

The proposal from Community Safety and Project Support Community Safety Forum at Officer at East Cambridgeshire District Council to organise a Community Safety Forum in Sutton was discussed.

It was proposed by Mr M Inskip and seconded by Mr L Jordan and unanimously agreed to host a Community Safety Forum in Sutton in a venue provided by the Parish Council at no cost to the Community Safety Partnership.

086/24 Bowls Club Footpath Quotations (attached)

Three quotations were reviewed. For quotation 2 councillors wished to seek clarification as to whether this is like for like with quotations 1 and 3 or whether the sub-base work is additional work compared to the other two. Clarification was also sought on yellow hatching requirement for the car park.

087/24 EV Charge Point Update (attached)

The proposal from the RBL for EV chargers to be located at the Brooklands car park was discussed. It was requested that the Clerk to investigate with the suppliers the feasibility of moving the EV charging spaces two spaces away from Disabled spaces and then to discuss this revised proposal with the RBL.

088/24 New Ovens for The Glebe and Pavilion.

Proposal from the Clerk on the options for the type of replacement oven for The Glebe and Pavilion were discussed.

Mark B and Nick proposed that we purchase the split oven, install and recycle the old oven
Unanimous

It was proposed by Mr M Butler and seconded by Mr N Ockland and unanimously agreed to purchase and install the split ovens with cooker hoods and recycle the old ovens

089/24 Closed Session – Discuss Complaint.

It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at agenda items 089/24 it is advisable in the public interest that the public and press be temporarily excluded from this meeting and are herewith

Minutes of the Meeting of Sutton Parish Council 30th September 2024

instructed to withdraw.

Mr Inskip summarised a complaint to the council that had been received from a local resident. Mr Inskip, supported by Mr Newton, had investigated the complaint in accordance with the council's Complaints Policy and an apology had been issued to the resident.

090/24 Date of Next Meeting(s)

22nd October 2024
26th November 2024
10th December 2024
14th January 2025 Budget & Precept
28th January 2025

SUTTON PARISH COUNCIL

Minutes of the meeting of Sutton Parish Council held on 22nd October 2024 at 7.30pm in The Glebe Hall, 4 High Street, Sutton.

Present: Mr B Browne (Chair) Mr B Goodjohn Mr A Newton
Mr L Jordan Mr N Oakland

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

MINUTES

Meeting opened at 7.33pm

091/24 To receive and note apologies for absence.

Apologies received from Cllr Inskip, Cllr Partington and Cllr Butler

092/24 To receive declarations of interest.

- a) Councillors to declare any personal interest in any items on the agenda
- b) Councillors to declare any prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation.
- c) Councillors to declare any pecuniary interest in any items on the agenda.
- d) To consider written requests from Members for dispensations.

None Declared

093/24 Public Participation

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

None

094/24 To approve the minutes of the meeting of Council held on 30th September 2024

September 2024 unavailable at time of meeting.

095/24 To receive and note the Project Chart and Action Plan (attached)

Noted by Council.

096/24 To receive reports in relation to Sutton from:

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

Clerk to place reports on website.

097/24 Finance

1. To approve payments. Up to and Including **22/10/24**

<u>Online Payments</u>		
October	Salaries & expenses	£8194.87
October	Cambs Pension Fund	£789.15
Veolia Ltd	Easi-bins	£166.27
The Copier Warehouse	Photocopying	£111.04
ESPO	Office/Cleaning Materials	£72.18
SSE	Elec	£579.28
SSE	Gas	£117.12
Ely Skip Hire	Skip	£180
Stunning Landscapes	Play Park Fencing	£481
Gowing & Hunt	Boiler Service	£366
Premier Education	Sports Camp	£2400
Servicemaster Clean	Carpets in Glebe	£135
Shaw & Sons	Burial Book	£334.20
MS Electricals	Light Issue at Glebe	£84
Pepperpot	Donation	£120
RBL	Wreath	£35
<u>Direct Debits</u>		
ECDC	Non-domestic rates (Sept)	£645
Lloyds	Multipay	£76.97
Wavenet	Mobile Phones	£126.68
B & CE	Peoples Pension	£173.61
HMRC	Tax & NIC	£1584.80

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

097/24-1 Precept

Second Half of Precept paid into account 1/10/24 (Noted Only)

Noted by Council

098/24 Planning

1. Planning approvals – None

2. Appeals – None

3. Planning Applications –

- a. 24/00340/RMM Land Adjacent 43 Mepal Road Sutton
Amendment – Updates Plan House Types, Chimney Additions, Drainage etc.

After discussion Council had no comments regarding application.

- b. 24/00677/FUL 83c The Row Sutton – WITHDRAWN. To be noted only. – NOTED.

4. Tree Consents – None

099/24 Consider Switching Energy Providers (attached)

After discussion it was Proposed by Cllr Browne and Seconded by Cllr Newton to accept the proposal to switch from SSE to Drax for electricity supply from April 2025. All present accepted proposal by show of hands.

100/24 Glebe Footpath (Attached)

After discussion Council asked Clerk to ask all parties to quote for install of drainage. Clerk authorized to approve up to £1700 +/-10%

101/24 Grant Application (Attached)

1 Sutton Feast

After discussion Council asked Clerk to request accounts and revenue from Fire Work display prior to a decision being voted on.
Clerk to obtain accounts for November meeting.

102/24 Date of Next Meeting(s)

26th November 2024
10th December 2024
14th January 2025 Budget & Precept
28th January 2025
25th February 2025

The meeting closed at 8.16pm

Signed.....
Chairman

Date.....

ITEM 107/24



PROJECT AND ACTION PLAN

Full Council – 26th November 2024



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

2024 – Sutton Parish Council Project and Action chart

As at: 20th August 2024

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

	<ul style="list-style-type: none"> • Melissa requested an update from solicitor as nearly a year since application sent to Land registry 08.08.22 • Been advised that the solicitor has tried to prompt land registry but without a sale or other dealing they simply process in order. 10.08.22 • Chased and advised the process can take over a year, Office to look to see if we can get details and chase Land Registry ourselves. 30.11.22 • Solicitor will look to see if they can expedite the application. 02.03.23 • Transfer of land all completed and land registry confirmation received on 22nd March 2023. • Traffic and Transport working Party to review options at next working party meeting. • Survey set up online and consultation letter prepared • Survey completed and sent out with Newsletter to houses the path would be used by 18th August 2023 • Data and responses to be given to the TTWP to review once collated. • Clerk to obtain quotes and item to be added to Agenda in Feb 2024 – Awaiting site visits. • As of 13/3/24 2 quotes have been obtained. 4 Companies contacted 2 have quoted and 2 have declined. To go to WP. 	<p>Yes</p> <p>Yes</p> <p>TRAFFIC & TRANSPORT WP</p>	<ul style="list-style-type: none"> • Waiting to hear from ECDC – Chased 16/12 and 11/01/2021 Darren at ECDC has confirmed they are now looking to action these requests 17.03. • Spoke with Darren, there was an issue with the purchase/budget for litter bins. Emailed on 17.06.21 with confirmation on locations for litter bins and dog bins (SPC have to purchase – We have 1 and ECDC to install) Maintenance team will install bin at footpath at The Row. The Litter bin as been approved, we need
L	Additional Dog and litter Bins		

