

Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 5th March 2024 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:

Mrs S Etherington-Meech

Sarah Etherington-Meech (CILCA) - Proper Officer/Parish Clerk, 29th February 2024

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 6th February 2024

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

- 5.1 Update on two remaining councillor vacancies/poster review (SCA)
- 5.2 Update of Luton Airport Stacking consultation (now closed) (RS/CG)
- 5.3 To investigate repainting of faded lines at Dry Drayton Primary School (CG)
- 5.4 Review of Training Statement of Intent and Dignity at Work Policies (SEM)
- 5.5 To obtain update from Highways in relation to the NMU (SCA)
- 5.6 Update on response from Highways for funds for broken fence at 'The Drift' (SEM)
- 5.7 Update from David Crowther at Highways in relation to flooding issues and contact with landowners (SCA)
- 5.8 Cllr Aldersley & Cllr Houlihan to provide information for clerk to submit to resident with flooding issues on Scotland Road
- 5.9 Update from Kerry Allen in relation to the proposed link for a NMU to Scotland Farm Hub (SCA)
- 5.10 Update on report to Public Rights of Way Officer for Footpath 11 and issues with hedge and visibility (SCA)
- 5.11 Update on 2024/25 LHI Application for parking restrictions outside school (SCA)
- 5.12 To investigate a village handyperson for jobs such as noticeboard repairs (SCA)
- 5.13 To investigate social media channels as a medium for publishing parish council info/updates (SCA)
- 5.14 Clerk to instruct SSE to proceed with quotation for streetlighting energy
- 5.15 To obtain a plaque for the Coronation Tree (SEM)
- 5.16 To contact Dry Drayton Village Hall bookings clerk for future bookings and agree dates with councillors (SEM)

6. To Accept a Report from County and District Councillors

7. To Discuss Planning Matters

a. Applications received for consideration

- i. 23/03798/CONDA - 67 Pettitts Lane Dry Drayton - Submission of details required by condition 3 (vacuum glass) of Listed Building consent 23/03798/LBC – For information only
- ii. 24/00706/LBC - 67 Pettitts Lane Dry Drayton - Addition of a door between hallway and kitchen, removal of external door in new kitchen and removal of WC window at first floor to previously approved single storey rear extension, internal alterations and all associated works – comments by 21st March 2024

b. Decisions received from South Cambs District Council

- i. 23/04877/CL2PD - 18 Oakington Road Dry Drayton - Certificate of Lawfulness Under S192 for single storey side extension – Certificate granted
- ii. 22/04217/CONDA - View Farm House Park Lane - Submission of details required by condition 3 (fireplace) of Listed Building Consent 22/04217/LBC – Discharge condition in full
- iii. 22/03729/CONDA - Dry Drayton Methodist Church Park Street - Submission of details required by conditions 3(Hard and Soft Landscaping), 4(Pedestrian Splays) and 8(Traffic Management Plan) of planning permission 22/03729/FUL – Split decision

8. Matters for discussion/correspondence received

- 8.1 To provide update on works carried out by PX Farms to the Madingley Road culvert, 'The Drift' and clearing of ditches

- 8.2 To discuss applying for a free portrait of King Charles III – applications by 28th March 2024
- 8.3 To discuss an email received from bus company in relation to issues manoeuvring at the bus stop at Oak Crescent and response from Highways with a suggestion of parking restrictions through Privately Funding Highways Improvement (PFHI) for a Traffic Regulation Order
- 8.4 To discuss dates for the Great British Spring Clean 2024
- 8.5 To discuss completing questionnaire from CCC Green Infrastructure Team in relation to whether the parish council wishes to be included in the chemical weed control schedule from May 2024 onwards.
- 8.6 To discuss the email from SCDC in relation to Community Growing Projects
- 8.7 For information - email received from resident in relation to power pole relocation and water issues
- 8.8 Update from Cllr Smith in relation to abandoned streetlight on the footpath between Pettitt's Lane and High Street
- 8.9 To discuss email from Highways in relation to comments, design & cost estimate for 2023/24 LHI application for speed limit buffer zones
- 8.10 For information – Letter from Cllr Bridget Smith in relation to the 4-day week report
- 8.11 To provide an update on the flooding and actions taken for Park Lane
- 8.12 To discuss responsibility for repair of rotted handrail on the fields off Cottons Field that leads onto Butchers Lane.
- 8.13 To discuss resident request for change of speed limit on St Neots Road from 60mph to 40mph
- 8.14 To discuss the review and adoption of National Allotment Society model documents for the allotments

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 February 2024 and 29th February 2024 – no payments received
- c. Payments made between 1st February 2024 and 29th February 2024
 - i. S Etherington-Meech – Pay difference for Period 10 - £40.00
 - ii. HMRC – Clerks Tax/NI for period 10 – £16.54
 - iii. Dry Drayton Village Hall – Hall Hire for 6th February 2024 for 3 hrs - £24.00
 - iv. Pennon Water Services – Water rates for the allotments 5th Jul 23 – 23rd January 24 - £102.68
 - v. Dry Drayton Village Hall – Hall Hire for 5th March 2024 for 3 hrs - £24.00
 - vi. Pristine Windows – Bus Shelter Cleaning on 19th February 2024 - £135.00
 - vii. S Etherington-Meech – Salary/Overtime/Expenses/Pension (Period 10 & 11) - £803.64
 - viii. SSE – Streetlighting Energy from 1st January 2024 – 31st January 2024 - £44.80
- d. Payments to hand
 - i. S Etherington-Meech – Pay difference for Period 11 & Mileage - £57.80
 - ii. HMRC – Clerks Tax/NI for Period 11 - £16.74
- e. To discuss email from VisionICT in relation to increase in pricing for email services from £18 plus VAT per email account to £20 plus VAT with effect from 1st April 2024

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 April 2024 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.

13. To discuss clerk's appraisal carried out with Cllr Aldersley & Cllr Granger on 27th February 2024 and any actions to be taken or agreed