

Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 5th April 2022 at 7.30pm, at Dry Drayton Village Hall, High Street, Dry Drayton CB23 8BS

The Public & Press are cordially invited to be present (except for any item on the agenda labelled confidential) but is not a public meeting. 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: S E Meech 31st March 2022
Sarah Etherington-Meech - 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 1st March 2022

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

6. To Accept a Report from County and District Councillors

7. To Discuss Planning Matters

a. Applications received for consideration

- i. 22/00911/CL2PD - 6 Cottons Field Dry Drayton - Certificate of lawfulness under S192 for a single storey rear and side extension – For information only
- ii. 22/00972/FUL – Springhill Stables, Oakington Road – Retention of mobile home – Deadline for comments 6th April 2022
- iii. 22/01092/HFUL - 61 Pettitts Lane, Dry Drayton - First floor front extension. Raising roof height of the existing single storey side extension to insulate – deadline for comments 12th April 2022

b. Decisions received from South Cambs District Council

- i. 21/05417/FUL - Land East of Park Lane & South Side of Madingley Road - Change of use of land from agricultural to equine use and construction of an American barn, exercise track and associated works – Application withdrawn
- ii. 21/04898/S73 - 65 Pettitts Lane Dry Drayton Cambridge Cambridgeshire CB23 8BT - S73 variation of condition 1 (Approved plans) of reserved matters approval S/3447/18/RM (Application for approval of reserved matters following outline planning permission S/4554/17/OL for the construction of up to 10 dwelling houses & associated infrastructure & works in respect of appearance landscaping layout and scale) – Granted permission

c. Development at 65 Pettitts Lane (21/04898/S73)

- i. Delegated decision letter from Stephen Kelly in relation to 65 Pettitts Lane and request from DDPC to be considered by the planning committee
- ii. Cllr Aldersley & Cllr Houlihan to advise of meeting carried out with Nigel Blazeby at Greater Cambridge Planning (GCP)

8. Matters for discussion/correspondence received

- 8.1 To consider proposal received from OKO Coffee group in relation to a semi-mobile takeaway cafe
- 8.2 To consider and discuss future LHI application ideas
- 8.3 To consider and discuss email from CAPALC in relation to NALC setting up a smaller councils committee, items to be considered by 30th April 2022
- 8.4 To inform of correspondence from Brookfield Groundcare in relation to fixed costs for the grass cutting for Dry Drayton and confirmation of 'no mow May'
- 8.5 To consider and discuss a plan for 'Operation London Bridge'
- 8.6 To consider and discuss email from resident of Scotland Farm Road in relation to speeding issues/concern
- 8.7 To consider an application for the 4th round of ZCC grant scheme – deadline for applications 1st June 2022
- 8.8 To discuss parking concerns outside of the village hall
- 8.9 To consider Farming & Wildlife Advisory Group email in relation to a pond conservation fund – funding available to restore existing ponds and create new ponds in the parish

9. Consultations

- 9.1 To consider EWR business case for EWR letter from Anthony Browne and support of letter

10. Finance and Policy

- a. To accept account review to date and end of financial year bank reconciliation
- b. To advise of payments received between 25th February 2022 – 31st March 2022
 - i. UK Power Networks – Rental Credit - £11.50
- c. Direct debits and standing orders paid between 25th February 2022 – 31st March 2022
 - i. Salary/Overtime/Expenses/Pension (Period 11 & 12) - £1,328.66
- d. Online payments made between 25th February 2022 – 31st March 2022
 - i. Cambridge Restoration – Upfront payment for materials for benches - £1,850.00
 - ii. National Salary Award backpay for 2021/22 – £130.24
 - iii. HMRC – National Insurance Contribution (Period 12) - £4.10
 - iv. DDVH – Hall Hire 5th & 8th April 2022 (4 hrs) - £28.00
 - v. Paul Clark – Bus Shelter Cleaning - £15.00
- e. Payments to hand
 - i. Parish Online – Online Mapping Service - £45.00
 - ii. CAPALC – Clerks Bitesize Election Training - £30.00
- f. To consider quotation for accounting package and allotment management package with Rialtas
- g. To consider adopting Safeguarding Policy in order for clerk to apply to Community Chest Grant Fund Scheme for monies towards a jubilee bench – deadline for application 12th April 2022
- h. To consider adopting disciplinary & grievance & equality policies
- i. To discuss basic DBS checks for safeguarding officers
- j. To agree budget for Annual Parish Meeting refreshments
- k. To discuss removal and adding of bank signatories following elections in May 2022

11. 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.

- 12. Date and time of next meeting** – Annual Parish Meeting on Friday 8th April 2022 at 7.30pm at the Village Hall & Annual Parish Council Meeting on Tuesday 10th May 2022 at 7.30pm at the Village Hall.

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.

13. To feedback on clerk's annual appraisal and backpay of National Salary Award for 2021/22

Appendix 1

Action Report/Ongoing Issues

5.1	Letter drafted to Lorraine Casey, Charlotte Peet & Enforcement requesting a satisfactory response in relation to complaints with planning and procedures at GCP	SCA/SL
5.2	Zoom meeting with Highways to discuss transport issues to be arranged with Cllr Aldersley, Cllr Murphy, and members of the Speed Watch team	SCA/EM
5.3	Update on dangerous footpath between Hill View & Trinity Stables	EM
5.4	Progress on NMU	EM
5.5	Section 106 projects from Townlands Trust	SCA
5.6	Update on 2022/23 LHI application	SCA
5.7	Erection of additional poles for MVAS	SCA/SEM
5.8	Liaise with Joshua Rutherford in relation to creation of a Highways Improvement Working Group	SCA
5.9	Newsletter article in relation to land ownership and need for tidying footpaths	SCA
5.10	Update on a time frame from Highways in relation to fixing of wigwags	SEM
5.11	Update on completion date for benches from Cambridge Restoration	SL
5.12	Village Hall Management Committee Meeting Update inc. toilet restoration	EP
5.13	Update on the Pegasus consultation for a new development	DDPC