	<p>to just confirm location nr the Anchor and get back to Darren – 19/7 Confirmed with Darren, they can place bin wherever they deem suitable as long as it is nr anchor and footpath 4/8. Melissa to chase 13.10.21. Chased 13.10.21.</p> <ul style="list-style-type: none"> • Darren Hughes has left ECDC and Izabela has taken over. Sent further clarification of what was needed and chased several occasions. • Called on 9.3.22 and advised Izabela has left ECDC and that I should forward details to Head of the Streetscene team James Khan, he passed the details to Shaun Bradshaw – Team leader. All locations approved at meeting on 22.04.22 and advised Shaun. • Order placed for new dog bin 25.04.22, once received advise ECDC. 4/5 week delay as out of stock after ordering (17.05.22) • Change of management within ECDC Open spaces once again. New contact Luke Elkes. 28.04.22 • ECDC team came to take bins and install and could not do so due to new location at the Row (As agreed by ECDC) is on private land and the other bin could not be installed as they need a post (Which was provided to them originally). He also stated they don't have any other bins that belong to us. (We provided them with a bin and post for Tower Road) • Deputy Clerk to speak to the Open Spaces team and try and get a new location and find our missing bin. 16/06
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<ul style="list-style-type: none"> CCC provided permission for bin to be installed on the CCC owned verges in that area (Outside 11 and 13 The Row and 6 The Row). Outside 13 deemed to be the best location, letter sent to resident to advise of potential use of the area for a new Dog Waste Bin. Resident given until 11th July to raise any concerns. <p>30.06</p> <ul style="list-style-type: none"> Email received from resident 11.07 A report to be produced to point out current litter and dog bins, locations identified and not permitted and any other potential sites – going to council 25.10.22 114/22 25th October 2022 – Current locations were reviewed and it was agreed that the Sports and Recreation Working Party will review the locations and look for new potential sites. 25th July 2023, it was approved that the Clerk To Investigate the feasibility of locating an additional dog bin near the bench east of 25 The Row on the south side of The Row and next to the Grit Bin at the beginning of Astley Close 10th August – Deputy clerk, has had approval from CCC for the location at Astley Close as only suitable option and awaiting ECDC authorisation to install and empty moving forward. Received Email from ECDC, they will not approve the location at Astley Close. <p>• Proposed small area opposite Astley Close – Clerk has</p>	<p>Yes</p> <p>Yes</p>		

			investigated and doubts there is enough room.	
			<ul style="list-style-type: none"> • Clerk to investigate placing bin on bend of The Row. • CCC have no issue with placement but ECDC have said no due to location and H&S of staff parking and working on tight bend. 	
			SPORTS AND RECREATION WORKING PARTY	
	M	<ul style="list-style-type: none"> • Picnic Benches for open spaces and recreation ground 	<p>CIL</p> <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 • SPORTS & RECREATION WP 	<p>Yes</p> <p>Yes</p>
24 th October 2023	M		<p>EV – Charging points</p> <ul style="list-style-type: none"> • Provide charging points for The Glebe and Pavilion. 	<ul style="list-style-type: none"> • Clerk to sign Non-disclosure agreement (Believe) • Clerk to contact Roger Taylor (Solicitor) • Roger Taylor emailed 15/2/24 – awaiting response. • Non Disclosure resigned by Clerk and emailed to Believe. 21/2/24 • Currently awaiting solicitors to respond to email for help with contracts. • Solicitors have responded with concerns over 20 year

		<p>lease/rent. Passed to Luke for comment.</p> <ul style="list-style-type: none"> • Solicitors now retained. Have been instructed to look at a break clause after 10 years. • Clerk has spoken to Believ who will now start to survey proposed locations to finalise exact locations. • Update – CCC are offering fully funded EV Charge points – Clerk to investigate – Meeting with CCC 23/4/24 • Clerk reported back to Council re CCC charge points • Solicitors instructed to talk to Believ re break clause in contract. • Currently awaiting contracts • Awaiting RBL to come back re using 4 spaces in their agreement for charge points. • Believ will go ahead with charge points at Glebe whilst awaiting RBL. • Believ have requested Deeds for relevant areas. Clerk to provide. • RBL have proposed area for Disabled Bay – area opposite entrance. Clerk to look at and report back. • Still no contract – Clerk to chase Solicitors. • RBL have suggested locating 2 to 3 disabled bays in front of the building on the grass area. • To go to Full Council. • Awaiting Minutes from Meeting held 30/9/24 • Believ have contacted the PC saying they will not currently be going ahead with the Chargers at RBL but will be at the Glebe – if suitable demand will revisit RBL location 	<p>Yes</p> <p>Yes</p>
H	Cycle Parking (CCC) at facilities	<p>CCC funded</p> <ul style="list-style-type: none"> • Locations agreed. The Glebe car park, The Pavilion and The Brooklands Centre. 	<p>The Glebe installation 4th May 2022</p> <ul style="list-style-type: none"> • Pavilion and Brooklands installation • Awaiting bollards and mesh flooring (No date given) • Chased 16/06 • Contractors came to install the bollards, however

		<p>after reviewing with the parish clerk, they will be coming back when they have found a better solution for the installation taking into account the resin car park. 02.08.22, No mention of Mesh at Pavilion</p> <ul style="list-style-type: none"> • 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 	yes	
H	CIL	<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. 	<p>Application form submitted 25th April 2022</p> <ul style="list-style-type: none"> • 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 <p>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</p>	<p>Yes</p>

<p>10th May 2022</p>	<p>Library Access Point</p>	<ul style="list-style-type: none"> • reapply to the scheme. • Clerk to produce survey re 20mph from A142 Roundabout through to the America. This part to be PFHI. • Funding for the scheme has now been allocated and Sutton was unsuccessful. Council to decide if we should reapply next year. <p>• New working party formed to discuss project</p> <ul style="list-style-type: none"> • 23rd May 2023 – Working party membership agreed and date to be set for the meeting <p>• Councillor Newton to arrange meeting of WP LIBRARY ACCESS POINT WP</p>	<p>Yes</p> <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. £9k pa. <p>YOUTH SERVICES AND ACTIVITIES WP</p> <ul style="list-style-type: none"> • Obtain specialist advice as to what work is required. i.e., cleaning and/or re-lettering, re-pointing etc. • Clerk to take pics of wording etc. • Obtain a Church Faculty (Planning permission), as it is in the Churchyard and apply for Conservation Consent. • Obtain quotations from specialist companies. • Obtain Funding – Application to the War Memorial Trust. <p>War Memorial</p>
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24 th January 2023	LHI 23/24 Application Weight restriction on B1381	CIL	<ul style="list-style-type: none"> • Clerk/Deputy Clerk to action in 2024 – Deputy Clerk currently obtaining Inspections. 	Yes
			<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. • 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 	Yes

