

Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 7th February 2023 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 2nd February 2023
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

The maximum time allotted for the Public Forum is 15 minutes and a member of the public shall not speak for more than 3 minutes. The Public Forum is to provide an opportunity for members of the public to raise questions for items that are on the current agenda. However, a question shall not require a response at the meeting nor start a debate on the question. At the close of this agenda item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.

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.

4. To Approve the Minutes of Meeting held on Tuesday 10th January 2023

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. 23/00061/S73 - 57 High Street Dry Drayton Cambridgeshire CB23 8BS - S73 application to vary condition 2 (Approved plans) of planning ref; 21/01895/HFUL. (Two storey rear extension with first floor balcony, new entrance porch infills and new external finishes) change from solid masonry to opaque glass balcony – comments extended to 8th February 2023
- ii. 22/03729/FUL – Dry Drayton Methodist Church Park Street, Dry Drayton - Erection of a single storey side extension and a first-floor rear extension together with the provision of two parking spaces and eight cycle parking spaces and the creation of a vehicular access to the site – Comments for application amendment by 16th January 2023. Also, to be discussed by the planning committee on 8th March 2023 – discuss who is to attend from the parish council.

b. Decisions received from South Cambs District Council – no decisions received

8. Matters for discussion/correspondence received

- 8.1 For info – FOI request from Highways in relation to the parish council's response to the Active Travel Scheme
- 8.2 To discuss email from resident in relation to CCTV being installed in the village at the entrance to High Street
- 8.3 To discuss and agree a location for the oak tree received from the 'Six Free Trees' scheme for the coronation
- 8.4 To discuss arranging a meeting for the National Allotment Society to speak to allotment holders in relation to setting up an allotment committee
- 8.5 Cllr Aldersley to provide an update on the site meeting carried out in January with Highways in relation to the bollards at The Drift
- 8.6 For info – Meeting of Dry Drayton Parish Council with Neighbourhood Planning Team from Greater Cambridge Planning scheduled for February
- 8.7 To discuss parish council owned brush cutter/strimmer and its use, storage, and servicing

9. Consultations – no consultations received

10. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 1st January 2023 to 31st January 2023
 - i. UKPN – Wayleave payment for transformer at allotments - £5.75
- c. Direct debits and standing orders paid between 1st January 2023 to 31st January 2023
 - i. SSE – Streetlighting Energy 2nd Dec 22 – 3rd Jan 23 - £22.73
 - ii. S Etherington-Meech – Clerks Salary/Expenses/Pension (Period 9 & 10) - £781.62
- d. Online payments made between 1st January 2023 to 31st January 2023
 - i. S Etherington-Meech – Part payment of Clerks Backpay for National Salary Award - £161.16
 - ii. S Etherington-Meech – Period 9 Expenses - £29.00

- iii. HMRC – Employers National Insurance Contribution for Period 10 - £19.61
- iv. Dry Drayton Village Hall – Hall Hire for 7th & 9th February (4.75 hrs – Inv No 560) - £28.50
- e. Payments to hand – no payments to hand
- f. Requirements for adopting the Civility & Respect Pledge – To adopt Dignity at work policy and training policy
- g. To discuss increase in invoicing for duration of hall hire
- h. To discuss opening of a savings account for Section 106 monies due from Northstowe
- i. To discuss a date for Annual Parish Meeting, monthly meetings for 2023 and start time of meetings
- j. Clerk to discuss archiving and retention following her training in January 2023
- k. To sign paperwork for online access to Lloyds for Cllr Houlihane and Cllr Smith and also form for Cllr Pyle to become full signatory
- l. To delegate for staff appraisal to be carried out in March

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 – Tuesday 7th March 2023 at 7.30pm at Dry Drayton 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.

No items to be discussed that exclude the public or press

Appendix 1

Action Report/Ongoing Issues

5.1	Update from Cllr Murphy in relation to the following matters: a) The removal of posts at the drift b) Fixing of the wigwags c) Progress on the NMU d) Erection of additional poles for MVAS	SCA/EM
5.2	Update of Townsland Trust Section 106 projects and parking investigations	SCA
5.3	Update on LHI application for Oak Crescent & 2023/24 LHI Application for buffer zones and weight restriction signage	SCA
5.4	Cllr Aldersley to investigate defibrillator funding sources including terms for government initiative and request location ideas in newsletter	SCA
5.5	Aircraft noise from Luton Airport stacking – consultation end date 31 st May 2023 and public meeting on 23 rd February 2023	RS/CG
5.6	Update on the progress of erection of the jubilee and slab benches	SEM/SCA
5.7	Clerk to attend quarterly meetings with Cllr Murphy & Highways	SEM
5.8	Update on applications for the two councillor vacancies. Clerk to circulate poster.	SEM/DDPC
5.9	Update from Cllr Granger with feedback from residents in relation to local markets	JG
5.10	Cllr Granger to produce a briefing note in relation to Cllr Bridget Smith’s letter sent to the minster in relation to EWR	JG
5.11	Cllr Houlihane to produce a letter for February in relation to the partial closure of Cambridge Rd in Madingley	TSH
5.12	Cllr Houlihane to provide update on the progress of plans for a proposed NMU route to the Scotland Farm Travel Hub	TSH
5.13	Cllr Houlihane to respond with figures to Facebook post from residents in relation to EV Chargers	TSH
5.14	Clerk to email PX Farms in relation to requesting they investigate a collapsed drain and water in a ditch on their land at the top of Madingley Road	SEM
5.15	Clerk to source coronation plaque for tree in May 2023	SEM