


Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Monday 12th June 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:  7th June 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 9th May 2023 and confidential minutes of 4th April 2023

5. Matters Arising from the Minutes, Report of any actions, Resolutions from last meeting & ongoing matters

- 5.1 Update from Cllr Murphy
 - 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'
- 5.2 Update of Townsland Trust Section 106 projects/parking investigations (SCA)
- 5.3 Update on 2023/24 LHI application (SCA)
- 5.4 Defibrillator sourcing, location & update of school defib (SCA/CG/RS)
- 5.5 Two remaining councillor vacancies/poster review (SCA)
- 5.6 Luton Airport Stacking – confirmation of consultation deadline date from Cllr Tumi Hawkins (RS/CG)
- 5.7 To attempt to source minutes from Highways and Transport committee in relation to NMU & invite Kerry Allen & Jo Baker to an extraordinary meeting after 8th May 2023 (RS)
- 5.8 Update on the progress of plans for a proposed NMU route to the Travel Hub (TSH)
- 5.9 To produce a map for Brookfield and PX Farms for annual cutting of 'The Drift' and hedgerows (TSH/SEM)
- 5.10 Update on land ownership on contacting the landowner of field with abandoned car (SEM)
- 5.11 To agree wording for oak tree coronation plaque (SEM)
- 5.12 Create Training Statement of Intent and Dignity at Work Policies (SEM)
- 5.13 To arrange a meeting with the National Allotment Society (SEM/SCA)
- 5.14 Investigate ownership of the wig-wags programmer (SEM)
- 5.15 Put meeting dates on DDPC website, circulate to councillors and village hall (SEM)

6. To Accept a Report from County and District Councillors

7. To Discuss Planning Matters

a. Applications received for consideration

- i. 23/01599/HFUL - 55 High Street Dry Drayton - External insulation with render finish to side and rear – comments by 20th June 2023

b. Decisions received from South Cambs District Council

- i. 22/04057/FUL - Land Adj To Madingley Road Dry Drayton Cambridgeshire - Construction of American Barn and associated works – Permission granted
- ii. 23/00821/FUL - Land Off Park Lane - Erection of 2 No. new dwelling – Application withdrawn

8. Matters for discussion/correspondence received

- 8.1 Cllr Smith to present results of bus shelter survey and to discuss action required
- 8.2 For info – email correspondence with Cllr Aldersley and Roger Payne at CCC in relation to public rights of way
- 8.3 For info- and update on the EWR route announcement
- 8.4 To provide an update on the LHI Oak Crescent parking works and issues
- 8.5 For info - Resident complaints in relation to the footpath in Long Lane (Report made to CCC by Cllr Smith)

- 8.6 For info – Published Greater Cambridge Housing Trajectory and Five Year Housing Land Supply Report
- 8.7 Cllr Granger to provide feedback summary from councils with adopted Neighbourhood Plans
- 8.8 For info - Letter from Anthony Browne MP in response to those sent by Chairman and residents of the village regarding the NMU.
- 8.9 Update on agreed works on drains in the village following Chairman’s meeting with Highways
- 8.10 Proposed TTRO road closure of Scotland Farm Rd – comments by 25th May 2023 – works to be carried out from 3rd July 2023 – 8th July 2023
- 8.11 Email from Comberton Parish Council in relation to the proposal for a retirement village -23/01448/OUT – determination deadline date 14th July 2023
- 8.12 For info - A14 Development Consent Order - Amendments to the Public Rights of Way Network – Letter received from Highways – previous map requested
- 8.13 Clerk to provide an update on meeting attended with Highways and County Councillor on 25th May 23

9. Consultations

- 9.1 Greater Cambridge Partnership – Making Connections Consultation update

10. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 1st May 2023 – 31st May 2023 – No payments received
- c. Direct debits and standing orders paid between 1st May 2023 – 31st May 2023
 - i. S Etherington-Meech – Clerks Salary/overtime/expenses (Period 1 & 2) - £803.64
 - ii. SSE – Streetlighting Energy for 4th April 23 – 2nd May 23 - £15.91
- d. Online payments made between 1st May 2023 – 31st May 2023
 - i. S Etherington-Meech– Mileage/Postage/APM refreshments (Period 1) – £56.90
 - ii. VisionICT – Hosted email accounts (8) for June 23 – May 24 - £172.80
 - iii. VisionICT – Annual website hosting and support for June 23 – May 24 - £225.76
 - iv. Brookfield Groundcare – Cut 2 of 10 - £360.00
- e. Payments to hand
 - i. SLCC – Clerks Annual Membership - £106.20
- f. To receive and note the Annual Internal Audit Report for 2022/23
- g. To consider and approve the Year-end accounts for 2022/23
- h. To consider, approve and sign the Certificate of Exemption
- i. To consider, approve and sign The Annual Governance Statement (Section 1 of the AGAR)
- j. To consider, approve and sign the Accounting Statements (Section 2 of the AGAR)
- k. Update on clerks’ investigation into opening Unity Trust Current & Savings Account
- l. To discuss earmarked reserves and resolve amounts and purposes of earmarked reserves at year end
- m. To consider purchasing an accounting software package with the option of an allotment package
- n. To discuss contract expiry and renewal of contract with SSE for streetlighting

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 – Monday 10th July 2023 at 7pm

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 and press