		<ul style="list-style-type: none"> cost estimate received approx. £3600+vat to comply with CCC testing requirements. • 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 • Traffic and Transport WP
25 th July 2023	Definitive Map Modification Order To make a formal Definitive Map Modification Order application for the old railway track bed between Sutton and Haddenham using the evidence supplied to Cllr Inskip	<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	ECDC – Pride of Place, Nature Recovery Plans, Climate and Nature Actions	<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
22 nd August 2023	Maintenance to The Glebe: 1) External windows – need cementing. 2) Window Hall internal – need attention 3) Replace oven and extractor	<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.

26 th September 2023	Request for memorial seat at Recreation Ground	<ul style="list-style-type: none"> • Salmon Bros have quoted £5635+vat for painting of windows. Does not include any remedial work. • Clerk to correspond with resident for more details. • Clerk to make request with Sutton Poors Land • Waiting for further details from resident. • Information received for December 2023 meeting. • Approved at Council – Clerk to arrange with Resident to install. • Awaiting response from resident 13/3/24 • Clerk met with resident to determine location of bench. Now awaiting purchase/install of bench • Bench to go in 2/10/24 • Bench now installed
28 th November 2023	Sutton Post Office – Proposed closure/change of service	<ul style="list-style-type: none"> • SPC to write to One-stop and Post Office to express concerns • Post Office to close 27th June 2024 with pick up and drop service only starting 6th July. • Investigate with County Councillor having a pop up community ran post office.
March 2024	Fire Station – Proposed Closure	<ul style="list-style-type: none"> • Clerk has arranged for a Public Consultation to take place on the 5th March 2024. • Consultation completed – to be discussed at next Full Council Meeting on 26th March 24. • Clerk emailed Fire Services with offers to help with recruitment in any way possible. Fire Services response to be discussed at next FC Meeting in April.

		<ul style="list-style-type: none"> • Clerk has now written directly to Fire Station offering help – no response as of May 2024 • Fire Services have notified PC that no decision will be made before summer 2025.
March 2024	Bowls Club Access and footpath around green	<ul style="list-style-type: none"> • Site visit by Clerk 6/3/24 – report sent to Sports and Rec WP for discussion. • Clerk obtaining quotes and will seek funding if possible. • 3 quotes obtained and passed to Cllr Inskip – refer to Sports and Rec WP. • Clerk to have quote for 30mm asphalt top be increased to 50mm • Quotes to go to FC • Awaiting Minutes from meeting 30/9/24 • Sports and Rec WP
Feb 2024	Donation for new Defib	<ul style="list-style-type: none"> • Council agreed to place defib on The Row at junction with Painters Lane. To be placed on CCC Street Light. • Clerk to fill out paperwork and contact CCC • Type of Defib and housing to be agreed for application. CCC need to know size, weight etc. • 21st May 2024 Council agreed Zoll AED. • 22nd May 2024 Application sent to CCC. • CCC Declined stating they do not allow Defibs to be attached to streetlights. PC to determine new location and if use of an insulated box is suitable. • Sutton Feast have contacted the PC regarding

		another potential donation for another Defib.	
		<ul style="list-style-type: none"> No response from resident regarding location/donation etc. Awaiting further communication regarding defib 	
August 2024	L	<ul style="list-style-type: none"> Wildflower Project Working Party to consider project 	
August 2024	L	<p>Monkey Challenge Climbing Wall</p> <ul style="list-style-type: none"> Working Party to Consider Project Clerk to meet with Sutton Rangers to discuss placement of item. Sutton FC are ok with this. To be put on agenda. 	
September 2024	M	<p>Speeding Pound Lane</p> <ul style="list-style-type: none"> Traffic and Transport WP. 	<ul style="list-style-type: none"> Concern raised with poor visibility, children crossing between parked vehicles and speeding along Pound Lane.
September 2024	M	<p>Birds Mouth Fencing at Play Park</p>	<ul style="list-style-type: none"> Fencing has rotted out. Clerk to obtain 3 x quotes to replace. Carried out at cost of £481
November 2024	M	<p>Solar Panels at The Glebe</p>	<ul style="list-style-type: none"> ECDC have reopened funding of up to £30k for install of solar panels under a Net Zero Villages grant fund. Council to decide how to proceed.

BE WINTER WISE

Be Winter Wise returns for the winter season, helping Cambridgeshire residents keep warm, safe and healthy throughout the colder months.

The focus of the campaign is on preventing winter illnesses, coping with the cost of living, and staying safe during the winter weather. It will provide practical help and guidance with the issues that face so many people at this time of year.

The Cambridgeshire County Council led campaign will have advice on:

- Help with the cost of living such as warm hubs and Pension Credit
- Ways to protect your health, including vaccinations
- Tips on how to heat your home efficiently
- Where to find free physical activities for all the family
- Advice on preparing for extreme weather, such as freezing and flooding
- Winter gritting schedules and staying safe on our roads

Supermarket vouchers will once again be available for children eligible for free school meals during the school holidays, and the council will be signposting to partner organisations who provide essential winter support.

Social media posts will feature campaign motif Olly the Owl.

FULL COUNCIL

The council debated four motions proposed by councillors, and agreed them all unanimously.

1. A call for fairer police funding and awareness of domestic abuse. Cambridgeshire is the fourth lowest funded police force in the country, and local taxpayers fund around half of Cambridgeshire's policing budget.
2. A proposal seeking changes to planning processes in cases where schemes are delivered over many years yet planning designs and decisions are not able to be changed to accommodate new situations.
3. A proposal from me about safety risks from lithium-ion batteries in items such as e-bikes and e-scooters, for householders and for waste collection and disposal crews. It endorses the work being done by Lord Foster and the charity Electrical Safety First to seek to ensure third party independent approval testing for these items entering the UK market, regulations for safe disposal of used lithium-ion batteries, and controls to address specific fire concerns such as charging points.

4. A proposal for a review of the aftermath of National Highways' project on the A14 so that issues are clear and documented, and calling for National Highways to be more responsive and to resolve outstanding matters.

