

**Dry Drayton Parish Council**

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 8<sup>th</sup> September at 7.30pm, via **REMOTE (ONLINE) MEETING**

**Join meeting via Zoom with details below**

<https://zoom.us/j/97121255971?pwd=Y2hNQTNIVTlwaEVpWmcwRS95eVNLZz09>

**Meeting ID: 971 2125 5971 Passcode: 040021**

Dial by your location: 0203 481 5240; 0203 901 7895; 0208 080 6591; 0208 080 6592; 0330 088 5830; 0131 460 1196; 0203 481 5237

COVID-19 Pandemic (Temporary Regulations in force from 4th April 2020 expiring 7th May 2021)  
The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, S78.

**NEW LEGISLATION & REQUIREMENTS**

In summary the Temporary 2020 Regulations detailed above.

- Permit the holding of remote meetings, with conditions
- Local councils can decide the methods they will use to facilitate the holding of meetings
- There is no requirement to hold an annual meeting

*The Public & Press are cordially invited to be present (except for any item on the agenda labelled confidential).  
The order of business maybe varied at the Chairman's discretion.*

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out below:

Signed: SE Needs Proper Officer/Parish Clerk

**Agenda**

- 1. To Accept Apologies for Absence**
- 2. To Accept Parish Councillors Declarations of Interest for Matters on the Agenda**  
Members of the Council are subject to the Relevant Authorities (Disclosable Pecuniary Interest) Regulations 2012 following adoption of the Code of Conduct. **ALL dispensations requests must be made to the Clerk prior to the meeting.**
- 3. Presentation by Andrew Hodgson, Senior Director, Pegasus Group regarding potential development of housing and village amenity**
- 4. To Agree to hold a Public Forum**  
Councillors with pecuniary interests must leave the room immediately prior to any discussion on a disclosed interest this could be during the public forum or elsewhere on the agenda. Councillors cannot remain in the room to hear the representations of others nor make any representation to the meeting. Please note: When the Council starts to discuss any item on the agenda, where a member has an interest, the member with that interest must have regard to the Code of Conduct and make the necessary disclosure (if not done in Item 2) and leave the meeting. At the close of this agenda item members of the public will no longer be permitted to address the Council.
- 5. To Approve the Minutes of Meeting held on Tuesday 28<sup>th</sup> July & 3<sup>rd</sup> August 2020**
- 6. Matters Arising from the Minutes, Report of any actions and Resolutions from last meeting – See Appendix 1**
- 7. To Accept a Report from County and District Councillors**
- 8. To Discuss Planning Matters**

Remote decisions on planning applications were made via email and voting records retained.

- Applications received for consideration
  - 20/03023/FUL – Irwin Centre, Scotland Rd CB23 8AU- Extension to provide extended and additional office units and the provision of an onsite cafe and new car parking area on former agricultural land
  - 20/03013/FUL – Scotland Farm, Scotland Road, CB23 8AU - Erection of an agricultural workers dwelling for seasonal farm workers
  - 20/03593/HFUL – 50 High Street, CB23 8BS – To construct a two-storey extension at the rear of the dwelling
  - 20/03592/HFUL – 52 High Street, CB23 8BS – To construct a two-storey extension at the rear of the dwelling

- v. New premises licence application – Lord Conrad’s Brewery, Unit 2, Dry Drayton Industries, Scotland Rd CB23 8AT – comment deadline 11<sup>th</sup> September 2020
- b. Decisions received from South Cambs District Council
  - i. 20/02618/FUL – 46 Pettitts Lane, CB23 8BT - Demolition of existing bungalow and replacement with new Passivahaus bungalow, adjacent double garage with covered link and installation of new residential annex accommodation – application WITHDRAWN
  - ii. 20/01065/HFUL – The Flat, 3a Old Rectory Drive - Single storey front and side extension and replacement of existing flat roof with conventional gable end pitched roof - GRANTED

**9. Matters for discussion/correspondence received**

- a. To advise of SCDC LED upgrade to streetlights – works due to be completed in Sept 20
- b. To provide update on NMU/cycle path project
- c. To discuss participation in the Community Gritting Scheme – deadline 31/10/20
- d. To discuss road verge management enquiry email of 11<sup>th</sup> August 2020

**10. Consultations**

- a. North East Cambridge Area Action Plan – ends 5<sup>th</sup> October 2020

**11. Finance and Policy**

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received
  - i. CCC – Grass Cutting Reimbursement - £555.26
- c. Payments made between 28<sup>th</sup> July 2020 and 2<sup>nd</sup> August 2020
  - i. Brookfield - £360.00 should be cut 4 not 5 error on invoice
  - ii. ICO – Data protection fee - £35.00
  - iii. Cambs ACRE – Annual membership - £57.00
  - iv. Clerks overtime and expenses (Period 4) - £49.53
  - v. LGS Services – Internal Audit Fee - £90.00
  - vi. SLCC – Annual Membership - £46.67
- d. Payments to hand
  - i. S Etherington-Meech – Period overtime/expenses - £49.53
  - ii. Came & Company – Annual Insurance Premium - £352.85
  - iii. Haven Power Streetlighting Electricity (July) - £30.16
- e. To discuss the purchase of a scanner/printer
- f. Review of insurance policy in preparation for renewal on 1<sup>st</sup> October 2020
- g. Review of internal audit report and actions to be discussed

**12. To accept notices and matter for the next agenda**

Please note that no decisions can lawfully be made under this item. LGA 1972 s12 10(2) (b) states that business must be specified; therefore, the Council cannot lawfully raise matters for discussion.

**13. Date and time of next meeting – TBA**

EXCLUSION OF THE PUBLIC AND PRESS

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

- 14. To discuss clerk’s annual salary increment, review of hours and pension set up progress**

## Appendix 1

### Action Report/Ongoing Issues

a.	Councillor Vacancy (ongoing)	DDPC
b.	2021/22 LHI Application for Oak Crescent (ongoing)	SL/LH
c.	2020/21 LHI and Legacy Fund (Pam Hobson) Works Progress	SL/LH
d.	Park Lane Verges/Cycle path upgrade/line painting/drainage (ongoing)	SL/LH
e.	Quotation from Brookfield/exact location & frequency and grass cutting reimbursement query for CC (SL)/"listed to cut" info (SEM) (ongoing)	SL/SEM/LH
f.	Landowner contact re: allotment fencing	SL/JD/SEM
g.	Drift clearance date arranged	SL/JD
h.	Tidy up of area in front of fence at Pettitts Lane	SL
i.	Old Rectory Windows concerns (ongoing)	SL
j.	SL contact with Oakington PC re: cycle path	SL
k.	SEM – submission of planning comments – Irwin Centre/Scotland Farm/46 Pettitts Lane	SEM
l.	UK Power Networks – progress for electricity connection upgrade – progress	SL
m.	Bank changes - CBS (Change of signatories/address) Lloyds online banking access for EP	SL/SEM
n.	Recruitment of volunteers for village Speed watch team (Ongoing)	SL/JD
o.	Quotation for chippings required at Long Lane	FP
p.	Draft letter re: hedging/signage 'Pathfinder' Long Distance Walk	SL
q.	Village Hall Management Committee new members/meetings	JD/EP/KC
r.	Arrangement of new councillor training for JD, FP & KC (ongoing)	JD/KC/FP
s.	KC contact resident re: vehicles for sale on green	JD/KC