

## Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 18<sup>th</sup> July 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: Sarah Etherington-Meech 13<sup>th</sup> July 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 Monday 12<sup>th</sup> June 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 (details of costings and access for gate project) (SCA)

##### 5.3 Update on 2023/24 LHI application (SCA)

##### 5.4 Defibrillator sourcing (National Lottery), location & update of school defib (SCA/CG/RS)

##### 5.5 Two remaining councillor vacancies/poster review (SCA)

##### 5.6 To invite Kerry Allen for a site visit & Jo Baker to the September/October meeting in relation to a travel link between the village and proposed travel hub (RS/SEM)

##### 5.7 To produce a map for Brookfield and PX Farms for annual cutting of 'The Drift' and hedgerows (TSH/SEM)

##### 5.8 To source oak tree coronation plaque (SEM)

##### 5.9 Create Training Statement of Intent and Dignity at Work Policies (SEM)

##### 5.10 To arrange a meeting with the National Allotment Society (SEM/SCA)

##### 5.11 Add wigwags and programmer to insurance policy and asset register (SEM)

##### 5.12 Update on repairs/refurbishment of Oakington Road bus shelter (SEM)

##### 5.13 Update on Oak Crescent parking works and issues (SCA)

##### 5.14 Clerk to enquire with PX Farms in relation to responsibility of Long Lane and ditches being cleared

#### 6. To Accept a Report from County and District Councillors

#### 7. To Discuss Planning Matters

##### a. Applications received for consideration

- i. 23/02200/HFUL - 6 Cottons Field Dry Drayton Cambridgeshire CB23 8DG - New mono pitched roof above existing flat roof to front and side elevations. Existing staircase window to be blocked up and new window opening to be formed above to front elevation – deadline for comments 19<sup>th</sup> July 2023
- ii. 23/0721/TTPO - The Coach House Scotland Road - (T1) Weeping Willow - reduce to previous reduction points removing 3 meters to maintain this tree in its current location. (T2) Maple - reduce lowest lateral limb over lawn by 3 meters, back to a suitable live secondary. To improve form and reduce the risk of end loading – comments by 2<sup>nd</sup> August 2023

##### b. Decisions received from South Cambs District Council

- i. 23/01489/OUT - Land To The Rear Of 1 View Farm Cottages Park Lane Dry Drayton Cambridgeshire - Outline application for the erection of 1 No. one and a half storey dwelling with some matters reserved except for access – permission refused

#### 8. Matters for discussion/correspondence received

- 8.1 To discuss the 2023/24 LHI application and the non-complex ranking table feedback
- 8.2 To discuss email from school in relation to working with Dry Drayton Primary School and investigating funding sources for replacing the damaged 'Trim Trail'
- 8.3 To discuss Dry Drayton Primary School receiving a defibrillator and to discuss options for installation and a box
- 8.4 To discuss the purchase of two more slab benches for the Townsland Trust with Section 106 monies
- 8.5 To discuss the email from Cllr Garvie in relation to the proposal for 'Neighbourhood Priority Statements' in the Levelling Up bill and Cllr Stobart feedback in relation to the implications and consultation date
- 8.6 To discuss bus shelter cleaning
- 8.7 To discuss the Cambridge Road Madingley ETRO and emails received from Madingley residents
- 8.8 For info – Letter from Leader of CCC in relation to letter sent from Anthony Browne re: NMU
- 8.9 To discuss email from school in relation to the state of line markings in the village
- 8.10 To discuss fence damage at 'The Drift' – Highways or PX Farms <sup>(Cllr Aldersley)</sup>
- 8.11 To discuss email from Elsworth Parish Council in relation to the open letter re: EWRs route announcement
- 8.12 For info - Luton Airport Stacking – New Public Meeting at 8.00 pm, on Monday 17 July at Eco Hub, Gamlingay & consultation deadline 21st September 2023

## 9. Consultations

- 9.1 Greater Cambridge Partnership – Addenbrookes Roundabout consultation – end date 24<sup>th</sup> July 23
- 9.2 South Cambs District Council - Consultation on the review of the Statement of Licensing Policy (Licensing Act 2003) – end date 7<sup>th</sup> August 2023
- 9.3 Notification of the Consultation on the pre-submission (Regulation14) version of the Linton & Hildersham Neighbourhood Plan – end date 13<sup>th</sup> August 2023
- 9.4 Fulbourn Greenway Phase 1: Eastern Section Public Engagement – closes 21<sup>st</sup> July 2023
- 9.5 CCC - Cambridgeshire Priorities Capital Fund - Expression of Interest Applications – Closes 24<sup>th</sup> September 2023

## 10. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 1<sup>st</sup> June 2023 – 30<sup>th</sup> June 2023 – no payments received
- c. Direct debits and standing orders paid between 1<sup>st</sup> June 2023 – 30<sup>th</sup> June 2023
  - i. Clerks Salary/Overtime/Expenses/Pension (Period 2 & 3) - £803.64
  - ii. SSE Electricity – Streetlighting Energy for 3<sup>rd</sup> May 2023 – 1<sup>st</sup> June 2023
- d. Online payments made between 1<sup>st</sup> June 2023 – 30<sup>th</sup> June 2023
  - i. Brookfield Groundcare – Grass Cut 3 of 10 (Inv 2087) - £360.00
  - ii. Dry Drayton Village Hall – Hall Hire for 3 hrs for 12<sup>th</sup> June 2023 - £24.00
- e. Payments to hand
  - i. S Etherington-Meech – Mileage reimbursement - £17.69
- f. To approve the amended Asset Register for July 2023
- g. Update on clerks' investigation into opening Unity Trust Current & Savings Account
- h. To discuss earmarked reserves and resolve amounts and purposes of earmarked reserves at year end
- i. To consider purchasing an accounting software package with the option of an allotment package

## 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 11<sup>th</sup> September 2023 at 7pm 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 and press