The council also agreed:

- To apply to Government for a Transport & Works Act Order to progress the Cambridge South East Transport project for a busway between a new travel hub near the A1307 / A11 and the Cambridge Biomedical Campus, connecting with Granta Park, and the villages in between. The law requires the support of a majority of the whole council to proceed, regardless of how many are present, so a minimum of 31 votes; the proposal passed with 33 votes in favour and fifteen against.
- To establish a new Shareholder Sub-Committee of the council's Assets & Procurement Committee, to improve governance and accountability where the council is a shareholder with a significant holding.

STRATEGY, POLICY & RESOURCES

Quality of Life Survey

Most Cambridgeshire residents continue to feel happy and safe in the county, well connected to their local communities, and believe it's a great place to raise children, according to the County Council's second annual Quality of Life survey.

However, cost of living remains the issue of most concern, with almost half of residents using less heating, and a quarter cutting back on nutritious food in the past twelve months.

The survey was commissioned from national independent market research agency Think Insights. This year the council carried out this work in partnership with Cambridgeshire & Peterborough Combined Authority, South Cambridgeshire District Council, and Cambridge Ahead. 5,500 residents took part in the survey—1,100 in each of Cambridgeshire's five districts to give a representative view across the county.

In addition to the survey, this year the council engaged with some specific groups including those with lived experience of homelessness, the criminal justice system and drug or alcohol dependency as well as those under the age of 18. A general online public survey allowed any resident to take part.

The council will use the survey to increase its understanding of what is important to local residents and to inform council decisions.

In numbers

- 72 per cent of residents have high or very high levels of happiness. The average happiness score was 7.21, higher than the national average 7.0.

- Residents continue to feel positively about their local community; 85 per cent feel safe and 75 per cent feel they belong.
- Fewer residents report struggling with mental health this year (37 per cent down to 29 per cent) and a lower proportion report issues with physical health (40 per cent down to 31 per cent).
- Significant numbers of young people (43 per cent of 25–34-year-olds and 40 per cent of 18–24-year-olds) continue to be more likely to report mental health struggles.
- The proportion of residents reporting that they often feel lonely remains higher than national data, at 31 per cent of residents.
- Younger residents are again more likely to report loneliness (53 per cent of 18–24 year olds).
- Cost of living remains residents' highest concern, with 87 per cent of residents concerned this year.

Budget

The council's current position forecasts an overspend of £9.6M for the current financial year—that's 2 per cent of its budget. The county council's estimated budget gap for next year (2025/26) has increased from £23.5M to more than £39M, largely due to a combination of increasing demand for services, inflationary pressures, and uncertainty over future funding from Government.

Over the last ten years, the council's core government funding has reduced by 70 per cent in real terms. Combined with more steep rises in inflation and a surge in demand for services supporting some of our most vulnerable residents, this has added further cost pressures to the council.

ADULTS & HEALTH

Health scrutiny

The county council's Adults & Health Committee commissions public health services from drug and alcohol treatment and wellness checks to vaccinations—but it also scrutinises NHS health care.

The Rosie

At their recent meeting, the committee received a report on maternity services at the Rosie in Cambridge. The Care Quality Commission (CQC) inspected two 'domains' (*Safe* and *Well Led*) at the Rosie in May 2023. *Safe* care was rated as '*Requires Improvement*', with *Well Led* receiving '*Good*'. The CQC issued one '*must do*' and '*13*' should do actions.

The report covered developments in training, staffing, wait times, and the CQC's finding that '*Maternity staff felt respected, but did not always feel supported and valued*'. It also considered how service user feedback was encouraged and used to influence improvement, and how the Rosie benefits from and shares learning.

Hinchinbrooke redevelopment

The committee also heard an update on plans to provide a new hospital on the existing Hinchingbrooke Hospital site by 2030. Work has begun to develop an outline business case and the programme currently remains on track to open the new hospital in late autumn 2030.

Young adult social care

For some time now I have been working with a number of parents of young adults in receipt of care, either from the council or the NHS. Their experience of the services their adult sons or daughters have received has been, to put it mildly, poor, stemming from systemic behaviours in the two organisations going back many years.

Following many meetings, telephone calls, and exchanges of emails with parents and with council and NHS staff, I'm pleased to say that there are glimmers of positive change, particularly in the NHS Integrated Care system which has held some very open and honest meetings with parents. I'm hoping that the county council will also be open to the same kind of self-challenge.

The Firs

I was pleased to receive the news that The Firs residential care home in Little Downham is now rated Good by Care Quality Commission inspectors, and has been removed from special measures. The home, run by Barrels UK Care Ltd, caters for older and younger adults and people with dementia and physical disabilities.

ASSETS & PROCUREMENT

The council's Assets and Procurement Committee has voted to close five county council offices and invest in other council office accommodation.

Among the offices to be closed is Noble House in Ely, on the business park at Angel Drove.

The plans will generate capital savings of nearly £11M over the next two years, with much of that reinvested in council buildings including community facilities. This decision will help continue to shrink the council's carbon footprint, and deliver around £2M in annual savings.

These closures are the first phase in the council's Accommodation Improvement Programme. This project has reviewed under-used council offices throughout the county where the average occupancy is less than 25 per cent across the working week—part of the joint Administration's drive for value for money.

CHILDREN & YOUNG PEOPLE

Rackham Ofsted

Rackham Church of England Primary School received notification late last month that it would be inspected on 22–23 October 2024. Very best wishes to Rackham for a successful inspection.

COMMUNITIES, SOCIAL MOBILITY & INCLUSION

Poverty Strategy Commission

A new commission involving organisations from across Cambridgeshire has been launched to tackle poverty in the county.

The Cambridgeshire Poverty Strategy Commission will work independently to make recommendations to partners across the county who are supporting people currently in, or at risk of, poverty.

A group of eleven independent commissioners with extensive professional experience supporting residents will:

- look at data and evidence relating to poverty in Cambridgeshire and how the system currently responds to this
- hear from residents who have personally experienced poverty
- produce a series of recommendations for local organisations to consider as an approach to recognising and tackling poverty.

The commission will meet regularly and determine what it will focus on within the timescales. It will deliver a report in early 2025 which will include a review of the evidence submitted and a set of recommendations.

Pension Credit

A campaign has been launched to make sure everyone who is eligible for Pension Credit in Cambridgeshire is claiming it.

Pension Credit is extra money to help with living costs for those over State Pension age and on a low income. It could mean an extra £186 per month for the average household.

In Cambridgeshire as many as one in three people who are eligible for Pension Credit may not be claiming it. Cambridgeshire County Council is appealing to everyone who may be eligible to check.

Claiming Pension Credit can also unlock other benefits, such as the Winter Fuel Payment, a free TV licence for those aged over 75, help with NHS dental treatment, glasses and hospital transport costs and other benefits depending on circumstances.

Pensioners can get a Winter Fuel Payment this year if they are entitled to Pension Credit at any point between 16 and 22 September 2024.

