Sutton Parish Council

Draft minutes of the Extraordinary Meeting

Tuesday 3 November 2026 at 7.00 pm, St Michael & All Angels' Church, Nene Way, Sutton

Present: Cllrs Peter Lee (Chair), Mick Grange, Antony Eager and Michael Caskey
In attendance: Tony Henthorn, Clerk and Responsible Financial Officer.
Members of the public: 3

26/053 Apologies for Absence

Apologies were received from Cllr Martin Parker

26/054 Declarations of Interest and Dispensations

No declarations of interest or requests for dispensation were made.

26/055 Approval of Minutes

RESOLVED: The minutes of the meeting held on 15 September 2026 were approved as a correct record and signed by the Chair. *Proposer*: Cllr Lee *Seconder*: Cllr Grange

26/056 Proposed Cemetery Application 26/002965/FUL

Land south of Old Peterborough Road, Sutton — change of use of land to cemetery, including soft landscaping, car parking and access.

The Chair outlined the history of the earlier, larger application, which had been withdrawn, and the current proposal for approximately 1.7 hectares. The Council considered the Neighbourhood Plan Group's representations dated 27 October 2026 and Kate Wood's draft objection letter on behalf of the Parish Council.

The Chair reported that 33 questionnaire forms representing 71 residents had been returned following the public meeting on 21 October. All responses opposed or strongly opposed the proposal. These were questionnaire responses and were distinct from representations lodged on the planning portal.

It was clarified that the Neighbourhood Plan Group had prepared its own representations independently of Kate Wood. One individual member of the group was funding the consultant's services, with no cost to the Parish Council.

Members reviewed the draft letter and agreed the following amendments and additions:

- Add the concern that no fresh applicant consultation had been undertaken on the current proposal, with reliance instead on consultation for the earlier, larger scheme; ask the consultant to include the appropriate policy reference.
- Add a key or labels identifying Sutton and Eastfield Cemetery on the population and location map.

- Include a further point concerning Great Haddon in the section dealing with existing and future cemetery capacity, with precise wording and placement to be supplied by Mick Grange.
- Add reference to two nearby private wells and the potential implications for groundwater, with wording and placement to be supplied by Mick.
- Explain the concern about permanent loss of agricultural use by reference to the proposed burial arrangements in perpetuity, replacing the phrase “for obvious reasons”.
- Add the inadequate footpath provision and use of roadside verges by pedestrians, including those accessing bus services and routes between bridleways, with wording and placement to be supplied by Mick.
- Correct the identified grammatical and typographical errors, clarify the national policy attribution in the conclusion, and make the request for refusal explicit.

Members also discussed information received during the meeting that the stated six to nine years of cemetery capacity included Fletton as well as Eastfield. No separate amendment on that point was agreed at that stage.

RESOLVED: To object to application 26/002965/FUL and approve Kate Wood’s draft letter subject to the amendments agreed above. The Chair would collate the amendments, including Mick’s written additions, and return them to Kate Wood. She was authorised to finalise and email the amended objection to Peterborough City Council on behalf of Sutton Parish Council. The Clerk requested to be copied into the submission. The Council continued to work to the extended response deadline of 5 November 2026.

Proposer: Cllr Caskey Seconder: Cllr Lee Unanimous agreement

26/057 Other Planning Applications and Tree Notification

26/057.1 — Replacement dwelling at 5 Manor Road, application 26/002989/FUL.
Members considered the demolition and replacement proposal, its similarity to the previous scheme, the revised application boundary, the building’s relationship to the plot, design and materials, and neighbouring amenity.

RESOLVED: To submit no comments on the application.

26/057.2 — Conservation area tree notification 26/003019/CTR.
The Chair reported that the notification had incorrectly identified the property as 10 Manor Road and that the works related to 8 Manor Road. Members considered the location of the trees at the rear of the garden and their limited visibility from the road.

RESOLVED: To submit no comments on the notified works, while drawing Peterborough City Council’s attention to the address discrepancy and recording the Chair’s advice that the correct address was 8 Manor Road.

Planning decision received for information: The Clerk reported that permission had been granted on 28 October 2026 for application 26/002906/FUL: replacement of the existing rear porch with a modest single-storey masonry extension at Manor Farm, Manor Road. The decision was noted.

26/058 Submission of Representations and Follow Up

RESOLVED: To authorise the submission of the responses agreed under items 26/056 and 26/057. Kate Wood would submit the cemetery objection following the agreed amendments; the Clerk would submit the other responses.

If the Planning Committee considered the cemetery application, the Council agreed that Kate Wood would address planning policy matters and Mick Grange would present the complementary local points. The meeting confirmed that the consultant's attendance was included in the private funding arrangements, at no cost to the Parish Council.

26/059 Peterborough Local Plan Update

The Chair recalled the Council's previously agreed positions. The September minutes record support for the settlement hierarchy and Sutton's zero-growth designation; support for deleting the proposed major A47 settlement; and concern about the absence of a firm commitment to new multi-faith cemetery provision.

The anticipated supplementary wording from Kate Wood had not yet been received. The consultation deadline was noted as 12 November 2026.

AGREED: The Chair would obtain the consultant's supplementary wording and agree its final form with the Clerk, within the policy position previously approved by the Council, for submission before the consultation deadline. The wording would be circulated to other councillors before submission where time permitted.

26/060 Next Scheduled Meeting

The next scheduled meeting was confirmed as Tuesday 17 November 2026 at 7.00 pm. Members expressly agreed to the 7.00 pm start. Routine business would be included on that agenda as appropriate.

26/061 Any Further Public Participation

Further concerns were raised about access to representations on the planning portal and difficulties submitting comments online. During the meeting, members were able to download representations; they reported that personal details had been redacted while substantive comments remained accessible. Difficulty navigating the system remained a concern.

Members discussed the published consultation responses and concerns about whether a city councillor's supporting representation was clearly distinguished from an official City Council position. Members reported that they had already raised these concerns with City Council representatives. No further formal resolution was made.

Meeting closed: 7.57 pm

Signed by the Chair: _____ Date: _____