

Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 4th April 2023 at 7.00pm, 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 30th March 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 7th March 2023 & confidential minutes of 5th July 2022 & 6th September 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. 23/00821/FUL - Land Off Park Lane - Erection of 2 No. new dwelling – comments by 5th April 23
- ii. Street Trading Consented Premises - STCP268011 - The Black Horse, Dry Drayton – comments by 5th April 2023

b. Decisions received from South Cambs District Council

- i. 22/04433/FUL - Land Off Park Lane Dry Drayton Cambridge Cambridgeshire CB23 8DB – Erection of 1 new dwelling – application withdrawn
- ii. 23/00061/S73 – 57 High Street - S73 application to vary condition 2 (Approved plans) of planning ref; 21/01895/HFUL - Amendment 'balcony sides altered' – application will not be referred to the planning committee – permission granted
- iii. 21/03114/HFUL - 6 Swifts Close, Dry Drayton - Construction of a garden building to the right of the property – application will not be referred to the planning committee, pending decision

8. Matters for discussion/correspondence received

- 8.1 To discuss the replacement/removal of the bus shelter on Oakington Road
- 8.2 To discuss action to be taken as Wigwags are still not working
- 8.3 To discuss responsibility for the junction between the Avenue (Madingley) & A14 relief road (A1307), CCC or National Highways
- 8.4 To discuss how to proceed following a meeting in February with the Neighbourhood Planning team
- 8.5 For info – Response that Cllr Bridget Smith sent to Minister Merriman in relation to East West Rail
- 8.6 To discuss email from Jo Baker at the Greater Cambridge Partnership in relation to the C2C project and arranging a date after 8th May 2023 for him to attend a meeting to discuss a Statement of Common Ground.
- 8.7 To discuss liaison with PX Farms in relation to someone living in van on their land and whether there are any publicly accessible defibrillators at the Irwin Centre or Dry Drayton Industries.
- 8.8 For info – change of original date agreed for litter pick from 1st April to 29th April 2023
- 8.9 To discuss the responsibility for footpaths and bridleways – further to email from Townsland Trust
- 8.10 For info – response to Cllr Houlihan from Cambridgeshire County Council in relation to the Active Travel Scheme on Cambridge Road in Madingley
- 8.11 For info – response from Brookfield Groundcare in relation to grass cutting of Park Lane & Park Street
- 8.12 To review any updates on the Non-Motorised User (NMU) track along Oakington Rd to link to the A1307

9. Consultations – no consultations

10. Finance and Policy

- a. To accept account review to date and bank reconciliation inc for year end, final accounts

- b. To advise of payments received between 1st March 2023 to 30th March 2023
 - i. SSE – Streetlighting Energy Reimbursement - £6.86
- c. Direct debits and standing orders paid between 1st March 2023 to 30th March 2023
 - i. S Etherington-Meech – Clerks Salary/Expenses/Pension (Period 11 & 12) - £803.64
- d. Online payments made between 1st March 2023 to 30th March 2023
 - i. CAPALC – Clerks Training for Archiving & Retention - £30.00
 - ii. Dry Drayton Village Hall – Hall Hire for 4th April 2023 - £24.00
 - iii. S Etherington-Meech – Postage reimbursement - £1.90
- e. Payments to hand
 - i. Parish Online/Geosphere – Digital Mapping Subscription - £45.00
 - ii. CAPALC – Annual Affiliation Fee - £373.94 (£323.94 without the DPO Membership Scheme)
 - iii. Percheron Agricultural Services – Erection of 7 benches - £1,104.00
- f. Updated asset register for 31st March including amendment to brush cutter/trimmer location
- g. To discuss adding Cllr Granger as a signatory to DDPC bank account
- h. For info - Email from PKF Littlejohn with dates for audit – certificate of exemption to be completed by 3rd July 2023 – audit file to internal auditor w/c 24th April 2023

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 9th May 2023 at 7.00pm at Dry Drayton Village Hall and to confirm meeting date until March 2024

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 discuss the clerk’s appraisal carried out on 21st March 2023 by Cllr Aldersley & Cllr Pyle

Appendix 1

Action Report/Ongoing Issues

5.1	Update from Cllr Murphy in relation to the following matters: a) Works at ‘The Drift’ b) Fixing of the wigwags c) NMU d) Erection of additional poles for MVAS e) Clerk to attend quarterly meetings with Cllr Murphy & Highways f) To report back on Highways and Transport meeting ‘Bar Hill Division’	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	SCA
5.4	Investigate defibrillator funding sources and locations/defib for school update	SCA/CG/RS
5.5	Update on two remaining councillor vacancies. To review poster.	SCA
5.6	Update on the progress of erection of the jubilee and slab benches	SCA
5.7	Send letter in response to Cllr Bridget Smith’s letter sent to the minster in relation to EWR	SCA
5.8	Application for 20mph speed limit	SCA
5.9	Update from Neighbourhood Watch Team in relation to CCTV	SCA
5.10	Aircraft noise from Luton Airport stacking – consultation end date 31 st May 2023	RS/CG
5.11	To attempt to source minutes from Highways and Transport committee in relation to NMU	RS
5.12	Update on sending letter in relation to the partial closure of Cambridge Rd in Madingley	TSH
5.13	Update on the progress of plans for a proposed NMU route to the Travel Hub	TSH
5.14	To attend planning committee meeting on 12 th April for Dry Drayton Methodist Church	TSH
5.15	Update on PX Farms investigating a collapsed drain and water in a ditch on their land at the top of Madingley Road	SEM/TSH
5.16	To contact the National Allotment Society to arrange meeting	SEM
5.17	To investigate savings accounts	SEM
5.18	Update on planting the oak tree at Dry Drayton Primary School and sourcing a coronation plaque for tree in May 2023	SEM
5.19	Produce Training Statement of Intent and Dignity at Work Policy	SEM