To be eligible for Pension Credit, you must:

- live in the UK
- be over State Pension age
- have a weekly income below £218.15 if you're single, or £332.95 if you're part of a couple.

The county council has set up a dedicated webpage with advice, guidance, and links to Government websites where people can check if they are eligible and apply for Pension Credit <https://www.cambridgeshire.gov.uk/pension-credit>

Road closures for Remembrance events

The council has agreed to produce a toolkit to raise awareness of the support available from the Council for those organising Remembrance events. This consists of waiving the fee for any Temporary Traffic Regulation Order, and providing access to free training for traffic management volunteers.

ENVIRONMENT & GREEN INVESTMENT

East West Rail consultation

East West Rail (EWR) have announced that their Non-Statutory Consultation will begin on 14 November 2024, closing on 24 January 2025. More information, including details of consultation events, can be found at <https://eastwestrail.co.uk/consultation2024>

HIGHWAYS & TRANSPORT

Mepal viaduct

The council is preparing to carry out essential planned maintenance repairs to the drainage system on Mepal Viaduct in the spring. This will be a long job, including replacing 700 metres of kerb drainage and sub-deck associated works. Parapet maintenance will also be carried out. Officers are currently considering the best pattern of road closures to enable them to complete this task.

Mepal flooding

Flood risk officers have now reviewed the CCTV survey carried out by the council's Highways Drainage & Resilience Team in Bridge Road and New Road Mepal. They have made recommendations including works to repair pipework and further investigation of the flooding issues there.

Coveney Main Street

Closure of the main road through Coveney is expected Wednesday 13 and Thursday 14 November 9:30AM-2:30PM for patching between Long Lane and

Gravel End. Dates may be subject to change—check notices on site or if you live in the affected area use the contact details on the letter you should have received for further information.

Co-op access road

I have been liaising for some time with council officers over the classification of the access road from Ely Road to the Sutton Co-op. This road is in fact adopted though it does not show as such on the council's mapping systems. I've been promised that the mapping system at maps.cambridgeshire.gov.uk will be updated to show the road as adopted.

Gravel End to Downham Hythe

Authority has now been given to order the works to repair the bridge on Footpath 3 between Gravel End and Downham Hythe. Design will begin imminently, but with a number of components requiring lengthy fabrication times, construction is set to begin at the end of January and be completed by the end of March. This has all taken far too long but at last is finally under way.

MEET YOUR COUNCILLORS

- **Sutton:** Cllr Mark Inskip and I will be in the school Community Room on Monday 4 November and Monday 2 December at 6:30-7:30PM.

I hope to attend

- **Sutton** Timebank coffee morning Tuesday 19 November 10:00
- **Witchford** coffee morning Wednesday 20 November 10:30
- **Coveney** coffee Wednesday 27 November 10:30
- **Little Downham** book café Friday 29 November 10:00

Please note that these dates may be subject to change.

I can also be contacted

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

Cllr Lorna Dupré

County Councillor for the Sutton division

Cllrs Lorna Dupré and Mark Inskip

MONTHLY REPORT NOVEMBER 2024

FULL COUNCIL (17 OCTOBER)

Waste and street cleaning

The Council agreed unanimously to implement new waste collection arrangements by 31 March 2025. These include

- Separate food waste containers, collected weekly
- Replacement of black sacks with a 180l wheeled bin, emptied fortnightly
- Removal of annual subscription charge for second green bin
- Removal of one-off charge for second blue bin

New local plan

The Council has finally agreed to start a new local plan, replacing the current one which is nearly nine years old. We have been pressing for this for a long time.

The plan will be developed at breakneck speed, as the council wants to use the existing style of local plan, which must be prepared and submitted for independent examination by December 2026. If this deadline is not met, the council will need to commence a new-style local plan—the process for which will not be published until summer next year at the earliest. There will be a minimum three rounds of public consultation before any new Local Plan is finalised, the first of which should be before summer 2025.

Sea toilets

Lorna seconded a proposal from Ely East Lib Dem councillor Kathrin Holtzmann, seeking a ban from the Environment Agency on emptying boats' 'sea toilets' directly into the Great Ouse. We still can't believe that this is permitted!

HOUSING AND HOMELESSNESS

East Cambridgeshire District Council will be working in partnership with Cambridgeshire County Council to jointly fund a full time Housing First project worker dedicated to providing one to one support for homeless people with multiple or complex needs.

And in other news, from 1 November the council will also be taking over the management of East Cambs housing register from Sanctuary. The housing register is a record of everyone who has applied to be considered for a home owned by a social landlord, usually a housing association.

HOUSEHOLD SUPPORT FUND

This current round of government funding, available until the end of March 2025, aims to support households struggling to meet essential housing costs including food, energy bills and other essential items. The council can apply to the fund on residents' behalf, as well as offering advice and support with completing applications.

Residents in East Cambridgeshire can seek help by calling 01353 665555 or visiting the Community Advice drop-ins at The Grange in Ely Monday to Friday 10:00AM to 4:00PM, Wednesdays at Soham Library 10:00AM to midday, and Littleport Library 10:00AM to midday every Friday.

You do not have to be in receipt of benefits to get help. If you are in receipt of benefits, they will not be affected if you receive a payment from the Fund.

EAST CAMBRIDGESHIRE COMMUNITY FUND

Community groups are being urged to apply for grants of up to £1000 being offered by East Cambridgeshire District Council. The money can be spent on new or existing projects designed to improve the quality of life for residents.

The East Cambridgeshire Community Fund will be open to applications between 28 October and 9 December 2024.

PLANNING

Garden Close Sutton

Abbey Homes have submitted a variation to their application for land at Garden Close, proposing to remove all affordable housing from the development.

Planning Department

The council has advertised nine posts in its planning department, including a postholder with responsibility for the development of the new local plan.

COUNCIL MEETINGS

The following meetings are scheduled for November.

- Planning Committee, Wednesday 6 November
- Operational Services, Monday 18 November
- Audit Committee, Tuesday 19 November
- Licensing Committee, Wednesday 20 November
- Finance & Assets, Thursday 28 November

MEET YOUR COUNCILLORS

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

- Monday 4 November, 6:30-7:30PM
- Monday 2 December, 6:30-7:30PM

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

Lorna also hopes to be at the Sutton Timebank coffee morning on Tuesday 19 November 10:00-11:00.

Cllr Lorna Dupré

Cllr Mark Inskip

District Councillors for the Sutton ward



**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:

Holly Durrant

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 24/00747/VARM
Your ref

5th November 2024

Dear Sir/Madam

Proposal: 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: 24/00747/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 26th November 2024. You can view the application and supporting information on our Public Access page (<http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SMFJ1GGG0CU00>). 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 26th November 2024, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.

