

Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 1<sup>st</sup> December 2020 at 7.30pm, via **REMOTE (ONLINE) MEETING**

Join meeting via Zoom with details below

<https://zoom.us/j/94974168382?pwd=WHluM3JwMjJlYUhhbmVkbkptVWg2Zz09>

**Meeting ID: 949 7416 8382 Passcode: 050307**

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

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. 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.

**4. To Approve the Minutes of Meeting held on Tuesday 3<sup>rd</sup> November 2020**

**5. To consider an application for co-option – Edward Wickham**

**6. Pegasus to provide an update on the potential building and amenity site at Park Street**

**7. Matters Arising from the Minutes, Report of any actions and Resolutions from last meeting – See Appendix 1**

**8. Chairman's Report**

**9. To Accept a Report from County and District Councillors**

7.1 Update from Cllr Harford in relation to outstanding drainage issues in the parish

**10. To Discuss Planning Matters**

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

a. Applications received for consideration

- i. 20/04295/HFUL – Duck End Farm, Duck End Farmhouse, Park Lane, CB23 8DB - Side extension and front window/porch alterations. Internal alterations and relocation of detached garage – consultee comments extended 4<sup>th</sup> December 2020

b. Decisions received from South Cambs District Council

- i. 20/2321/TTPO – 40 Pettitts Lane – Tree Works – This was for information only

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

11.1 To discuss the Greater Cambridge Local Plan & Call for Sites and for Cllr Houlihan to provide an update following his attendance at the workshop on 1<sup>st</sup> December 2020

11.2 St Giles Cricket Club – to discuss a letter of support for funding from the Amey Community Fund for nets

11.3 To provide an update re: the illegal traveller encampment on the old A14 slip road

11.4 To discuss an incident and concerns raised over the footpath along Oakington Road

11.5 To discuss a letter of concern regarding the use of social media in relation to contentious village issues.

**12. Consultations**

12.1 Cambridgeshire and Peterborough Minerals and Waste Local Plan -Proposed Main Modifications Consultation – deadline for comments 15<sup>th</sup> December 2020

12.2 Flightpath consultation for Luton Airport – deadline for comments 5<sup>th</sup> February 2021

### **13. Finance and Policy**

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received
  - i. SCDC – Covid-19 Grant Monies – £200.00
  - ii. HMRC – VAT reclaim for 2019/20 - £1,026.55
  - iii. Madingley Parish Council – Third of CAPALC invoice for clerk HR Forum - £25.00
- c. Payments made between 7<sup>th</sup> October and 25<sup>th</sup> November 2020
  - i. Brookfield Groundcare – Cut 8 of 10 - £360.00 (paid 09/10/20)
  - ii. Haven Power (DD) – Streetlighting Energy (Sept 20) - £29.14
  - iii. ICO (DD) – Data Protection Annual Registration - £35.00
  - iv. Haven Power (DD) – Streetlighting Energy (Oct 20) - £30.16
  - v. CAPALC – HR Forum Training for Clerk (Nov 19) - £50.00 instead of £25.00 and Madingley Parish Council have reimbursed their part of the invoice directly to Dry Drayton Parish Council
- d. Payments to hand
  - i. S Etherington-Meech – Period 8 (Overtime/expenses) - TBA
- e. To consider the draft budget and setting of precept for 2021/22
- f. To consider bank signatories for Lloyds and closure & transferring of the savings accounts
- g. To review and/or adopt policies - Social Media Policy/Press & Media Policy/Updated Complaints Procedure/Publication Scheme 2019/Lone Worker Policy/GDPR Data Audit

### **14. 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.

### **15. Date and time of next meeting – Tuesday 5<sup>th</sup> January 2021 at 7.30pm**

#### 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.

### **16. Clerks annual leave request**

## Appendix 1

### Action Report/Ongoing Issues

7.1	2021/22 LHI Application for Oak Crescent (ongoing)	SL/LH
7.2	2020/21 LHI and Legacy Fund (Pam Hobson) update on progress of works	SL/LH
7.3	Park Lane Verges/Cycle path upgrade/line painting/drainage (ongoing)	SL/LH
7.4	Brookfield quotation/exact location/frequency & grass cutting reimbursement query (CCC)	SL/LH
7.5	Landowner contact re: allotment fencing	SL/JD
7.6	Tidy up at the Drift, fence at Pettitts Lane & footpaths – progress for working party	SL/JD
7.7	Old Rectory Windows concerns (ongoing)	SL
7.8	Recruitment of volunteers for village speed watch team (ongoing)	SL/JD
7.9	Draft letter re: hedging/signage 'Pathfinder' Long Distance Walk	SL
7.10	Draft and circulation of a complaints letter to planning re: processes	SL
7.11	Update on the Pegasus consultation for a new development	SL
7.12	Village Hall Management Committee Meeting Update	KC/EP
7.13	EP & KC to liaise and arrange chippings for Long Lane SL to produce risk assessment/contact landowner to store chippings on delivery	EP/KC/SL
7.14	Arrangement of new councillor training (ongoing)	JD/KC/SA
7.15	SCDC - Road verge management – more info received?	SEM/LH
7.16	Progress on LED upgrade to streetlights	DDPC
7.17	Progress with scheme for loneliness/vulnerable in parish	JD