

Dry Drayton Parish Council

I hereby give notice that the Parish Council Meeting of Dry Drayton Parish Council will be held on Tuesday 7th May 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, 1st May 2024

Agenda

1. Election of Chairman and signing the Declaration of Acceptance of Office

2. Election of Vice-Chairman

3. To Accept Apologies for Absence

4. 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.**

5. 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.

6. To Approve the Minutes of Meeting held on Tuesday 9th April 2024

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

7.1 Update on two remaining councillor vacancies/poster review (SCA)

7.2 Update of Luton Airport Stacking consultation (now closed) (RS/CG)

7.3 Update on repainting of faded lines at Dry Drayton Primary School (RS/CG)

7.4 Review of Training Statement of Intent and Dignity at Work Policies (SCA)

7.5 Update on proposal from Highways in relation to issues with buses manoeuvring at Oak Crescent bus stop

7.6 Update from Highways for LHO assessing the broken fence at 'The Drift' (SEM)/Obtain quote for repair (SCA)

7.7 Update on abandoned streetlight on footpath between Pettitt's Lane & High Street (DS)

7.8 Update in relation to works carried out by PX Farms to remove debris at 'The Drift' (TSH/SCA)

7.9 Update from Kerry Allen in relation to the proposed link for a NMU to Scotland Farm Hub (SCA)

7.10 Update from David Allatt at CCC in relation to the NMU land transfer (SCA)

7.11 Update on 2024/25 LHI Application for parking restrictions outside school (SCA)

7.12 To investigate a village handyperson for jobs such as noticeboard repairs (SCA)/Clerk to investigate costings for a new noticeboard

7.13 To investigate social media channels as a medium for publishing parish council info/updates (SCA)

7.14 Update on 2023/24 LHI Application for speed limit buffers (SCA)

7.15 To obtain a plaque for the Coronation Tree (SEM)

7.16 Update on rotten handrail repairs on the fields off Cottons Field that leads to Butchers Lane (CG)

8. To Accept a Report from County and District Councillors

9. To Discuss Planning Matters

a. Applications received for consideration

- i. 24/01176/S73 - Land To The North-east Of Childerley Farm Childerley Estate Childerley - S73 to vary Conditions 2 (Approved Drawings), 6 (Filter Drain Elevation Detail), 10 (Proposed Landscape and Ecology Enhancements), 14 (Construction Traffic Management Plan and 16 (CTMP) of planning permission 21/02173/FUL (Installation of a renewable energy led generating station comprising of ground-mounted solar arrays, associated electricity generation infrastructure and other ancillary infrastructure comprising of storage containers, access tracks, fencing, gates and CCTV together with the creation of a woodland, landscaping and biodiversity enhancements) – extension granted for comments

b. Decisions received from South Cambs District Council

- i. 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 – Permission Granted

10. Matters for discussion/correspondence received

- 10.1 For information – The Cambridge Club Festival – 7th June 2024 – 9th June 2024

- 10.2 For information – Annual Pathfinder March – Saturday 8th June 2024 – Checkpoint 3 is Dry Drayton Primary School between 8.30 & 14.15
- 10.3 For information - Freedom of Information request relating to Active Travel Scheme surveys
- 10.4 To discuss Bar Hill Skatepark Lobby Committee – request for representative of Dry Drayton to attend committee meetings and report back to DDPC
- 10.5 For information - Freedom of Information request relating to Active Travel Scheme surveys prior to 16th May 2024 – publishing of DDPC comments
- 10.6 For information - Allocation of addressing to a new dwelling at Park Lane, Dry Drayton. To be known as Grove House Barns, Park Lane, Dry Drayton, Cambridge CB23 8DB
- 10.7 For information - Adoption of Greater Cambridge Statement of Community Involvement(SCI) 2024
- 10.8 To discuss an action plan for the management of the allotments and review legal documents
- 10.9 To discuss email received in relation to funded EV charging installation
- 10.10 To discuss resident comments in relation to access to Long Lane from Pettitts Lane following recent hedge clearance work

11. Consultations – no consultations received

12. Finance and Policy

- a. To accept account review to date and bank reconciliation
- b. To advise of payments received between 1st April 2024 and 1st May 2024
 - i. SCDC – Precept Payment for 2024/25 - £23,000
- c. Payments made between 1st April 2024 and 1st May 2024
 - i. GeoXphere (Parish Online) – Mapping Software - £45.00
 - ii. CAPALC – Affiliation Fee for 2024/25 - £342.86/£392.86 with DPO Membership
 - iii. DDVH – Hall Hire for meeting on 9th April 2024 for 3 hrs - £24.00
 - iv. Vision ICT – Hosted emails for June 2024 to May 2025 - £192.00
 - v. Vision ICT – Website hosting and support for June 2024 to May 2025 - £225.76
 - vi. S Etherington-Meech – Clerks Salary/Overtime/Expenses/Pension (Period 12&1) - £855.36
 - vii. SSE – Streetlighting Energy from 1st Feb 2024 – 29th Feb 2024 - £116.34
 - viii. DDVH – Hall Hire for APM on 26th April 2024 - £16.00
 - ix. DDVH – Hall Hire for 7th May 2024 for 3 hrs - £24.00
- d. Payments to hand
 - i. HMRC – Employee Tax & NI (Period 1)- £11.88
 - ii. S Etherington-Meech – Clerks Standing Order Difference & Expenses (Period 1) - £124.86
- e. To review the Year-end accounts
- f. To review standing orders and variable direct debits from bank account
- g. To review bank signatories and agree removal and adding
- h. Authorise due payments that arise on a regular basis
- i. To review Standing Orders, Financial Regulations, and other policies & procedures
- j. To review the Asset Register for 31st March 2023
- k. To confirm insurance cover
- l. To review DDPC and/or staff subscriptions to other bodies
- m. To review employment policies and procedures
- n. To review expenditure incurred under S.137 of the Local Government Act 1972
- o. To discuss earmarked reserves and resolve amounts and purposes of earmarked reserves at year end
- p. Clerk to check if there is still a Cambridge Building Society account open in the council's name

13. 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.

14. Date and time of next meeting – Tuesday 4th June 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.

15. To discuss clerk's pension arrangements