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

Yours faithfully

Holly Durrant
Senior Planning Officer

Agenda ✓

ITEM 11D/24 (1) a.



**EAST CAMBRIDGESHIRE
DISTRICT COUNCIL**
**THE GRANGE, NUTHOLT LANE,
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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:

Holly Durrant
Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 24/00340/RMM
Your ref

4th November 2024

Dear Sir/Madam

Proposal: Reserved matters for layout, scale, appearance and landscaping of 164 dwellings (excludes self-build plots), internal roads, parking, open space, landscaping, sustainable urban drainage and ancillary infrastructure pursuant to 19/01707/OUM
Location: Land Adjacent 43 Mepal Road Sutton Cambridgeshire
Reference: 24/00340/RMM

An amended plan/additional information has been received for this application on 4th November 2024.

Minor changes to 12 plots resulting in house types being swapped across the site / moved into different areas of the site, adjustments to location of affordable housing (inc additional provision), and updates to soft landscaping scheme to reflect changes.

Please complete and return the attached sheet with any comments and/or observations your Council may have by 18th November 2024. 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 18th November 2024, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.

You can view the amended information on our Public Access page (<http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SAYOZVGGKRC00>).

Yours faithfully

Holly Durrant
Senior Planning Officer

Agenda ✓

ITEM 110/24(1) b



**EAST CAMBRIDGESHIRE
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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:

Rachael Forbes

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 24/01112/FUL
Your ref

18th November 2024

Dear Sir/Madam

Proposal: Installation of an air source heat pump
Location: 7 Stimpson Street Sutton Ely Cambridgeshire CB6 2GL
Reference: 24/01112/FUL

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 9th December 2024. You can view the application and supporting information on our Public Access page (<http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SLQU3BGGMJ400>). 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 9th December 2024, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.

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

Yours faithfully

Rachael Forbes
Planning Officer

A Rachael ✓

ITEM 110/24 (3) a



**EAST CAMBRIDGESHIRE
DISTRICT COUNCIL**
THE GRANGE, NUTHOLT LANE,
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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:

Harmeet Minhas

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: PREAPP/00176/24
Your ref

4th November 2024

Dear Sir/Madam

Proposal: Development of up to 9 dwellings

Location: Land Adjacent And Rear Of 30 The America Sutton Ely Cambridgeshire CB6 2NY

Reference: PREAPP/00176/24

A pre application enquiry been received by this Authority for the development described above.

If you would like to view a copy of the submitted information please contact plservices@eastcambs.gov.uk and we can arrange for a copy to be emailed.

Please note pre-application advice is confidential and should not be shared outside the Parish/Town Council.

If you wish to discuss this proposal further, the case officer can be contacted on the number above.

Yours faithfully

Harmeet Minhas
Senior Planner (Agency)

Agenda ✓

ITEM 110/24 (3) b.



**EAST CAMBRIDGESHIRE
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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:

Cassy Paterson

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 24/01166/FUL
Your ref

12th November 2024

Dear Sir/Madam

Proposal: **New front door adjacent to the adopted public highway**
Location: **6 Garden Close Sutton Ely Cambridgeshire CB6 2RF**
Reference: **24/01166/FUL**

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 3rd December 2024. You can view the application and supporting information on our Public Access page

(<http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SMGU67GGFM000>). 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 3rd December 2024, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.

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

Yours faithfully

Cassy Paterson
Planning Officer

Agenda ✓

ITEM 110/24 (3)c



**EAST CAMBRIDGESHIRE
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Telephone: Ely (01353) 665555
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Mr Philip Harty
Clerk to Sutton Parish Council
The Glebe
4 High Street
Sutton
Ely
Cambs
CB6 2RB

This matter is being dealt with by:

Kevin Drane

Telephone: 01353 665555
E-mail: plservices@eastcambs.gov.uk
My Ref: 24/01005/TRE
Your ref

30th October 2024

Dear Clerk

Proposal: T1 Maple tree - Re-pollard to previous pollard points
Location: Durnford House 7 Station Road Sutton Cambridgeshire CB6 2RL
Reference: 24/01005/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=SK9MNSGGKWX00>.

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

Yours faithfully

Kevin Drane
Trees Officer

Agenda ✓

ITEM 110/24 (4)a

ITEM 112/24

Fire&Chill Youth Group Proposal for Sutton Parish Council

Overview

Fire&Chill proposes the establishment of a youth group for young people in Sutton. With over 17 months of successful youth group operations for Witchford Parish Council, consistently attracting 25-35 weekly participants, we aim to bring this engaging and enriching experience to the young people of Sutton. Below is an outline of the proposed program, the services we will provide, and the anticipated costs.

Program Details

Timing - Sessions will be held on Tuesday evenings, 5:30-7:30 PM during term time only (*leaders onsite 30 minutes before and after each session for setup and takedown*).

Location - The Rec and nearby woodland for outdoor sessions; The Glebe for indoor sessions during cold or inclement weather.

Age Group - Year 6-9 (approximately ages 10-14).

Participation Fee - £4 per participant per session, payable in cash upon attendance.

Activities and Provisions

Each session is designed to foster growth, social interaction, and practical skills. The sessions will include:

- Each session will be led by a certified Level 3 Forest School leader, supported by 3-5 secondary leaders (a mix of young leaders and ex-military mentors), accommodating up to 35 young people
- Sessions will offer diverse activities including games, crafts, and forest skills such as bushcraft, rope bridge building, survival skills, den construction, fire-based cooking, and other hands-on projects
- A small shop for children to buy snacks
- Hoodies and T-shirts available at subsidized rates
- Campfires for warmth and gathering will be available at both The Glebe and The Rec.
- All leaders undergo regular First Aid, safeguarding, and DBS checks, ensuring a safe environment.
- To add variety, sessions will feature guest providers (at least once per half term), such as self-defence instructors, animal encounters, drumming workshops, and seasonal events.
- Twice-yearly group trips to destinations like Clip and Climb or Trampoline Parks. Fire&Chill aims to subsidize costs; families may be asked to contribute a small portion.
- On-site Facilities - Portable toilets, handwashing stations, and tarps for weather protection when outdoors.

Fire&Chill's Operational Support

Fire&Chill will manage all program logistics, administration, and resources, ensuring a seamless experience. We will provide:

- **Research & Promotion** - Conduct ongoing research to tailor activities to the local youth. Promotional efforts will include outreach to schools, social media campaigns, and press coverage.
- **Comprehensive Administration** - Handle all necessary documentation, including registration, medical forms, attendance, and fee management.
- **Staff Recruitment** - Responsible recruitment of youth workers in line with safer recruitment practices, including background checks and reference verification.
- **Activity and Trip Coordination** - Organize and coordinate trips and external providers based on participant interest.
- **Policy Compliance** - Maintain and regularly update policies, ensuring compliance with safeguarding, safety, and insurance requirements (Public Liability and Employers' Liability).
- **Resource Management** - Source all materials, including wood, first aid supplies, food, and equipment for activities, including rented equipment from Butterflies Forest School.
- **Ongoing Communication** - Provide regular updates to the Parish Council on attendance, progress, and feedback. Weekly communications to parents will detail session plans and any special requirements.

Support Requested from Sutton Parish Council

To operate the group effectively, Fire&Chill requests:

Coordination with Local Volunteers - Collaborate with volunteers who maintain outdoor areas to minimize ecological impact.

Indoor Facilities - Access to The Glebe Hall or Centre for cold or rainy days and winter months.

Beyond these items, Fire&Chill will independently manage all aspects of the program without further support required from the Parish Council.

About Fire&Chill

Fire&Chill is a non-profit organization. All surplus revenues are reinvested to support our mission. At close of business, any surplus revenues are donated to other non-profit organizations. We maintain a committee with a bank account requiring dual signatures for financial security. Sessions are led by a combination of paid staff and dedicated volunteers.

Cost Proposal

We propose a 25-week pilot program, from January to July 2025, with a total cost of £8,000.

Cost Breakdown:

Weekly Cost - £320 per term-time week for 25 weeks

Fee's invoiced as follows -

Term 1 (Jan-Mar) - £3,520, due by December 31, 2024

Term 2 (Apr-Jul) - £4,480, due by April 4, 2025

Please Note: Fees collected from participants will be used by Fire&Chill to offset operational costs. Payments from the Parish Council will be invoiced and are expected in full before each term.

Next Steps

If Sutton Parish Council approves this proposal, Fire&Chill will begin advertising by the end of November, including inviting Sutton youth to Witchford's Fire&Chill Christmas Disco on December 18 for an introduction to the group. We will also be hosting a holiday club session on January 3 in Witchford, open to all young people, which will be advertised to Sutton youth also.

We look forward to discussing this opportunity at your meeting on November 26 and are happy to answer any questions.

Philip Harty

From: [REDACTED] →
Sent: 31 October 2024 16:09
To: NetZeroVillages
Subject: East Cambs Net Zero Villages Grant - Launched today

Dear Parish Council Clerks
(and I copy in all ECDC Ward Members)

Today we have launched a new 'Net Zero Villages' grant fund.

We are inviting local community groups and parish councils to apply for grant funding to help reduce greenhouse gas emissions from their operations or in their local community.

This is a 100% grant fund (no match funding required) for measures such as insulation and solar panels, low carbon transport or perhaps even installing a 'green roof'. Up to £30,000 per project is available.

Only local community groups (including parish councils) can apply, and funding must be used on buildings or land open to the public. We anticipate most of the funding will be used to improve the energy efficiency of a local village hall or other building that a local community group use.

Full details, terms and conditions and key dates are set out on our website at [Net Zero Villages Grant Funding | East Cambridgeshire District Council](#).

I will shortly be emailing all contact addresses we have for community halls across East Cambs, many of which are not parish council owned but could equally be eligible for funding. However, in case I don't have a complete database of contacts, do pass on this message to your local community hall or other community group if you think they may qualify.

If at all possible, please direct all queries to the NetZeroVillages@eastcambs.gov.uk email address.

(Please note: due to the terms and conditions of the fund, funding is not available to improve assets in the urban area of Ely or Soham, because such areas have access to alternative funding. However, villages within the parishes of Ely and Soham do qualify)

Regards

Richard Kay

Philip Harty

From: [REDACTED] <[REDACTED]>
Sent: 14 November 2024 15:41
To: [REDACTED]
Subject: RE: "[EXTERNAL]"RE: Sutton PC -EV Charge Points

Follow Up Flag: Follow up
Flag Status: Flagged

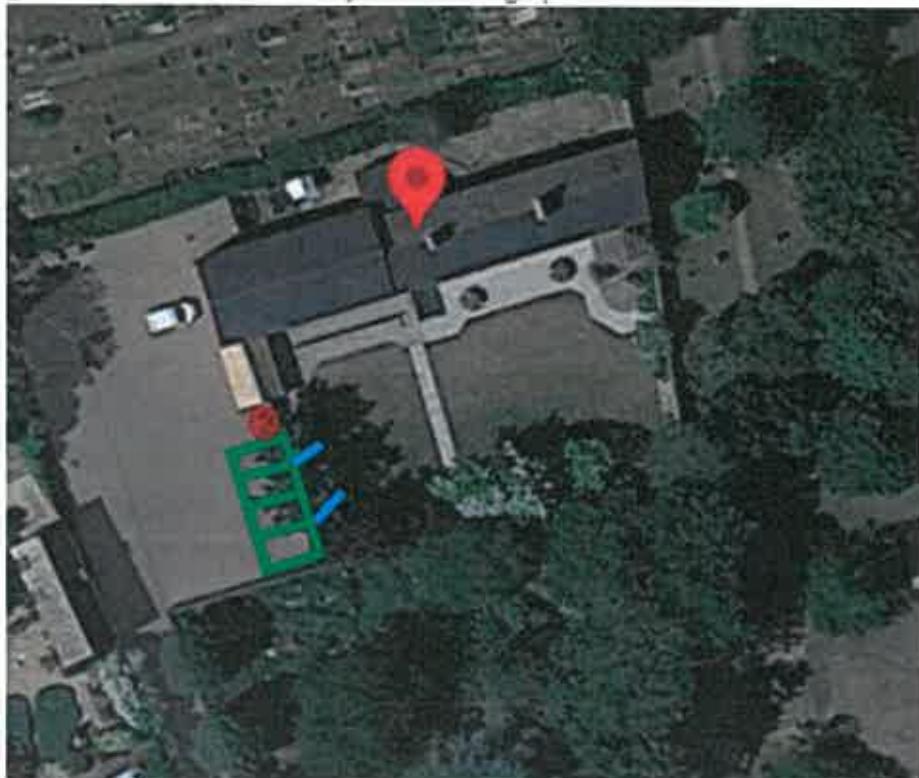
Hi Phil,

Thanks for your response on this.

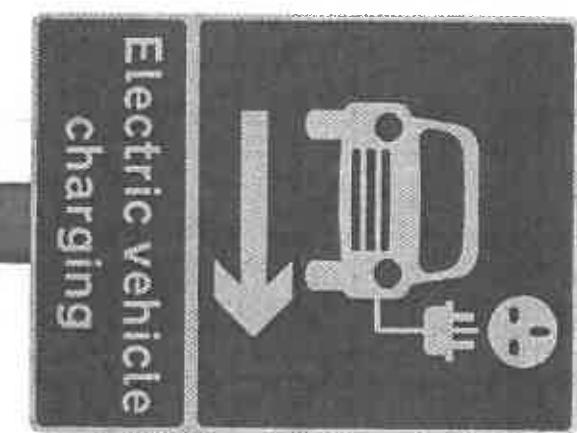
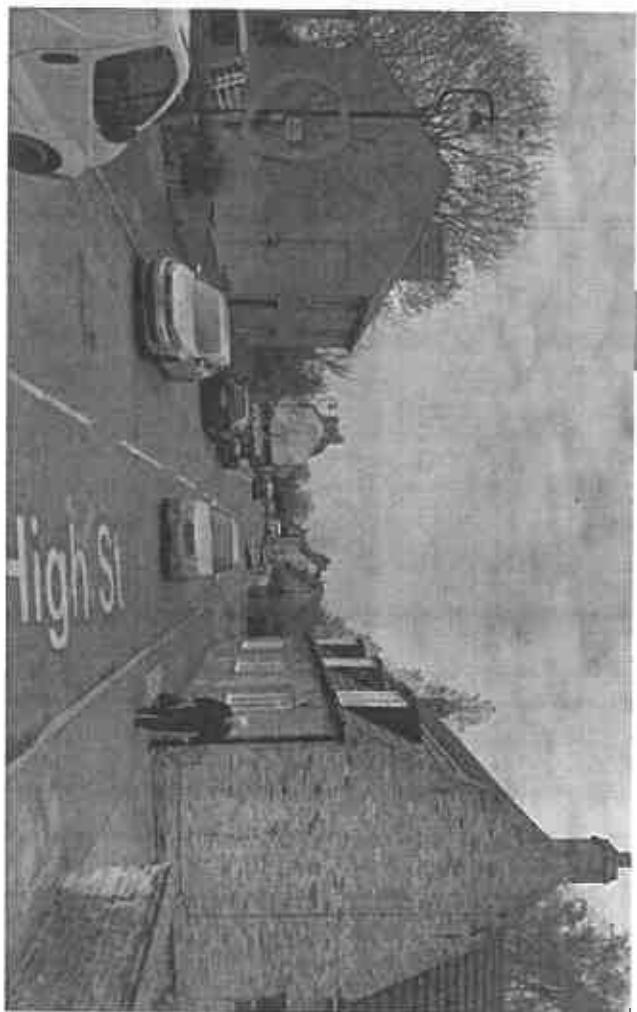
For Glebe, regarding the sign on the lamppost – Believ would be happy to pay for this as this would be needed to make the site commercially viable. If there is no sign, it could be very difficult for people to know where the charge points are. Are the parish council happy to progress this application as it may be looked on more favourably than coming from us? If not, we can progress this.

For the RBL building, due to the lease complications and the charging demand expected for Sutton, we are not able to progress both sites at this time. If demand at the Glebe is significant, we can revisit in the future, but we currently do not think there would be sufficient demand to install at both sites.

Please see below proposed location of charge points at the Glebe (red circle is the feeder pillar and green outlines are the bays and charge points).



Happy to discuss over a call if easier.



SIGN TO BE ATTACHED
TO LIGHT.
PC TO COMPLETE
APPLICATION.

Time Bank update November 2024

Exchanges

Time members have completed 4038 hours of volunteering in 1442 exchanges. Recent exchanges include: baking for coffee morning and the Cuppa and Cake fundraiser morning, support applying for an ESTA visa, support with the NHS app, shopping and lifts to GP appointments or vaccine appointments.

Coffee mornings

Our weekly coffee mornings continues to be well attended and we continue to offer lunch once a month.

Our digital champions offer drop-in sessions and have been able to offer digital support at other times for those that need extra support or support at home. For example, an older couple applying for their 1st passport.

We have a jigsaw, games, and book library - any overflow from the phone box is put out at coffee mornings and there is extra library space in the Parish council information office.

We had Healthy You attend to give a talk on 'Falls Prevention,' and the support and classes Healthy You provides for free.

Philip from P3- East Cambridgeshire Older People's Visiting Support Service, has attended a few coffee mornings over the last few months. P3 is a free service to help anyone over the age of 65 to remain living independently in their home. P3 are also able to help with benefit checks and applying for pension credit. He has taken some referrals and will be supporting some residents with this.



New Games Club

Games Lunch is the Timebank's new monthly get together. The 3rd Wednesday of the month from 11.30 -1pm at The Pavilion. This is a chance to enjoy a boardgame or jigsaw puzzle or for a friendly chat. Refreshments and lunch are provided. This is a free event and welcome to everyone.



The Big Lunch

On Tuesday 4th June instead of the weekly coffee morning we held Sutton Timebank's Big Lunch. The Big Lunch is the UK's annual get-together, ran by the Eden project, for neighbours and communities, with millions of people coming together for a few hours of food, friendship, and fun. It connects people and encourages friendlier, safer communities.

Everyone brought a dish to share and enjoy together. It was a fantastic afternoon.



PPG

The Timebank continues to work closely with the PPG. The PPG team have been a massive support to the Timebank. PPG members volunteer at coffee mornings and support other events. Patients that have been referred to the PPG for social support are supported to attend timebank events.

Weekly balance and strength exercises classes are run by a timebank member, the PPG (for insurance) and Sutton Charity (for room hire) cover the costs of running this class so it can remain free to those that attend.

Christmas 2024

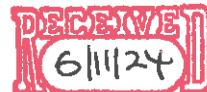
We are starting to prepare for our Christmas events. We will be holding a Christmas themed coffee morning on 17th December, attending Viva cinema to watch 'Meet me at St Louis' and holding Christmas lunch for the community on Friday 20th December – which we already have 34 people signed up for.

Focus for 2025

In 2025 we will be looking at events and projects that focus on men's mental health. This includes a repair café, Men's shed and a Talk club. More to follow on these.

ITEM 118/24

38 Lawn Lane
Sutton
Cambs
Tel: 01353 778788



Mr P Harty
Clerk to Sutton Parish Council
The Glebe
High Street
Sutton.

5/11/2024

Dear Mr Harty

Sutton Pepperpot - 2024 Christmas Issue

I would like to thank the parish council for the £120 paid towards the production costs of this year's special Christmas edition of the Sutton Pepperpot magazine, which will include a double page spread dedicated to the council's work on behalf of the village, and a letter to the village from Coun Inskip.

A total of 1820 Christmas magazines will be produced and distributed to every house in the village free of charge by a band of volunteers from St Andrew's Church and the wider community.

We are very grateful for the council's continued support for this project, which we think is very much appreciated by villagers.

I have also been very grateful for the monthly council reports and the Time Bank updates that you have submitted over the past year, and hope that can continue in 2025.

I would be grateful if this letter could be put before the next meeting of the council.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Elaine King'.

Elaine King
Editor
Sutton Pepperpot